



## CITY *of* CALABASAS

**CITY COUNCIL AGENDA  
REGULAR MEETING – WEDNESDAY, AUGUST 14, 2019  
CITY HALL COUNCIL CHAMBERS  
100 CIVIC CENTER WAY, CALABASAS  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)**

The starting times listed for each agenda item should be considered as a guide only. 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.**

### **CLOSED SESSION – 5:30 P.M.**

1. Public Employee Performance Evaluation (Gov. Code Section 54957)  
Title: City Manager

### **OPENING MATTERS – 7:00 P.M.**

Call to Order/Roll Call of Councilmembers  
Pledge of Allegiance by Girl Scout Troop 10016  
Approval of Agenda

### **PRESENTATIONS – 7:20 P.M.**

- Introduction of Deputy Fire Chief Anthony C. Marrone and Acting Assistant Fire Chief Mike Brown

### **ANNOUNCEMENTS/INTRODUCTIONS – 7:35 P.M.**

### **ORAL COMMUNICATION – PUBLIC COMMENT – 7:45 P.M.**

## **CONSENT ITEMS – 7:55 P.M.**

1. [Approval of meeting minutes from June 26 and July 23, 2019](#)
2. [Adoption of Resolution No. 2019-1640, designating Mayor David J. Shapiro as the voting delegate and Mayor pro Tem Alicia Weintraub as the alternate voting delegate at the League of California Cities Annual Business meeting on October 18, 2019](#)
3. [Adoption of Resolution No. 2019-1644, changing the title of the Media and Information Services Director to Communications Director; increasing the salary range of the City Librarian; and changing the title of the Librarian to Senior Librarian and increasing the salary range](#)
4. [Recommendation to approve a Professional Services Agreement to Ferreira Construction Co., Inc. DBA Ferreira Coastal Construction to provide as-needed guardrail and fencing installation and/or replacement services for a three year period in an amount not to exceed \\$240,000](#)
5. [Adoption of Resolution No. 2019-1643 approving the adoption of the 2017 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan](#)
6. [Recommendation to approve Professional Services Agreements with Fuscoe Engineering and Interwest Consulting Group, Inc. for on-call professional civil engineering, construction management and inspection services for CIP recoverable projects in amounts not to exceed \\$120,000 each](#)

## **NEW BUSINESS – 8:10 P.M.**

7. [Sheriff's Crime Report – June 2019](#)
8. [Introduction of Ordinance No. 2019-378, adding Chapter 9.37 related to safe storage of firearms](#)
9. [Public Safety Commission recommendations regarding emergency events](#)

## **INFORMATIONAL REPORTS – 9:45 P.M.**

10. [Check Registers for the period of June 13-July 31, 2019](#)

## **TASK FORCE REPORTS – 9:40 P.M.**

## **CITY MANAGER'S REPORT – 9:55 P.M.**

**FUTURE AGENDA ITEMS – 10:00 P.M.**

**ADJOURN – 10:10 P.M.**

The City Council will adjourn to their next regular meeting scheduled on Wednesday, August 28, 2019, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA  
HELD WEDNESDAY, JUNE 26, 2019**

Mayor Shapiro called the meeting to order at 7:03 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, CA.

Present: Mayor Shapiro, Mayor pro Tem Weintraub, Councilmembers Bozajian and Gaines  
Absent: Maurer  
Staff: Bartlett, Bingham, Hernandez, Larson, Lockwood, Lysik, McConville, Pasilliao, Petros, Rubin, Steller, Summers, Yalda and Tamuri

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Mark Levinson.

**APPROVAL OF AGENDA**

**Councilmember Gaines moved, seconded by Mayor pro Tem Weintraub to approve the agenda. MOTION CARRIED 4/0 as follows:**

AYES: Mayor Shapiro, Mayor pro Tem Weintraub, Councilmembers Bozajian and Gaines

ABSENT: Maurer

**PRESENTATIONS**

➤ Recognition of Deborah Steller for her years of service to the City of Calabasas

Mayor Shapiro presented a plaque to Ms. Steller. Members of the Council extended appreciation to Ms. Steller.

Carey Melcher, Candice Weber, Richard Sherman, Michael Brockman and Ms. Tamuri expressed appreciation to Ms. Steller.

➤ Introduction of new Media and Information Services Director, Michael Russo

Mr. Russo introduced himself.

➤ Recognition of Viewpoint Robotics Team

Mayor Shapiro presented certificates to Viewpoint Robotics team.

Mark McKee expressed appreciation to the City Council for the recognition to Viewpoint Robotics team.

➤ Presentation from Relay for Life

Mayor Shapiro presented certificates to Relay for Life organizers.

➤ Recognition of Calabasas High School Chess Team

Mayor Shapiro presented certificates to CHS Chess team.

**ANNOUNCEMENTS/INTRODUCTIONS**

Members of the Council made the following announcements:

Councilmember Bozajian:

- Extended an invitation to the Dive In Movie night.
- Extended an invitation to the 4<sup>th</sup> of July Extravaganza.
- Extended an invitation to the Summer Splash Party.
- Extended an invitation to the Fireworks Spectacular.
- Wished everyone a safe summer.

Councilmember Gaines:

- Extended an invitation to the Chamber Luau Mixer on June 27.
- Extended an invitation to the Chamber Breakfast on July 11.
- Extended an invitation to concerts on the lake on July 14 August 4.
- Extended an invitation to the 40<sup>th</sup> anniversary of the Calabasas Historical Society.
- Wished everyone a great summer.

Mayor pro Tem Weintraub:

- Extended an invitation to the July 4<sup>th</sup> Spectacular at Calabasas High School.
- Wished everyone a happy summer.

Mayor Shapiro:

- Council Member Bozajian and he attended the Eagle Scout Court of Honor for Sergio Sol who with his troop helped improve the trails by De Anza Park.
- Extended appreciation to member of the Council and the City Manager for attending an event honoring Councilmember Gaines as his firm, Gaines & Stacy was inducted into the Vica Hall of Fame for the San Fernando Valley.
- Calabasas Dodger Night was a huge success.
- Wished everyone a happy 4<sup>th</sup> of July and a fun summer.

## **ORAL COMMUNICATIONS – PUBLIC COMMENT**

No one spoke during public comment.

## **CONSENT ITEMS**

1. Approval of meeting minutes from June 12, 2019
2. Approval of two separate professional service agreements for the preparation of environmental impact analyses and reviews, and conducting related technical Planning work and studies regarding proposed development projects:  
1) An agreement with Environmental Science Associates, Inc. for a 36-month term, ending on June 30, 2022, for a total not to exceed of \$500,000; and  
2) An agreement with Dudek, Inc. for a 36-month term, ending June 30, 2022, for a total not to exceed limit \$500,000
3. Adoption of Resolution No. 2019-1639, rescinding Resolution 2018-1596 and approving a salary schedule for permanent employees
4. Adoption of Resolution No. 2019-1638, updating the Citywide fee schedule to establish an impound fee for on demand motorized scooters, and improvement processing base deposit fee in the Public Works Department and an administrative fee in the Building & Safety Division

**Mayor pro Tem Weintraub moved, seconded by Councilmember Gaines to approve Consent Item Nos. 1-4. MOTION CARRIED 4/0 as follows:**

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

**ABSENT:** Maurer

## **CONTINUED FROM JUNE 12, 2019, MEETING**

5. Adoption of Resolution No. 2019-1641, certifying the result of the assessment ballot proceeding with respect to the proposed increase; and adoption of Resolution No. 2019-1642, 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 2019-2020

Mr. Yalda presented the report.

**Councilmember Bozajian moved, seconded by Mayor pro Tem Weintraub to approve Item No. 5. MOTION CARRIED 4/0 as follows:**

AYES: Mayor Shapiro, Mayor pro Tem Weintraub, Councilmembers Bozajian and Gaines.

ABSENT: Maurer

### **PUBLIC HEARING**

6. Adoption of Resolution No. 2019-1635, approving the operating and capital improvement budgets for July 1, 2019 through June 30, 2021, providing for the appropriations and expenditures for all sums set forth in said budget; and adoption of Resolution No. 2019-1636, establishing the appropriations limit for Fiscal Year 2019-2020

Mayor Shapiro opened the public hearing.

Mr. Ahlers presented the budget.

Stephen Weiss, Mark Levinson Hector Ramos, Bridget Karl and Iris Stone spoke on Item No. 6.

Mayor Shapiro closed the public hearing.

Councilmember Bozajian read a statement on behalf of Councilmember Maurer.

**After extensive discussion, Councilmember Bozajian moved to approve Item No. 6 with a one-time \$10,000 contribution to the Chamber of Commerce. MOTION FAILED FOR LACK OF A SECOND.**

**Councilmember Gaines moved, seconded by Mayor pro Tem Weintraub to approve Item No. 6. MOTION CARRIED 4/0 as follows:**

AYES: Mayor Shapiro, Mayor pro Tem Weintraub, Councilmembers Bozajian and Gaines.

ABSENT: Maurer

### **INFORMATIONAL REPORTS**

8. Check Registers for May 30-June 12, 2019

**No action was taken on this item.**

## **TASK FORCE REPORTS**

Councilmember Bozajian reported his appointment as Secretary Treasurer for the Los Angeles County Division of the League of California Cities. The installation banquet will be held on August 1.

Councilmember Gaines reported that Councilmember Maurer and he recently met with Headwaters Corner to discuss construction progress of the new bridge.

Mayor Shapiro reported that Mayor pro Tem Weintraub and he met as Emergency Preparedness Task Force. HOA's have been advised to have gates open and working during emergencies.

Mayor pro Tem Weintraub reported that her term as COG President ended.

## **CITY MANAGER'S REPORT**

Dr. Lysik reported that security for the Civic Center has helped reduce vandalism, graffiti, and general public disturbances. With the adoption of the budget, security will extend to daily coverage starting in July. Homeless vagrancy issues such as encampments on private property should be reported to the Lost Hills Sheriff's Station. Reminded residents and HOA's that receive violations from Los Angeles County Fire Department for brush clearance to correct them as soon as possible.

Mayor pro Tem Weintraub recommended that private property owners contact the City for assistance regarding placing the right type of signage regarding trespassing.

## **FUTURE AGENDA ITEMS**

None.

## **ADJOURN**

The meeting adjourned at 8:47 p.m. to the next regular meeting scheduled on Wednesday, August 14, 2019, at 7:00 p.m.

---

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



**MINUTES OF A SPECIAL MEETING OF  
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA  
HELD TUESDAY, JULY 23, 2019**

Mayor Shapiro called the meeting to order at 4:00 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

**ROLL CALL**

Present: Mayor Shapiro, Mayor pro Tem Weintraub,  
Councilmembers Bozajian and Gaines  
Via Teleconference: Councilmember Maurer  
Staff: Lysik  
Summers; Colantuono, Highsmith & Whatley

**CLOSED SESSION**

1. Conference with Legal Counsel; Initiation of Litigation  
(Gov. Code § 54956.9(d)(4))  
Number of Potential Cases: 1.

The Council voted to initiate litigation with case details to be made public when case is filed. MOTION CARRIED 4-0-1 as follows:

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

**ADJOURN**

The meeting adjourned at 5:15 p.m.

---

Maricela Hernandez, MMC  
City Clerk



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

---

**DATE:** AUGUST 5, 2019

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

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

**SUBJECT:** ADOPTION OF RESOLUTION NO. 2019-1640, DESIGNATING MAYOR DAVID J. SHAPIRO AS THE VOTING DELEGATE AND MAYOR PRO TEM ALICIA WEINTRAUB AS THE ALTERNATE VOTING DELEGATE FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL BUSINESS MEETING ON OCTOBER 18, 2019

**MEETING DATE:** AUGUST 14, 2019

---

**SUMMARY RECOMMENDATION:**

That the City Council adopt Resolution No. 2019-1640 designating a voting delegate and an alternate voting delegate to represent the City at the League of California Cities (League) Annual Business meeting on October 18, 2019.

**BACKGROUND:**

The League holds conferences on an annual basis. This year's conference will be held on October 16-18, 2019, in Long Beach, CA. The League has requested that the City Council designate a voting delegate and up to two alternates to represent the City at the Annual Business meeting (General Assembly), scheduled on Friday, October 18.

The League's 2019 Annual Conference Voting Delegate/Alternate Form designates Mayor David J. Shapiro as the voting delegate and Mayor pro Tem Alicia Weintraub as the alternate voting delegate.

**REQUESTED ACTION:**

Adopt Resolution No. 2019-1640 designating Mayor David J. Shapiro as the voting delegate and Mayor pro Tem Alicia Weintraub as the alternate voting delegate at the League's Annual Business meeting on October 18, 2019.

**ATTACHMENTS:**

- A. Resolution No. 2019-1640
- B. The League's 2019 Annual Conference Voting Delegate/Alternate Form

**ITEM 2 ATTACHMENT A  
RESOLUTION NO. 2019-1640**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS,  
CALIFORNIA, DESIGNATING A VOTING DELEGATE AND ALTERNATE  
VOTING DELEGATE FOR THE LEAGUE OF CALIFORNIA CITIES ANNUAL  
MEETING ON OCTOBER 18, 2019, IN LONG BEACH, CALIFORNIA.**

**THE CITY COUNCIL OF THE CITY OF CALABASAS DOES HEREBY RESOLVE  
AS FOLLOWS:**

**SECTION 1.** Mayor David J. Shapiro is hereby designated as the City of Calabasas voting delegate to represent the City at the League of California Cities Annual Business meeting on October 18, 2019, in Long Beach, California.

**SECTION 2.** Mayor pro Tem Alicia Weintraub is hereby designated as the City of Calabasas alternate voting delegate to represent the City at the League of California Cities Annual Business meeting on October 18, 2019, in Long Beach, California.

**SECTION 3.** The City Clerk shall certify to the adoption of this Resolution and transmit a certified copy thereof to the appointees and the League of California Cities.

**PASSED, APPROVED AND ADOPTED** this 14<sup>th</sup> day of August 2019.

\_\_\_\_\_  
David J. Shapiro, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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



CITY: Calabasas

**2019 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**

Name: David J. Shapiro

Title: Mayor

**2. VOTING DELEGATE - ALTERNATE**

Name: Alicia Weintraub

Title: Mayor pro Tem

**3. VOTING DELEGATE - ALTERNATE**

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

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

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.**

**OR**

**ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**

Name: Maricela Hernandez

Email: mhernandez@cityofcalabasas.com

Mayor or **City Clerk** \_\_\_\_\_  
(circle one) (signature)

Date: 8/15/19 Phone: 818-224-1661

**Please complete and return by Friday, October 4, 2019**

League of California Cities  
**ATTN: Darla Yacub**  
1400 K Street, 4<sup>th</sup> Floor  
Sacramento, CA 95814

**FAX: (916) 658-8240**  
E-mail: [dyacub@cacities.org](mailto:dyacub@cacities.org)  
(916) 658-8254





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

---

**DATE:** AUGUST 5, 2019

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** DR. GARY LYSIK, CITY MANAGER 

**BY:** JOHN R. BINGHAM, ADMINISTRATIVE SERVICES MANAGER 

**SUBJECT:** ADOPTION OF RESOLUTION NO. 2019-1644 CHANGING THE TITLE OF MEDIA AND INFORMATION SERVICES DIRECTOR TO COMMUNICATIONS DIRECTOR; INCREASING THE SALARY RANGE OF THE CITY LIBRARIAN; AND CHANGING THE TITLE OF THE LIBRARIAN TO SENIOR LIBRARIAN AND INCREASING THE SALARY RANGE

**MEETING DATE:** AUGUST 14, 2019

---

**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council approve Resolution No. 2019-1644 amending Resolution No. 2019-1639, changing the title of Media and Information Services Director to Communications Director; increasing the salary range of the City Librarian; and changing the title of the Librarian to Senior Librarian and increasing the salary range for that position.

**BACKGROUND:**

Staff is recommending changing the title of Media and Information Services Director to Communications Director as a means to more accurately reflect a modern approach to external communications with the residents and internal communications for employees. The message can now be delivered straight to residents through a variety of means, including social media, a redesigned city

website, and the city's TV channel while still engaging with the traditional news media.

The City Librarian has recently assumed full supervision of Library services for the city and now reports directly to the City Manager. In the past, the City Librarian position has reported to the Administrative Services Director and then to the Media, Information Services and Library Director. The recommended salary range increase is a result of the additional supervisory and managerial duties.

The Librarian position has also taken on additional responsibilities over the past few years and is in charge of the Library when the City Librarian is out of the office. The title of Senior Librarian will more accurately reflect the duties and added responsibilities of the position.

#### **DISCUSSION/ANALYSIS:**

The title change for from Media and Information Services Director to Communications Director will better reflect to duties and responsibilities of that position going forward.

The City Librarian salary range increase is warranted due the position taking on all management duties for the Library without direct supervision from a Department Head as in the past. The position will now prepare, implement and oversee the Library budget, staff the Library Commission meetings and work the City of Hidden Hills and with the Las Virgenes Unified School District on digital programs as well as supervise and evaluate library staff.

The Librarian position has recently taken on additional duties as well and a title change to Senior Librarian will more accurately represent those changes in responsibilities. This position leads the hourly librarian staff and interprets policies and procedures when the City Librarian is not on duty and supervises frequent patron issues. The Library added digital services to the collection in January 2013 and the volume and size of the project has continued to grow adding additional workload.

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

The salary range increase for the City Librarian and Senior Librarian positions will total an increase of approximately \$5,300 and \$3,700 annually for the respective positions. The approximately \$9,000 increase in salary can be accommodated in the 28 Fund Library budget.

**REQUESTED ACTION:**

It is requested that the City Council approve and adopt Resolution No. 2019-1644, amending Resolution No. 2019-1639, changing the title of the Media and Information Services Director to Communication Director, increasing the Salary range for the City Librarian and changing the title and increasing the salary of Librarian to Senior Librarian.

**ATTACHMENT:**

Resolution No. 2019-1644



**ITEM 3 ATTACHMENT  
RESOLUTION NO. 2019-1644**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING THE RESOLUTION NO. 2019-1639 BY APPROVING THE CHANGING THE TITLE OF MEDIA AND INFORMATION SERVICES DIRECTOR TO COMMUNICATIONS DIRECTOR; INCREASING THE SALARY RANGE OF THE CITY LIBRARIAN; AND CHANGING THE TITLE OF THE LIBRARIAN TO SENIOR LIBRARIAN AND INCREASING THE SALARY RANGE.**

**WHEREAS**, the City Council desires to retain and attract qualified and high caliber individuals; and

**WHEREAS**, title changes are necessary to accurately reflect the changing duties and responsibilities of those positions; and

**WHEREAS**, salary range increases are adjusted as justified by positions taking on additional tasks and assignments;

**WHEREAS**, this Resolution No. 2019-1644 is adopted in order to amend Resolution No. 2019-1639, the existing resolution in place for employee salary ranges,

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

**SECTION 1.** Resolution No. 2019-1639 is hereby amended by approving the changing of the title of the former Media and Information Services Director to Communications Director; increasing the salary range of the City Librarian and changing the title of Librarian to Senior Librarian and adjusting the salary range.

**PERMANENT FULL TIME EMPLOYEES**

<b>POSITION</b>	<b>SALARY SCHEDULE NUMBER</b>	<b>NUMBER OF EMPLOYEES BUDGETED IN POSITION</b>
<del>Media and Information Services Director</del> Communications Director	P197	1
City Librarian	<del>P150</del> – P160	1
<del>Librarian</del> Senior Librarian	P114 – P124	1

**SECTION 2.** All other provisions of Resolution No. 2019-1639 shall continue in full force and effect.

**SECTION 3.** To the extent the provisions of Resolution No. 2019-1639, as amended by this Resolution No. 2019-1644, are substantially the same as any other resolution or action of the City Council, the provisions of Resolution No. 2019-1639 as amended hereby, shall be construed as continuations of these other enactments, and not as new enactments.

**SECTION 4.** 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 14<sup>th</sup> day of August 2019.

---

David J. Shapiro, Mayor

ATTEST:

---

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

APPROVED AS TO FORM:

---

Scott H. Howard  
Colantuono Highsmith & Whatley  
City Attorney



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

---

**DATE: JULY 31, 2019**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER**  
**BY: BENJAMIN CHAN, DEPUTY PUBLIC WORKS DIRECTOR**

**SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH FERREIRA CONSTRUCTION CO. INC, DBA FERREIRA COASTAL CONSTRUCTION TO PROVIDE AS-NEEDED GUARDRAIL AND FENCING INSTALLATION AND/OR REPLACEMENT SERVICES FOR A THREE-YEAR TERM IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FORTY THOUSAND DOLLARS (\$240,000.00)**

**MEETING**

**DATE: AUGUST 14, 2019**

---

**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council approve a professional services agreement with Ferreira Construction Co. Inc, dba Ferreira Coastal Construction to provide as-needed Guardrail and Fencing Installation and/or Replacement Services for a three-year term in an amount not to exceed two hundred forty thousand dollars (\$240,000.00).

**DISCUSSION/ANALYSIS:**

This report provides a review of the proposals submitted to the City to provide as-needed guardrail and fencing services for replacement of existing and installation of new guardrails and fences citywide.

The purpose of entering into an on-call and as-needed agreement for such services is to eliminate the need to enter into an agreement and negotiate fees for each individual guardrail and/or fences project. Furthermore, fee schedule rates for an

on-call services agreement are typically more competitive than those presented on a project by project basis.

City staff originally issued a Request for Proposal (RFP) for the aforementioned services on May 9, 2019. The City received no proposal from any qualified vendors. Subsequently, the City reissued the same RFP on June 4, 2019. The City received two proposals – Ferreira Construction Co. (Ferreira) and Ace Fence Company (Ace). Staff evaluated the proposals based on a “best value basis” which includes using criteria such as relevant firm experience, cost and past work history with the City of Calabasas. Both Ferreira and Ace are well-qualified with good references. Ferreira has previously done work with the City and staff are satisfied with their performance. Based on the results of performed evaluation including cost proposal, Ferreira Construction Co. ranked highest.

Therefore, staff recommends offering the as-needed guardrail and fencing services contract to Ferreira.

**FISCAL IMPACT/SOURCE OF FUNDING:**

Funding for the guardrail and fencing services is included within the Public Works Department’s operating and CIP budgets.

**REQUESTED ACTION:**

Staff recommends that the City Council approve a professional services agreement with Ferreira Construction Co. Inc, dba Ferreira Coastal Construction to provide as-needed Guardrail and Fencing Installation and/or Replacement Services for a three-year term in an amount not to exceed two hundred forty thousand dollars (\$240,000.00).

**ATTACHMENTS:**

Exhibit A - Professional Services Agreement with Ferreira Construction Co.



**PROFESSIONAL SERVICES AGREEMENT  
(FERREIRA CONSTRUCTION CO. INC. DBA FERREIRA COASTAL CONSTRUCTION)**

**CONTRACT SUMMARY**

<b>Name of Contractor:</b>	FERREIRA CONSTRUCTION CO. INC. DBA FERREIRA COASTAL CONSTRUCTION
<b>City Department in charge of Contract:</b>	PUBLIC WORKS
<b>Contact Person for City Department:</b>	BENJAMIN CHAN
<b>Period of Performance for Contract:</b>	AUGUST 15, 2019 – JULY 31, 2022
<b>Not to Exceed Amount of Contract:</b>	TWO HUNDRED FORTY THOUSAND DOLLARS (\$240,000)
<b>Scope of Work for Contract:</b>	AS NEEDED GUARDRAIL AND FENCING INSTALLATION AND/OR REPLACEMENT SERVICES

**Insurance Requirements for Contract:**

yes  no - Is General Liability insurance required in this contract?

Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.

yes  no - Is Auto insurance required in this contract?

Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.

yes  no - Is Professional insurance required in this contract?

yes  no - Is Workers Comprehensive insurance required in this contract?

Worker’s Compensation insurance as required by the laws of the State of California, including but not limited to California Labor Code § 1860 and 1861.

**PROFESSIONAL SERVICES AGREEMENT**  
**Providing for Payment of Prevailing Wages**  
(City of Calabasas/ FERREIRA CONSTRUCTION CO. INC. DBA FERREIRA COASTAL CONSTRUCTION)

**1. IDENTIFICATION**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and **FERREIRA CONSTRUCTION CO. INC. DBA FERREIRA COASTAL CONSTRUCTION** a **New Jersey, Corporation** (“Consultant”).

**2. RECITALS**

- 2.1 City has determined that it requires the following professional services from a consultant: **AS NEEDED GUARDRAIL AND FENCING INSTALLATION AND/OR REPLACEMENT SERVICES.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

**3. DEFINITIONS**

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s fee schedule to City attached hereto and included within Exhibit A and incorporated herein by this reference.
- 3.3 “Commencement Date”: **AUGUST 15, 2019.**
- 3.4 “Expiration Date”: **JULY 31, 2022.**

**4. TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 (“Termination”) below.

**5. CONSULTANT'S SERVICES**

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of **TWO HUNDRED FORTY THOUSAND DOLLARS (\$240,000)** unless specifically approved in advance and in writing by City.
- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4', Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:
- (1) Material that the contractor believes may be material that is hazardous waste, as defined in § 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 provisions of existing law.
  - (2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting 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.

City 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 the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

## **6. COMPENSATION**

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.
- 6.4 This Agreement is further 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 the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.
- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code section 22300. At the request and expense of the consultant,



securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Consultant. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

## **7. OWNERSHIP OF WRITTEN PRODUCTS**

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant 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 Consultant.

## **8. RELATIONSHIP OF PARTIES**

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant’s employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

## **9. CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

## **10. INDEMNIFICATION**

10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys’ fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant’s commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of

Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

## **11. INSURANCE**

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and

operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.

11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.

11.1.3 Worker's Compensation insurance as required by the laws of the State of California, including but not limited to California Labor Code § 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 City 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 contract 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 City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.

11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.

- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions. If this contract provides service to a Homeowners Association, that Homeowners Association must be listed as an additional insured in addition to the City.
- 11.8 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond or other security acceptable to the City guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

## **12. MUTUAL COOPERATION**

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 12.2 In the event any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

**13. RECORDS AND INSPECTIONS**

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities with respect to this Agreement.

**14. PERMITS AND APPROVALS**

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

**15. NOTICES**

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during the addressee's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302  
Attn: Public Works Department  
Telephone: (818) 224-1600  
Facsimile: (818) 225-7338

If to Consultant:

Ferreira Construction Co. Inc. DBA Ferreira  
Coastal Construction  
Attn: Tom Lyons, Project Manager  
15188 Vista Del Rio Ave.  
Chino, CA 91710  
Telephone: (909) 606-5900  
Facsimile: (909) 606-7711

With courtesy copy to:

Scott H. Howard  
Colantuono, Highsmith & Whatley, PC  
City Attorney  
790 E. Colorado Blvd., Suite 850  
Pasadena, CA 91101  
Telephone: (213) 542-5700  
Facsimile: (213) 542-5710

**16. SURVIVING COVENANTS**

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

**17. TERMINATION**

17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

17.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

**18. GENERAL PROVISIONS**

18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

18.2 In the performance of this Agreement, Consultant 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.

18.3 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 thereof at the head of which it appears, the section or paragraph thereof, 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).

18.4 The waiver by City or Consultant 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 City or Consultant unless in writing.

- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 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. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable and actual court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

- 18.10 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 the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

**19. PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:
- 19.1.1 The Consultant 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 Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$50.00 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 employed in the execution of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, 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 shall be paid to each worker by the Consultant.
- 19.1.2 Consultant shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Consultant is responsible for compliance with Section 1777.5 by all of its subcontractors.
- 19.1.3 Pursuant to Labor Code § 1776, Consultant 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 Consultant 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.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, 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:

19.2.1 Consultant 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 Consultant's employees in excess of eight 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. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, 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 provisions of the Labor Code.

**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**

**“Consultant”**  
**FERREIRA CONSTRUCTION CO. INC. DBA**  
**FERREIRA COASTAL CONSTRUCTION**

By: \_\_\_\_\_  
David J. Shapiro, Mayor

By: \_\_\_\_\_  
Nelson Ferreira, Owner

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

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

By: \_\_\_\_\_  
Dr. Gary J. Lysik, City Manager

By: \_\_\_\_\_  
Brandon Pensick, Vice President of Operations

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

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

By: \_\_\_\_\_  
Robert Yalda, P.E., T.E.  
Public Works Director/City Engineer

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

Attest:

By: \_\_\_\_\_  
Maricela Hernandez, MMC, CPMC  
City Clerk

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

Approved as to form:

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

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

## Exhibit A

### Scope of Work & Fee Schedule

## **GENERAL REQUIREMENTS**

The Contractor shall provide the City Engineer with the phone number of the field supervisor to communicate for all requested work

If the Contractor observes or is contacted by City staff or the Sherriff Department of unsafe or unusual conditions within the public right-of-way, the Contractor is to immediately barricade this item and notify the City Engineer with all appropriate details. Traffic barricade service shall be available within one (1) hour at all times.

The Contractor shall be responsible for complete supervision of all workers, work crews and sub-contractors. All supervisors shall be equipped at all times with a cellular phone.

The Contractor shall conduct the work required in such a manner as to cause the least amount of interference to the public and general operations of the City.

Maintain a safety program for all staff in compliance with State and Federal laws.

Insure all maintenance staff is properly trained and that all records for training are kept in compliance with State and Federal laws.

Perform the services with the degree of skill and diligence normally employed by operations and maintenance personnel performing the same or similar services.

All subcontractors shall be licensed and bonded in the specialty for which they are contracted.

The use of a subcontractor shall not create any contractual relationship between the subcontractor and City. The Contractor shall be fully responsible for any acts and omissions of his subcontractors, and any persons directly or indirectly employed by them.

Subcontractors shall be subject to all terms and conditions of the agreement entered into by the City and Contractor.

Contractor shall perform no work in addition to scheduled work unless the additional work is approved in advance by the City Engineer.

The need for additional work may be identified by either the Contractor or the City Engineer. If identified by the Contractor, it shall not be performed without prior approval of the City Engineer. If identified by the City Engineer, the Contractor may proceed with such work.

Contractor shall keep records for work orders, payrolls, subcontracts, material and contractual service invoices, and equipment rental invoices. All such records shall, upon demand, be made available to the City of inspection and/or public records requests.

Traffic Control shall conform to Section 7-10 of the "Greenbook" Standards Specifications for Public Works Construction except that references to the California Department of Transportation Traffic Manual should be replaced with references to the California Manual on Uniform Traffic Control Devices.

Traffic control plans shall be submitted and reviewed by City staff prior to beginning work.

Contractor shall use reasonable efforts to prevent waste of utility resources (water, electric power, etc.) which are provided by the City.

The Contractor shall observe and report to the City Engineer any problems of interest to the City, but outside the scope of work described here within. Examples of such problems include, but are not limited to: Water main and sewer leaks, faulty utility trench repairs, spilled concrete, etc.

## LABOR PRICE SCHEDULE

The accepted quantity of removed guardrail, end anchor, bridge anchor, crash worthy end terminal, or turndown terminal will be paid for at the contract unit price for:

- Guardrail Removal - Linear Foot. Payment will be considered full compensation for all labor and equipment necessary to completely remove the guardrail system.
- Terminal Removal will be paid for at the contract unit price for different type of terminal - Each. Payment will be considered full compensation for all labor and equipment necessary to completely remove the terminal system.
- The accepted quantity of realigned posts will be paid for at the contract unit price for. Realign and Use of Existing Post - Each. Payment will be considered full compensation for all labor, equipment, and material, including any required backfill, necessary to realign and plumb an existing post.
- The accepted quantity of installed terminal end markers will be paid for at the contract unit price for: Install Terminal End Marker - Each. Payment will be considered full compensation for all labor, equipment, and material necessary to furnish and install an end marker

The accepted quantities of removed and replaced guardrail and terminal repair components will be paid for at the contract unit price for each of the payments included in the contract payment will be considered full compensation for all labor, equipment, mobilization, and material necessary to remove the existing component, furnish a new replacement component, and install the component. No direct payment will be made for removing or reinstalling any reused undamaged components necessary to provide a fully functional system.

Cost for the traffic control plan should not be included in the cost/unit price. It will be based on a case by case basis.

Contractor needs to fill out the "Unit Price" for the City to evaluate the proposal.

Item	Qty	Cost/Unit Price
Guardrail Removal and Replacement*	Ln Foot	\$45.00
Terminal Removal & Replacement*	Each	\$5,100.00
Realigned Post	Each	\$25.00
Terminal End Marker	Each	\$75.00
2 7/8" OD Sch40 galvanized terminal posts with footing	Each	\$100.00
2 3/8" OD Sch40 galvanized Line posts with footing	Each	\$65.00
New Guardrail Installation*	Ln Foot	\$42.00
New Terminal Installation*	Each	\$5,000.00
New Terminal End Marker Installation	Each	\$50.00

Embankment Pad (Guardrail) including mulch and seed	Ln Foot	\$35.00
1 5/8" OD Sch20 galvanized top rail	Each	\$45.00
9 gauge bottom tension wire	Ln Foot	\$2.00
9 gauge x 3 1/2" galvanized mesh with vinyl privacy slats with color specified by City staff	Ln Foot	\$85.00

\* - Please indicate the replacement/new cost difference if the guardrail post is in metal and the blocker are non-wood materials.

**NON-COLLUSION AFFIDAVIT**

State of California     )  
  ) ss.  
County of Los Angeles)

\_\_\_\_\_, being first duly sworn, deposes and says that he or she is \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that 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, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that 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, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.”

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
Place of Residence

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Notary Public in and for the County  
of  
State of California.

My Commission Expires \_\_\_\_\_, 20\_\_.

**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)

By:

(Signature)

(Title)

Attest:

By:

(Signature)

(Title)



*CITY of CALABASAS*

CITY COUNCIL AGENDA REPORT

---

**DATE:** AUGUST 5, 2019

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** <sup>RY</sup> ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR / CITY ENGINEER  
ALEX FARASSATI, PH.D., ENVIRONMENTAL SERVICES SUPERVISOR

**SUBJECT:** ADOPTION OF RESOLUTION NO. 2019-1643 APPROVING THE ADOPTION OF THE 2017 UPDATED GREATER LOS ANGELES COUNTY REGION INTEGRATED REGIONAL WATER MANAGEMENT PLAN

**MEETING DATE:** AUGUST 14, 2019

---

**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution No. 2019-1643 approving the adoption of the 2017 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan (GLAC IRWMP).

**BACKGROUND:**

The Department of Water Resources (DWR) and State Legislators have established program guidelines for the Integrated Regional Water Management Program (IRWMP). The IRWM Program requires IRWMPs to be administered by the Regional Water Management Groups (RWMG). The RWMG for the GLAC IRWMP is responsible for the preparation and adoption of the GLAC IRWMP Plan.

On June 11, 2014, the City Council adopted Resolution No. 2014-1416 approving the adoption of the 2014 Updated GLAC IRWMP. The RWMG for the GLAC IRWMP



has amended the 2014 Updated GLAC IRWM Plan to address the provisions of the 2016 IRWM Guidelines.

The 2016 Guidelines require the governing bodies of member agencies of the RWMGs, the RWMG representatives of the governing bodies, as well as proponents of projects included in IRWM grant funding proposals to adopt an updated IRWM Plan.

The 2017 Updated GLAC IRWM Plan, that is available on the LA County IRWMP website, addresses the provisions of Proposition 1 and meets the requirements of the 2016 IRWM Guidelines.

### **DISCUSSION/ANALYSIS:**

The State of California Department of Water Resources (DWR) created the Integrated Regional Water Management (IRWM) Program to encourage integrated regional strategies for managing water resources and to provide funding for both planning and implementation of projects that support management of water supply, water quality, environmental interests, drought protection, flood protection, and reduction of dependence on imported water.

Agencies in the Los Angeles County area have long recognized the importance of regional collaboration and integration of single purpose efforts. Agencies now regularly work across jurisdictional boundaries to implement regional projects and programs that address multiple water resource management issues including recycled water, stormwater capture, water use efficiency, and many others.

The Greater Los Angeles County (GLAC) IRWM Plan is an outgrowth of these ongoing efforts and is an acknowledgement by these agencies that integration and cost-sharing is the key to meeting the County of Los Angeles area's future water resource management challenges.

The City of Calabasas is a member of the RWMG and participates in two separate IRWMP Steering Committees for the Upper Los Angeles River and Malibu Creek watersheds, and has received several grants through competitive process with the support of the IRWMP Steering Committees. These grants have enabled the City to implement various projects, such as:

- Las Virgenes Creek Restoration Projects (Phase I & Phase II),
- Citywide Smart Irrigation Control Project,
- Citywide Storm Drain Catch Basin project

The 2016 IRWM Guidelines require the governing bodies of member agencies of the RWMGs, the RWMG representatives of the governing bodies, as well as

proponents of projects included in IRWM grant funding proposals to adopt an updated IRWMP. The 2016 Guidelines include acceptance of IRWMs into the grant program; IRWMP standards and guidance; solicitation, submittal, and review of grant applications; and awarding of grant funding in accordance with Section 10541 (f) of the California Water Code.

Adopting the 2017 Updated GLAC IRWM Plan will enable participants in the GLAC IRWM to apply for future grant funding under various grant programs including Proposition 1 grant rounds. The California Department of Water Resources (DWR) has awarded the GLAC IRWM \$129M in grant funding to implement 71 regionally significant water resources management projects.

The City of Calabasas has already applied for Prop 1 funding to implement the Citywide Green Street Projects and has been short-listed to potentially receive funding of \$2.3M.

#### Environmental Documentation:

Adoption of the 2017 Updated GLAC IRWM Plan is not a project subject to provisions of the California Environmental Quality Act (CEQA) Guidelines because it is an activity that is excluded from the definition of a project by Section 15378(b) of the CEQA Guidelines. The proposed action is an administrative activity of government, which will not result in direct or indirect physical changes to the environment.

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

There is no fiscal impact associated with the adoption of this resolution.

#### **REQUESTED ACTION:**

That the City Council adopts Resolution No. 2019-1643 approving the adoption of the 2017 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan.

#### **ATTACHMENTS:**

1. Resolution No. 2019-1643 approving the adoption of the 2017 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan.
2. Link to the 2017 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan:  
<https://dpw.lacounty.gov/wmd/irwmp/docs/prop1/GLAC%20IRWM%20Plan%202017%20Update%20Appendix.pdf>

**ITEM 5 ATTACHMENT 1  
RESOLUTION NO. 2019-1643**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CALABASAS, CALIFORNIA, APPROVING THE ADOPTION  
OF THE 2017 UPDATED GREATER LOS ANGELES  
COUNTY REGION INTEGRATED REGIONAL WATER  
MANAGEMENT PLAN.**

**WHEREAS**, City of Calabasas, Los Angeles County Flood Control District (LACFCD), and other agencies in the Greater Los Angeles County (GLAC) area have long recognized the importance of regional collaboration and integration of single purpose efforts and now regularly work across jurisdictional boundaries to implement regional projects and programs that address multiple water resource management issues including local and imported water supplies, sanitation and recycled water, stormwater management, groundwater management, water use efficiency, habitat and open space management, and many others; and

**WHEREAS**, the State of California Department of Water Resources (DWR) created the Integrated Regional Water Management (IRWM) Program to encourage integrated, regional strategies for managing water resources and to provide funding for both planning and implementation of projects that support management of water supply, water quality, environmental interests, drought protection, flood protection, and reduction of dependence on imported water, and many other; and

**WHEREAS**, the IRWM Program requires that a Regional Water Management Group (RWMG) be formed to establish an IRWM Region; and

**WHEREAS**, DWR recognizes the GLAC IRWM as an official IRWM Region; and

**WHEREAS**, an entity that is approved for membership in the RWMG by a majority vote of the Leadership Committee must approve and sign an MOU to be formally seated on the RWMG; and

**WHEREAS**, City of Calabasas has been approved for membership in the RWMG by a majority vote of the Leadership Committee; and

**WHEREAS**, the RWMG for the GLAC IRWM is responsible for the preparation and adoption an IRWM Plan; and

**WHEREAS**, DWR and State Legislators have established Program Guidelines for the IRWM Program; and

**WHEREAS**, the RWMG for the GLAC IRWM has amended the 2014 Updated GLAC IRWM Plan to address the provisions of the 2016 IRWM Guidelines; and

**WHEREAS**, adopting the 2017 Updated GLAC IRWM Plan will enable participants in the GLAC IRWM to apply for future grant funding under various grant programs including Proposition 1 grant rounds; and

**WHEREAS**, the 2016 IRWM Guidelines require the governing bodies of member agencies of the RWMGs, the RWMG representatives of the governing bodies, as well as proponents of projects included in IRWM grant funding proposals to adopt an updated IRWM Plan; and

**WHEREAS**, DWR has awarded the GLAC IRWM \$129M in grant funding to implement 71 regionally significant water resources management projects.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Calabasas hereby adopt the 2017 Updated Greater Los Angeles County Integrated Regional Water Management Plan.

**PASSED, APPROVED AND ADOPTED** this 14<sup>th</sup> day of August 2019.

---

David J. Shapiro, Mayor

ATTEST:

---

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

APPROVED AS TO FORM:

---

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



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

---

**DATE: AUGUST 1, 2019**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER  
TATIANA HOLDEN, P.E., SENIOR CIVIL ENGINEER**

**SUBJECT: RECOMMENDATION TO APPROVE PROFESSIONAL SERVICES AGREEMENTS WITH FUSCOE ENGINEERING AND INTERWEST CONSULTING GROUP, INC., FOR ON-CALL PROFESSIONAL CIVIL ENGINEERING, CONSTRUCTION MANAGEMENT, AND INSPECTION SERVICES FOR CIP AND RECOVERABLE PROJECTS IN AMOUNTS NOT TO EXCEED \$120,000 EACH**

**MEETING**

**DATE: AUGUST 14, 2019**

---

**SUMMARY RECOMMENDATION:**

Staff recommends the City Council approve Professional Service Agreements with Fuscoe Engineering and Interwest Consulting Group, Inc. for on-call professional civil engineering, construction management, and inspection services for the City's Capital Improvement Program (CIP) and Land Development recoverable projects in an amount not to exceed \$120,000 each.

**BACKGROUND:**

Since 2004, the City has contracted with professional engineering firms for their Civil Engineering, Construction Management and Inspection services for the City's CIP projects and land development reviews on an as-needed basis. In order to continue to meet the City's needs, City staff issued an informal request for proposal for the aforementioned services.

## **DISCUSSION/ANALYSIS:**

City staff issued an informal request for proposal for the aforementioned services on June 6, 2019. Four responses were received. The responses included two from the engineering firms that currently have contacts with the City - Willdan Engineering and m6 Consulting, Inc. The City also received responses from Fuscoe Engineering and Interwest Consulting Group Inc.

Fuscoe Engineering had previously contracted with the City for engineering review services for the Rondell Smart Park project. With the Rondell Cambria Hotel project in construction, the firm's familiarity with the site and the developer's request for inspector's availability during grading operations, Fuscoe Engineering will be a valuable asset for Public Works Department.

Interwest Consulting Group, Inc. demonstrated qualifications and expertise which can supplement and benefit the other engineering firms. In addition, their inspections services can be utilized based on the arisen needs and availability.

Therefore, staff recommends contracting with Fuscoe Engineering and Interwest Consulting Group, Inc. or on-call professional civil engineering, construction management, and inspection services for a two-year term in amounts not to exceed \$120,000 with the option to make adjustments to the fee schedule based on the Consumer Price Index (CPI).

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

Costs associated with both on-call services agreements are recoverable and charged to the project numbers requiring service.

The City collects deposits from development project applicants to pay for the services required for their developments. Each development project has a reimbursable account associated with it. Deposits collected from developers are deposited in reimbursable accounts (Fund 11), which are used to pay for costs associated with the processing of the project.

CIP project are paid for from different Local (Measure R and Measure M), State and Federal funding sources (Fund 40).

**REQUESTED ACTION:**

Staff recommends the City Council approve Professional Service Agreements with Fuscoe Engineering and Interwest Consulting Group, Inc. for on-call professional civil engineering, construction management, and inspection services for the City's Capital Improvement Program (CIP) and Land Development recoverable projects in an amount not to exceed \$120,000 each.

**ATTACHMENTS:**

Exhibit A: Professional Services Agreement with Fuscoe Engineering

Exhibit B: Professional Services Agreement with Interwest Consulting Group, Inc.



Item 6 Exhibit A

**PROFESSIONAL SERVICES AGREEMENT  
(Fusco Engineering, Inc.)**

**CONTRACT SUMMARY**

<b>Name of Contractor:</b>	Fusco Engineering, Inc.
<b>City Department in charge of Contract:</b>	Public Works
<b>Contact Person for City Department:</b>	Tatiana Holden
<b>Period of Performance for Contract:</b>	August 15, 2019 – July 31, 2021
<b>Not to Exceed Amount of Contract:</b>	One Hundred Twenty Thousand Dollars (\$120,000.00)
<b>Scope of Work for Contract:</b>	On-Call Professional Civil Engineering, Construction Management, and Inspection Services for CIP and Recoverable Projects

**Insurance Requirements for Contract:**

yes  no - Is General Liability insurance required in this contract?

*Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.*

yes  no - Is Auto insurance required in this contract?

*Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.*

yes  no - Is Professional insurance required in this contract?

*Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).*

yes  no - Is Workers Comprehensive insurance required in this contract?

*Worker's Compensation insurance as required by the laws of the State of California.*



**PROFESSIONAL SERVICES AGREEMENT  
(Fusco Engineering, Inc.)**

**1. IDENTIFICATION**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and **Fusco Engineering, Inc.** a California Corporation. (“Consultant”).

**2. RECITALS**

- 2.1 City has determined that it requires the following professional services from a consultant: **On-Call Professional Civil Engineering, Construction Management, and Inspection Services for CIP and Recoverable Projects.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

**3. DEFINITIONS**

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 “Commencement Date”: **August 15, 2019.**
- 3.4 “Expiration Date”: **July 31, 2021.**

**4. TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 (“Termination”) below.

**5. CONSULTANT’S SERVICES**

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any

such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of **One Hundred Twenty Thousand Dollars (\$120,000)** unless specifically approved in advance and in writing by City.

- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **Andrew Willrodt, P.E.**, shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

## **6. COMPENSATION**

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within ten business days of receipt of each invoice, City shall notify Consultant in writing of any disputed amounts included on the invoice. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using

Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.

**7. OWNERSHIP OF WRITTEN PRODUCTS**

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant 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 Consultant.

**8. RELATIONSHIP OF PARTIES**

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

**9. CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

**10. INDEMNIFICATION**

10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against

any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.6 City does not, and shall not waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

## **11. INSURANCE**

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the

amounts as set forth below:

- 11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
- 11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
- 11.1.3 Worker's Compensation insurance as required by the laws of the State of California.
- 11.1.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant

agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions. If this contract provides service to a Homeowners Association, that Homeowners Association must be listed as an additional insured in addition to the City.

- 11.8 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant’s insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant’s employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant’s liability or as full performance of Consultant’s duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

**12. MUTUAL COOPERATION**

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant’s services under this Agreement.
- 12.2 In the event any claim or action is brought against City relating to Consultant’s performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

**13. RECORDS AND INSPECTIONS**

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

**14. PERMITS AND APPROVALS**

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

**15. NOTICES**

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302  
Attn: Public Works Department  
Telephone: (818) 224-1600  
Facsimile: (818) 225-7338

If to Consultant:

**Fusco Engineering, Inc.**  
**600 Wilshire Blvd., Suite 1470**  
**Los Angeles, CA 90017**  
**Attn: Andrew Willrodt, P.E.**  
**Telephone: (213) 988-8802**  
**Facsimile: (213) 988-8803**

With courtesy copy to:

Scott H. Howard  
Colantuono, Highsmith & Whatley, PC  
City Attorney  
790 E. Colorado Blvd., Suite 850  
Pasadena, CA 91101  
Telephone: (213) 542-5700  
Facsimile: (213) 542-5710

**16. SURVIVING COVENANTS**

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

**17. TERMINATION**

17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or

expiration of this Agreement.

- 17.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

**18. GENERAL PROVISIONS**

- 18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2 In the performance of this Agreement, Consultant 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 or medical condition.
- 18.3 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 thereof at the head of which it appears, the section or paragraph thereof, 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).
- 18.4 The waiver by City or Consultant 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 City or Consultant unless in writing.
- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.



- 18.6 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. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

**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**

**“Consultant”**  
**Fusco Engineering, Inc.**

By: \_\_\_\_\_  
David J. Shapiro, Mayor

By: \_\_\_\_\_  
Andrew Willrodt, P.E./Principal

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

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

By: \_\_\_\_\_  
Dr. Gary J. Lysik, City Manager

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

By: \_\_\_\_\_  
Robert Yalda, P.E., T.E.  
Public Works Director/City Engineer

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

Attest:

By: \_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

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

Approved as to form:

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

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

EXHIBIT A  
SCOPE OF WORK



Irvine  
 San Diego  
 Ontario  
 Los Angeles  
 El Centro  
 San Ramon

**EXHIBIT A**  
**Fuscoe Work Order #2**  
**Scope of Services & Fee Proposal**  
**City of Calabasas**  
**Rondell Street Park & Ride – 3<sup>rd</sup> Party Agency Review Services**

January 3, 2019

**1.0 PROJECT DESCRIPTION**

The proposed Rondell Street Park & Ride Project entails the new construction of a new city park & ride facility adjacent to a new three-story Rondell Oasis Hotel project. The proximate 1.8-acre property entails the construction of a new surface parking lot facility with thru-site circulations (to support future off-site destinations to the north and east of project limits), retraining walls, landscaping, trail head accommodations, a new debris catchment basin facility and anticipated overhead/subsurface utility relocations.

**2.0 PURPOSE OF SERVICES**

Fuscoe Engineering will provide engineering services in support of the City of Calabasas. Obligation to review project permit plans and reports associated with the project related site improvements. These services are intended as a continuation of similar services provided on the same project as in 2017 & 2018.

**3.0 ENGINEERING SERVICES**

Construction Document Phase

**Task 1. Project Meetings, Hearings & Related Correspondence**

As directed by the city staff, Consultant as requested to attend project meeting and hearing events. Also, from time to time Consultant may need to conduct (in the city’s absence) project meeting events, overall charge and responsibility to review, advise and otherwise direct project permittee in seeking city permit approvals. Assumes 20 hours will be sufficient for this task.

**Hourly (\*Estimate)                      \$4,000**

**Task 2. Permit Document Review/Check**

As directed by the City staff, Consultant to perform technical document review of project related reports (i.e. hydrology/hydraulic, LID, SWPPP & Soils), plans, specifications, and calculations. Reports for compliance with the City (or other agency) design/permit requirements. Task includes gathering and compiling review comments into cohesive review memo for applicant actions. Task assumes up to three (3) plan check cycles. Assumes 35 to 45 hours will be sufficient for this task.

**Hourly (\*Estimate)                      \$16,000**

*full circle thinking®*

## Scope of Services & Fee Proposal

### City of Calabasas

Rondell Street Park & Ride – 3<sup>rd</sup> Party Agency Review Services

January 3, 2019

#### Task 3. Code Research & Verification

Consultant is to perform code research & code requirement verification of pertinent/governing various agency/municipal requirements. Assumes 10 to 15 hours will be sufficient for this task.

Hourly (\*Estimate) 5,000

#### Task 4. Other On-Call Services (Fee Held in Reserve)

Consultant to perform other unspecified "design review" services as directed by the City.

Hourly (\*Estimate) \$24,000

**TOTAL FEE PROPOSAL \$49,000**

## SUMMARY OF SCOPE OF WORK AND FEES

### CONSTRUCTION DOCUMENT PHASE

Task 1.	Project Meetings, Hearings & Related Correspondence	Hourly (*Est.)	\$4,000
Task 2.	Permit Document Review/Check	Hourly (*Est.)	\$16,000
Task 3.	Code Research & Verification	Hourly (*Est.)	\$5,000
Task 4.	Other On-Call Services (Fee Held in Reserve)	Hourly (*Est.)	\$24,000

**TOTAL FEE PROPOSAL \$49,000**

#### **Reimbursable Budget (Est.) \$ 1,000 \***

(For client requested reprographics/plotting, mileage, couriers, tolls/parking & nominal fees)

**\*Not to exceed without prior authorization**

full circle thinking®

EXHIBIT B  
APPROVED FEE SCHEDULE



Irvine  
San Diego  
Ontario  
Los Angeles  
El Centro  
San Ramon

**EXHIBIT B**  
**Fuscoe Work Order #2**

**2018 – 2019 RATE SCHEDULE**

<b>CLASSIFICATION</b>	<b>HOURLY RATE</b>
Principal / Sr. Project Manager	\$230
Project Manager	\$198
Sr. Designer / Project Engineer / Sr. Water Resource Engineer	\$173
Designer / Engineer / Project Scientist / GIS Coordinator	\$153
CADD / Engineering / Environmental Tech. / Graphics Tech.	\$125
Information Coordinator	\$ 87
1-Man Survey Crew	\$206
2-Man Survey Crew	\$299
3-Man Survey Crew	\$412

1. Reproduction and other reimbursable expenses (such as overnight deliveries, mileage, permits, and licenses, etc.) and client approved subcontractor services will be billed in addition to the above rates, with a 10% handling surcharge.
2. This rate schedule is subject to change due to the granting of wage increases and/or other employer benefits to field or office employees during the lifetime of this agreement.
3. Overtime is available for critical deadlines at 1-1/2 times the normal rates for office employees. Surveyors' rates are also adjusted automatically for overtime or holiday/weekend work in agreement with the Operating Engineers Union.

Client Initials \_\_\_\_\_

Effective 11/01/2018

*full circle thinking*®



**PROFESSIONAL SERVICES AGREEMENT  
(Interwest Consulting Group, Inc.)**

**CONTRACT SUMMARY**

<b>Name of Contractor:</b>	<b>Interwest Consulting Group, Inc.</b>
<b>City Department in charge of Contract:</b>	<b>Public Works</b>
<b>Contact Person for City Department:</b>	<b>Tatiana Holden</b>
<b>Period of Performance for Contract:</b>	<b>August 15, 2019 – July 31, 2021</b>
<b>Not to Exceed Amount of Contract:</b>	<b>One Hundred Twenty Thousand Dollars (\$120,000.00)</b>
<b>Scope of Work for Contract:</b>	<b>On-Call Professional Civil Engineering, Construction Management, and Inspection Services for CIP and Recoverable Projects</b>

**Insurance Requirements for Contract:**

yes  no - Is General Liability insurance required in this contract?

*Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.*

yes  no - Is Auto insurance required in this contract?

*Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.*

yes  no - Is Professional insurance required in this contract?

*Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).*

yes  no - Is Workers Comprehensive insurance required in this contract?

*Worker’s Compensation insurance as required by the laws of the State of California.*



**PROFESSIONAL SERVICES AGREEMENT  
(Interwest Consulting Group, Inc.)**

**1. IDENTIFICATION**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and **Interwest Consulting Group, Inc.** a California Corporation. (“Consultant”).

**2. RECITALS**

- 2.1 City has determined that it requires the following professional services from a consultant: **On-Call Professional Civil Engineering, Construction Management, and Inspection Services for CIP and Recoverable Projects.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

**3. DEFINITIONS**

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 “Commencement Date”: **August 15, 2019.**
- 3.4 “Expiration Date”: **July 31, 2021.**

**4. TERM**

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 (“Termination”) below.

**5. CONSULTANT’S SERVICES**

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any

such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of **One Hundred Twenty Thousand Dollars (\$120,000)** unless specifically approved in advance and in writing by City.

- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **James G. Ross**, shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

## **6. COMPENSATION**

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within ten business days of receipt of each invoice, City shall notify Consultant in writing of any disputed amounts included on the invoice. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using

Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.

**7. OWNERSHIP OF WRITTEN PRODUCTS**

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant 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 Consultant.

**8. RELATIONSHIP OF PARTIES**

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

**9. CONFIDENTIALITY**

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

**10. INDEMNIFICATION**

10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against

any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.6 City does not, and shall not waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

## **11. INSURANCE**

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the

amounts as set forth below:

- 11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
- 11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
- 11.1.3 Worker's Compensation insurance as required by the laws of the State of California.
- 11.1.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant

agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions. If this contract provides service to a Homeowners Association, that Homeowners Association must be listed as an additional insured in addition to the City.

- 11.8 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant’s insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant’s employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant’s liability or as full performance of Consultant’s duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

**12. MUTUAL COOPERATION**

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant’s services under this Agreement.
- 12.2 In the event any claim or action is brought against City relating to Consultant’s performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

**13. RECORDS AND INSPECTIONS**

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

**14. PERMITS AND APPROVALS**

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

**15. NOTICES**

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302  
Attn: Public Works Department  
Telephone: (818) 224-1600  
Facsimile: (818) 225-7338

If to Consultant:

**Interwest Consulting Group, Inc.**  
**9519 Chamberlain Street**  
**Ventura, CA 93004**  
**Attn: James G. Ross, Principal**  
**Telephone: (714) 899-9039**  
**Cell: (714) 742-1551**

With courtesy copy to:

Scott H. Howard  
Colantuono, Highsmith & Whatley, PC  
City Attorney  
790 E. Colorado Blvd., Suite 850  
Pasadena, CA 91101  
Telephone: (213) 542-5700  
Facsimile: (213) 542-5710

**16. SURVIVING COVENANTS**

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

**17. TERMINATION**

17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or

expiration of this Agreement.

- 17.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

**18. GENERAL PROVISIONS**

- 18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2 In the performance of this Agreement, Consultant 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 or medical condition.
- 18.3 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 thereof at the head of which it appears, the section or paragraph thereof, 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).
- 18.4 The waiver by City or Consultant 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 City or Consultant unless in writing.
- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.



- 18.6 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. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

**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**

**“Consultant”**  
**Interwest Consulting Group, Inc.**

By: \_\_\_\_\_  
David J. Shapiro, Mayor

By: \_\_\_\_\_  
James G. Ross, Principal

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

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

By: \_\_\_\_\_  
Dr. Gary J. Lysik, City Manager

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

By: \_\_\_\_\_  
Robert Yalda, P.E., T.E.  
Public Works Director/City Engineer

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

Attest:

By: \_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

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

Approved as to form:

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

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

EXHIBIT A  
SCOPE OF WORK

June 28, 2019

Statement of Qualifications to Provide  
**Professional Consulting Services**



*CITY of CALABASAS*

Prepared for the

**City of Calabasas**

Public Works Department

Ben Chan, Deputy Public Works Director

100 Civic Center Way,

Calabasas, CA 91302

By

**Interwest Consulting Group, Inc.**

James G. Ross

Public Works Group Leader

9519 Chamberlain Street

Ventura, CA 93004

[jross@interwestgrp.com](mailto:jross@interwestgrp.com)

O | 760.417.4329

C | 714.742.1551



June 28, 2019

City of Calabasas  
Public Works Department  
Ben Chan, Deputy Public Works Director  
100 Civic Center Way,  
Calabasas, CA 91302



**RE: Statement of Qualifications to Provide Professional Consulting Services**

Ben,

Interwest Consulting Group is pleased to present this Statement of Qualifications to the City of Calabasas. Based on your recent meeting with Tom Mericle, we understand that the City is interested in learning more regarding the Public Works and Building Safety services that Interwest can provide. In the following pages we have provided a high-level overview of the areas in which we can assist the City. We look forward to the opportunity to discuss with you in more detail how we can best serve the City's needs.

Interwest is large enough – over 400 employees – to serve all of your Public Works and Building Safety needs, yet small enough to ensure that we maintain focus and are responsive to the needs of the City. We serve over 200 cities, counties and state agencies throughout California, and our proposed staff have experience serving the City of Calabasas specifically over their careers. In fact, Mark Wessel served as the first City Traffic Engineer and Tom Mericle was responsible for traffic investigations and served as the liaison to the Traffic Commission.

We possess the experience and skills necessary to work with the existing City staff to successfully achieve established goals. We view the keys to serving the City of Calabasas as follows:

- Providing all services in a coordinated, timely, cost-effective & transparent manner
- Providing a high level of customer service for internal and external customers

I will serve as the City's Principal-in-Charge and Tom Mericle will serve as the City's Primary Point of Contact. I am an authorized representative of Interwest Consulting Group and able to bind the firm to any commitments that may result from this SOQ. My contact information is below:

**James G. Ross**  
9519 Chamberlain Street, Ventura, CA 93004  
jross@interwestgrp.com | C: 714.742.1551

We appreciate this opportunity to present our qualifications to the City of Calabasas. Please contact us if you have questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'James G. Ross', is written over a blue horizontal line. Below the signature, the name 'James G. Ross' and title 'Public Works Group Leader' are printed in a bold, black, sans-serif font.

---

## Overview of Experience

### COMPANY INFORMATION

The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. Interwest was founded by individuals with a passion for serving municipalities. We currently employ more than 400 employees spanning a multitude of disciplines within city engineering, public works, and building and safety departments in California, Colorado, Nevada, and Arizona. We currently serve more than 200 cities, counties and state agencies.

We provide the following services to our clients:

- Municipal Engineering
- Traffic Engineering & Transportation Planning
- Transportation Program Management & Funding
- Capital Improvement Plan/Map Review and Entitlement
- Construction Management & Inspection
- Building Safety
- Fire Life Safety
- City Planning
- Real Estate Services
- Information Technology
- Geographic Information System (GIS)

Our staff has held senior and executive management positions within numerous California cities including the titles of City Engineer, Public Works Director, Building Official, Traffic Engineer and other well-seasoned management personnel. This depth of experience brings a high level of expertise and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

Collectively, our professionals have programmed and delivered projects, and developed and implemented innovative programs and public policies recognized by the American Public Works Association, California Transportation Foundation, Solid Waste Association of North America, State of California Office of Traffic Safety, American Planning Association, and been awarded with the Leadership in Energy and Environmental Design (LEED) Award. We furnish both technical excellence and a thorough understanding of the regulatory process to assist our clients through the sometimes-daunting complexities associated with the delivery of projects, implementation of important public programs, and adoption of significant public policy.

## AFFILIATIONS

Education and certification are at the very core of our company. We support and encourage staff to participate in and contribute to the many associations important to the industry, knowing that technical excellence and proficiency is vital to public service. Attending specialized training classes, seminars and industry-related conferences is part of our dedication to the industry. Many of our staff holds or have held key positions within the groups listed below:

- League of California Cities
- California Association of Building Officials
- County Building Officials of California
- ICC Chapters of: Los Angeles Basin, Coachella, Orange Empire, Citrus Belt, Foothill, East Bay, Peninsula, Sacramento Valley, Shasta Cascade
- SEAOSC
- American Public Works Association
- International Code Council
- Institute of Transportation Engineers
- California Water Environment Assoc.
- California Stormwater Quality Assoc.
- City Engineer's Association of Orange County

## ADDITIONAL RESOURCE LOCATIONS

Our convenient locations and responsive staff help you get what you want, when you need it.

### SOUTHERN CALIFORNIA

150 N. Santa Anita Ave., Ste. 300  
**Arcadia**, CA 91006  
626.821.1815 Phone

15140 Transistor Lane  
**Huntington Beach**, CA 92649  
714.899.9039 Phone

1500 S. Haven Ave., Suite 220  
**Ontario**, CA 91761  
909.705.5957

431 S. Palm Canyon Drive, Suite 200  
**Palm Springs**, CA 92262  
760.417.4329 Phone

316 Tejon Place  
**Palos Verdes Estates**, CA 90274  
714.899.9039 Phone

24 South D Street, Suite 100  
**Perris**, CA 92570  
951.943.6504 Phone

9519 Chamberlain Street  
**Ventura**, CA 93004  
805.659.0017 Phone

### CENTRAL CALIFORNIA

1171 West Shaw Ave., Suite 102  
**Fresno**, CA 93711  
559.448.9839 Phone

### NORTHERN CALIFORNIA

9300 W. Stockton Blvd., Suite 105  
**Elk Grove**, CA 95758  
916.683.3340 Phone

6280 Las Positas Blvd, Suite 200  
**Pleasanton**, CA 94588  
925.462.1114 Phone

1613 Santa Clara Drive, Suite 100  
**Roseville**, CA 95661  
916.781.6600 Phone

### NEVADA

4815 W. Russell Road, Suite 11K  
**Las Vegas**, NV 89118  
702.476.2200 Phone

### COLORADO

P.O. Box 18330  
**Boulder**, CO 80308  
303.444.0524 Phone

1218 Ash Street, Suite A  
**Windsor**, CO 80550  
970.674.3300 Phone

## Staff

Individually, the professionals showcased below excel in each of their backgrounds. As a team, they possess the capability to innovatively create and implement effective solutions with your agency and the community's interests in mind. The proposed staff members, or individuals with commensurate experience and qualifications as approved in writing by the City, will be available full or part time as dictated by the specific project and timing of the project.

<b>James G. Ross</b>	PRINCIPAL-IN-CHARGE
<b>Tom Mericle, PE, TE</b>	PROJECT MANAGER   TRAFFIC ENGINEER
<b>Mark Wessel, PE, TE</b>	PROJECT MANAGER   TRAFFIC ENGINEER
<b>Joe Indrawan, PE</b>	PLAN REVIEW ENGINEER   PW PROJECT MANAGER
<b>Ludy Smeets, PE</b>	PLAN REVIEW ENGINEER   PW PROJECT MANAGER
<b>Kamran Saber, PE, QSD</b>	PLAN REVIEW ENGINEER   PW PROJECT MANAGER
<b>Jack Istik, PE</b>	PLAN REVIEW ENGINEER
<b>Andrew Yi, PE, TE, PTOE</b>	TRAFFIC ENGINEER   PW PROJECT MANAGER
<b>Nicole Jules, PE</b>	TRAFFIC ENGINEER   PW PROJECT MANAGER
<b>Steven L. Wright, PE, TE</b>	TRAFFIC ENGINEER   PW PROJECT MANAGER
<b>Ruth Smith, TE, PTP</b>	TRAFFIC ENGINEER
<b>Alan Perkins</b>	SENIOR TRAFFIC ENGINEERING TECHNICIAN
<b>Paul Junker</b>	PLANNING MANAGER
<b>Eric Norris</b>	PLANNING MANAGER
<b>Nick Pergakes</b>	SENIOR PLANNER
<b>Kanika Kith</b>	SENIOR PLANNER
<b>Tom Marnocha, QSP, CESSWI</b>	CONSTRUCTION MANAGER   INSPECTOR
<b>John Welch</b>	CONSTRUCTION MANAGER   INSPECTOR
<b>Julio Velasco</b>	CONSTRUCTION MANAGER   INSPECTOR
<b>Jay Elbettar, PE, CBO, LEED AP, CASp, ICC</b>	PROJECT MANAGER   CITY LIAISON
<b>Van Wilfinger, CBO, ICC</b>	PLAN REVIEW
<b>Mark Berg, CBO, ICC</b>	PLAN REVIEW
<b>Chandra Desai, PE, ICC</b>	PLAN REVIEW
<b>Sandra Schmitz, PE</b>	PLAN REVIEW
<b>Roger Peterson, SE</b>	PLAN REVIEW
<b>Hossein Afrouzeh, ME, EE</b>	M/P/E PLAN REVIEW
<b>Randy Brumley, ME, ICC</b>	M/P PLAN REVIEW
<b>Jingpei Zhang, EE</b>	ELECTRICAL PLAN REVIEW
<b>Bill Tewfik, PE, CASp, CBO, ICC</b>	CASP PLAN REVIEW
<b>Dave Roberts, ICC</b>	INSPECTION
<b>Dan McCance, ICC</b>	INSPECTION

## Short Biographies

### James G. Ross

### Principal-in-Charge

James has supported municipalities and public agencies at an executive management level for the past 35 years, specializing in Public Works and Water Departments. James' experience includes successfully managing staffs of over 400 people and Capital Improvement Program budgets of approximately \$200 million. He has served on the Board of Directors and has been President of the Public Works Officers for the League of California Cities. James is also the recipient of the James Martin Award for Excellence and Service to the League and Public Works Profession. James was chosen Top Leader of the Year in 2004 and nominated for the National Top 10 Director of the Year in 2008, both for the American Public Works Association, Southern California Chapter.

### Tom Mericle, PE, TE

### Project Manager | Traffic Engineer

Tom has over 30 years of experience in traffic engineering, traffic operations, transportation planning, design and parking management. He is a registered Traffic Engineer in the state of California as well as a registered Civil Engineer in several states. Tom brings a solid history of successful management having previously served as the City Transportation Manager for the City of Ventura. As the City Transportation Manager, Tom managed the Transportation Division which included transportation planning, traffic engineering, traffic operations and maintenance, parking management and pavement and sidewalk maintenance. His work includes a focus on active transportation, safety, and traffic operations. In addition, Tom has served as an extension class instructor for the University of California, Berkeley Institute of Transportation Studies for the last twenty years.

### Mark Wessel, PE, TE, PTOE

### Project Manager | Traffic Engineer

Mark has more than 30 years of experience in municipal engineering in both the public and private sectors. As a consultant, he built a traffic engineering section and managed a civil design division. For many years, his professional services were provided exclusively to public agencies and he specialized in serving as contract City Traffic Engineer and/or Deputy City Engineer for various cities, including Moorpark, Thousand Oaks, Westlake Village, Calabasas, and Goleta. In that capacity, he has been responsible for establishment of standards and procedures, development review, impact study scoping/review, development and update of impact fees, plan checking, design, construction management & troubleshooting, traffic infrastructure maintenance, traffic investigations (citizen requests), and City Council staff reports and presentations. As a manager, he has been responsible for recruiting, training and performance review of staff, as well as business development, project scope and fee determination, proposal preparation, contract negotiation, client coordination, project interview presentation, and project management (budget, schedule, accounting, and quality control).

### Joe Indrawan, PE

### Plan Review Engineer | PW Project Manager

Joe possesses more 35 years of civil engineering experience including 30 years of service with municipal agencies. His diverse experience allows him to bring a clear understanding and considerable depth to any project, contributing to the successful delivery of all projects. Joe



possesses excellent communication skills, providing high level customer service in a professional manner at all times. Joe is a strategic thinker and an innovative problem solver making him a strong asset to all projects.

---

**Ludy Smeets, PE****Plan Review Engineer | PW Project Manager**

---

Ludy has over 40 years of experience in the civil engineering profession, including 15 years in the public sector, and over 25 years with private consulting firms serving public entities and private land developers. Over his career, he has managed numerous public works improvement projects including arterial highway projects for the Cities of Villa Park, Westminster, Irvine, Inglewood, Lynwood, Stanton, Rancho Cucamonga, Tustin, Costa Mesa, County of Los Angeles, San Gabriel, Moreno Valley, Placentia, Buena Park, Anaheim, Downey, Pico Rivera, Chula Vista, Lake Elsinore, San Diego, as well as the Port of Long Beach and the Port of San Diego. These projects included coordination and/or the management of sub-consultants, funding applications (including OCTA and Caltrans), environmental documentation, right-of-way acquisitions, and construction administration and inspection. Additional public works experience includes extensive plan checking, managing pavement rehabilitation projects, preparation of hydrology studies, Water Quality Management Plans, NPDES compliance studies and several project studies and reports for various agencies.

---

**Kamran Saber, PE, QSD****Plan Review Engineer | PW Project Manager**

---

Kamran has over 30 years of experience in the design and management of major multi-disciplinary public works projects. His experience includes transportation design, structural design, utility engineering, hydraulic, hydrology, cost estimating, contract specifications, constructability analysis, peer reviews, environmental process and reviews, report writing, RFP preparation, construction management and support services. Kamran has a broad background in CIP management, planning, design and construction on a wide variety of projects including land development, street improvement and rehabilitation, sewer and storm drain studies and design, grading and drainage. He also has extensive training and hands-on experience in project/resource management and Total Quality Management, and is a Certified Facilitator. Additionally, Kamran has extensive expertise in federally and state funded projects through his work managing over 100 federally funded projects throughout his career. Kamran's professional history includes City Engineer experience at the Cities of Covina, Placentia, Villa Park, San Gabriel, and the Town of Yucca Valley.

---

**Jack Istik, PE****Plan Review Engineer**

---

Jack has more than 35 years of experience in engineering design, plan checking, contract administration, supervision of professional, inspection and administrative staff and client relations for preparation of street, storm drain, grading, street resurfacing, sewer, roadway landscape and park plans. Additional experience includes contract administration, supervision of inspection services, preparation of specifications and bid documents, engineer's estimates and contract management of municipal projects. Expertise also includes coordination with the Department of Defense, United States Postal Service, Caltrans, SoCal Counties, the Regional Water Quality Control Board and staff reports and presentations to City Councils, Planning and Traffic Commissions.

**Andrew Yi, PE, TE, PTOE****Project Manager**

---

Andrew has more than 30 years of experience in municipal and private civil and transportation engineering, serving as the City Traffic Engineer for Santa Clarita for 16 years. A registered Civil Engineer, Traffic Engineer, and Professional Traffic Operations Engineer, Andrew has expertise in managing sensitive issues and projects that involve public officials, private citizens, special interest groups and private developers. He is a member of the American Public Works Association (High Desert Region), City Traffic Engineers Association, Institution of Transportation Engineers, City and County Engineers Association (County of LA), and the Intelligent Transportation Society of California.

**Nicole Jules, PE****Traffic Engineer | PW Project Manager**

---

Nicole is a Professional Civil Engineer with over 20 years of progressive professional experience. She most recently served as Deputy Director of Public Works for the City of Rancho Palos Verdes where she performed advanced engineering work in planning, organizing and directing the day-to-day activities of the Public Works Department.

Nicole's expertise and experience includes traffic signal design and construction, geometric design, traffic impact studies, traffic circulation and parking analyses, construction staging, and traffic control plan design. Additionally, she is proficient in roadway design, curb, gutter, sidewalk and median design, precise grading, storm drain facilities and wireless telecommunications facilities in the public rights of way. Nicole is a member of the American Public Works Association, the American Society of Civil Engineers and the Institute of Transportation Engineers.

**Steven Wright, PE, TE****Traffic Engineer | PW Project Manager**

---

Steven is a registered Civil and Traffic Engineer with more than 30 years of experience providing a variety of public works services to municipalities throughout Southern California. He has served the City of Pasadena as City Engineer, and the Cities of Chino Hills and Los Angeles in the role of Traffic Engineer and has been responsible for neighborhood traffic planning and analysis; design of signing and striping improvements; and review of traffic impact reports for new developments.

While serving the City of Pasadena, Steven managed and supervised programs and activities relating to transit services, parking management and enforcement, transportation planning, and traffic engineering, as well as directed the work of a large and multi-disciplined team comprised of the Engineering, Construction, and Public Works Design Divisions. In addition to his project and personnel management experience, he also has a wealth of expertise in creating and maintaining CIP and operating budgets, preparing grant applications, and ensuring adherence to complex Federal and State funding regulations for transportation improvement projects throughout Los Angeles County.

**Ruth Smith, TE, PTP****Traffic Engineer**

---

Ruth is an experienced traffic engineer and transportation planner with more than 37 years of experience. She began her career in the private sector, preparing traffic impact studies, then moved to the public sector as a Senior Traffic Engineer for the City of Santa Ana for 14 years. Ruth then returned to the private sector, where she not only prepared traffic impact studies, but also used her

past experience to perform a variety of traffic engineering and transportation planning duties for client cities, including serving as contract City Traffic Engineer. Ruth's wide-ranging and unique experience in both the public and private sectors makes her a valuable asset. Her municipal experience impressed upon her the importance of ensuring that traffic impact studies for private development are correct and complete, and that site access and on-site circulation are fully addressed. Ruth also has a rich background in neighborhood traffic plans, starting with managing the Neighborhood Traffic Management Plan, Speed Hump and Permit Parking programs in the City of Santa Ana, to more recently assisting the Cities of Temecula, Brea, San Marino and Costa Mesa in preparing neighborhood traffic plans to reduce cut-through traffic and speeding.

---

**Alan Perkins****Senior Traffic Engineering Technician**

Alan is a public works professional with more than 30 years of experience providing a variety of traffic engineering services to municipal public works departments. Over his career, he has acted as a supervisor and mentor to traffic engineering technicians and has provided guidance and direction to professional and technical staff regarding traffic engineering issues.

---

**Paul Junker****Planning Manager**

Paul provides planning and management services to Cities and Counties throughout California. He brings more than 30 years of experience providing a broad range of planning services in the public and private sectors including management of several general plan updates, processing of urban development projects, environmental analysis of projects ranging from tentative maps to specific plans and general plans, preparation of jurisdiction-wide open space and farmland preservation plans, site-specific development proposals to citywide and countywide policy planning assignments, and consensus-oriented resource planning programs. Paul's experience providing planning services to numerous cities and counties throughout California combined with his educational background in landscape architecture provide him with a strong understanding of how people interact with the built environment and how land uses can combine to create vibrant places.

---

**Eric Norris****Planning Manager**

Eric provides planning and management services to cities and counties throughout California. He brings to his work more than 30 years of experience, including: preparing and managing the processing of major projects, including General Plans for several California cities and counties; serving as Planning Director/Planning Manager for several California cities; and preparing various planning studies, ordinances, resolutions as needed to implement policy direction from City Councils. Eric excels at finding creative solutions to problems, including making the most of limited budgets. His work on the City of Calimesa General Plan was highlighted by the State of California Department of Conservation Strategic Growth Council as an example of maximizing the benefit of the Council's grant to the City.

---

**Nick Pergakes****Senior Planner**

Nick is an AICP certified planner with more than 20 years of experience in land use planning, urban design, transportation planning, and zoning. He has worked in both the public and private sectors as

an urban planner, urban designer, project manager, and team manager. Nick has overseen and prepared award-winning master plans, specific plans, corridor studies, and zoning/form-based codes in cities across California and the Southeastern U.S. Recent highlights of his work include the preliminary design of two high-speed rail stations and a campus specific plan for City of Hope in Duarte and Irwindale, CA. As a member of the American Planning Association and Congress for New Urbanism, Nick presents regularly at conferences on downtown revitalization, transit-oriented development, and form-based codes. His research has been published by ITE and the Washington State Department of Transportation.

---

**Kanika Kith****Senior Planner**

Kanika has a Master in Public Administration and Policy, with nearly 15 years of experience working in local government managing and processing development proposals for compliance with local, state, and federal regulations, including CEQA and the National Environmental Policy Act (NEPA). Her work includes coordinating with other departments and agencies, conducting site design and architectural review, preparing staff reports, ordinances, resolutions, and other policy documents, and presenting to City commissions, City Councils, and other boards. Kanika is experienced in researching and writing long range planning documents, supervising lower level staff, managing environmental consultants in the preparation of environmental documents for compliance with CEQA and/or NEPA. Kanika's experience includes small to large-scale residential, commercial, industrial, and public improvement projects such as wastewater treatment facility, public parks, and wildlife refuge restoration projects.

---

**Tom Marnocha, QSP, CESSWI****Construction Manager | Inspector**

Tom brings more than 35 years experience in the areas of construction management, inspection, planning, schedule analysis, project management, billings and payments, contract administration and compliance, field engineering, quality assurance, and materials testing for a variety of public works, residential and transportation projects. He possesses a vast array of certifications, including his certifications in QSP (Qualified SWPPP Practitioner) and CESSWI (Certified Erosion, Sediment, and Storm Water Inspector). These two certifications allow Tom to serve as an inspector, monitoring Storm Water Prevention Plans ensuring they are adhering to all California rules and regulations. Tom's diverse background allows him to bring a deep understanding and expertise to cities and government agencies on large, complex, high-value construction projects. Projects range from small city projects to multi-million dollar projects including parks, fire stations, street improvements, and community buildings. Tom is an expert in using the Contract Manager Document Control System which facilitates his ability to collaboratively work with all parties ensuring projects are well managed and brought to a successful completion.

---

**John Welch****Construction Manager | Inspector**

John brings more than 19 years of experience in the areas of construction management, inspection, planning, schedule analysis, project management, contract administration and compliance, field engineering, and quality assurance for a variety of public works, residential and transportation projects. John's diverse background has given him insight into serving cities and government agencies on large, complex, high-value construction projects. His experience ranges from small city

projects to multi-million dollar projects, including highways, street improvements, and airport taxi-ways. John is able to collaboratively work with all parties ensuring projects are well managed and brought to a successful completion.

---

**Julio Velasco****Construction Manager | Inspector**

Julio is a dedicated construction manager with nearly a 15-year record of success in all facets of government and public works projects. He has cultivated his track record of successful completions of multi-million dollar projects through coordinating trades, developing client relationships and building positive rapport with architects, engineers, subcontractors and vendors, all while maintaining the client's budget. Julio is well-versed in Standard Specifications for Public Works Construction (Greenbook), Work Area Traffic Control Handbook (WATCH), and material purchasing, as well as document preparation and tracking. He is able to read and interpret plans and has knowledge of soil and related testing methods and equipment.

---

**Jay Elbettar, PE, CBO, LEED AP, CASp****Project Manager | City Liaison**

Jay has nearly 40 years of building official and plan review experience. His progressive and extensive knowledge of the building industry and municipal organizations translates into efficient and effective services to our clients. Jay is a renowned expert on building code applications, interpretations and administration. He has served on local, state and national boards, commissions and committees that developed and produced state and national codes. He holds a bachelor and a master's degree in engineering and is a licensed professional engineer in seven states. He is a LEED Accredited professional and holds many ICC national and state certifications. Jay is an excellent supervisor and communicates effectively with co-workers, architects, engineers, property owners, and the general public, both verbally and in writing.

---

**Van Wilfinger, CBO, ICC****Plan Review | Over-the-Counter Reviewer**

Van brings more than 20 years of industry experience in the areas of plan review, field inspection, and building administration for a variety of jurisdictions in California and Nevada. He is known for his ability to efficiently and methodically review plans for a variety of projects according to all applicable building laws, ordinances, and regulations. Van holds current ICC certifications as a Certified Building Official, Building Plans Examiner, Building Code Official, Building Code Specialist, Building Inspector, Electrical Inspector, Combination Inspector, Mechanical Inspector and Plumbing Inspector. His certifications, coupled with his extensive work experience, give him added depth and knowledge on the most current building regulations, resulting in thorough and complete plan reviews. Van remains active within industry associations and uses his on-going education to continually enhance and improve the level of service we provide to our clients.

---

**Mark Berg, CBO, ICC****Plan Review Lead**

Mark is an ICC Certified Building Official, Plans Examiner and Building Inspector with experience performing life-safety, architectural, mechanical, plumbing, electrical, and structural reviews in residential, multi-family and commercial projects. Mark has successfully guided department staff with inspection and plan review of all phases of complex construction projects. He is experienced utilizing

building department permit tracking software and managing all common building department responsibilities, including plan review, multi-discipline inspections, plan review and inspection scheduling, field supervision, regulatory compliance, code interpretation, and project acceptance. Mark also makes a difference to our clients and those he works with through his skills in complaint resolution, problem solving, damage assessment and team building.

---

**Chandra Desai, PE, ICC****Building Plan Check**

Chandra has more than 30 years of experience in structural engineering, which includes design of structures for residential, commercial and industrial facilities. He has designed steel and concrete structures for nuclear, petro-chemical and gas plants. His experience also includes more than 15 years of plan checking for the County of Riverside for engineering and non-structural plans for all types of buildings. Chandra has a calm, diplomatic management style where he concentrates on the complicated task at hand resolving issues and solving problems quickly and easy to the satisfaction of all parties involved.

---

**Sandra Schmitz, PE, ICC****Building Plan Check | Structural**

Sandra is a registered Civil Engineer with nearly 10 years of experience, eager to continue learning and growing in the industry. She has already gained valuable experience in both the public and private sector, from performing complex structural analysis and calculations, to internally managing the plan check approval process. Sandra has been providing plan review services for the Cities of Pomona, Upland and Lake Forest. Sandra utilizes her code knowledge and engineering skills to facilitate efficient plan review services on behalf of the clients she serves.

---

**Roger Peterson, SE****Building Plan Check | Structural**

With more than 30 years of experience in structural design and plan review, Roger brings considerable depth and knowledge to any project. Roger has designed and provided plan review services for multistory steel and concrete-framed buildings, as well as one-story structures utilizing steel, concrete, timber and masonry framing systems. His design experience includes schools, commercial and industrial projects, micro-chip production facilities, power plant installations and multi-family residential projects. Roger is a Registered California Structural Engineer and Civil Engineer.

---

**Hossein Afrouzeh, ME, EE****Building Plan Check | M.E.P.**

Hossein is a licensed electrical and mechanical engineer with a rich background in the industry, including over 10 years of construction experience and over 35 years of design, construction management support experience, and plan review engineering. He is a well-rounded project leader with strong interpersonal and communication skills with ability to lead a design team of Electrical, Mechanical, and Plumbing engineers to adhere to the client and code requirements. He is familiar with the preparation of contract documents for mid-rise multi-residential, commercial, industrial, and educational buildings, and he has been responsible for the electrical system design for many projects from inception to completion including construction administration and commissioning of medium voltage power distribution systems, substations, lighting and power, fire alarm, and security systems.



**Randy Brumley, ME****Building Plan Check | M.E.P.**

---

Randy is a Mechanical Engineer with more than 10 years' experience in design, development and production of complex industrial products. He has expertise in multiple materials including composites and has been recognized for innovative development and creative design solutions. Randy is also accomplished in project management as well as interdisciplinary team building and leadership with proven record meeting challenging timelines and budget requirements for design and manufacturing deliverables.

**Jingpei Zhang, EE****Building Plan Check | M.E.P.**

---

Jingpei is a California registered engineer with more than 25 years of experience and a Masters degree in Electrical and Electronic Engineering. Over his career, he has designed a variety of facilities and systems, including electrical distribution systems for healthcare centers; data center facilities; commercial and industry buildings; and schools.

**Bill Tewfik, PE, CASp, CBO, ICC****Building Plan Check | Accessibility**

---

Bill is a registered engineer and CASp professional with more than 36 years of industry experience, including 23 years serving the City of Garden Grove's Building Division. Bill performs architectural and structural review of commercial, industrial, and residential buildings for compliance with State regulations and City ordinances pertaining to model codes, interacting with engineers, architects, contractors, developers, and property owners to provide interpretation and assistance on building code related issues and assisting counter personnel with permit issuance.

**Dave Roberts, ICC****Building Inspection**

---

Dave's years of industry experience have given him a solid foundation in providing comprehensive, accurate building inspections on a variety of projects. He is a certified residential inspector and has gained hands-on experience performing inspection for the City of Pomona over the last two years. In addition to his inspection expertise, Dave has a background of over 23 years of experience in executive and mid-level management. This foundation has given him an edge in effective leadership and customer relations and retention.

**Dan McCance, ICC****Building Inspection**

---

Daniel is an ICC Certified Building Inspector and possesses over 11 years of experience providing building inspection services to various jurisdictions in Southern California. Daniel holds a vast number of ICC certifications and has a thorough understanding of the principles and procedures of record keeping and report preparation. He brings a wealth of hands-on and diverse knowledge in building inspections for both residential and commercial arenas. Daniel develops solid partnerships with staff, developers, and the public to achieve the goals of the client. He maintains a productive environment by providing thorough inspections, maintains excellent communication and delivers a high level of customer service in a professional manner at all times.

---

## References

### CITY OF WILDOMAR

**Gary Nordquist**, City Manager | 951.677.7751 | [gnordquist@cityofwildomar.org](mailto:gnordquist@cityofwildomar.org)

Since incorporation of the City of Wildomar on July 1, 2008, Interwest has provided services including **City Engineering; Project Management; Development Engineering and Entitlements; Transportation Planning; Construction Management; Public Works Inspection; Traffic Engineering; Drainage Engineering;** and **Grant Writing**.

### CITY OF EASTVALE

**Michele Nissen**, Assistant City Manager, City of Corona (former City Manager at Eastvale) | 951.549.0029 | [michele.nissen@coronaca.gov](mailto:michele.nissen@coronaca.gov)

Since incorporation of the City of Eastvale on July 1, 2010, Interwest has provided services including **Development Engineering and Entitlements; City Engineering; Program Management; Public Works Inspection; Construction Management; Engineering Support Services; NPDES – Storm Water Compliance Support; Grant Writing Services; Transportation Planning; Traffic Engineering Services;** and **Drainage Engineering**.

### CITY OF WESTLAKE VILLAGE

**Ray Taylor**, former City Manager | 818.451.9477

Interwest provides **City Traffic Engineering Services** including transportation planning, design, operations, and maintenance, including development review, design and review of signing, striping, and traffic control plans, traffic signal timing, traffic investigations, and various maintenance functions, as well as coordination with HOAs and neighborhood groups.

### CITY OF SANTA CLARITA

**Robert Newman**, Director of Public Works | 661.255.4942 | [rnewman@santa-clarita.com](mailto:rnewman@santa-clarita.com)

Interwest currently provides **Traffic Engineering Support** to the City as needed on pedestrian and circulation safety studies and improvements. We also provide **Deputy Building Official Services, Building Plan Review, Inspection and Permit Technician Services**.

### CITY OF MAYWOOD

**David Mango**, Director of Building and Planning | 323.562.5721 | [david.mango@cityofmaywood.org](mailto:david.mango@cityofmaywood.org)

Interwest provides on-site **Traffic Engineering, Project Management, CIP Management, Construction Management and Inspection Services, Building and Engineering Plan Review, Building Inspection, and Permit Technician Services**.



### Services

Interwest can assemble an entire team or assign a single individual to best support the needs of the client. Our staff is well-versed in the operations and processes needed to effectively run and implement programs that are timely, efficient and cost effective. What follows is an *overview* of services we can provide; specific services will be tailored to the needs and objectives of the client.

#### **DEVELOPMENT PLAN REVIEW**

Interwest has the collective, diverse team of people and experience to perform a full range of Engineering Plan Check. More importantly, we possess the knowledge and skills necessary to effectively integrate the necessary engineering services with the client's staff to create a design plan check process that is coordinated, consistent, and predictable.

We view our role and mission as facilitating the efficient delivery of high-quality design plan check projects by:

- Taking a partnering versus regulatory approach
- Having a goal of “no surprises” for the applicant and the client
- Creating an internal team which provides a seamless design plan review process to prevent unintentional “games of gotcha” for project applicants.

All plan reviews will be evaluated by the project manager for quality control of the plan review, the level and quality of comments from the review, consistency with similar reviews, the avoidance of late hits or “gotcha” comments, the evaluation of the design professional's submittal and whether they are addressing prior comments or have justifiable reasoning in their designs that may allow leniency from standards. The project manager will meet with the design professional and their client if prior comments are not being addressed. We have found this will get the process back on track or provide the project owner/client with a more realistic schedule based on their design professionals' actions.

The discussion above describes Interwest Consulting Group's philosophy and approach of “how” we do our work. A typical scenario for “what” we do related to the review and processing of final maps, landscape plans, improvement plans, hydrology and hydraulics calculations and plans, and traffic engineering and operations plans and reports, follows:

- Provide plan reviews for final maps, improvement and landscape plans. Review includes evaluation of required reports, studies, grading and improvement plans, and design professional's recommendations. Each plan review is assigned to a design plan reviewer with oversight of the project manager. The assigned design plan reviewer will be committed to the project and will furnish all subsequent submittal reviews for the project. This maintains a consistent review and avoids “late hit” comments.
- Each plan review will be accompanied with a letter summarizing the red-line comments. This letter will be addressed directly to the applicant's engineer or landscape architect, with a copy

to client staff and the applicant. A complete red-lined set of drawings and any reports will be returned to the design professional for use in their corrections.

- The Project Manager will meet with the Design Professional and client staff to review comments or to delineate the standards which are not being met to assist in the timely completion of the review and meeting the maximum goal of two plan reviews. If necessary, the third review will confirm that all previous comments have been addressed. This meeting can take place in the Design Engineer's office, if desired so that minor comments/discrepancies can be immediately addressed and the improvement plans and reports can be deemed technically correct and submitted for signature approvals.
- We will meet with other client staff and outside agencies, as needed, to review their progress and/or their comments.
- Interwest can provide structural engineers to assist in any structural reviews, for any of the assigned projects. We can provide these reviews concurrently with the improvement plan reviews and within the stated timeframes.
- Map checking will be overseen by professional engineer's licensed to practice land surveying or by licensed Land Surveyors.
- Engineering review of grading permit/applications is highly dependent upon the complexity and location of the proposed grading. A single lot entitled commercial grading permit application will be reviewed differently from a hillside lot or subdivision, or a project adjacent to a drainage corridor.
- Soils reports will be evaluated and confirmation of recommendations will be included on the plans. Boundary conditions will be evaluated to maintain continuity with surrounding properties and maintain existing drainage patterns.
- Construction erosion control and post construction water quality control will be reviewed for compliance with the storm water quality management permit in effect

## **PROJECT MANAGEMENT**

Interwest has extensive experience and success in developing and implementing municipal public works projects, including those with State and/or Federal funding requiring compliance with the Caltrans Local Assistance Procedures Manual. We create and apply management systems that work and carefully monitor program effectiveness by closely tracking work quality, quantity, and cost. Our approach begins with the identification of specific project priorities and their scheduled completions.

Delivering Capital Projects under aggressive schedules involves management, administration, and oversight of project development teams from inception to completion. Project management to Interwest means complete ownership of all aspects including project delivery, funding, project development, and programming. We measure our success in meeting deadlines, project budgets and most importantly, our client's expectations. Areas of focus include:

- Monitoring program effectiveness
- Agency coordination on joint projects

- Stakeholder & community outreach
- Working with utility agencies on relocations
- Following Caltrans Local Assistance Procedures Manual and Guidelines
- Ensuring environmental regulation compliances
- Advanced project planning
- Bid & award contracts
- Managing federally funded projects
- Outside agency encroachment permits

## **TRAFFIC ENGINEERING SERVICES**

Interwest's traffic engineering staff will tailor our services to each assignment requested by the City. Examples of traffic engineering services we commonly provide include:

- Preparation of [engineering studies](#) in response to citizen requests for traffic control device installations and modifications, such as stop signs, traffic signals, crosswalks, traffic channelization and speed zones. These studies will typically include the review of traffic collision, traffic count and/or speed survey data, field review of existing traffic control devices and motorist/pedestrian/bicyclist behavior, corner sight distance analysis, minimum stopping sight distance analysis, warrant studies based on the California Manual on Uniform Traffic Control Devices (CA MUTCD) and City standards/guidelines, discussions with City staff regarding the findings and recommendations, preparation of concept/final plans, as needed, and a report summarizing the findings and recommendations. If requested, the study will also be presented at community meetings or City Council meetings.
- Preparation and review of traffic [signal timing](#) and [systems](#). We will provide technical expertise and advice to city staff regarding the operation and maintenance of the City's signal system.
- Preparation of [traffic impact analysis reports](#), including discussions with City staff regarding study intersections, project opening year, approved projects and any project concerns, a review of the site plan regarding internal circulation and external access, a field review of existing intersection geometrics and any unusual conditions, traffic count data collection, project trip generation and assignment, level of service analysis based on City guidelines/standards, identification of significant project impacts, proposed mitigation measures, and a report summarizing the analysis, findings and recommendations.
- Review of [traffic impact studies](#) prepared by others for private development, including the review of on-site circulation and project access, study intersections, project trip generation and assignment, level of service methodology and assumptions, accuracy of analysis and conclusions, appropriateness and feasibility of proposed mitigation measures, assist City staff prepare the conditions of approval, and preparation of comment memo. If requested, Interwest staff will attend Planning Commission and City Council meetings to make presentations and answer questions.
- Preparation of [signing and striping plans](#), [traffic signal plans](#), [traffic control plans](#) and [traffic calming plans](#). These tasks will generally include the collection of existing plans for the street

segment or intersection, field review to compare the plans to existing conditions, traffic data collection, as-needed meetings with City staff to ensure complete understanding of the desired design and to discuss/clarify any options, timely revisions in response to plan review comments, and signed and stamped final plans, specifications and cost estimate. The plans and specifications will be prepared in accordance with City standards, the CA MUTCD and other applicable standards.

- [Private and public development plan review](#) for traffic-related plans, ensuring that the plans are in compliance with City and other applicable standards. The reviews will include recommendations for approval (conditions of approval).
- Assistance in the [development of relevant policies](#). Many changes are taking place in transportation engineering that cities need to be prepared for. They include SB 743 regarding changes to how traffic studies are prepared for CEQA, including the use of vehicle mile traveled (VMT) instead of intersection or street segment level of service (LOS) to determine a proposed project's significant impact. The state has adopted the new regulations. Cities need to develop their own policies and fee programs in response to these new regulations to protect their interests. Autonomous (self-driving) cars are already being tested. Their potential impacts are unknown. They could increase the number of trips but reduce the needed parking. The transportation engineering profession, as well as our own traffic engineers, is tracking their development.
- Preparation of [grant applications](#) for funding from Federal, State, and regional agencies for traffic safety studies and improvements, such as HSIP, ATP, Measure M, and SB1 funding.
- Address [school-related traffic concerns](#), including meeting with school staff, parents and residents, field observation of behavior, data collection as-needed, analysis of the need for speed feedback signs, crossing guards, crosswalks, stop signs, flashing beacons, etc., recommendations and a summary of findings and recommendations.
- Assist construction inspectors in the [interpretation of plans, specifications and other contract documents](#) for assigned projects.
- Support [public involvement](#) and [community outreach](#) for selected traffic and transportation projects. Tasks may include attendance and participation in public meetings, creation of various education and outreach materials such as project flyers, PowerPoint presentations, etc.
- Prepare [small-scale pavement marking, signage, delineation](#) and [concept plans](#).
- Investigate traffic issues including [site observation](#), and [collision analysis and recommendations](#).
- Assist in [preparing requests for proposals](#) and [grant applications](#).

## **PLANNING SERVICES**

The City may also be in need of On-Call Planning Services. This may include the processing of overflow work to meet project timeframes and/or providing staff with specialized knowledge or expertise to assist with special projects.

We anticipate that our staff will provide planning services in the following general areas:

- Supporting the City's one stop permit center, including responding to public inquiries.

- Processing entitlement applications, including review of application materials, conducting site visits, coordinating with City staff and applicants, reviewing projects, coordinating with outside agencies and stakeholders, and suggesting design changes as appropriate.
- CEQA Compliance - Preparing Initial Studies / Negative Declarations / Mitigated Negative Declarations and processing / reviewing Environmental Impact Reports or similar and related CEQA documents. Scheduling and conducting public workshops / EIR scoping meetings as deemed necessary.
- Preparing all materials required for formal project reviews, including hearing notices, staff reports, project conditions of approval, resolutions and ordinances for the Planning Commission and City Council consideration.
- Scheduling and assisting in conducting public hearings before the Planning Commission and City Council.
- Coordinating the preparation and filing of all required notices with the State Clearinghouse and/or Los Angeles County Clerk.
- Representing the City at meetings of regional planning agencies, such as SCAG and the Gateway Cities Council of Governments as necessary.
- Supporting long range planning efforts such as maintaining and updating the City's Zoning Code, Municipal Code and General Plan.
- Providing grant application assistance for federal, state, and/or local planning grants.
- Other related planning duties as may be assigned by the City from time to time.

As we do in all of our assignments, we will develop and maintain good working relationships with Planning Division staff, other City departments and divisions, other jurisdictions, and the public.

## **CONSTRUCTION MANAGEMENT**

### **Pre-Construction Phase**

---

**Constructability | Contract Document Review | Bid Support:** Review of the project site, construction plans, specifications, special provisions and contract documents prior to bidding and report to the City any areas where there may be an opportunity to save money or find areas that can be corrected prior to the bid, resulting in more competitive bids and fewer construction change orders. This assistance is provided during the bidding process.

**Pre-Project Photographs | Video:** The Construction Inspector will document the condition of the project as well as the adjacent areas prior to the contractor mobilizing, thus minimizing any dispute that may arise regarding existing vs. construction damage.

**Pre-Construction Meeting:** We will organize or attend the pre-construction meetings prior to the Notice to Proceed being issued. Notes and a list of invitees & attendees will be distributed.

**Plans, Specification & Estimate (PS&E):** The PS&E package is essentially the contract document from which the contractor will bid and build the project. The project engineer, in consultation with the

construction manager, takes the approved project and begins the formal design process. Every effort must be made to stay within the scope of the approved project, and adhere to the environmental document constraints. Any changes to the scope must be approved by the City; changes to the scope during the PS&E phase will likely increase construction costs, may require additional environmental studies, and possibly delay the schedule. As the PS&E package develops, a bigger emphasis is made on constructability, traffic handling and staging. All can significantly impact construction costs.

### **Bidding and Construction Support**

- During the bidding process, if so directed, the Interwest Team will be available to answer bidders' questions, prepare drafts of addenda or clarifications to the PS&E and assist in reviewing bids and recommending a contract award.
- During construction, we will provide supplemental support to the City and construction management section for construction inquiries. This supplemental construction support includes:
  - Reviewing and preparing responses to RFIs
  - Reviewing Contractor submittals and shop drawings for compatibility with design
  - Reviewing and providing recommendations of change order proposals
  - Performing final review/evaluation & assisting with the preparation of punch list for work deficiencies
  - Preparing record drawings of the completed projects based upon the redlined set of as-built plans

### **Construction Phase**

---

**Project Schedule | Submittal Review:** A realistic schedule that meets the requirements of the contract documents is critical to the success of the project. Our team will constantly monitor the schedule, noting and making the City aware of any critical path slips, as well as any opportunities to compress the schedule that may arise. Further, timely and thorough submittal review is critical to a project. Examples of activities include:

- Coordinate, review and approve the Contractor's proposed schedule for completion of project.
- Review contractor's schedule, update submittals for conformance to master schedule and contract documents.

**Document Control:** We use the proven method of controlling documents through the system developed and used by Caltrans. We will apply consistent procedures to track all documentation, regardless of project size and location. Doing so will result in a standard documentation and filing system across the board for capital projects. As a result, records retrieval will be quick and efficient. Work activities include:

- Maintain all project documents, drawings, contract change orders, contractor submittals, shop drawing and correspondence in electronic form and hard copy.
- Maintain at the project site an up-to-date copy of all contracts, drawings, specifications, addenda, change orders & other modifications, in good order & marked to record all changes made during construction. We track documents, including all correspondence.

- Ensure an office engineer is available for projects with significant document control needs, and all files will be set up by our office engineer, regardless of size.
- Maintain a digital photographic library and significant activities.
- Maintain RFI, submittal and change order logs. Ensure consultants and engineers respond within contract time frames. We track the number of days submittals are outstanding and with a particular party on a weekly basis and report this information to the appropriate staff.
- Monitor Contractor and the sub-contractors regarding compliance with prevailing wage rates and affirmative action requirements applicable to the project including a Labor Compliance Program in accordance with AB 1506 and the Davis-Bacon Act. Our inspectors and office engineers are trained on the appropriate forms and techniques necessary to conduct these compliance activities.
- Collect and review, for compliance with all State and Federal regulations, certified payroll records requirements.

**Weekly | Monthly Construction Meetings:** We would attend and chair weekly or monthly project meetings with the contractors and stakeholders. We can prepare the agenda and discuss schedule, budget, changes, safety issues, etc. This has proven to be an important step to getting the project on schedule early.

**Change Order Review | Dispute Resolution:** Our team will review any requests for contract change orders to verify the work is necessary and outside of the contract, and we will negotiate the best way from the City perspective to pay for the work, whether that is time and materials, unit prices, or a negotiated amount. We will advise City as to their effect on the contract time and cost. We can perform independent estimates of proposed change order work when necessary or when directed by the City. The Construction Manager will then make a recommendation for approval, which according to the City policy, will ultimately need approval by the Public Works Director.

**Materials Testing Management:** We will coordinate and schedule the materials testing services to acquire the necessary services, and reports, in the most efficient manner.

**Compaction Control:** We will coordinate compaction testing with the soil engineering firm to verify all compaction conducted meets all requirements and specifications.

**Progress Payment Processing:** We will review progress payments and verify quantities/unit prices, amount due, certified payroll, appropriate rates, etc. If the review shows the progress payment is accurate, we will then recommend payment and circulate it to Project Manager for additional review, signature and approval.

**Agency Coordination:** We will coordinate any work with other agencies to maximize contractor efficiency and keep the project on schedule.

## Post-Construction Phase

---

**Punch List Completion:** Our Inspector will generate and make the contractor aware of deficiencies as they occur in the field. We will encourage the contractor to repair or replace work that does not meet the specifications when it is identified. Interwest will oversee the complete performance of all punch



list items and final clean-up before contractor moves off-site. Each punch list item is personally signed off by a member of our team, and all items must be signed off before the construction manager signs the list as complete.

**Record Drawings and Other Documents:** Our Construction Manager will review the record drawings with the Inspector for accuracy and completeness prior to acceptance of the project. This is monitored weekly. At the end of the project, we will obtain from contractor all record (as-built) drawings: O&M materials, attic stock, contract required documents, lien releases, & written warranties.

**Geotechnical Report:** Our Construction Manager will obtain a complete geotechnical report with all test results, logs, and correspondence from the geotech prior to releasing their final payment.

**Final Report:** Our team will prepare a final report for the project that recaps the costs, schedule, successes, and lessons learned to the City and the Project Manager for use in preparing the City Council Notice of Acceptance Staff Report.

An inventory of the “wrap up” tasks for construction management activities include:

- Administer post-construction training of custodial, maintenance, operations and grounds staff for all new equipment, systems and finish materials. We intend to invite the appropriate City maintenance personnel to the final walk-through of the project so they may ask questions and review the work. We understand that the project is built for the end-user, which is usually the maintenance department on behalf of the citizens.
- Coordinate final testing, documentation and regulatory inspections. We require all materials testing and special inspection documentation to be in a final report in chronological order.
- Advise on substantial and final completion and liquidated damages.
- Evaluate any contractor claim, negotiate and resolve claim issues. Recommend approval or denial by the City.
- Establish a warranty process and schedule six months and eleven months warranty walks.
- Oversee the complete performance of all warranty repair items.

**Document Archive:** Once the project is complete, we will turn over all project documents in archive form to the City.

## **CONSTRUCTION INSPECTION SERVICES**

Utilizing construction inspection services through Interwest Consulting Group is an extremely valuable strategy for delivering cost-effective, high quality municipal services. We inspect a variety of capital improvement, development, and utility project elements such as: roadway rehabilitations, new park developments, building and utility projects on an “as-needed” basis, streets, driveways, sidewalks, curb and gutters, pedestrian ramps, drainage improvements, parks, buildings, open space amenities, trails, traffic signals, playground equipment and sports fields plus related services including sewer lift stations, sewer, domestic water, reclaimed water and street lighting. We have a proven track record of providing all of these services.



Our Inspectors will ensure that all work conforms to the project construction documents, City Codes and Ordinances including the City Grading Code and Manual, APWA “Greenbook” Standard Specifications for Public Works Construction, AWWA Standards, County Public Works Standards, State and Federal Building Codes related to site accessibility as well as Title 24 and ADA requirements, Caltrans’ Local Programs Manual, the City’s Quality Assurance Plan for Federal and State Funded Projects and all applicable prevailing wage laws including the Davis-Bacon and Related Acts.

Our team of professionals proposed for this assignment has extensive career expertise in the public works industry. Our local knowledge in combination with our depth of experience translates into better, more consistent decision making. This provides the City with excellent value not only today in cost for services, but more importantly in the future while operating the infrastructure. All Inspections shall be carried out using City established policies and procedures with the highest quality staff in a timely and professional manner. We shall be an advisor and advocate and provide services with the best interest of the City in mind.

### **Guaranteed Deliverables**

---

There are several important areas of work requiring special attention to ensure successful completion of a project:

**Standardization & Maintenance of Project Documentation** – In order to effectively combat claims, it is vitally important that the construction manager and inspector follow a uniform standard to ensure that potentially volatile issues are dealt with in a timely, accurate and consistent manner. Interwest has instituted such a system and has a proven track record of helping its clients to avoid costly claims.

**Monitoring Quality & Objectiveness of Field Personnel** – Our construction supervisors routinely check the files and performance of our construction inspectors. Regular training meetings are conducted at which changes in rules and regulations are discussed. Of critical importance are the storm water compliance rules and the requirements of the general construction permit on City projects.

**Public Relations** – Public works projects that impact residents and businesses present unique, non-technical challenges which must be addressed throughout the life of a project. Interwest staff will work closely with these stakeholders to make them aware of the project, its status and any changes that are made. Our assigned staff possesses the non-technical skill set needed to navigate the public relations arena.

**Construction Inspections (Including SWPP Compliance)** – Our Inspector, as well as any other field personnel performing services will document all work, quantities, contractor and subcontractor personnel and equipment, visitors, and field orders on a daily basis.

## **BUILDING AND FIRE PLAN REVIEW SERVICES**

All plans examination services will be performed either by a licensed Civil or Structural Engineer, or an ICC Certified Plans Examiner under the direction of a licensed Civil or Structural Engineer and/or licensed Architect. For more complex projects and when needed to meet peak workload demands, additional support will be provided from our regional offices for, on-site or off-site, structural plan review services and non-structural plan review services. Our plans examiners understand and are intimately familiar with applicable building codes and plan review procedures and policies and will readily assist with solutions to complicated plan review issues.

Our staff will work with project applicants in a collaborative and professional manner to quickly identify and resolve violations of codes, standards or local ordinances. They will provide thorough plan reviews in an effort to provide complete and accurate construction documents to minimize questions and problems during the construction phase of projects.

### **Technical Capabilities in Plan Check Areas**

Interwest staff possesses significant technical capabilities in all areas of plans examination competence. All plans examiners are ICC Certified Plans Examiners with extensive experience providing plan review services. All plans examination activities will be performed under the direction of a California licensed professional engineer and/or licensed architect. Our staff will conduct accelerated plan review on as as-needed basis as requested by the Building Official.

#### **Architectural**

---

Interwest's non-structural plans examiners furnish plan review services for a vast array of projects including large residential, commercial, institutional, industrial, retail, and OSHPD 3 medical office buildings. Many of our plans examiners are CASp certified. Completed plan review projects range from single-story residential projects to complex high rise buildings and numerous building additions and remodels. We are experienced and familiar with the use and application of the most current editions of the following model codes:

- California Building Standards Code
- International Building Code (IBC)
- Americans with Disabilities Act Standards for Accessible Design
- ANSI Standards
- NFPA Codes & Standards
- CA Code of Regulations (CCR) Titles 19 and 25
- Jurisdiction-adopted amendments or ordinances

#### **Structural**

---

Our California-licensed Structural Engineers have experience designing and reviewing projects utilizing virtually all building materials:

- Wood
- Masonry
- Heavy Timber / Timber Frame
- Concrete
- Structural Steel
- Cold-Formed Steel Framing
- Straw Bale
- Rammed Earth
- Aluminum

Our engineers have designed or reviewed a wide array of lateral force resisting systems including:

- Steel Moment Frames
- Buckling Restrained Braced Frames
- Eccentric Braced Frames
- Concentric Braced Frames
- Concrete Moment Frames
- Wood Shearwall Systems
- Masonry Shearwall Systems
- Concrete Shearwall Systems
- Cantilevered Column Systems
- Various Proprietary Lateral Force Resisting Systems

Our structural engineers are experienced with the provisions of most model codes including, but not limited to, current versions of:

- CCR Title 24, Part 2, Volume 2
- International Building Code (IBC)
- AISC 341, 358 and 360
- ASCE 7
- ASCE 41
- AISI Standards for Cold Formed Steel
- ANSI / AF&PA NDS for wood framing
- ACI 318
- ACI 530 / TMS 402/602
- CA Historic Building Codes
- CA Existing Building Codes

### **Mechanical, Plumbing & Electrical**

---

Interwest's California-licensed Mechanical and Electrical Engineers are well-versed in the application California Mechanical, Plumbing, Electrical, Energy and Green Building Standards Codes:

Other review services are provided based on current editions of local or national standards such as:

- International Building Code
- International Residential Code
- International Mechanical Code
- International Plumbing Code
- NFPA Standards 13 (automatic fire sprinkler systems)
- NFPA Standards 14 (standpipes)
- NFPA Standards 20 (fire pumps)
- NFPA Standards 72 (fire alarms)
- NFPA Standards 99 (medical gases)
- NFPA 101 Life Safety Code
- NEHRP Requirements for Existing Building

### **Energy Compliance**

---

Our engineers and plan reviewers are up-to-date on all California Energy requirements as they relate to both new and remodel construction on large residential and commercial projects. The Energy Efficiency Standards for Residential and Nonresidential Buildings were established in 1978 in response to a legislative mandate to reduce California's energy consumption. These standards are updated periodically to allow consideration and possible incorporation of new energy efficiency technologies and methods.

### **Green Building Standards**

---

Our staff is familiar with the incorporation of CALGreen building criteria into project designs and the resulting potential impact as related to the building codes. In addition, staff members have

participated in the development of various “green” standards for super adobe, rammed earth, and straw bale construction, to name a few.

## **LEED**

---

Developed by the US Green Building Council (USGBC), LEED provides building owners and operators a framework for identifying and implementing measurable green building design, construction, operations and maintenance solutions. LEED certification consists of a number of different rating systems that apply to many building types—commercial as well as residential and measures how well a building performs across many sustainability metrics including: energy savings, water efficiency, CO<sub>2</sub> emissions reduction, improved indoor environmental quality, and stewardship of resources and sensitivity to their impacts.

## **Access Compliance – CASp Review and ADA Evaluation**

---

All of Interwest’s CASp-Certified professionals are knowledgeable of state and federal accessibility laws and regulations and possess the expertise necessary to promote access to facilities for persons with disabilities. Our goal is to provide experts in the industry who can perform services for building departments in a seamless manner by customizing our services to correspond with our client’s expectations and needs. We work collaboratively with our clients to resolve plan review and inspection related issues as efficiently as possible, ultimately resulting in an expedited process and successful project.

Our architects and plans examiners are fully trained and familiar with CA Building Code Accessibility requirements and ADA compliance regulations and are available for plan review and/or evaluations and consultation. We offer support to municipalities for compliance enforcement and/or developing a transition plan, and successfully partner with the disabled community to address the needs and requirements for both entities. We can assist our clients in interpreting various issues relating to access compliance, such as access compliance obligations, transition planning, construction costs, construction phasing, code/law ‘interpretation,’ hardship and code/law changes.

## **Flood Zones**

---

Interwest’s staff of engineers and plans examiners have experience in providing plan reviews for projects located in flood zones, as several of our clients have developments that occur in areas prone to flooding. Interwest’s staff has provided numerous plan reviews for projects located in flood zones using FEMA’s Technical Bulletins as well as the local jurisdictions ordinances. In addition, members of Interwest’s staff have participated in state-sponsored committees to establish guideline and regulations for construction in areas designated as flood zones.

## **OSHPD 3**

---

Our staff of plans examiners has extensive experience in providing plan reviews for OSHPD 3 projects. Our staff is well versed with the OSHPD 3 requirements contained in the California Building Code. We also employ an OSHPD certified inspector who has recently provided inspection services on behalf of our clients for hemodialysis, outpatient surgery, hyperbolic chamber and general medical clinics.

## Fire Code Plan Review

---

We have a complete staff of experienced and licensed professional fire protection plans examiners and inspectors for your fire life safety needs. Our staff can check plans for compliance with all applicable fire code and standard requirements, including but not limited to the following: ICC Fire Code, Uniform Fire Code, California Fire Code, Life Safety Code, NFPA standards and your local/regional amendments.

Our Fire Plans Examiners and Inspectors are well versed in the use and application of the following model codes, standards and regulations:

- California Fire Code (CFC)
- California Building Code (CBC)
- Local amendments and policies related to the CFC and CBC
- Adopted National Fire Protection Standards
- California Health and Safety Code
- Appropriate listings (CSFM, U.L., etc.) for common systems and materials
- Fire Department Standards
- National Fire Protection Referenced Standards pursuant to the above Codes
- Municipal, State or Federal regulations enforced by Fire Departments and Fire Districts.

Interwest Consulting Group's staff is active with California Fire Prevention Officer's Association, as well as local chapters of Building Officials Organizations throughout the State of California and Nevada. Interwest Consulting Group's staff has also authored a comparison of the Uniform Fire Code (UFC) to the International Fire Code (IFC) for the California Fire Prevention Officer's Association.

### **BUILDING AND FIRE INSPECTION SERVICES**

Building inspectors qualified to perform residential and commercial inspections can be made available as-needed during normal business hours (40 hours/week). Inspectors can also be flexible to assist during special off-hours by request with advance notice.

Assigned staff will perform inspection services, as needed, to verify that the work of construction is in conformance with the approved project plans as well as identifying issues of non-compliance with applicable building and fire codes. Our field inspection services will include site inspections and writing legible and understandable correction and violation notices and field reports. In addition, we will be available to answer in-person or telephone inquiries.

We understand that municipal codes may be frequently updated, so we will ensure that the projects we are inspecting are compliant with current code requirements. More specifically, we will ensure compliance with Title 24 California Building Codes, parts 1, 2, 2.5, 3, 4, 5, 6, 8, 9, 10, 11 and 12, covering structural, fire prevention, life safety, disabled access, energy conservation, green building, plumbing, mechanical and electrical installations in residential, commercial, industrial, existing and historical buildings.

Interwest's ICC/CASp certified inspectors have performed both building and fire inspection services on a wide variety of construction projects including new residential developments, large custom homes,

and commercial, institutional, assembly, essential service buildings and industrial projects. When necessary for large or fast-track projects, multiple inspectors are available.

Interwest's inspectors will provide field inspections including site inspections of projects to verify conformance with approved drawings and specifications which will include review of the permit documents to verify that onsite conditions are consistent with the approved documents for square footage, setbacks, heights and any other applicable conditions. At the completion of inspections,

We understand that personality and customer service is crucial to on-the-job success, therefore, we have selected inspectors who are well versed in customer service and skilled in dealing with people both at the public counter and in the field. All inspection personnel assigned will be ICC and/or CASp certified as required.

### **Inspector Qualifications & Certifications**

---

Interwest retains inspectors who are motivated to achieve the highest level of experience and certification. We work hard to match your jurisdiction's level of safety and code compliance. All Interwest Consulting Group inspectors are ICC-certified.

Inspection personnel assigned will be able to read, understand and interpret construction plans, truss drawings and calculations, prepare and maintain accurate records and reports, communicate effectively orally and in writing and to work effectively with contractors, the public and general staff. Inspectors will possess knowledge of approved and modern methods, materials, tools and safety used in building inspection and the most current building standards.

### **Inspection Schedule**

---

Interwest Consulting Group will work with your organization to provide inspection staff in a timely manner. Our inspectors are familiar with a multitude of jurisdictional scheduling and tracking systems and can quickly adapt to jurisdiction requirements. Emergency inspections (usually requests that pertain to a serious or urgent life/safety issue) can be provided as they are needed; nights, weekends and holidays. Many of our inspectors are also available to serve at the public counter when needed.

### **PERMIT TECHNICIAN SERVICES**

Permit/counter technician services are crucial to the success of the entire building safety process and is the first impression the public gets of your building department. Contact with the public at this initial point sets the tone for any additional interaction through the life of a project whether engaging the homeowner, architect, developer or contractor or other community member. Delivery of excellent customer service, maintaining a smooth flow of documents and plans throughout departments, and tracking and reporting, are all key elements to furnishing first-rate, efficient and a memorable experience to your clients.

Our Building Technicians will welcome and work closely with the customers at the public counter answering all questions. Our Building Technician will provide information about permit applications, plan review and inspection requirements, will be excellent at organizing and maintaining the filing systems necessary for tracking in-progress applications, permits issued, plan check in progress, approved plans and any other information required by your jurisdiction.

## Hourly Rates

The rates displayed in the fee schedule below reflect Interwest's current fees. Hourly rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations. In addition, there is no charge for shipping, supply, or material costs.

<b>Classification</b>	<b>Hourly Billing Rate</b>
<b>Engineering</b>	
Principal-in- Charge .....	\$175
Project Manager .....	160
City Engineer .....	160
Traffic Engineer .....	160
Supervising Engineer .....	150
Senior Engineer .....	140
Engineering Associate III .....	125
Engineering Associate II .....	115
Engineering Associate I .....	105
Senior Engineering Technician .....	105
Engineering Technician III .....	95
Engineering Technician II .....	85
Engineering Technician I .....	75
Student Trainee.....	30
Grading Plans Examiner.....	120
<b>Construction Management</b>	
Construction Manager .....	145
Assistant Construction Manager .....	130
Senior Public Works Observer .....	125
Public Works Observer III .....	120
Public Works Observer II .....	115
Public Works Observer I .....	105
Overtime, Night, Weekend, and Holiday Work .....	140% of above listed hourly rates
<b>Building Safety Services</b>	
Certified Building Official .....	150
Senior Structural Engineer .....	140
Licensed Plan Review Engineer .....	140
Senior Plan Review Architect.....	125
ICC Certified Plans Examiner .....	100
Senior Plans Examiner .....	105
CASp.....	100
Permit Technician .....	65
Building Inspector I - III .....	75 - 95

Code Enforcement Officer.....	80
Fire Protection Engineer .....	145
Fire Marshal .....	110
ICC Fire Plans Examiner .....	100
ICC Fire Inspector .....	100
<b>Planning</b>	
Planning Manager .....	160
Principal Planner.....	135
Senior Planner.....	130
Associate Project Planner .....	115
Assistant Planner.....	95
Supervising Transportation Planner .....	130
Senior Transportation Planner.....	120
Associate Transportation Planner III.....	110
Associate Transportation Planner II.....	100
Associate Transportation Planner I.....	90
<b>Geographic Information Systems</b>	
GIS Project Manager.....	135
Database Administrator.....	125
Senior GIS Analyst .....	120
GIS Analyst.....	95
GIS Technician.....	70
<b>Information Technology</b>	
IT Project Manager .....	135
Network Engineer.....	125
IT Senior Analyst – Project Manager.....	125
IT Analyst .....	100
IT Technician .....	70
<b>Real Estate Services</b>	
Principal Oversight.....	185
Real Estate Property Manager .....	160
Senior Real Property Agent.....	135
Real Property Agent .....	110
Real Estate Technician.....	95
Senior Administrative .....	75
<b>Administrative</b>	
Management Analyst II.....	90
Management Analyst I.....	80
Senior Administrative .....	70
Administrative I - III .....	55 - 65





# OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

ALEX VILLANUEVA, SHERIFF

(818) 878-1808



July 8, 2019

Dr. Gary J. Lysik, City Manager  
City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302

Dear Dr. Lysik:

Listed below are the year-to-date crime statistic comparisons for the City of Calabasas for the month of June 2019.

## I. CRIME STATISTICS

CRIME	CURRENT MTH	YTD 2019	YTD 2018	CHANGE
Homicide	0	0	0	0
Rape	0	0	4	-4
<b>Robbery</b>				
Armed	0	3	1	2
Strong-Arm	0	2	0	2
Assault	0	1	8	-7
<b>Burglary</b>				
Residential	6	24	18	6
Business	0	10	3	7
Garage/Out-Building	1	7	7	0
Vehicle (locked)	3	31	45	-14
<b>Theft</b>				
Grand (\$950 +)	6	25	20	5
Petty	5	40	47	-7
Vehicle (unlocked)	1	10	42	-32
Grand Theft Vehicle	1	9	8	1
Arson	0	1	0	1
Domestic Violence Felony	2	2	1	1
<b>Total Part I Crimes</b>	<b>25</b>	<b>165</b>	<b>204</b>	<b>-39</b>
<b>Percent Change</b>				<b>-19.1%</b>
Domestic Violence Misdemeanor	2	19	10	9
Swatting	1	1	0	1

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

*A Tradition of Service*  
— Since 1850 —

## II. NOTEWORTHY INCIDENTS

A resident of Simi Valley was arrested for possession of stolen property, felon in possession of pepper spray/burglary tools/drug paraphernalia and false identification to a peace officer in the area of Mureau Road. The subject was riding a bicycle in the area and was contacted by deputies who conducted a bike stop to warn/cite the subject for a bicycle violation. During the contact, the subject gave a false name and date of birth. He had lock pick tools, bolt cutters and pepper spray in his backpack. The subject also had drug paraphernalia in his pant pocket. It was discovered that the bicycle he was riding was stolen out of the Riverside area. He was also on felony probation and had a warrant for his arrest for theft. (19-02990)

A "hot prowler" residential burglary was reported in the 23400 block of Mulholland Highway. The victim and his family were sleeping inside the residence during the time of the incident. Video surveillance showed a male White, 18 to 25 years of age, blond hair, climb over the driveway gate of the location. The suspect approached a side door on the west side of the residence. He was able to unlock the side door by putting his arm through the dog access door and unlocked the door from the inside. While inside the residence, the suspect drank a bottle of water, stole a blanket and the victim's dog. Deputies were able to find the victim's dog walking along the area. (19-03137)

A resident was arrested for a felony domestic violence incident in the 3800 block of Poppyseed Lane. The suspect assaulted her boyfriend during an argument. The victim was treated at a nearby hospital for his injuries. (19-03509)

A residential burglary occurred in the 3900 block of Peacock Ridge Road. Video surveillance showed a male Black subject, 35 years of age, wearing a grey sweatshirt and pants, a black hat and a black sling pouch worn across his chest. The suspect shattered the rear sliding glass door and pried a hole near the door handle to slip his hand through the glass door to make entry. Jewelry was stolen from inside the residence. This suspect is possibly responsible for committing a similar residential burglaries in the La Cañada Flintridge and Monrovia. (19-03221)

Three incidents of theft of wallet were reported at the same location in the 23700 block of Calabasas Road. The victims were shopping at the location when their wallets were stolen from their purses. In one incident, the victim's stolen credit card was used at the Target in Woodland Hills. This victim believes that the two female White subjects, 20 to 25 years of age, one with brown hair and one with strawberry blonde hair, who approached her and began to converse with her regarding flowers possibly stole her wallet from her purse which was open and unattended inside the shopping cart. In another incident, the victim's stolen credit card was used at Nordstrom's in Canoga Park to make a purchase. (19-03033, 03128, 03324)

III. TRAFFIC

See attached.

IV. AGENDIZED CAR

See attached

V. CRIME PREVENTION

See attached

VI. JUVENILE INTERVENTION TEAM

See attached.

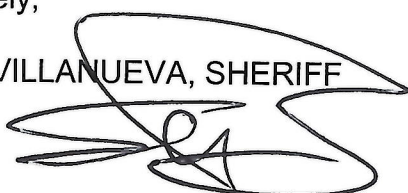
**VII. ARREST STATISTICS**

The numbers of arrests listed below are the most current available.

	YEAR TO DATE 2019		CURRENT MONTH JUNE	
	ADULT	JUVENILE	ADULT	JUVENILE
Criminal Homicide	0	0	0	0
Forcible Rape	1	0	0	0
Robbery	1	0	0	0
Aggravated Assault	2	0	2	0
Burglary	3	0	0	0
Larceny Theft	3	0	0	0
Grand Theft Auto	3	0	0	0
Arson	0	0	0	0
Forgery	0	0	0	0
Fraud and NSF checks	9	0	1	0
Sex Offenses, Felonies	0	0	0	0
Sex Offenses, Misdemeanors	0	0	0	0
Non-Aggravated Assaults	4	0	1	0
Domestic Violence, Felony	0	0	0	0
Domestic Violence, Misd.	13	0	2	0
Weapon Laws	3	0	1	0
Offenses Against Family	1	0	0	0
Narcotics	39	2	8	0
Liquor Laws	0	0	0	0
Drunk/Alcohol/Drugs	6	0	3	0
Disorderly Conduct	0	0	0	0
Vagrancy	0	0	0	0
Gambling	0	0	0	0
Drunk Driving Vehicle/Boat	10	0	3	0
Vehicle/Boating Laws	66	0	15	0
Vandalism	0	0	0	0
Warrants	48	0	6	0
Receiving Stolen Property	1	0	0	0
Federal Offenses W/O Money	0	0	0	0
Federal Offenses With Money	2	0	0	0
Felonies, Miscellaneous	0	0	0	0
Misdemeanors, Miscellaneous	9	0	0	0
<b>ARREST TOTALS</b>	<b>224</b>	<b>2</b>	<b>42</b>	<b>0</b>

Sincerely,

ALEX VILLANUEVA, SHERIFF



Salvador Becerra, A/Captain  
Malibu/Lost Hills Station





<b>COLLISION SUMMARY*</b>	<b>This Month</b>	<b>Month Year Prior</b>	<b>Total YTD</b>	<b>Total Prior YTD</b>	<b>Change +/-</b>
<b>Total Collisions - Excluding Private Property</b>	13	22	84	112	-28
Fatal Collisions	0	0	0	0	0
Injury Collisions	6	8	24	35	-11
Property Collisions	7	14	60	77	-17
Private Property Collisions	1	4	19	19	0
DUI Collisions with Injuries	1	1	1	2	-1
DUI Collisions with Property Damage	0	1	0	2	-2
<b>Total Pedestrian Collisions</b>	0	2	1	5	-4
Pedestrians Killed	0	0	0	0	0
Pedestrians Injured	0	2	1	5	-4
<b>Total Hit &amp; Run Collisions</b>	2	4	15	16	-1
Hit & Run Fatalities	0	0	0	0	0
Hit & Run Injuries	1	1	4	3	+1
Hit & Run Property Only	1	3	11	13	-2
<b>CITATION SUMMARY*</b>	<b>This Month</b>	<b>Month Year Prior</b>	<b>Total YTD</b>	<b>Total Prior YTD</b>	<b>Change +/-</b>
<b>Traffic Total</b>	296	367	1425	1835	-410
Hazardous Violations	121	140	628	871	-243
Non-Hazardous Violations	47	40	242	277	-35
Parking Violations	124	185	545	677	-132
DUI Arrests	4	2	10	10	0

\*Collision Summary and Citation Summary does not reflect all collisions and citations which were not entered into the database.

COUNTY OF LOS ANGELES  
**SHERIFF'S DEPARTMENT**

"A Tradition of Service"

OFFICE CORRESPONDENCE

DATE: 07-13-19

FROM: David Huelsen, Traffic Investigator TO: Salvador Becerra, A/Captain  
Malibu/Lost Hills Station Malibu/Lost Hills Station

SUBJECT: June Motor Activity Report City of Calabasas

During the month of June the motorcycle officers wrote 104 citations. The citations break down into the following categories:

Unsafe Speed	38
Other Hazard	16
Other Non-Hazard	22
Signs and Signals	25
Fail to Yield	1
Unsafe Turning	1
Bicycle Violation	1

DHH:

**L.A. County Sheriff's Department  
Lost Hills & Malibu Station  
Monthly Traffic Safety Management Report**

*City of CALABASAS*

*Date Range Reported: 6/1/2019 to 6/30/2019*

**Total No. of Collisions: 13 Injury: 6 Non-Injury: 7 Fatal: 0 Private Property: 1**

**Total No. of Citations: 168 Hazardous Cites: 121 Non-Hazardous Cites: 47**

**Collisions by Reporting Districts**

<u>Reporting District</u>	<u>No.</u>	<u>Location</u>
2241	4	at Separate Locations
2242	1	at Las Virgenes Rd and Willow Glen St
2244	2	at Separate Locations
2245	2	at Separate Locations
2246	2	at Separate Locations
2248	1	at Mulholland Hwy and Paul Revere Dr
2249	1	at Mulholland Hwy E and Old Topanga Canyon Rd

**Collision Occurred Most Frequently On:**

<u>Street Name</u>	<u>Number of Collisions</u>
Las Virgenes Rd 3 at at Separate Locations	3
Parkway Calabasas 2 at at Separate Locations	2
Agoura Rd 1 at Lost Hills Rd	1
Calabasas Hills Rd 1 at Cold Springs St	1
Calabasas Rd 1 at Mureau Rd	1
Lost Hills Rd 1 at Rt 101 Nboff/R	1

Mulholland Hwy		1
	1 at Paul Revere Dr	
Old Topanga Canyon Rd		1
	1 at Mulholland Hwy E	
Park Granada		1
	1 at Park Sorrento	

**Primary Collision Factors:**

<u>Violations</u>	<u>Description</u>	<u>Number of Collisions</u>
22107	Unsafe Turning Movement	3
21453(a)	Red Signal; Failure To Stop	3
22350	Unsafe Speed	2
23152(a)	Dui; Alcohol	1
21755(a)	Unsafe Passing On Right	1
21750(a)	Unsafe Passing On The Left	1
21658(a)	Lane Straddling; Unsafe Lane Change	1
		0

**Violations Most Frequently Cited:**

<u>Violations</u>	<u>Description</u>	<u>Number of Citations</u>
22350	Unsafe Speed	40
4000(a)(1)	Vehicle Registration Required	32
5200(a)	License Plates, Two On A Vehicle Front/Rear	18
21461(a)	Obey Traffic Control Sign	17
14601.1(a)	Driving With Suspended License	13
16028(a)	Proof Of Financial Liability-Traffic Accident	11
23123(a)	Using Wireless Hand Held Phone While Driving	10
12500(a)	Unlicensed Driver	8
22450(a)	Failure To Stop For Posted Stop Sign	7
22349(a)	Speeding, Excess Of 65 Mph	6
23123.5(a)	Texting While Driving	5
14601.2(a)	Driving With Suspended License, Dui	4
23152(a)	Dui; Alcohol	4
21453(a)	Red Signal; Failure To Stop	3
26708(a)(		3
21651(a)(		2
21658(a)	Lane Straddling; Unsafe Lane Change	2
38300	Off-Highway Vehicle, Disobey Signs	2
4454(a)	Registration Card Kept With Vehicle	2
12814.6(b)	Provisional Cdl Violation	1
12951(a)	Drivers License, Not In Possession	1
14601.2(b)	Violation Of Driver License Restrictions	1
21209(a)	Driving In Bicycle Lane	1



21453(b)	Stop; Yield Before Making Turn	1
21750	Unsafe Passing On The Left	1
21804(a)	Failure To Yield Exiting Private Property Or Alley	1
22100(b)	Left Turn At Intersections, Improper Position	1
22107	Unsafe Turning Movement	1
23152(b)	Dui, .08 Bac Or Greater	1
23223(a)	Driver In Poss Of Alcoholic Beverage On The Hwy	1
24003	Unlawful Lights	1
24252(a)	Maintain Required Lighting	1
24400(a)	Equipped With Headlamps, Height 22" To 54"	1
24601	License Plate Lamp White Only, Vis 50'	1
24603(a)	Stoplamps: One Required On All Vehicles	1
5204(a)	Current Month And Year Tabs Attached	1

---

***Collisions Involving Pedestrians: 0***

**Most Frequent Violations**

---

***Collisions Involving Bicyclists: 0***

**Most Frequent Violations**

---

**L.A. County Sheriff's Department  
Lost Hills & Malibu Station**

---

**Monthly Traffic Collision Report**

*7/11/2019 City of CALABASAS*

*Date Range Reported: 6/1/2019 to 6/30/2019*

---

**Collisions**

Total Non-Injury Collisions	7
Total Injury and Fatal Collisions	6
Total Collisions (Injury + Non-Injury)	13

**DUI Collisions**

Number of DUI Collisions with Fatalities	0
Number of DUI Collisions with Injuries	1
Number of DUI Collisions Involving Property Damage	0
Total Number of DUI Collision Deaths	0
Total Number of DUI Collision injuries	1
Total Number of DUI Collisions	1
Total Actual Number of DUI Arrests	4

**Non-DUI Collisions**

Number of Non-DUI Collisions with Fatalities	0
Number of Non-DUI Collisions with Injuries	5
Number of Non-DUI Collisions Involving Property Damage	7
Total Number of Non-DUI Collision Deaths	0
Total Number of Non-DUI Collision injuries	7

**Vehicle/Pedestrian Collisions**

Number of Vehicle/Pedestrian Collisions with Fatalities	0
Number of Vehicle/Pedestrian Collisions with Injuries	0
Total Number of Pedestrian Fatalities	0
Total Number of Pedestrian Injuries	0

**Vehicle/Bicycle Collisions**

Number of Vehicle/Bicycle Collisions with Fatalities	0
Number of Vehicle/Bicycle Collisions with Injuries	0
Total Number of Vehicle/Bicycle Collision Fatalities	0
Total Number of Vehicle/Bicycle Collision Injuries	0

---

**Hit & Run Collisions**

Total Number of Hit & Run Fatalities	0
Total Number of Hit & Run Injuries	1
Total Number of PDO Hit & Run Collisions	1

**Traffic Citations**

Total Number of Radar Citations Issued	9
Total Number of Bicycle Citations Issued	1
Total Number of Pedestrian Citations Issued	0
Total Number of Safety Belt Citations Issued	0
Total Number of Child Restraint Citations Issued	0
Total Number of Financial Responsibility Citations Issued	11
Total Number of Hazardous Citations Issued	121
Total Number of Non-Hazardous Citations Issued	47
Total Number of Citations Issued	168

**Parking Citations**

Total Number of Parking Citations Issued	0
--	---

**Miscellaneous**

Child in Passenger Seat or Belts, Number of Fatalities	
Child in Passenger Seat or Belts, Number of Injuries	
Child Not in Passenger Seat or Belts, Number of Fatalities	
Child Not in Passenger Seat or Belts, Number of Injuries	
Number of Code 3 or Pursuit Collision Fatalities	
Number of Code 3 or Pursuit Collision Injuries	
Number of Patrol Vehicle Rear-End Collisions with Amber On	

**Enforcement Index**

Enforcement Index	20.2
-------------------	------

**L.A. County Sheriff's Department  
Lost Hills & Malibu Station**

From 6/1/2019 to 6/30/2019

Total Collisions: 13

Injury Collisions: 6

Fatal Collisions: 0

**Collision Summary Report**

7/11/19

Page 1 of 2

<b>919-03051-2248-251</b>	<b>6/4/2019</b>	<b>08:20</b>	Tuesday	MULHOLLAND HWY - PAUL REVERE DR	0'	Direction: Not Stated	Daylight	Clear	Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Unsafe Speed	22350	Hit & Run: Felony	Complaint of Pain	# Inj: 1	# Killed: 0
<b>Party 1</b>	Driver		Proceeding Straight	Age:	MERCEDES-BENZ		Sport Utility Vehicle		No Injury
	Veh Type: Passenger Car		Sobriety: Impairment Not Kno	Assoc Factor: Violation					
<b>Party 2</b>	Driver	North	Proceeding Straight	Female Age: 67	2017 TOYOTA	COROLLA	Passenger Car, Station Wagon, Jeep		Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03148-2246-472</b>	<b>6/8/2019</b>	<b>16:13</b>	Saturday	PARKWAY CALABASAS - CAMINO PORTAL	21'	Direction: South	Daylight	Clear	Pty at Fault:1
	Hit Object		Fixed Object	Unsafe Speed	22350	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b>	Driver	South	Proceeding Straight	Female Age: 37	2017 LEXUS		Sport Utility Vehicle		No Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: Inattention		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03177-2241-242</b>	<b>6/10/2019</b>	<b>23:33</b>	Monday	AGOURA RD - LOST HILLS RD	0'	Direction: Not Stated	Dark - Street Lig	Clear	Pty at Fault:1
	Broadside		Other Motor Vehicle	Traffic Signals and Signs	21453(a)	Hit & Run: No	Complaint of Pain	# Inj: 2	# Killed: 0
<b>Party 1</b>	Driver	East	Proceeding Straight	Male Age: 41	2010 CHEVROLET	MALIBU	Passenger Car, Station Wagon, Jeep		Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HBD Under Influenc	Assoc Factor: Violation		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>Party 2</b>	Driver	North	Proceeding Straight	Male Age: 24	2013 NISSAN	VERSA	Passenger Car, Station Wagon, Jeep		Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03180-2241-472</b>	<b>6/11/2019</b>	<b>08:36</b>	Tuesday	LOST HILLS RD - RT 101 NBOFF/R	0'	Direction: Not Stated	Daylight	Clear	Pty at Fault:1
	Broadside		Other Motor Vehicle	Traffic Signals and Signs	21453(a)	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b>	Driver	North	Proceeding Straight	Female Age: 36	2016 TOYOTA	TUNDRA	Pickups & Panels		No Injury
	Veh Type: Pickup Truck		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>Party 2</b>	Driver	East	Making Left Turn	Male Age: 58	2018 FORD	F250	Pickups & Panels		No Injury
	Veh Type: Pickup Truck		Sobriety: HNBD	Assoc Factor: Entering - Leaving		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03198-2244-471</b>	<b>6/11/2019</b>	<b>18:21</b>	Tuesday	LAS VIRGENES RD - LOST HILLS RD	2640'	Direction: South	Daylight	Clear	Pty at Fault:1
	Hit Object		Other Object	Improper Turning	22107	Hit & Run: No	Other Visible Injury	# Inj: 2	# Killed: 0
<b>Party 1</b>	Driver	North	Proceeding Straight	Male Age: 21	2019 HYUNDAI	ELANTRA	Passenger Car, Station Wagon, Jeep		Other Visible Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03228-2241-242</b>	<b>6/13/2019</b>	<b>02:00</b>	Thursday	CALABASAS HILLS RD - COLD SPRINGS ST	528'	Direction: South	Dark - Street Lig	Clear	Pty at Fault:1
	Hit Object		Fixed Object	Driving Under Influence	23152(a)	Hit & Run: No	Complaint of Pain	# Inj: 1	# Killed: 0
<b>Party 1</b>	Driver	South	Proceeding Straight	Male Age: 20	2004 TOYOTA	AVALON	Passenger Car, Station Wagon, Jeep		Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HBD Under Influenc	Assoc Factor: Violation		Lap/Shoulder Harness Used	Cell Phone Not In Use		
<b>919-03231-2242-250</b>	<b>6/13/2019</b>	<b>07:00</b>	Thursday	LAS VIRGENES RD - WILLOW GLEN ST	32'	Direction: North	Daylight	Clear	Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Unsafe Lane Change	21658(a)	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0

<b>Party 1</b> Driver	Other		Age:							No Injury
Veh Type: Passenger Car	Sobriety: Under Drug Influen	Assoc Factor: None Apparent						Cell Phone Not In Use		
<b>Party 2</b> Parked Vehicle	South Parked		Age:	2005 HONDA	PILOT			Sport Utility Vehicle		No Injury
Veh Type: Passenger Car	Sobriety: Not Applicable	Assoc Factor: None Apparent						Cell Phone Not In Use		
<b>919-03296-2245- 6/16/2019 472</b>	<b>13:30</b> Sunday	23631 CALABASAS RD -					Direction:	Daylight	Clear	Pty at Fault:1
Sideswipe	Parked Motor Vehicle						Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b> Driver	West Backing	Male	Age: 48	2015 FORD	CROWN VICTO			Police Car		No Injury
Veh Type: Emergency Vehicle	Sobriety: HNBD	Assoc Factor: Vision Obscureme			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>Party 2</b> Parked Vehicle	Parked		Age:	2006 GMC	2500 HD			Pickups & Panels		No Injury
Veh Type: Pickup Truck	Sobriety: Not Applicable	Assoc Factor: None Apparent						Cell Phone Not In Use		
<b>919-03303-2246- 6/16/2019 242</b>	<b>19:59</b> Sunday	CALABASAS RD - MUREAU RD			1056'	Direction: East		Dark - Street Lig	Clear	Pty at Fault:1
Hit Object	Fixed Object	Improper Turning			22107	Hit & Run: No		Complaint of Pain	# Inj: 1	# Killed: 0
<b>Party 1</b> Driver	East Proceeding Straight	Male	Age: 59	2008 NISSAN	ALTIMA			Passenger Car, Station Wagon, Jeep		Complaint of Pain
Veh Type: Passenger Car	Sobriety: HBD Under Influen	Assoc Factor: Violation			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>919-03337-2244- 6/18/2019 472</b>	<b>07:02</b> Tuesday	LAS VIRGENES RD - MULHOLLAND HWY			200'	Direction: North		Daylight	Cloudy	Pty at Fault:
Sideswipe	Other Motor Vehicle	Improper Passing			21750(a)	Hit & Run: No		Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b> Driver	South Proceeding Straight	Female	Age: 43	2017 NISSAN	SENTRA			Passenger Car, Station Wagon, Jeep		No Injury
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: None Apparent			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>Party 2</b> Driver	South Proceeding Straight	Male	Age: 38	2013 TOYOTA	CAMRY			Passenger Car, Station Wagon, Jeep		No Injury
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: None Apparent			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>919-03465-2241- 6/23/2019 250</b>	<b>17:26</b> Sunday	PARKWAY CALABASAS - CALABASAS RD			60'	Direction: North		Daylight	Clear	Pty at Fault:2
Sideswipe	Motor Vehicle on Othe	Improper Turning			22107	Hit & Run: Misde		Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b> Driver	North Proceeding Straight	Male	Age: 45	2017 LEXUS	NX200X			Passenger Car, Station Wagon, Jeep		No Injury
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: None Apparent			Shoulder Harness Used			Cell Phone Not In Use		
<b>Party 2</b> Driver	North Proceeding Straight	Male	Age:	TOYOTA	COROLLA			Passenger Car, Station Wagon, Jeep		No Injury
Veh Type: Passenger Car	Sobriety: Impairment Not Kno	Assoc Factor: Violation						Not Stated		
<b>919-03511-2249- 6/25/2019 471</b>	<b>13:30</b> Tuesday	OLD TOPANGA CANYON RD - MULHOLLAND HWY E			9873'	Direction: South		Daylight	Clear	Pty at Fault:1
Hit Object	Fixed Object	Improper Passing			21755(a)	Hit & Run: No		Complaint of Pain	# Inj: 1	# Killed: 0
<b>Party 1</b> Driver	South Proceeding Straight	Male	Age: 25	2016 TESLA	X			Sport Utility Vehicle		Complaint of Pain
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: Unfamiliar With R			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>919-03590-2245- 6/29/2019 472</b>	<b>18:27</b> Saturday	PARK GRANADA - PARK SORRENTO			0'	Direction: Not Stated		Daylight	Clear	Pty at Fault:1
Broadside	Other Motor Vehicle	Traffic Signals and Signs			21453(a)	Hit & Run: No		Property Damage Only	# Inj: 0	# Killed: 0
<b>Party 1</b> Driver	North Proceeding Straight	Female	Age: 59	2016 AUDI	Q3			Sport Utility Vehicle		No Injury
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: Inattention			Lap/Shoulder Harness Used			Cell Phone Not In Use		
<b>Party 2</b> Driver	West Proceeding Straight	Male	Age: 20	2009 LAND ROVER	RANGE ROVER			Sport Utility Vehicle		No Injury
Veh Type: Passenger Car	Sobriety: HNBD	Assoc Factor: None Apparent			Lap/Shoulder Harness Used			Cell Phone Not In Use		

Settings for Query:

City: CALABASAS  
Sorted By: Date and Time

**LOST HILLS JUVENILE INTERVENTION UNIT  
ACTIVITY REPORT FOR JUNE 2019  
CALABASAS**

**A. SCHOOL ISSUES**

Assist Calabasas High re: threat assessment on student.

Assist Calabasas High re: missing student.

Assist Calabasas High re: vandalism incident.

Assist Calabasas High re: two possible threat incidents.

Assist AC Stelle re: suspicious mail package.

Assist AC Stelle re: culmination patrol.

Assist Lupin Hill Elementary re: student not picked up from school.

Assist Chapparal re: boys and girls club presentation.

**B. INTERVENTIONS**

Conducted an intervention with student from AC Stelle re: graduation prep.

**C. COMMUNITY / CRIMINAL ISSUES**

1. We conducted a monthly parental resource class at Lost Hills Sheriff's Station. This program was developed by our unit and is designed to educate parents about: 1) The current trends in juvenile behavior and delinquency, 2) Alcohol/narcotic awareness and recognition, 3) School policy and campus issues, 4) Gang awareness and negative peer relations, 5) Parental rights and responsibilities and, 6) Parental responses to incorrigible and/or delinquent behavior. We also address the specific concerns relating to the minor's behavior. We educate the minor and their parents of possible criminal behavior and the legal consequences. We offer suggestions and make recommendations to improve the minor's quality of life.
2. Spoke with numerous citizens and parents who called to question various juvenile concerns and issues in the community. We also provide the parents with various juvenile resource programs within our community.
3. We met with the Sylmar Juvenile Court District Attorney regarding the investigation and filing of criminal charges against juvenile offenders.
4. Met with Acting Captain Salvador Becerra throughout the month in order to keep him up to date regarding our unit's investigations and current juvenile issues within our city.
5. Entered juveniles into the Juvenile Automated Index system for various violations.

6. Made court appearances to testify as witnesses on the part of the People of the State of California and attended court proceedings in cases generated from the City of Calabasas. We also investigated, prepared, and filed cases with the District Attorney's office. We additionally assisted other investigators in the preparation of cases for court.
7. Met with station narcotic detectives on a regular basis to exchange information regarding juvenile and drug related issues. We have worked with the narcotic detectives on several narcotic cases directly and indirectly involving juveniles.
8. Handled the processing and follow-up of various juvenile referrals brought to the attention of this unit (i.e., Juvenile Information Forms, Field Interview Cards, Juvenile Automated Index, and citations for various juvenile contacts with uniform personnel).
9. Conducted our normal checks of juvenile problem areas in the city during weekend evenings and responded to juvenile related calls for service.
10. Updated the Gang Book and briefed the captain on criminal activity trends.
11. Registered 7 sexual predators and updated information in database.
12. Participated in the SST program.
13. Participated in active shooter training.
14. Assist records sealing unit.
15. Assist Major Crimes re: burglary suspect takedown.
16. Assist Detective Bureau and LA County Code Enforcement Land Clearance re: warrant execution.
17. Follow up re: updated J-Team pamphlet production.
18. Assist Human Trafficking re: ongoing incident.
19. Assist LVUSD re: upcoming Teen Court case.
20. Collaborate with LHS Training and MSAR re: upcoming active shooter training/drill.
21. Assist Detective Bureau re: probation/parole compliance operation.
22. Assist Department and Children and Family Services re: ongoing case.
23. "Kickin it with the Sheriff's" kickball event at Lupin Hill Elementary.
24. Assist LVUSD Dean re: 5 of 6 SARB students out of compliance.
25. Counsel parent of juvie living in Topanga via phone re: defiance concerns.

26. Assist Calabasas citizen re: community policing.
27. Assist City of Calabasas re: vandalism at the Commons.
28. School shooter presentation at Calabasas Founder's hall.
29. Walk through at Calabasas High re: future active shooter training.
30. Assist parent of Calabasas student re: child's behavior issues.





**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

---

**DATE:** AUGUST 5, 2019

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** SCOTT H. HOWARD, CONTRACT CITY ATTORNEY  
MATTHEW T. SUMMERS, ASSISTANT CITY ATTORNEY  
ALEKS R. GIRAGOSIAN, ASSISTANT CITY ATTORNEY  
COLANTUONO HIGHSMITH & WHATLEY, PC

**SUBJECT:** INTRODUCTION OF ORDINANCE NO. 2019-378 ADDING CHAPTER 9.37 RELATED TO GUN SAFETY

**MEETING DATE:** AUGUST 14, 2019

---

**SUMMARY RECOMMENDATION:**

Staff recommends the City Council introduce Ordinance No. 2019-378 requiring residents to safely store firearms in their homes.

**BACKGROUND:**

Gun violence in the United States results in over 80,000 non-fatal injuries and 30,000 deaths annually, including homicides, suicides, and accidental shootings. Since the Sandy Hook Massacre in 2012, where twenty 6- and 7-year-old children and six members of the school's staff were murdered by a single gunman using a semi-automatic handgun and semi-automatic rifle, there have been more than 200 school shootings nationwide with more than 138 people killed and another more than 300 people injured, shattering communities and leaving emotional scars.

More recently, mass shootings took place at Stoneman Douglas High School in Parkland, Florida, the Borderline Bar and Grill in neighboring Thousand Oaks, California, the Gilroy Garlic Festival in Gilroy, California, and the spate of shootings

in one August weekend in El Paso, Texas, Dayton, Ohio, and Chicago, Illinois, resulting in the deaths of nearly 40 people with dozens more injured.

Unsecured firearms within a home also pose a threat to children. It is estimated that 4.6 million children in the United States live in a home with unsecured firearms that are accessible to and accessed by young children, even when their parents believe their firearms are not accessible. Evidence shows that the presence of a firearms in a home with children substantially increases the risk of suicide and accidental shootings, but that these risks are lower in homes where firearms are secured. Firearm-related deaths in the United States are the second leading cause of injury-related deaths in children between the ages of 1 and 17, surpassed only by motor vehicle injury deaths.

Unsecured firearms are often stolen and used to commit violent crimes. In 2012, the United States Department of Justice, Bureau of Alcohol Tobacco, Firearms and Explosives ("ATF"), reported that lost and stolen firearms are bought and sold in an unregulated secondary market where law enforcement is unable to trace transactions, and are transferred to others who commit crimes or are prohibited by law from possessing a firearm. The safe storage of firearms reduces the traffic of stolen firearms, as about 93% of firearm thefts between 2005 and 2010 occurred during property crimes.

The California Constitution affords the City broad police powers to regulate the health and safety of the community, including the regulation of firearms. In *Jackson v. City and County of San Francisco* (2014) 746 F.3d 953, San Francisco adopted an ordinance requiring handguns to be kept in a locked box or otherwise disabled when not carried on the person. Opponents challenged the ordinance in federal court, arguing it infringed gun owners' Second Amendment rights to keep handguns in the home for self-defense. Ultimately, the Ninth Circuit Court of Appeals upheld San Francisco's ordinance. Since then, several cities have adopted ordinances regulating the safe storage of firearms, including Belvedere, Berkeley, Los Angeles, Moraga, Oakland, Orinda, Palm Springs, San Jose, Santa Cruz, Saratoga, Sunnyvale, and Tiburon.

This Ordinance requires a firearm stored in a residence to be locked in a container or disabled with a trigger lock approved by the California Department of Justice. A firearm includes any revolver, rifle, and shotgun. A residence includes a home, condominium, room, accessory dwelling unit, motel, hotel, single-room occupancy, time-share, and recreational or other vehicle where human habitation occurs. The Ordinance contains an exemption for peace officers and individuals who report a lost

or stolen firearm to law enforcement. A violation of this Ordinance is punishable as a misdemeanor.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The City's current law enforcement budget can absorb the anticipated cost of enforcing the Ordinance's proposed prohibition on the unsafe storage of firearms. Any costs imposed on the City may be recouped, in part, through the fines assessed for a misdemeanor violation of the Ordinance.

**REQUESTED ACTION:**

That the City Council adopt Ordinance No. 2019-378 to require residents to safely store firearms in their homes.

**ATTACHMENT:**

Ordinance No. 2019-378

**ITEM 8 ATTACHMENT  
ORDINANCE NO. 2019-378**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY  
OF CALABASAS, CALIFORNIA, ADDING CALABASAS  
MUNICIPAL CODE CHAPTER 9.37 RELATED TO GUN  
SAFETY.**

**WHEREAS**, gun violence in the United States, resulting in over 30,000 deaths annually and 80,000 non-fatal injuries, including homicides, suicides, and accidental shootings, is unacceptable and demands immediate attention and action; and

**WHEREAS**, senseless and tragic mass shootings at places such as schools, colleges, and universities, movie theatres, music and food festivals, hospitals and medical clinics, shopping malls and commercial districts, and religious institutions have highlighted the dangers of and clearly demonstrate that gun-related violence can occur any place at any time; and

**WHEREAS**, community violence, which is often gun violence that occurs in a community, may not directly impact a child, still negatively impacts learning, health, and behavior, interfering with the ability of students to succeed in school and in life; and

**WHEREAS**, since the Sandy Hook Massacre in 2012, where twenty 6- and 7-year-old children and six members of the school's staff were murdered by a single gunman using a semi-automatic firearm and semi-automatic rifle, there have been more than 200 school shootings nationwide with more than 138 people killed and another more than 300 people injured, shattering communities and leaving emotional scars; and

**WHEREAS**, more recently, mass shootings took place at Stoneman Douglas High School in Parkland, Florida, the Borderline Bar and Grill in neighboring Thousand Oaks, California, the Gilroy Garlic Festival in Gilroy, California, and the spate of shootings in one August weekend in El Paso, Texas, Dayton, Ohio, and Chicago, Illinois, resulting in the deaths of nearly 40 people with dozens more injured.

**WHEREAS**, the City of Calabasas has several public and private schools, small businesses, recreational sectors, a Civic Center, characterized by engaged citizens, individuals and facilities, who are deeply concerned about the safety and welfare of all our residents and visitors; and

**WHEREAS**, firearm-related deaths in the United States are the second leading cause of injury-related deaths in children between the ages of 1 and 17, surpassed only by motor vehicle injury deaths; and

**WHEREAS**, it is estimated that 4.6 million children in the United States live in a home with unsecured firearms; and

**WHEREAS**, studies show that unsecured firearms are frequently accessible to and accessed by young children, even when their parents believe their firearms are not accessible; and

**WHEREAS**, evidence shows that the presence of a firearm in a home with children substantially increases the risk of suicide and accidental shootings, but that these risks are lower in homes where firearms are secured; and

**WHEREAS**, in 2012, the United States Department of Justice, Bureau of Alcohol Tobacco, Firearms and Explosives (“ATF”), reported that lost and stolen firearms pose a substantial threat to public safety and to law enforcement; and

**WHEREAS**, lost and stolen firearms are used to commit violent crimes, are often bought and sold in an unregulated secondary market where law enforcement is unable to trace transactions, and are transferred to others who commit crimes or are prohibited by law from possessing a firearm; and

**WHEREAS**, requiring the safe storage of firearms will reduce the number of lost or stolen firearms that are trafficked, as about 93% of firearm thefts between 2005 and 2010 occurred during burglaries and other property crimes.

**WHEREAS**, elected officials must commit to closing gaps in the current patchwork of regulation, including those gaps that enable felons, people convicted of domestic violence, children, those found to be a danger to themselves or others, and other prohibited persons to access firearms, and those that allow the trafficking of illegal firearms; and

**WHEREAS**, we strive to use data to make informed decisions about public policy and must also look to the evidence about gun violence to make rational choices about the gun control policies needed to protect our children and their safety; and

**WHEREAS**, the crisis of gun violence in our country necessitates a sustained, coordinated, and collaborative effort involving entire communities, elected officials at every level of government, law enforcement, and the entire criminal justice system.

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

**SECTION 1.** Recitals

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

**SECTION 2.** Amendment

The City Council hereby adds a new chapter, Chapter 9.37 (Gun Safety) to Title 9 (Public Peace and Welfare) to the Calabasas Municipal Code to read as follows:

**Chapter 9.37– GUN SAFETY**

**9.37.01 – Definitions of specialized terms and phrases.**

“Residence” means any structure intended or used for human habitation, including, but not limited to, houses, condominiums, rooms, accessory dwelling units, motels, hotels, single room occupancies, time-shares, recreational and other vehicles where human habitation occurs.

“Locked Container” shall mean a secure container which is fully enclosed and locked by a padlock, key lock, combination lock or similar locking device.

“Firearm” shall mean any revolver, rifle, shotgun or any other device designed to be used as a weapon from which a projectile is expelled through a barrel by the force of an explosion or any other form of combustion, including any device defined as a firearm by the California Penal Code as it now reads or may hereafter be amended to read.

“Trigger Lock” shall mean a trigger lock that is listed in the California Department of Justice’s list of approved firearm safety devices and that is identified as appropriate for the firearm by reference to either the manufacturer and model of the firearm or to the physical characteristics of the firearm that match those listed on the roster for use with the device under Penal Code Section 23655, subdivision (d).

**9.37.02 – Prohibition on improper storage.**

No person shall keep a firearm within any residence unless the firearm is stored in a locked container or disabled with a trigger lock that has been approved by the California Department of Justice.

**9.37.03 – Exemption**

Section 9.37.02 shall not apply when the firearm is carried on the person of an individual over the age of 18 or under the control of a peace officer under Penal Code Section 830.

**9.37.04 – Reporting Lost or Stolen Firearms.**

To encourage reporting, a person who files a report with a law enforcement agency notifying the agency that a firearm has been lost or stolen shall not be subject to prosecution for violation of this chapter for the lost or stolen firearm.

**9.37.05 – Penalty.**

Every violation of this Chapter shall constitute a misdemeanor and upon conviction shall be punished by a fine not to exceed \$1,000 or by imprisonment in the county jail not to exceed six months, or by both.

**SECTION 3.** 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 4.** 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 5.** 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 \_\_\_\_\_, 2019.

\_\_\_\_\_  
David J. Shapiro, Mayor

ATTEST:

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

APPROVED AS TO FORM:

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





*CITY of CALABASAS*

**CITY COUNCIL AGENDA REPORT**

---

**DATE: AUGUST 1, 2019**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: JAMES O. JORDAN, DIRECTOR OF PUBLIC SAFETY** 

**SUBJECT: PUBLIC SAFETY COMMISSION RECOMMENDATIONS REGARDING EMERGENCY EVENTS**

**MEETING**

**DATE: AUGUST 14, 2019**

---

**BACKGROUND:**

At the Woolsey Fire workshop earlier this year, the public made many recommendations for improving the City's response before, during and after an emergency. The Public Safety Commission (PSC) reviewed the comments and discussed them with Fire Department and Sheriff Department personnel. After two additional meetings the PSC finalized a list of ten recommendations. Many of the recommendations require coordination with outside agencies. Some of them can be put into effect as internal policy for staff.

**REQUESTED ACTION:**

It is requested that the City Council review and implement the recommendations of the PSC for responding to future emergency incidents.

**FISCAL IMPACT/SOURCE OF FUNDING:**

There is minimal cost for implementing the recommendations. Increased staff time for coordinating and meeting with outside agencies and partners would be the biggest issue.

**ATTACHMENTS:** PSC recommendations for City's response to future emergency incidents

## **ITEM 9 ATTACHMENT**

### **PSC Emergency Incident Recommendations**

1. Establish a protocol for evaluating the changes within the General Plan for the growth of the City through development from year to year in that it affects increased movement of the community during an emergency. Focus on the egress, ingress, and ability to unlock gates quickly and efficiently to support traffic flow during evacuations.
2. Establish protocol for communication between the City and the schools within the affected areas in Calabasas during emergencies. Designate a point person(s) from both the City and the schools in order to achieve coordinated communication.
  - a. Develop protocol to notify LVUSD and Private Schools of emergency events within the City. Designate POC at the City and a lead from all schools within Calabasas.
  - b. Establish protocol for utilization of the schools notification systems they utilize to message their school communities.
  - c. Utilize school message signs for notifications.
3. Establish an all inclusive means for the City to communicate to the community during an emergency. This includes but is not limited to the following:
  - a. Actively recruit CERP members and Ham operators from the Calabasas community. Schedule training and exercises regularly.
  - b. Expand the data available for Wireless Emergency Alert system (WEA) for cell phone text notifications.
  - c. Create a campaign designed to encourage residents to sign up for BlackBoard Connect.
4. Publicize and step up support for Map Your Neighborhood program. MYN has been criticized as being too intrusive. If the neighborhood leaders had more official interaction with other groups within the City, it might be more acceptable.
5. Recognizing the need to improve the flow of communication among area agencies and the City, PSC recommends creation of a task group lead by a person of rank who would be located within incident command at a unified command post during an emergency. This task group should include members of City Staff, Lost Hills Sheriff, Fire Department, Calabasas schools and agencies (water etc.) that meet on a regular basis to enhance communication between the groups.

6. Establish a protocol for coordinated communication between CPHA, Security Companies, HOAs, CERT, Neighborhood Watch, MYN with the intent to provide support with logistics at the neighborhood level. Form as task group to meet at least once a year to review their role during an emergency. The meeting should be run by City staff member who is part of the City incident command.
7. Establish a protocol for point person working with first responders from outside the area to refine evacuation orders to provide clearer directives for our communities. Provide maps (local area information) to First Responders.
8. Review and update current Emergency Plans for the City to include the development and maintenance of departmental DAGs and annual drills, for city employees and the community. Invite LASD and LACoFD to evaluate and offer recommendations.
9. Discuss/review evacuation procedures with LH Sheriff including exercises which includes evacuation drills.
10. Rather than maintain 6 locked CERP caches, encourage local communities to build their own emergency response centers which will become a de facto support facilities. Request City to provide matching grant money to communities for purchase of supplies.

# PSC Recommendations for Emergency Incidents



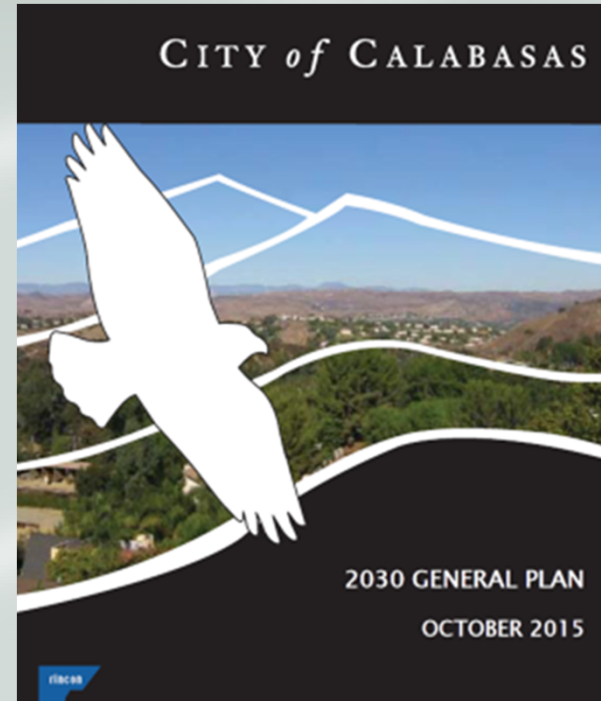
CITY *of* CALABASAS

CITY COUNCIL

August 14, 2019

# General Plan Update

- **Evaluate changes within the General Plan for growth through development**
- **Focus on ingress/egress during emergencies**
- **Ability to unlock gates to support traffic flow during evacuations**



# Utilize LVUSD for Emergency Notifications

- LVUSD reverse telephone system
- Changeable school message signs
- Designate POC from City and District to coordinate emergency communication



# Develop Protocol to notify LVUSD & Private Schools of Emergencies

- Designate Point of Contact (POC) from City, District & private schools to achieve coordinated communication
- Develop protocol to notify District & private schools in the City of emergency events





# Establish All-inclusive Means of Communication

- **Actively recruit CERP members and HAM operators from the community**
- **Schedule regular training and exercises**



# Utilize Wireless Emergency Alert (WEA)

- Able to send emergency text message to smartphone even if they have not signed up with Calabasas

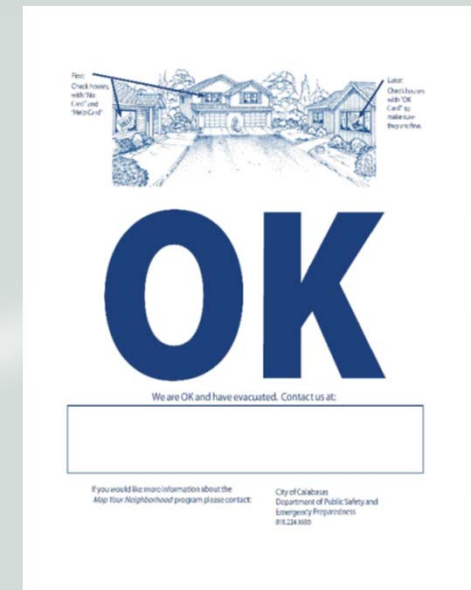
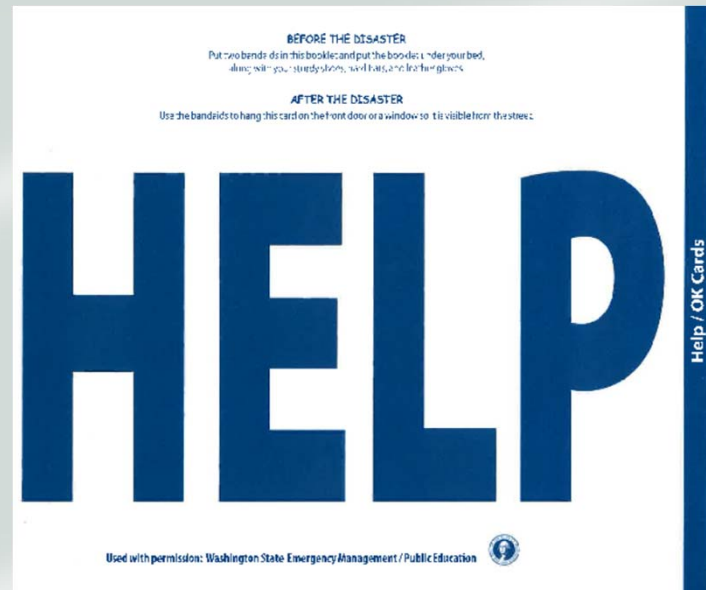
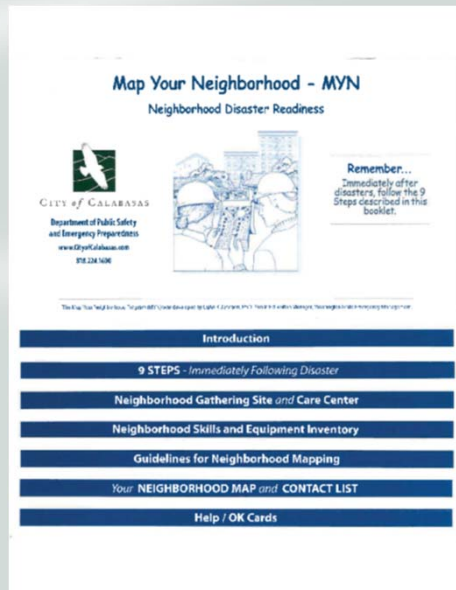


# Coordinate Communications Your Role in an Emergency

- **Calabasas EOC**
- **CPHA/HOAs**
- **Security Companies**
- **CERP**
- **Neighborhood Watch**
- **Meet annually to review procedures**



# Publicize and Promote “Map Your Neighborhood” Program



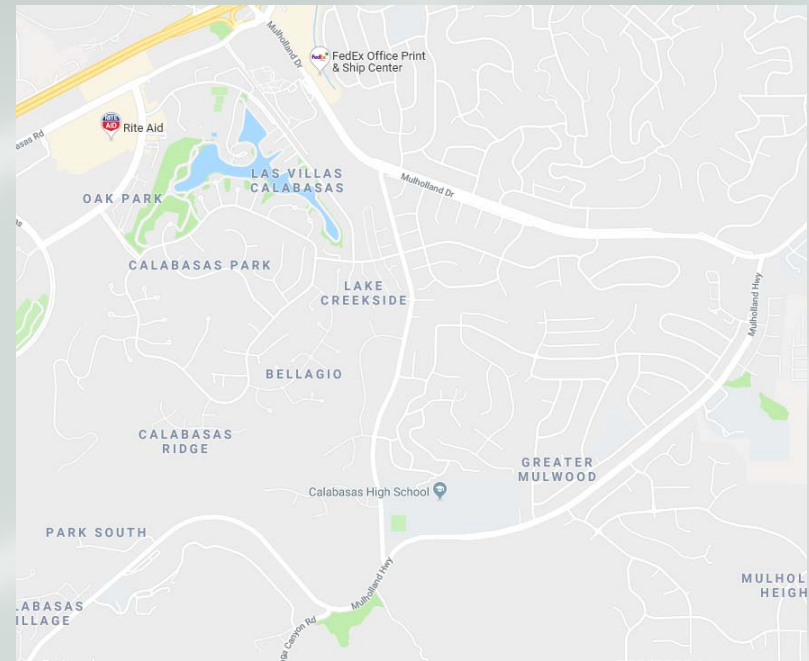
CITY of CALABASAS

City Council – August 14, 2019

Emergency Incident Recommendations Presentation

# Work with First Responders from Outside Area

- Clear Evacuation Orders
- Local Knowledge
- Maps



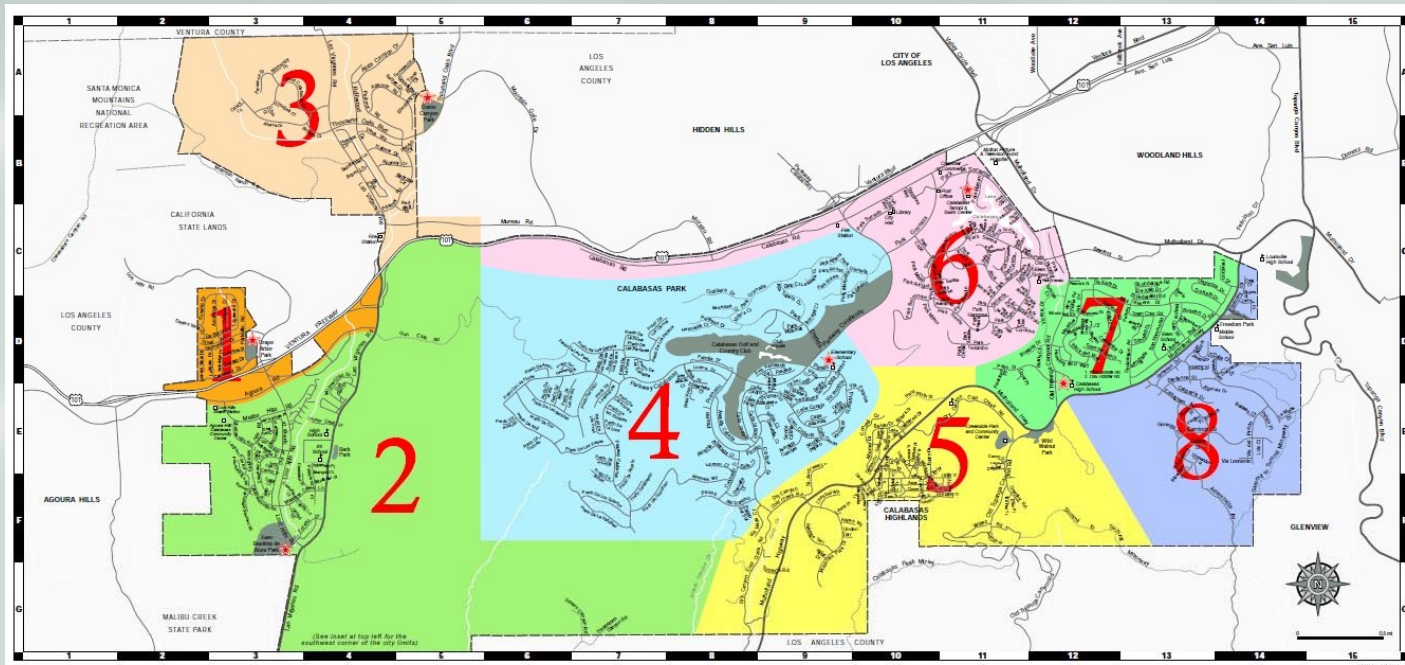
CITY of CALABASAS

City Council – August 14, 2019

Emergency Incident Recommendations Presentation



# CERP Caches



**CALABASAS  
EMERGENCY  
RESPONSE  
PROGRAM  
SECTOR INDEX**

SECTOR	MEDICAL CACHE SITE
1	Grape Arbor Park
2	De Anza Park
3	Gates Canyon Park
4	Bay Laurel Elementary
6	Tennis & Swim Center
7	Calabasas High School

Note: Sectors 5, 7, & 8 will use the Calabasas High School medical cache.



**CITY of CALABASAS**

July 2019



CITY of CALABASAS

City Council – August 14, 2019

Emergency Incident Recommendations Presentation

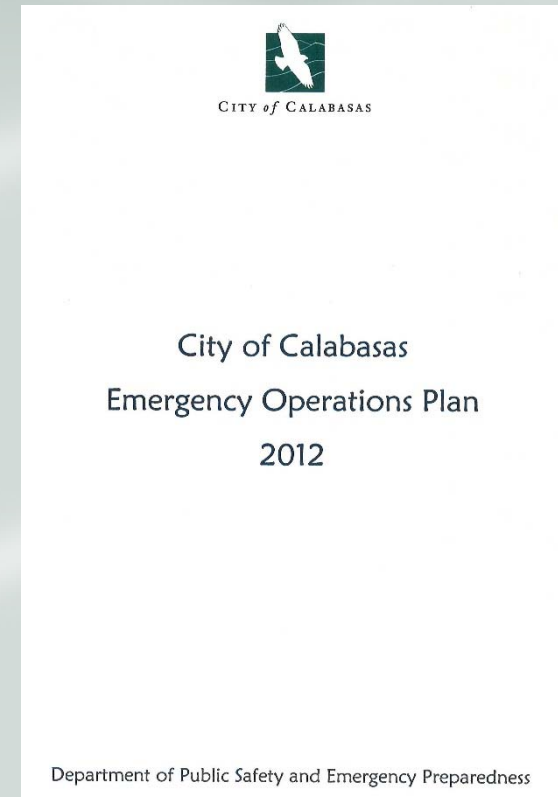
# CERP Caches

- **Encourage local communities to start their own emergency response centers rather than 6 locked caches**
- **Request City provide matching grant money to communities for purchase of supplies**
- **Decentralize emergency supplies so HOAs will have a greater role in preparedness**



# Emergency Operations Plan

- **Review & update current emergency plans to include development of DAGs and annual drills**
- **Invite LASD and LACoFD to participate in drills**





???



CITY of CALABASAS

City Council – August 14, 2019

Emergency Incident Recommendations Presentation



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:31PM

Page 1 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Administrative Services</b>					
105907	7/17/2019	TORRES/ANITA//	REIMBURSE EDUC EXPS- FALL 2018	3,588.00	Administrative Services
105579	6/19/2019	GLADWELL GOVERNMENTAL	RECORDS MANAGEMENT CONSULTING	3,000.00	Administrative Services
105732	7/3/2019	LEMUS/ALBA//	REIMBURSE EDUC EXPS- SPRING 19	1,704.59	Administrative Services
105958	7/24/2019	KRDILYAN/ANNIE//	REIMBURSE EDUC EXPS- TTC 400	1,550.00	Administrative Services
105698	7/1/2019	MUNICIPAL CODE CORPORATION	MUNICIPAL CODE ONLINE FY19/20	900.00	Administrative Services
105554	6/17/2019	US BANK	VISA- JOBS AVAILABLE	351.00	Administrative Services
105698	7/1/2019	MUNICIPAL CODE CORPORATION	ADMINISTRATIVE SUPPORT	350.00	Administrative Services
105876	7/17/2019	CR PRINT	BUSINESS CARDS	183.03	Administrative Services
105554	6/17/2019	US BANK	VISA- COUNTY CLERK OFFICE	166.75	Administrative Services
105569	6/19/2019	CONEJO AWARDS	TILE PLAQUE	89.02	Administrative Services
105836	7/15/2019	US BANK	VISA- CONEJO AWARDS	57.92	Administrative Services
105676	6/26/2019	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Administrative Services
105836	7/15/2019	US BANK	VISA- COGNITO	32.00	Administrative Services
105554	6/17/2019	US BANK	VISA- COGNITO	20.00	Administrative Services
105554	6/17/2019	US BANK	VISA- ITUNES.COM	6.99	Administrative Services
105836	7/15/2019	US BANK	VISA- ITUNES.COM	6.99	Administrative Services
<b>Total Amount for 16 Line Item(s) from Administrative Services</b>				<b>\$12,051.29</b>	
<b>Boards and Commissions</b>					
105654	6/26/2019	KRAUT/PETER//	PC MEETINGS 1/3/19-6/4/19	300.00	Boards and Commissions
105681	6/26/2019	WASHBURN/DENNIS//	PC MEETINGS 1/3/19-6/4/19	300.00	Boards and Commissions
105662	6/26/2019	MUELLER/JOHN//	PC MEETINGS 1/3/19-6/4/19	300.00	Boards and Commissions
105649	6/26/2019	HARRISON/MICHAEL//	PC MEETINGS 1/3/19-6/4/19	250.00	Boards and Commissions
105645	6/26/2019	FASSBERG/WENDY//	PC MEETINGS 1/3/19-6/4/19	200.00	Boards and Commissions
105671	6/26/2019	SIKAND/MARK//	PC MEETINGS 1/3/19-6/4/19	150.00	Boards and Commissions
105554	6/17/2019	US BANK	VISA- RALPHS	29.72	Boards and Commissions
105836	7/15/2019	US BANK	VISA- RALPHS	23.68	Boards and Commissions
<b>Total Amount for 8 Line Item(s) from Boards and Commissions</b>				<b>\$1,553.40</b>	
<b>City Attorney</b>					
106034	7/31/2019	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	38,208.03	City Attorney
105639	6/26/2019	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	28,172.50	City Attorney
106050	7/31/2019	THOMPSON COE	LEGAL SERVICES	16,725.00	City Attorney
105740	7/3/2019	THOMPSON COE	LEGAL SERVICES	15,979.00	City Attorney
106034	7/31/2019	COLANTUONO, HIGHSMITH &	CRLA & ED FUND	15,127.10	City Attorney



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 2 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105639	6/26/2019	COLANTUONO, HIGHSMITH &	CRLA & ED FUND	8,685.95	City Attorney
105639	6/26/2019	COLANTUONO, HIGHSMITH &	ZEESMAN	2,533.65	City Attorney
105728	7/3/2019	HOPKINS & CARLEY	LEGAL SERVICES	1,736.00	City Attorney
106034	7/31/2019	COLANTUONO, HIGHSMITH &	ZEESMAN	1,525.00	City Attorney
106034	7/31/2019	COLANTUONO, HIGHSMITH &	MALIBU CANYON ASSOCIATION	1,119.00	City Attorney
105740	7/3/2019	THOMPSON COE	LEGAL SERVICES	874.50	City Attorney
105639	6/26/2019	COLANTUONO, HIGHSMITH &	MALIBU CANYON ASSOCIATION	825.00	City Attorney
106034	7/31/2019	COLANTUONO, HIGHSMITH &	BROWN PETITION	550.00	City Attorney
106050	7/31/2019	THOMPSON COE	LEGAL SERVICES	360.50	City Attorney
106038	7/31/2019	HOPKINS & CARLEY	LEGAL SERVICES	336.00	City Attorney
106034	7/31/2019	COLANTUONO, HIGHSMITH &	LABOR & EMPLOYMENT	125.00	City Attorney
105639	6/26/2019	COLANTUONO, HIGHSMITH &	MISC SPECIAL COUNSEL PROJ	47.00	City Attorney
<b>Total Amount for 17 Line Item(s) from City Attorney</b>				<b>\$132,929.23</b>	

**City Council**

105704	7/1/2019	VALLEY ECONOMIC ALLIANCE/THE//	ANNUAL INVESTMENT SUPPORT	5,000.00	City Council
105841	7/16/2019	CALIFORNIA CONTRACT CITIES	ANNUAL DUES FY 19/20	3,400.00	City Council
105703	7/1/2019	SOUTHERN CALIFORNIA ASSOC. OF	MEMBERSHIP DUES FY 19/20	2,553.00	City Council
105633	6/26/2019	BOZAJIAN/JAMES R.//	REIMB TRAVEL-2019 CCCA	1,362.16	City Council
105696	7/1/2019	LEAGUE OF CALIFORNIA CITIES	MEMBERSHIP DUES FY 19/20	1,312.50	City Council
105942	7/23/2019	VICA	MEMBERSHIP DUES FY 19/20	1,210.00	City Council
105836	7/15/2019	US BANK	VISA- LCC	1,100.00	City Council
105563	6/19/2019	BOZAJIAN/JAMES R.//	REIMB TRAVEL-2019 SCAG CONF	824.37	City Council
105554	6/17/2019	US BANK	VISA- RENAISSANCE HOTEL	759.90	City Council
105589	6/19/2019	KR NIDA CORPORATION	RADIO SERVICE	571.38	City Council
105774	7/10/2019	BOZAJIAN/JAMES R.//	REIMB TRAVEL/SUPPLIES	460.10	City Council
105836	7/15/2019	US BANK	VISA- CORNER BAKERY	382.40	City Council
105554	6/17/2019	US BANK	VISA- CORNER BAKERY	359.55	City Council
105606	6/19/2019	SHAPIRO/DAVID//	REIMB TRAVEL-2019 SCAG CONF	275.53	City Council
105647	6/26/2019	GAINES/FRED//	REIMB TRAVEL-2019 CCCA	251.48	City Council
105554	6/17/2019	US BANK	VISA- VALLEY INDUSTRY	225.00	City Council
105836	7/15/2019	US BANK	VISA- VALLEY INDUSTRIAL	225.00	City Council
105836	7/15/2019	US BANK	VISA- VALLEY INDUSTRIAL	225.00	City Council
105836	7/15/2019	US BANK	VISA- MARIA'S KITCHEN	208.06	City Council
105554	6/17/2019	US BANK	VISA- CHS	200.00	City Council
105554	6/17/2019	US BANK	VISA- CHS	200.00	City Council
105554	6/17/2019	US BANK	VISA- CALABASAS SELF STORAGE	199.00	City Council



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 3 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105836	7/15/2019	US BANK	VISA- CALABASAS SELF STORAGE	199.00	City Council
105836	7/15/2019	US BANK	VISA- PICK UP STIX	181.33	City Council
105713	7/3/2019	CALABASAS CHAMBER OF COMMERCE	MEMBER DUES - A. WEINTRAUB	175.00	City Council
105889	7/17/2019	LOVING HOME HOSPICE FOR	DONATION- D. SHAPIRO	150.00	City Council
105869	7/17/2019	CALABASAS HIGH SCHOOL	DONATION	150.00	City Council
105554	6/17/2019	US BANK	VISA- HOOTENANNY	103.47	City Council
105780	7/10/2019	CONEJO AWARDS	TILE PLAQUE	102.96	City Council
105554	6/17/2019	US BANK	VISA- AMERICAN CANCER SOCIETY	100.00	City Council
105554	6/17/2019	US BANK	VISA- CHS	100.00	City Council
105899	7/17/2019	ROTARY CLUB OF CALABASAS	DONATION- D. SHAPIRO	100.00	City Council
105884	7/17/2019	HABITAT FOR HUMAN GREATER	DONATION- D. SHAPIRO	100.00	City Council
105905	7/17/2019	SPECIAL OLYMPICS SOUTHER	DONATION- D. SHAPIRO	100.00	City Council
105868	7/17/2019	CALABASAS HIGH SCHOOL	DONATION	100.00	City Council
105867	7/17/2019	CALABASAS HIGH SCHOOL	DONATION	100.00	City Council
105866	7/17/2019	CALABASAS HIGH SCHOOL	DONATION	100.00	City Council
105836	7/15/2019	US BANK	VISA- KEVIN CORDASCO FOUND	100.00	City Council
105865	7/17/2019	BOYS & GIRLS CLUBS OF GREATER	DONATION- D. SHAPIRO	88.00	City Council
105774	7/10/2019	BOZAJIAN/JAMES R.//	REIMB TRAVEL/SUPPLIES	60.32	City Council
105887	7/17/2019	LEONIS ADOBE MUSEUM	DONATION	50.00	City Council
105870	7/17/2019	CALABASAS- LAS VIRGENES	MEMBERSHIP DUES- D. SHAPIRO	50.00	City Council
105554	6/17/2019	US BANK	VISA- LCC	37.00	City Council
105836	7/15/2019	US BANK	VISA- IMATHLETE.COM	19.13	City Council
105554	6/17/2019	US BANK	VISA- LANDSEND	-14.95	City Council
<b>Total Amount for 45 Line Item(s) from City Council</b>				<b>\$23,555.69</b>	

**City Management**

105836	7/15/2019	US BANK	VISA- HILTON GARDEN INN	1,272.92	City Management
105836	7/15/2019	US BANK	VISA- LA PAZ RESTAURANT	749.98	City Management
105836	7/15/2019	US BANK	VISA- LCC	550.00	City Management
105836	7/15/2019	US BANK	VISA- ROSTI TUSCAN KITCHEN	440.73	City Management
105836	7/15/2019	US BANK	VISA- LOVI'S DELI	366.95	City Management
105836	7/15/2019	US BANK	VISA- CORNER BAKERY	183.50	City Management
105836	7/15/2019	US BANK	VISA- MARMALADE CAFE	142.47	City Management
105836	7/15/2019	US BANK	VISA- KINGS FISH HOUSE	140.86	City Management
105836	7/15/2019	US BANK	VISA- VONS	139.76	City Management
105836	7/15/2019	US BANK	VISA- RALPHS	77.13	City Management
105836	7/15/2019	US BANK	VISA- CCCA	40.00	City Management



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 4 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105836	7/15/2019	US BANK	VISA- STARBUCKS	29.90	City Management
105836	7/15/2019	US BANK	VISA- BARNES & NOBLE	29.46	City Management
105836	7/15/2019	US BANK	VISA- SMART & FINAL	28.97	City Management
105554	6/17/2019	US BANK	VISA- RALPHS	8.98	City Management
105554	6/17/2019	US BANK	VISA- COSTCO	-70.45	City Management
105554	6/17/2019	US BANK	VISA- IN N OUT	-500.00	City Management
<b>Total Amount for 17 Line Item(s) from City Management</b>				<b>\$3,631.16</b>	

### Civic Center O&M

105873	7/17/2019	CIRCULATING AIR, INC.	HVAC MAINTENANCE	9,966.03	Civic Center O&M
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	8,575.28	Civic Center O&M
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	7,046.00	Civic Center O&M
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	6,933.22	Civic Center O&M
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	5,696.76	Civic Center O&M
105650	6/26/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,923.07	Civic Center O&M
105850	7/16/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,923.07	Civic Center O&M
105581	6/19/2019	GRAFFITI CONTROL SYSTEMS	PRESSURE WASH- CIVIC CTR	2,425.00	Civic Center O&M
105727	7/3/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,923.51	Civic Center O&M
106001	7/30/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,923.51	Civic Center O&M
105727	7/3/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,363.05	Civic Center O&M
105746	7/3/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,129.62	Civic Center O&M
105554	6/17/2019	US BANK	VISA- AMTC	1,007.35	Civic Center O&M
105682	6/26/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	979.34	Civic Center O&M
106041	7/31/2019	JOHNSON CONTROLS FIRE	SECURITY MONITORING	880.87	Civic Center O&M
106041	7/31/2019	JOHNSON CONTROLS FIRE	SECURITY MONITORING	880.87	Civic Center O&M
105733	7/3/2019	LIFTECH ELEVATOR SERVICES INC	ELEVATOR SERVICES	670.00	Civic Center O&M
105851	7/16/2019	LIFTECH ELEVATOR SERVICES INC	ELEVATOR SERVICES	670.00	Civic Center O&M
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	653.17	Civic Center O&M
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	528.10	Civic Center O&M
105575	6/19/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
105880	7/17/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
105554	6/17/2019	US BANK	VISA- VISTA PAINT	473.09	Civic Center O&M
105836	7/15/2019	US BANK	VISA- VISTA PAINT	467.58	Civic Center O&M
105610	6/19/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	404.27	Civic Center O&M
105554	6/17/2019	US BANK	VISA- FIDDLER ON THE ROOF	395.00	Civic Center O&M
106048	7/31/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	365.16	Civic Center O&M
105974	7/24/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	356.53	Civic Center O&M



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 5 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105610	6/19/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	326.87	Civic Center O&M
105974	7/24/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	288.26	Civic Center O&M
105738	7/3/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	253.71	Civic Center O&M
105724	7/3/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
105880	7/17/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
106048	7/31/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	248.31	Civic Center O&M
105882	7/17/2019	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	218.13	Civic Center O&M
105882	7/17/2019	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	218.10	Civic Center O&M
105939	7/23/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	179.23	Civic Center O&M
105939	7/23/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	179.23	Civic Center O&M
105738	7/3/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	169.14	Civic Center O&M
105554	6/17/2019	US BANK	VISA- AMAZON.COM	146.52	Civic Center O&M
105716	7/3/2019	CHEM PRO LABORATORY, INC.	HVAC SERVICE	134.50	Civic Center O&M
105716	7/3/2019	CHEM PRO LABORATORY, INC.	HVAC SERVICE	134.50	Civic Center O&M
105609	6/19/2019	SOUTH COAST A.Q.M.D	HOT SPOTS PROGRAM FEE	132.98	Civic Center O&M
105882	7/17/2019	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	123.76	Civic Center O&M
105882	7/17/2019	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	123.75	Civic Center O&M
105836	7/15/2019	US BANK	VISA- LOWES	80.67	Civic Center O&M
105836	7/15/2019	US BANK	VISA- LOWES	77.91	Civic Center O&M
105554	6/17/2019	US BANK	VISA- HOME DEPOT	76.83	Civic Center O&M
105604	6/19/2019	SECURAL SECURITY CORP	SECURITY- HR	73.92	Civic Center O&M
105836	7/15/2019	US BANK	VISA- HOME DEPOT	71.38	Civic Center O&M
105554	6/17/2019	US BANK	VISA- HOME DEPOT	51.44	Civic Center O&M
105554	6/17/2019	US BANK	VISA- PLATT ELECTRIC	46.11	Civic Center O&M
105554	6/17/2019	US BANK	VISA- PLATT ELECTRIC	46.10	Civic Center O&M
105554	6/17/2019	US BANK	VISA- RITE AID	30.63	Civic Center O&M
105836	7/15/2019	US BANK	VISA- RITE AID	29.32	Civic Center O&M
105836	7/15/2019	US BANK	VISA- HOME DEPOT	27.13	Civic Center O&M
105836	7/15/2019	US BANK	VISA- ROADSIDE LUMBER	24.61	Civic Center O&M
105836	7/15/2019	US BANK	VISA- DIY	5.90	Civic Center O&M
105836	7/15/2019	US BANK	VISA- DIY	5.89	Civic Center O&M
106045	7/31/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3.52	Civic Center O&M
106045	7/31/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2.85	Civic Center O&M
105836	7/15/2019	US BANK	VISA- AMAZON.COM	-47.99	Civic Center O&M
<b>Total Amount for 62 Line Item(s) from Civic Center O&amp;M</b>				<b>\$66,542.66</b>	

**Community Development**



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 6 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105691	7/1/2019	DUDE SOLUTIONS INC.	SOFTWARE MAINTENANCE	50,225.92	Community Development
105890	7/17/2019	M6 CONSULTING, INC.	PLAN CHECK SERVICES	27,786.82	Community Development
105801	7/10/2019	M6 CONSULTING, INC.	INSPECTION SERVICES	10,093.61	Community Development
105753	7/9/2019	INTERNATIONAL CODE COUNCIL INC	CODE BOOKS	7,352.09	Community Development
105634	6/26/2019	CALABASAS CREST LTD	R.A.P.- JUL 2019	6,720.00	Community Development
105748	7/9/2019	CALABASAS CREST LTD	R.A.P.- AUG 2019	6,720.00	Community Development
105801	7/10/2019	M6 CONSULTING, INC.	PERMIT SERVICES	5,467.50	Community Development
106036	7/31/2019	DUDE SOLUTIONS INC.	ONSITE TRAINING	5,000.00	Community Development
106036	7/31/2019	DUDE SOLUTIONS INC.	ONSITE TRAINING	5,000.00	Community Development
105723	7/3/2019	EDGESOFT, INC.	SOFTWARE MAINTENANCE	4,000.00	Community Development
105954	7/24/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	2,768.59	Community Development
105723	7/3/2019	EDGESOFT, INC.	SOFTWARE MAINTENANCE	2,640.00	Community Development
105572	6/19/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	2,626.66	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	1,063.92	Community Development
105954	7/24/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	840.45	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	778.92	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	778.92	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	671.18	Community Development
105722	7/3/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	652.50	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	495.00	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	476.39	Community Development
105711	7/3/2019	BARRY KAY ENTERPRISES, INC.	STAFF T-SHIRTS	455.52	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	453.89	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	427.50	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	405.00	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	405.00	Community Development
105911	7/17/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	387.30	Community Development
105570	6/19/2019	CR PRINT	VIOLATION NOTICES	377.78	Community Development
105858	7/17/2019	ACORN NEWSPAPER	LEGAL ADVERTISING	336.00	Community Development
105644	6/26/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	318.89	Community Development
105572	6/19/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	250.91	Community Development
106023	7/30/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	241.35	Community Development
105782	7/10/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	228.47	Community Development
105646	6/26/2019	FLEYSHPMAN/ALBERT//	R.A.P.- JUL 2019	228.00	Community Development
105660	6/26/2019	MEDVETSKY/LINA//	R.A.P.- JUL 2019	228.00	Community Development
105666	6/26/2019	RASCOE/JOAN//	R.A.P.- JUL 2019	228.00	Community Development
105658	6/26/2019	LEVY/ESTHER//	R.A.P.- JUL 2019	228.00	Community Development
105684	6/26/2019	YAZDINIAN/SUSAN//	R.A.P.- JUL 2019	228.00	Community Development



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 7 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105751	7/9/2019	FLEYSHPMAN/ALBERT//	R.A.P.- AUG 2019	228.00	Community Development
105757	7/9/2019	MEDVETSKY/LINA//	R.A.P.- AUG 2019	228.00	Community Development
105758	7/9/2019	RASCOE/JOAN//	R.A.P.- AUG 2019	228.00	Community Development
105756	7/9/2019	LEVY/ESTHER//	R.A.P.- AUG 2019	228.00	Community Development
105765	7/9/2019	YAZDINIAN/SUSAN//	R.A.P.- AUG 2019	228.00	Community Development
105572	6/19/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	217.10	Community Development
105554	6/17/2019	US BANK	VISA- ICC	207.00	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	165.00	Community Development
105782	7/10/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	164.20	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	135.00	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	120.00	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	116.78	Community Development
105679	6/26/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	115.69	Community Development
105571	6/19/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	111.42	Community Development
106037	7/31/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	105.00	Community Development
105744	7/3/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	94.17	Community Development
105571	6/19/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	92.69	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	92.14	Community Development
105614	6/19/2019	VALLEY NEWS GROUP	LEGAL ADVERTISING	90.00	Community Development
106030	7/31/2019	AMSTAR EXPRESS, INC.	COURIER SERVICE	87.24	Community Development
105836	7/15/2019	US BANK	VISA- SCAG	85.00	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	77.47	Community Development
105782	7/10/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	73.86	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	72.54	Community Development
105926	7/23/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	71.01	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	67.62	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	65.86	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	56.01	Community Development
105843	7/16/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	52.72	Community Development
105836	7/15/2019	US BANK	VISA- LANDSEND	50.40	Community Development
105926	7/23/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	49.49	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	46.43	Community Development
105554	6/17/2019	US BANK	VISA- APA	45.00	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	44.51	Community Development
105554	6/17/2019	US BANK	VISA- FRESH BROTHERS	44.35	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	42.87	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	39.91	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.78	Community Development





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 8 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105643	6/26/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.12	Community Development
105720	7/3/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.12	Community Development
105843	7/16/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.12	Community Development
105836	7/15/2019	US BANK	VISA- ONLINE LABELS	25.70	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	21.90	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	21.63	Community Development
105782	7/10/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	19.98	Community Development
105843	7/16/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	15.06	Community Development
105995	7/30/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	13.41	Community Development
106043	7/31/2019	L.A. CO. ASSESSOR	MAPS AND POSTAGE	6.93	Community Development

**Total Amount for 86 Line Item(s) from Community Development**

**\$151,898.31**

**Community Services**

105700	7/1/2019	PYRO SPECTACULARS INC	BALANCE- JULY 4TH FIREWORKS	15,000.00	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	SECURITY- JULY 4TH	14,034.27	Community Services
105690	7/1/2019	DSR AUDIO	SOUND/POWER- JULY 4TH	10,950.00	Community Services
105711	7/3/2019	BARRY KAY ENTERPRISES, INC.	BASKETBALL UNIFORMS	10,332.42	Community Services
105837	7/16/2019	A RENTAL CONNECTION	EQUIPMENT RENTAL - JULY 4TH	9,062.17	Community Services
105741	7/3/2019	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	8,991.50	Community Services
106006	7/30/2019	PETROLOCO, LLC	BROCHURE DESIGN- FALL 2019	5,500.00	Community Services
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,762.90	Community Services
105996	7/30/2019	DMH ENTERPRISES	PERFORMANCE- CONCERT	4,600.00	Community Services
105689	7/1/2019	DMH ENTERPRISES	ENTERTAINMENT- JULY 4TH	4,500.00	Community Services
105811	7/10/2019	PARKER-ANDERSON ENRICHMENT	RECREATION INSTRUCTOR	4,431.00	Community Services
105554	6/17/2019	US BANK	VISA- Y2H	3,975.37	Community Services
105951	7/24/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	3,890.00	Community Services
105836	7/15/2019	US BANK	VISA- SUPERIOR AWNING	3,780.00	Community Services
106027	7/31/2019	A RENTAL CONNECTION	EQUIPMENT RENTAL - CONCERT	3,661.71	Community Services
105859	7/17/2019	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- DE ANZA	3,645.00	Community Services
105735	7/3/2019	MOMENTUM ACADEMIES	RECREATION INSTRUCTOR	3,556.00	Community Services
105981	7/30/2019	A RENTAL CONNECTION	EQUIPMENT RENTAL - CONCERT	3,249.49	Community Services
105809	7/10/2019	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	3,245.20	Community Services
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,158.66	Community Services
105611	6/19/2019	SWAN-MCDONALD/DEBORAH//	RECREATION INSTRUCTOR	2,993.90	Community Services
105927	7/23/2019	DSR AUDIO	SOUND/POWER- CONCERT	2,750.00	Community Services
105846	7/16/2019	DSR AUDIO	SOUND/POWER- CONCERT	2,750.00	Community Services
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,736.80	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 9 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105804	7/10/2019	MONAHAN/ANN//	RECREATION INSTRUCTOR	2,732.80	Community Services
105743	7/3/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	2,674.06	Community Services
105909	7/17/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	2,560.25	Community Services
105854	7/16/2019	SOLTIS/MARTIN//	ENTERTAINMENT- CONCERT	2,500.00	Community Services
105937	7/23/2019	QUALITY PARKING SERVICE, INC	PARKING SERVICE- JULY 4TH	2,478.00	Community Services
105686	7/1/2019	AWESOME EVENTS INC	ENTERTAINMENT- JULY 4TH	2,425.00	Community Services
105556	6/19/2019	ACORN NEWSPAPER	ARTS FEST ADVERTISING	2,397.17	Community Services
105554	6/17/2019	US BANK	VISA- APPLIANCES CONNECTION	2,358.00	Community Services
105626	6/26/2019	AMERIGAS - OXNARD	PROPANE SERVICE	2,330.38	Community Services
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,248.73	Community Services
105797	7/10/2019	KOBLICK/WENDY SUE WEISS//	RECREATION INSTRUCTOR	2,088.80	Community Services
105692	7/1/2019	GUDIS/MATT//	ENTERTAINMENT- JULY 4TH	1,900.00	Community Services
105941	7/23/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	1,804.35	Community Services
105554	6/17/2019	US BANK	VISA- MARMALADE CAFE	1,642.50	Community Services
106046	7/31/2019	LAS VIRGENES UNIFIED SCHOOL	JULY 4TH FIREWORKS SHOW	1,600.00	Community Services
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,579.05	Community Services
105830	7/10/2019	VERGUN/SHANNON JANNETTE//	RECREATION INSTRUCTOR	1,570.10	Community Services
105891	7/17/2019	MAGICAL MUSICAL MOMENTS	RECREATION INSTRUCTOR	1,463.09	Community Services
105956	7/24/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,363.05	Community Services
105850	7/16/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,363.05	Community Services
105734	7/3/2019	MAGICAL MUSICAL MOMENTS	RECREATION INSTRUCTOR	1,355.46	Community Services
105675	6/26/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	1,317.19	Community Services
105992	7/30/2019	CONDOR SQUADRON	ENTERTAINMENT- JULY 4TH	1,200.00	Community Services
106002	7/30/2019	JACOBS/SAUL H.//	RECREATION INSTRUCTOR	1,197.00	Community Services
105821	7/10/2019	SLICKER/JOHN K.//	RECREATION INSTRUCTOR	1,190.00	Community Services
105621	6/19/2019	WOLF/MEL//	RECREATION INSTRUCTOR	1,143.80	Community Services
105586	6/19/2019	JACOBS/SAUL H.//	RECREATION INSTRUCTOR	1,095.00	Community Services
105838	7/16/2019	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- JULY 4TH	1,057.00	Community Services
105688	7/1/2019	DIAL M PRODUCTIONS	ENTERTAINMENT- JULY 4TH	925.00	Community Services
105574	6/19/2019	DOMINE/JAMES//	RECREATION INSTRUCTOR	913.50	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	SECURITY- JULY 4TH	879.37	Community Services
106012	7/30/2019	SECURAL SECURITY CORP	SECURITY- CONCERT	807.04	Community Services
105618	6/19/2019	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	798.00	Community Services
105738	7/3/2019	SECURAL SECURITY CORP	SECURITY- CONCERT	791.18	Community Services
105592	6/19/2019	LERMA/ANGEL//	RECREATION INSTRUCTOR	781.20	Community Services
105836	7/15/2019	US BANK	VISA- OTC BRANDS	754.56	Community Services
105554	6/17/2019	US BANK	VISA- CALABASAS SELF STORAGE	748.00	Community Services
105836	7/15/2019	US BANK	VISA- CALABASAS SELF STORAGE	748.00	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 10 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106052	7/31/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	740.58	Community Services
105701	7/1/2019	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	720.00	Community Services
105771	7/10/2019	BENDAVID/MICHAEL//	RECREATION INSTRUCTOR	705.60	Community Services
105561	6/19/2019	BELSLEY/JAMES//	RECREATION INSTRUCTOR	674.80	Community Services
105711	7/3/2019	BARRY KAY ENTERPRISES, INC.	STAFF T-SHIRTS	665.76	Community Services
105585	6/19/2019	JACKMAN/ANITA//	RECREATION INSTRUCTOR	661.50	Community Services
105836	7/15/2019	US BANK	VISA- AMAZON.COM	659.44	Community Services
105912	7/17/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	629.21	Community Services
105903	7/17/2019	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	623.20	Community Services
105554	6/17/2019	US BANK	VISA- COSTCO	616.23	Community Services
105598	6/19/2019	PARAMESH/KALANIDHI//	RECREATION INSTRUCTOR	598.50	Community Services
105562	6/19/2019	BLUM/ELIZABETH//	RECREATION INSTRUCTOR	595.00	Community Services
105638	6/26/2019	CINTAS FIRST AID & SAFETY	ALARM MONITORING- SR CTR	580.00	Community Services
105825	7/10/2019	SUZDALTSEV/JENNY//	RECREATION INSTRUCTOR	577.50	Community Services
105836	7/15/2019	US BANK	VISA- FILLMORE RAIL	576.00	Community Services
105554	6/17/2019	US BANK	VISA- AMAZON.COM	575.92	Community Services
105839	7/16/2019	BARRY KAY ENTERPRISES, INC.	STAFF T-SHIRTS	546.13	Community Services
105554	6/17/2019	US BANK	VISA- FILLMORE RAILWAY	540.00	Community Services
105682	6/26/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	533.02	Community Services
105576	6/19/2019	FEDAK II/NICHOLAS//	RECREATION INSTRUCTOR	525.00	Community Services
105617	6/19/2019	WEINER/MARILYN//	RECREATION INSTRUCTOR	525.00	Community Services
105914	7/17/2019	WOLF/MEL//	RECREATION INSTRUCTOR	525.00	Community Services
105836	7/15/2019	US BANK	VISA- BACKDROPS	519.82	Community Services
105559	6/19/2019	BARRI/STEVE//	RECREATION INSTRUCTOR	514.50	Community Services
105605	6/19/2019	SHALEV/ ALINA//	RECREATION INSTRUCTOR	493.50	Community Services
105746	7/3/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	486.54	Community Services
105573	6/19/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	482.50	Community Services
105805	7/10/2019	MONTGOMERY/MICHAEL//	BASKETBALL OFFICIAL	480.00	Community Services
106052	7/31/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	477.18	Community Services
105554	6/17/2019	US BANK	VISA- BACKDROPS BEAUTIFUL	476.83	Community Services
105836	7/15/2019	US BANK	VISA- GRAINGER	476.51	Community Services
105554	6/17/2019	US BANK	VISA- PEACH JAR	450.00	Community Services
105675	6/26/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	419.60	Community Services
106020	7/30/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	419.60	Community Services
105836	7/15/2019	US BANK	VISA- COSTCO	416.44	Community Services
105778	7/10/2019	CENTER STAGE OPERA	RECREATION INSTRUCTOR	410.00	Community Services
105554	6/17/2019	US BANK	VISA- LA PAZ RESTAURANT	409.42	Community Services
105554	6/17/2019	US BANK	VISA- NORTON SIMON MUSEUM	400.00	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 11 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105620	6/19/2019	WILLIAMS/KYLA PAGE//	RECREATION INSTRUCTOR	385.00	Community Services
105554	6/17/2019	US BANK	VISA- CUSTOMINK	371.21	Community Services
105826	7/10/2019	TANENBAUM/PATTY LIMATOLA//	RECREATION INSTRUCTOR	350.00	Community Services
105990	7/30/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	350.00	Community Services
105836	7/15/2019	US BANK	VISA- PRINTFLY FAST WRAPS	340.95	Community Services
105554	6/17/2019	US BANK	VISA- COSTCO	327.17	Community Services
105773	7/10/2019	BOWDEN AMARO/BONNIE//	RECREATION INSTRUCTOR	325.00	Community Services
105985	7/30/2019	BOWDEN AMARO/BONNIE//	RECREATION INSTRUCTOR	325.00	Community Services
105818	7/10/2019	SALKIN/TOBY JACOBSON//	RECREATION INSTRUCTOR	308.70	Community Services
105554	6/17/2019	US BANK	VISA- TICKET PRINTING	306.47	Community Services
105948	7/24/2019	AT&T	TELEPHONE SERVICE	305.12	Community Services
105554	6/17/2019	US BANK	VISA- 7 ELEVEN	304.30	Community Services
105557	6/19/2019	AT&T	TELEPHONE SERVICE	302.45	Community Services
105888	7/17/2019	LITTLEJOHN COMMUNICATIONS INC	PAY PHONE SVC- APR-JUN 2019	300.00	Community Services
106049	7/31/2019	SHAIFER/KEVIN//	BASKETBALL OFFICIAL	300.00	Community Services
105554	6/17/2019	US BANK	VISA- CALABASAS PRINTING	299.48	Community Services
105554	6/17/2019	US BANK	VISA- PARKWAY RESTAURANT	296.25	Community Services
105836	7/15/2019	US BANK	VISA- PARKWAY RESTAURANT	289.68	Community Services
105767	7/10/2019	ALAN-LEE/CRAIG//	BASKETBALL OFFICIAL	270.00	Community Services
105635	6/26/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
105987	7/30/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES	267.24	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- GRAPE	267.24	Community Services
106025	7/30/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	260.31	Community Services
105836	7/15/2019	US BANK	VISA- TAMPA GLASS	254.75	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- GRP ARB	252.28	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES	252.28	Community Services
105738	7/3/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- GRP ARB	252.28	Community Services
105772	7/10/2019	BICKELMAN/MELANIE//	RECREATION INSTRUCTOR	252.00	Community Services
105554	6/17/2019	US BANK	VISA- LA COUNTY BEACHES	250.00	Community Services
105836	7/15/2019	US BANK	VISA- AMERICAN CINEMA	250.00	Community Services
105836	7/15/2019	US BANK	VISA- PARTY CITY	244.02	Community Services
105953	7/24/2019	DAILY NEWS	ARTS FEST ADVERTISING	233.34	Community Services
105554	6/17/2019	US BANK	VISA- MOTION PICTURE LIC	214.95	Community Services
105573	6/19/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	212.50	Community Services
105836	7/15/2019	US BANK	VISA- PRINTFLY FAST WRAPS	212.36	Community Services
105911	7/17/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	209.22	Community Services
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	208.46	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 12 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105836	7/15/2019	US BANK	VISA- ROADSIDE LUMBER	205.05	Community Services
105554	6/17/2019	US BANK	VISA- FEDEX OFFICE	202.35	Community Services
105693	7/1/2019	GULLO/MICHAEL//	ENTERTAINMENT- JULY 4TH	200.00	Community Services
105694	7/1/2019	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP 2019- J. RUBIN	200.00	Community Services
105807	7/10/2019	NACHENBERG/JUDITH//	RECREATION INSTRUCTOR	200.00	Community Services
105554	6/17/2019	US BANK	VISA- KLUG DESIGN	199.99	Community Services
105836	7/15/2019	US BANK	VISA- OTC BRANDS	199.74	Community Services
105554	6/17/2019	US BANK	VISA- RALPHS	195.69	Community Services
105836	7/15/2019	US BANK	VISA- FUN EXPRESS	192.98	Community Services
105878	7/17/2019	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	192.00	Community Services
105554	6/17/2019	US BANK	VISA- STAPLES	190.95	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- SR CTR	186.74	Community Services
105784	7/10/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
105880	7/17/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
106052	7/31/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	182.89	Community Services
105836	7/15/2019	US BANK	VISA- 7 ELEVEN/ UNION 76	181.61	Community Services
105554	6/17/2019	US BANK	VISA- WEBSTAIRANT	180.36	Community Services
105554	6/17/2019	US BANK	VISA- NATURAL HISTORY MUSEUM	180.00	Community Services
105792	7/10/2019	ISRAEL/BOB//	BASKETBALL OFFICIAL	180.00	Community Services
105769	7/10/2019	ALLEN/HARVEY//	BASKETBALL OFFICIAL	180.00	Community Services
105794	7/10/2019	KELLER/MICHAEL//	BASKETBALL OFFICIAL	180.00	Community Services
105939	7/23/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	179.23	Community Services
105554	6/17/2019	US BANK	VISA- FIRST CHOICE COFFEE	176.39	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- SR CTR	176.34	Community Services
105687	7/1/2019	CALIFORNIA PARK & RECREATION	MEMBERSHIP RENEWAL- M. HALL	170.00	Community Services
105836	7/15/2019	US BANK	VISA- HOME DEPOT	169.20	Community Services
105554	6/17/2019	US BANK	VISA- DODGER TICKETS	164.00	Community Services
105554	6/17/2019	US BANK	VISA- AMAZON.COM	163.27	Community Services
105853	7/16/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- DE ANZA	156.12	Community Services
105603	6/19/2019	RYEMON/ROBERT//	RECREATION INSTRUCTOR	156.00	Community Services
105554	6/17/2019	US BANK	VISA- ROADSIDE LUMBER	155.41	Community Services
105554	6/17/2019	US BANK	VISA- HOME DEPOT	154.31	Community Services
105554	6/17/2019	US BANK	VISA- DIRECT TV	151.66	Community Services
105836	7/15/2019	US BANK	VISA- DIRECT TV	151.66	Community Services
105675	6/26/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	150.71	Community Services
105791	7/10/2019	IMBER/GIL//	BASKETBALL OFFICIAL	150.00	Community Services
105921	7/23/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	150.00	Community Services
105554	6/17/2019	US BANK	VISA- NIXON FOUNDATION	147.00	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 13 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105669	6/26/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- DE ANZA	144.45	Community Services
105565	6/19/2019	CAYNE/STACIE//	RECREATION INSTRUCTOR	140.00	Community Services
105836	7/15/2019	US BANK	VISA- CONSUMER CRAFTS	135.87	Community Services
105653	6/26/2019	INNER-I ...SECURITY IN FOCUS	APR-JUN 2019 MONITORING- DEANZ	135.00	Community Services
105610	6/19/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	129.03	Community Services
105836	7/15/2019	US BANK	VISA- BATTERIES PLUS	128.69	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	SECURITY- THE EVENT	121.72	Community Services
105901	7/17/2019	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	121.72	Community Services
105912	7/17/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	120.53	Community Services
105812	7/10/2019	PATTERSON/DAVID//	BASKETBALL OFFICIAL	120.00	Community Services
105820	7/10/2019	SIEDELMAN/LARRY//	BASKETBALL OFFICIAL	120.00	Community Services
105836	7/15/2019	US BANK	VISA- RESTROOM STRATEGIC	119.98	Community Services
105855	7/16/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	117.85	Community Services
106048	7/31/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	116.85	Community Services
105554	6/17/2019	US BANK	VISA- CEDAR PLUMBING	113.95	Community Services
105974	7/24/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	113.79	Community Services
105554	6/17/2019	US BANK	VISA- FACEBOOK	112.14	Community Services
105836	7/15/2019	US BANK	VISA- DIY	111.93	Community Services
105554	6/17/2019	US BANK	VISA- DIY	110.90	Community Services
105675	6/26/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	110.80	Community Services
105554	6/17/2019	US BANK	VISA- DS SERVICES	108.87	Community Services
105874	7/17/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	105.00	Community Services
105836	7/15/2019	US BANK	VISA- NATURAL HISTORY MUSEUM	105.00	Community Services
105836	7/15/2019	US BANK	VISA- BACK YARD CITY	104.36	Community Services
105836	7/15/2019	US BANK	VISA- DS SERVICE	102.41	Community Services
105631	6/26/2019	AT&T	TELEPHONE SERVICE	96.53	Community Services
105554	6/17/2019	US BANK	VISA- OFFICE DEPOT	92.45	Community Services
105836	7/15/2019	US BANK	VISA- AMAZON.COM	92.32	Community Services
105653	6/26/2019	INNER-I ...SECURITY IN FOCUS	APR-JUN 2019 MONITORING- SRCTR	90.00	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	ALARM RESPONSE- SR CTR	90.00	Community Services
105803	7/10/2019	MEKJIAN/HENRY//	BASKETBALL OFFICIAL	90.00	Community Services
105789	7/10/2019	HINES/LEONARDO//	BASKETBALL OFFICIAL	90.00	Community Services
105787	7/10/2019	GROSSMAN/BEVEN//	BASKETBALL OFFICIAL	90.00	Community Services
105836	7/15/2019	US BANK	VISA- ALBERTSONS	88.16	Community Services
105897	7/17/2019	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
105738	7/3/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	84.57	Community Services
105912	7/17/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	83.34	Community Services
105554	6/17/2019	US BANK	VISA- IN N OUT	83.11	Community Services



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 14 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105573	6/19/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	80.00	Community Services
105836	7/15/2019	US BANK	VISA- STAPLES	78.04	Community Services
105554	6/17/2019	US BANK	VISA- VISTA PAINT	75.74	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	ALARM RESPONSE- CREEKSIDE	67.98	Community Services
105881	7/17/2019	FILICE/LANA//	REIMB MILEAGE - JUN 19	67.39	Community Services
105836	7/15/2019	US BANK	VISA- ALBERTSONS	59.83	Community Services
105554	6/17/2019	US BANK	VISA- SMART & FINAL	58.58	Community Services
105554	6/17/2019	US BANK	VISA- DIY	57.97	Community Services
105836	7/15/2019	US BANK	VISA- MICHAELS STORE	57.49	Community Services
105554	6/17/2019	US BANK	VISA- VISTA PAINT	56.45	Community Services
105669	6/26/2019	SECURAL SECURITY CORP	ALARM RESPONSE- DE ANZA	55.02	Community Services
105836	7/15/2019	US BANK	VISA- TJ MAXX	54.73	Community Services
105836	7/15/2019	US BANK	VISA- MALIBU LAUNDRY	48.00	Community Services
105836	7/15/2019	US BANK	VISA- AMAZON.COM	46.85	Community Services
105836	7/15/2019	US BANK	VISA- FRESH BROTHERS	46.57	Community Services
105554	6/17/2019	US BANK	VISA- CONSTANT CONTACT	45.00	Community Services
105836	7/15/2019	US BANK	VISA- CONSTANT CONTACT	45.00	Community Services
105836	7/15/2019	US BANK	VISA- AMAZON.COM	43.75	Community Services
105836	7/15/2019	US BANK	VISA- AGOURA LOCK TECH	40.00	Community Services
105836	7/15/2019	US BANK	VISA- ALBERTSONS	39.52	Community Services
105836	7/15/2019	US BANK	VISA- DIY	39.35	Community Services
105836	7/15/2019	US BANK	VISA- SMART & FINAL	38.67	Community Services
105836	7/15/2019	US BANK	VISA- OFFICE DEPOT	36.31	Community Services
105554	6/17/2019	US BANK	VISA- JOANN STORE	35.35	Community Services
105554	6/17/2019	US BANK	VISA- HOME DEPOT	33.87	Community Services
105554	6/17/2019	US BANK	VISA- DOLLAR TREE	31.76	Community Services
105554	6/17/2019	US BANK	VISA- CALABASAS ART COUNCIL	30.87	Community Services
105836	7/15/2019	US BANK	VISA- COSTCO	30.84	Community Services
105554	6/17/2019	US BANK	VISA- ROADSIDE LUMBER	30.65	Community Services
105554	6/17/2019	US BANK	VISA- OLD NEW YORK DELI	28.29	Community Services
105554	6/17/2019	US BANK	VISA- DIPLOMARTS	27.23	Community Services
105836	7/15/2019	US BANK	VISA- BULLDOG LIQUIDATORS	26.88	Community Services
105673	6/26/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.15	Community Services
105836	7/15/2019	US BANK	VISA- TRADER JOE'S	21.45	Community Services
105836	7/15/2019	US BANK	VISA- FENCE FACTORY	20.85	Community Services
105836	7/15/2019	US BANK	VISA- WALMART	20.25	Community Services
105836	7/15/2019	US BANK	VISA- COAST RV CENTER	19.60	Community Services
105578	6/19/2019	GARCIA/BRYAN//	REIMB MILEAGE - APR 19	11.36	Community Services





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING  
Reporting Period: 06/13/2019 to 07/31/2019

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105610	6/19/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	10.93	Community Services
105836	7/15/2019	US BANK	VISA- FACEBOOK	9.77	Community Services
106045	7/31/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1.13	Community Services
105554	6/17/2019	US BANK	VISA- ITUNES.COM	0.99	Community Services
105836	7/15/2019	US BANK	VISA- ITUNES.COM	0.99	Community Services
105554	6/17/2019	US BANK	VISA- AMAZON.COM	-5.20	Community Services
105912	7/17/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	-74.85	Community Services
<b>Total Amount for 259 Line Item(s) from Community Services</b>				<b>\$238,172.24</b>	

**Finance**

105661	6/26/2019	MOSS, LEVY & HARTZHEIM	AUDIT WORK TO DATE FY 18/19	10,000.00	Finance
105623	6/26/2019	ADP, INC	PAYROLL PROCESSING	6,713.18	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	5,648.01	Finance
105940	7/23/2019	TYLER TECHNOLOGIES INC	ANNUAL MAINTENANCE FY 19/20	4,427.99	Finance
105965	7/24/2019	MUNISERVICES, LLC	UUT COMPLIANCE SERVICES	4,372.97	Finance
105651	6/26/2019	HDL, COREN & CONE INC.	PROPERTY TAX SERVICES	1,512.50	Finance
106047	7/31/2019	MUNISERVICES, LLC	SALES TAX COLLECTION FEE	1,194.93	Finance
106018	7/30/2019	TOTAL COMPENSATION SYSTEMS	GASB VALUATION SERVICES	877.50	Finance
106018	7/30/2019	TOTAL COMPENSATION SYSTEMS	GASB VALUATION SERVICES	877.50	Finance
105554	6/17/2019	US BANK	VISA- GFOA	535.00	Finance
105763	7/9/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	528.15	Finance
105965	7/24/2019	MUNISERVICES, LLC	SALES TAX REPORTING SVCS	500.00	Finance
105554	6/17/2019	US BANK	VISA- CSMFO	425.00	Finance
105763	7/9/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	244.87	Finance
105554	6/17/2019	US BANK	VISA- LA CONVENTION CENTER	60.00	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-140.65	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-140.65	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-140.65	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 16 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
106029	7/31/2019	ADP, INC	PAYROLL PROCESSING	-144.38	Finance
<b>Total Amount for 30 Line Item(s) from Finance</b>				<b>\$35,763.09</b>	

### Library

105752	7/9/2019	INNOVATIVE INTERFACES, INC	SOFTWARE MAINTENANCE	10,445.80	Library
105847	7/16/2019	GALE CENGAGE LEARNING INC	E-BOOKS	7,825.10	Library
105712	7/3/2019	BIBLIOTHECA, LLC	E-BOOKS	4,292.03	Library
105864	7/17/2019	BIBLIOTHECA, LLC	E-BOOKS	3,099.14	Library
106014	7/30/2019	SOUTHERN CALIFORNIA LIBRARY	MEMBERSHIP DUES- FY 19/20	2,450.00	Library
105847	7/16/2019	GALE CENGAGE LEARNING INC	E-BOOKS	1,431.16	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	1,425.80	Library
105836	7/15/2019	US BANK	VISA- MARRIOT HOTEL	1,190.88	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	1,065.76	Library
105864	7/17/2019	BIBLIOTHECA, LLC	E-BOOKS	883.64	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	749.29	Library
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	734.93	Library
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	734.93	Library
105736	7/3/2019	OCLC, INC.	MEMBERSHIP DUES- MAY 2019	732.99	Library
105895	7/17/2019	OCLC, INC.	MEMBERSHIP DUES- JUN 2019	732.40	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	656.85	Library
106016	7/30/2019	SWANK-MOTION PICTURES, INC.	COPYRIGHT LICENSE FY 19/20	609.00	Library
105739	7/3/2019	SHI INTERNATIONAL CORP	COMPUTER SOFTWARE	537.40	Library
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	451.63	Library
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	437.26	Library
105764	7/9/2019	WILDLIFE LEARNING CENTER	SUMMER READING PROGRAM	425.00	Library
105554	6/17/2019	US BANK	VISA- OTC BRANDS	405.26	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	381.25	Library
105737	7/3/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	366.98	Library
105760	7/9/2019	SCIENCE TELLERS	SUMMER READING PROGRAM	365.00	Library
105759	7/9/2019	RIVERA/JUSTIN//	SUMMER READING PROGRAM	350.00	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	296.95	Library
105711	7/3/2019	BARRY KAY ENTERPRISES, INC.	STAFF T-SHIRTS	279.23	Library
105824	7/10/2019	STEWARD/KARILYN//	REIMB- ALA CONFERENCE	263.93	Library
105744	7/3/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	261.56	Library
105987	7/30/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	254.12	Library



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 17 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	249.97	Library
105737	7/3/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	247.29	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	207.27	Library
105997	7/30/2019	ELM USA INC.	DISC MACHINE SUPPLIES	206.75	Library
105872	7/17/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WHG01091	205.86	Library
105862	7/17/2019	AT&T	TELEPHONE SERVICE	191.60	Library
105707	7/3/2019	AT&T	TELEPHONE SERVICE	191.44	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	172.00	Library
105871	7/17/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
105871	7/17/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	116.89	Library
105898	7/17/2019	RECORDED BOOKS, LLC	BOOKS ON CD	109.46	Library
105892	7/17/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	107.42	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	98.47	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	91.87	Library
105653	6/26/2019	INNER-I ...SECURITY IN FOCUS	APR-JUN 2019 MONITORING- LIBRY	90.00	Library
105737	7/3/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	87.20	Library
105737	7/3/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	77.26	Library
105750	7/9/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WHG01368	75.60	Library
105750	7/9/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WHG01091	75.60	Library
105898	7/17/2019	RECORDED BOOKS, LLC	BOOKS ON CD	73.74	Library
105898	7/17/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	71.76	Library
105836	7/15/2019	US BANK	VISA- SMART & FINAL	69.27	Library
105898	7/17/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	66.40	Library
105898	7/17/2019	RECORDED BOOKS, LLC	BOOKS ON CD	64.31	Library
105737	7/3/2019	RECORDED BOOKS, LLC	BOOKS ON CD	61.74	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	58.43	Library
105815	7/10/2019	ROONEY/BRIAN//	REIMB MILEAGE - APR/MAY 19	58.00	Library
105836	7/15/2019	US BANK	VISA- HP.COM	53.64	Library
105898	7/17/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	48.02	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	46.57	Library
105737	7/3/2019	RECORDED BOOKS, LLC	BOOKS ON CD	45.55	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	45.29	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	44.61	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	39.37	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	38.72	Library
105714	7/3/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library
105988	7/30/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 18 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105863	7/17/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	33.53	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	31.62	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	26.40	Library
105710	7/3/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	25.63	Library
105863	7/17/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	22.37	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.01	Library
105964	7/24/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	20.91	Library
105554	6/17/2019	US BANK	VISA- VONS	19.98	Library
105987	7/30/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	19.78	Library
105885	7/17/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.03	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.73	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.73	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.72	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.72	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.72	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.70	Library
105836	7/15/2019	US BANK	VISA- TRADER JOE'S	17.25	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.06	Library
105836	7/15/2019	US BANK	VISA- USPS	16.79	Library
105892	7/17/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	16.04	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	15.75	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	14.43	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	14.43	Library
105737	7/3/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	12.53	Library
105729	7/3/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	11.80	Library
106039	7/31/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	9.83	Library
105554	6/17/2019	US BANK	VISA- SPROUTS	7.48	Library
105836	7/15/2019	US BANK	VISA- USPS	3.06	Library
105836	7/15/2019	US BANK	VISA- UNITED AIR	-19.00	Library
<b>Total Amount for 98 Line Item(s) from Library</b>				<b>\$48,482.63</b>	

**LMD #22**

105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	70,035.93	LMD #22
105827	7/10/2019	THE OAKS OF CALABASAS HOA	LANDSCAPE SERVICES	41,625.00	LMD #22
105945	7/24/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	38,135.84	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	22,567.18	LMD #22
105612	6/19/2019	THE OAKS OF CALABASAS HOA	LANDSCAPE SERVICES	21,795.00	LMD #22



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 19 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	18,443.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,648.27	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,648.27	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,000.04	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,000.04	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	11,562.45	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	11,437.34	LMD #22
105615	6/19/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,925.55	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,925.55	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,925.55	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,469.00	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,354.95	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,840.68	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	6,320.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,954.12	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,954.12	LMD #22
105558	6/19/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,727.85	LMD #22
105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,727.85	LMD #22
105615	6/19/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,644.00	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,613.45	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,895.86	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,895.86	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,734.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,632.16	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,632.00	LMD #22
105615	6/19/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,586.00	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,483.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,000.04	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,000.04	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,972.62	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,843.47	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,843.47	LMD #22
105971	7/24/2019	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	3,625.00	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,274.10	LMD #22
105857	7/17/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,226.99	LMD #22
105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	3,030.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,970.84	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,970.84	LMD #22



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 20 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,946.00	LMD #22
105615	6/19/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,926.00	LMD #22
105597	6/19/2019	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	2,900.00	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,862.00	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,521.00	LMD #22
105622	6/26/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,385.90	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,309.65	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,278.29	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,278.29	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,216.00	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,168.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,770.00	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,767.75	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,647.00	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,598.30	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,558.29	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,554.25	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,442.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,292.96	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,268.58	LMD #22
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,068.12	LMD #22
105663	6/26/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	995.00	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	960.98	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	949.00	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	917.15	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	879.00	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	857.00	LMD #22
105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	856.75	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	824.93	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	799.00	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	787.00	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	786.56	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	777.50	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	776.00	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	690.68	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	690.00	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	658.00	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	645.57	LMD #22



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 21 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	621.63	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	599.03	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	549.00	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	534.00	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	491.11	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	406.91	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	395.00	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	384.44	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	377.66	LMD #22
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	348.00	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	346.46	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	333.00	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	326.76	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	304.34	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	295.57	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	284.17	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	266.27	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	232.66	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	232.65	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	226.10	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	224.00	LMD #22
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	219.85	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	217.03	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	215.00	LMD #22
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	206.20	LMD #22
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	203.00	LMD #22
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	196.55	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	168.98	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	156.29	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	150.70	LMD #22
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	149.00	LMD #22
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	135.32	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	135.00	LMD #22
105615	6/19/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	134.72	LMD #22
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	128.00	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	125.27	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	109.00	LMD #22



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING  
Reporting Period: 06/13/2019 to 07/31/2019

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	109.00	LMD #22
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	105.66	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	93.04	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	93.04	LMD #22
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	90.49	LMD #22
105836	7/15/2019	US BANK	VISA- RED BARN PET	85.30	LMD #22
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	82.11	LMD #22
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	79.03	LMD #22
105673	6/26/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	73.58	LMD #22
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	56.39	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	51.95	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	46.31	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	45.74	LMD #22
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	37.92	LMD #22
105836	7/15/2019	US BANK	VISA- BIG ALS FEED	37.39	LMD #22
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	36.51	LMD #22
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	33.33	LMD #22
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	23.75	LMD #22
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	22.50	LMD #22
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	11.40	LMD #22
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	0.00	LMD #22
<b>Total Amount for 140 Line Item(s) from LMD #22</b>				<b>\$516,698.93</b>	

**LMD #24**

105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	7,304.60	LMD #24
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,471.03	LMD #24
105607	6/19/2019	SO-CAL PRESSURE WASH	PRESSURE WASHING	3,400.00	LMD #24
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,581.11	LMD #24
105970	7/24/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,780.00	LMD #24
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	1,350.72	LMD #24
105709	7/3/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,300.00	LMD #24
105663	6/26/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	995.00	LMD #24
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	968.87	LMD #24
105663	6/26/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	620.00	LMD #24
105663	6/26/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	290.00	LMD #24
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	153.81	LMD #24
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	45.85	LMD #24



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 23 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	14.50	LMD #24
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	5.86	LMD #24
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	5.65	LMD #24
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	4.03	LMD #24
<b>Total Amount for 17 Line Item(s) from LMD #24</b>				<b>\$25,291.03</b>	

**LMD #27**

105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	29,500.00	LMD #27
105945	7/24/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,950.00	LMD #27
105573	6/19/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	2,130.00	LMD #27
105709	7/3/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,635.00	LMD #27
105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,457.63	LMD #27
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	445.43	LMD #27
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	158.57	LMD #27
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	3.63	LMD #27
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	1.47	LMD #27
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	1.41	LMD #27
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	1.01	LMD #27
<b>Total Amount for 11 Line Item(s) from LMD #27</b>				<b>\$39,284.15</b>	

**LMD #32**

105950	7/24/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	3,177.34	LMD #32
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,038.88	LMD #32
105913	7/17/2019	WILLDAN FINANCIAL SERVICES	ANNUAL LMD REFORMATION	28.83	LMD #32
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	23.52	LMD #32
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	3.63	LMD #32
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	1.47	LMD #32
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	1.41	LMD #32
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	1.01	LMD #32
<b>Total Amount for 8 Line Item(s) from LMD #32</b>				<b>\$4,276.09</b>	

**LMD 22 - Common Benefit Area**

105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	13,938.24	LMD 22 - Common Benefit Area
105628	6/26/2019	ARCH CHEMICALS, INC.	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
105628	6/26/2019	ARCH CHEMICALS, INC.	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 24 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105947	7/24/2019	ARCH CHEMICALS, INC.	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
106031	7/31/2019	ARCH CHEMICALS, INC.	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,677.34	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,677.34	LMD 22 - Common Benefit Area
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,985.26	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,739.65	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,739.65	LMD 22 - Common Benefit Area
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,566.54	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,101.83	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,101.83	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,637.95	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,637.95	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,883.51	LMD 22 - Common Benefit Area
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,883.51	LMD 22 - Common Benefit Area
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,673.50	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,245.08	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,245.08	LMD 22 - Common Benefit Area
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,136.26	LMD 22 - Common Benefit Area
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,051.00	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	808.31	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	763.47	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	700.33	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	700.33	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	620.00	LMD 22 - Common Benefit Area
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	561.00	LMD 22 - Common Benefit Area
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	530.00	LMD 22 - Common Benefit Area
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	461.00	LMD 22 - Common Benefit Area
106051	7/31/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	417.00	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	373.76	LMD 22 - Common Benefit Area
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	333.28	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	296.89	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	288.00	LMD 22 - Common Benefit Area
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	282.62	LMD 22 - Common Benefit Area
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	274.00	LMD 22 - Common Benefit Area
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	256.34	LMD 22 - Common Benefit Area
105594	6/19/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	255.00	LMD 22 - Common Benefit Area
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	190.75	LMD 22 - Common Benefit Area
105594	6/19/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	175.00	LMD 22 - Common Benefit Area



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING  
Reporting Period: 06/13/2019 to 07/31/2019

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	102.73	LMD 22 - Common Benefit Area
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	93.93	LMD 22 - Common Benefit Area
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	91.27	LMD 22 - Common Benefit Area
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	90.44	LMD 22 - Common Benefit Area
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	81.00	LMD 22 - Common Benefit Area
105836	7/15/2019	US BANK	VISA- HOME DEPOT	73.64	LMD 22 - Common Benefit Area
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	53.00	LMD 22 - Common Benefit Area
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	13.62	LMD 22 - Common Benefit Area
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	11.31	LMD 22 - Common Benefit Area
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	11.11	LMD 22 - Common Benefit Area
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	10.49	LMD 22 - Common Benefit Area
<b>Total Amount for 52 Line Item(s) from LMD 22 - Common Benefit Area</b>				<b>\$134,761.14</b>	

**Media Operations**

105721	7/3/2019	DELL MARKETING L.P.	COMPUTERS	26,494.91	Media Operations
105894	7/17/2019	NIC PARTNERS INC.	CISCO UPGRADE	18,205.30	Media Operations
105836	7/15/2019	US BANK	VISA- B&H PHOTO	4,397.38	Media Operations
105978	7/24/2019	VERIZON WIRELESS	TELEPHONE SERVICE	4,396.32	Media Operations
105910	7/17/2019	VERIZON WIRELESS	TELEPHONE SERVICE	3,310.61	Media Operations
105697	7/1/2019	MISAC	CISM TRAINING	2,645.00	Media Operations
105742	7/3/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	2,121.00	Media Operations
106006	7/30/2019	PETROLOCO, LLC	CITY NEWSLETTER- FALL 2019	2,000.00	Media Operations
105595	6/19/2019	NICKERSON/LAURA//	CTV HOST SERVICES	1,890.00	Media Operations
105822	7/10/2019	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	1,572.75	Media Operations
106003	7/30/2019	NICKERSON/LAURA//	CTV HOST SERVICES	1,417.50	Media Operations
105836	7/15/2019	US BANK	VISA- KESSLER CRANE	1,297.68	Media Operations
105844	7/16/2019	DELL MARKETING L.P.	WARRANTY	1,200.27	Media Operations
105984	7/30/2019	AT&T	TELEPHONE SERVICE	1,110.51	Media Operations
105707	7/3/2019	AT&T	TELEPHONE SERVICE	1,104.82	Media Operations
105554	6/17/2019	US BANK	VISA- SCAN NATOA	970.00	Media Operations
105608	6/19/2019	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	786.00	Media Operations
105836	7/15/2019	US BANK	VISA- B&H PHOTO	765.38	Media Operations
105808	7/10/2019	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	756.00	Media Operations
105554	6/17/2019	US BANK	VISA- AMAZON.COM	699.71	Media Operations
105754	7/9/2019	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
105968	7/24/2019	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	504.00	Media Operations
105742	7/3/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	489.46	Media Operations



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 26 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106017	7/30/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	489.46	Media Operations
105786	7/10/2019	FUSION CLOUD COMPANY	DSL SERVICE	472.97	Media Operations
105999	7/30/2019	FUSION CLOUD COMPANY	DSL SERVICE	472.97	Media Operations
105554	6/17/2019	US BANK	VISA- SURVEY MONKEY	384.00	Media Operations
105836	7/15/2019	US BANK	VISA- SCAN NATOA	380.00	Media Operations
105554	6/17/2019	US BANK	VISA- AMAZON.COM	364.92	Media Operations
105717	7/3/2019	CLIENTFIRST CONSULTING GRP LLC	IT CONSULTING SERVICES	345.00	Media Operations
105836	7/15/2019	US BANK	VISA- AMAZON.COM	323.03	Media Operations
105742	7/3/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	289.98	Media Operations
106017	7/30/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	289.98	Media Operations
105836	7/15/2019	US BANK	VISA- AMAZON.COM	288.80	Media Operations
105836	7/15/2019	US BANK	VISA- HOSTGATOR.COM	248.34	Media Operations
105707	7/3/2019	AT&T	TELEPHONE SERVICE	164.69	Media Operations
105984	7/30/2019	AT&T	TELEPHONE SERVICE	164.69	Media Operations
105906	7/17/2019	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	112.00	Media Operations
105580	6/19/2019	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	102.78	Media Operations
105848	7/16/2019	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	102.78	Media Operations
105715	7/3/2019	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	90.07	Media Operations
105989	7/30/2019	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	90.07	Media Operations
105836	7/15/2019	US BANK	VISA- ISC2.ORG	85.00	Media Operations
105556	6/19/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105556	6/19/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105556	6/19/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105556	6/19/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105556	6/19/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105858	7/17/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105858	7/17/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105858	7/17/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105858	7/17/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105858	7/17/2019	ACORN NEWSPAPER	CTV ADVERTISING	64.24	Media Operations
105554	6/17/2019	US BANK	VISA- SCAN NATOA	60.00	Media Operations
105554	6/17/2019	US BANK	VISA- CREATIVE CLOUD	52.99	Media Operations
105836	7/15/2019	US BANK	VISA- CREATIVE CLOUD	52.99	Media Operations
105708	7/3/2019	AT&T MOBILITY	TELEPHONE SERVICE	48.24	Media Operations
105949	7/24/2019	AT&T MOBILITY	TELEPHONE SERVICE	48.24	Media Operations
105836	7/15/2019	US BANK	VISA- TRADER JOE'S	40.14	Media Operations

**Total Amount for 58 Line Item(s) from Media Operations**

**\$84,855.66**



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 27 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Non-Departmental - Finance</b>					
105749	7/9/2019	CALIFORNIA JPIA	CITY INSURANCE FY 19/20	835,706.00	Non-Departmental - Finance
105749	7/9/2019	CALIFORNIA JPIA	ALL RISK PROPERTY INSURANCE	100,282.00	Non-Departmental - Finance
105829	7/10/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	12,737.00	Non-Departmental - Finance
105893	7/17/2019	MS CONSTRUCTION	CDBG RES REHAB- SIMON	9,995.00	Non-Departmental - Finance
105893	7/17/2019	MS CONSTRUCTION	CDBG RES REHAB- LESSER	9,551.00	Non-Departmental - Finance
105749	7/9/2019	CALIFORNIA JPIA	POLLUTION INSURANCE FY 19/20	6,736.00	Non-Departmental - Finance
105853	7/16/2019	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	5,457.24	Non-Departmental - Finance
105806	7/10/2019	MOUNTAINS RESTORATION TRUST	HEADWATER CORNER O & M	5,125.00	Non-Departmental - Finance
105836	7/15/2019	US BANK	VISA- MODERN POSTCARD	4,333.57	Non-Departmental - Finance
105829	7/10/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	3,633.00	Non-Departmental - Finance
105934	7/23/2019	MARTIN CONTAINER, INC	STORAGE CONTAINER	3,558.76	Non-Departmental - Finance
105853	7/16/2019	SECURAL SECURITY CORP	PARKING ENFORCEMENT	3,491.59	Non-Departmental - Finance
105669	6/26/2019	SECURAL SECURITY CORP	PARKING ENFORCEMENT	3,293.95	Non-Departmental - Finance
105969	7/24/2019	NEOFUNDS BY NEOPOST	POSTAGE	3,000.00	Non-Departmental - Finance
105975	7/24/2019	U.S. BANK TRUST NATIONAL	2015 COP ADMIN FEES	2,965.00	Non-Departmental - Finance
105583	6/19/2019	IRON MOUNTAIN, INC.	STORAGE SERVICES	2,485.20	Non-Departmental - Finance
105886	7/17/2019	IRON MOUNTAIN, INC.	STORAGE SERVICES	2,380.16	Non-Departmental - Finance
105993	7/30/2019	COUNTY OF LOS ANGELES	LAFCO ANNUAL DUES FY 19/20	1,692.03	Non-Departmental - Finance
105747	7/9/2019	ALLIANT INSURANCE SERVICES INC	CRIME PROGRAM INSURANCE	1,462.00	Non-Departmental - Finance
105554	6/17/2019	US BANK	VISA- LIFE STORAGE	1,371.00	Non-Departmental - Finance
105836	7/15/2019	US BANK	VISA- LIFE STORAGE	1,371.00	Non-Departmental - Finance
105675	6/26/2019	UNITED SITE SERVICES OF CA INC	EMERGENCY- WOOLSEY FIRE 11/18	995.20	Non-Departmental - Finance
105853	7/16/2019	SECURAL SECURITY CORP	EMERGENCY- WOOLSEY FIRE 11/18	977.62	Non-Departmental - Finance
105877	7/17/2019	DAPEER, ROSENBLIT & LITVAK	EMERGENCY- WOOLSEY FIRE 11/18	958.19	Non-Departmental - Finance
105554	6/17/2019	US BANK	VISA- OFFICE SUPPLY	732.45	Non-Departmental - Finance
105836	7/15/2019	US BANK	VISA- COSTCO	640.34	Non-Departmental - Finance
106032	7/31/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WXF09673	575.41	Non-Departmental - Finance
105775	7/10/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	502.61	Non-Departmental - Finance
105593	6/19/2019	MAILFINANCE	POSTAGE METER LEASE	500.00	Non-Departmental - Finance
105813	7/10/2019	READYREFRESH BY NESTLE	WATER SERVICE	494.16	Non-Departmental - Finance
105836	7/15/2019	US BANK	VISA- OFFICE SUPPLY	481.94	Non-Departmental - Finance
106011	7/30/2019	READYREFRESH BY NESTLE	WATER SERVICE	450.20	Non-Departmental - Finance
105776	7/10/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- JME22147	392.68	Non-Departmental - Finance
105554	6/17/2019	US BANK	VISA- COSTCO	271.31	Non-Departmental - Finance
106019	7/30/2019	U.S. POSTAL SERVICE	BUS REPLY PERMIT FEE - #55000	235.00	Non-Departmental - Finance
105726	7/3/2019	FENCE FACTORY	EMERGENCY- WOOLSEY FIRE 11/18	228.75	Non-Departmental - Finance
105998	7/30/2019	FENCE FACTORY	EMERGENCY- WOOLSEY FIRE 11/18	228.75	Non-Departmental - Finance



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 28 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105897	7/17/2019	PORT-A-STOR INC.	EMERGENCY- WOOLSEY FIRE 11/18	220.00	Non-Departmental - Finance
105554	6/17/2019	US BANK	VISA- ROSTI TUSCAN	211.77	Non-Departmental - Finance
105994	7/30/2019	CR PRINT	BUSINESS CARDS	202.03	Non-Departmental - Finance
105763	7/9/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	194.53	Non-Departmental - Finance
105810	7/10/2019	PAPER RECYCLING & SHREDDING	ARCHIVAL RECORD DESTRUCTION	179.00	Non-Departmental - Finance
105785	7/10/2019	FEDERAL EXPRESS CORP.	COURIER SERVICE	145.78	Non-Departmental - Finance
105872	7/17/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- XUP00663	125.95	Non-Departmental - Finance
105994	7/30/2019	CR PRINT	BUSINESS CARDS	100.64	Non-Departmental - Finance
105994	7/30/2019	CR PRINT	BUSINESS CARDS	88.15	Non-Departmental - Finance
105554	6/17/2019	US BANK	EMERGENCY- WOOLSEY FIRE 11/18	87.60	Non-Departmental - Finance
105577	6/19/2019	FEDERAL EXPRESS CORP.	COURIER SERVICE	78.36	Non-Departmental - Finance
105842	7/16/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- XUP00663	78.00	Non-Departmental - Finance
106007	7/30/2019	PORT-A-STOR INC.	EMERGENCY- WOOLSEY FIRE 11/18	66.06	Non-Departmental - Finance
105918	7/23/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WXF09673	63.00	Non-Departmental - Finance
105564	6/19/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental - Finance
105918	7/23/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental - Finance
105577	6/19/2019	FEDERAL EXPRESS CORP.	COURIER SERVICE	56.73	Non-Departmental - Finance
105918	7/23/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	33.78	Non-Departmental - Finance
105554	6/17/2019	US BANK	VISA- WALMART	28.55	Non-Departmental - Finance
105714	7/3/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	27.21	Non-Departmental - Finance
105836	7/15/2019	US BANK	EMERGENCY- WOOLSEY FIRE 11/18	26.34	Non-Departmental - Finance
105725	7/3/2019	FEDERAL EXPRESS CORP.	COURIER SERVICE	18.10	Non-Departmental - Finance
105910	7/17/2019	VERIZON WIRELESS	TELEPHONE SERVICE	10.53	Non-Departmental - Finance
105978	7/24/2019	VERIZON WIRELESS	TELEPHONE SERVICE	10.53	Non-Departmental - Finance
<b>Total Amount for 61 Line Item(s) from Non-Departmental - Finance</b>				<b>\$1,031,465.95</b>	

**Pavroll**

106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	6,949.38	Payroll
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	6,894.13	Payroll
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	4,127.37	Payroll
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	4,064.56	Payroll
105706	7/3/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,838.02	Payroll
105770	7/10/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,835.33	Payroll
105982	7/30/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,815.44	Payroll
105627	6/26/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,654.72	Payroll
105860	7/17/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,654.72	Payroll
105915	7/23/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	1,470.72	Payroll



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 29 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105920	7/23/2019	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105923	7/23/2019	COROALLES/ANTHONY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105929	7/23/2019	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105931	7/23/2019	HILL/BOB//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105637	6/26/2019	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105640	6/26/2019	COROALLES/ANTHONY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105648	6/26/2019	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105652	6/26/2019	HILL/BOB//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105659	6/26/2019	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105665	6/26/2019	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105680	6/26/2019	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105933	7/23/2019	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105936	7/23/2019	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105943	7/23/2019	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
105699	7/1/2019	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- JUL 19	76.50	Payroll
105935	7/23/2019	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- AUG 19	76.50	Payroll
<b>Total Amount for 26 Line Item(s) from Payroll</b>				<b>\$42,548.87</b>	

**Police / Fire / Safety**

105960	7/24/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUN 2019	385,245.75	Police / Fire / Safety
105655	6/26/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- MAY 2019	385,245.75	Police / Fire / Safety
105695	7/1/2019	L.A. CO. FIRE DEPARTMENT	ANNUAL PAYMENT FY 19/20	20,810.00	Police / Fire / Safety
105960	7/24/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUN 2019	9,252.34	Police / Fire / Safety
105655	6/26/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- MAY 2019	9,252.34	Police / Fire / Safety
105959	7/24/2019	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- JUNE 2019	5,377.85	Police / Fire / Safety
105730	7/3/2019	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- MAY 2019	4,631.03	Police / Fire / Safety
105798	7/10/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,046.33	Police / Fire / Safety
105798	7/10/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,727.12	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,295.34	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- CAL PARK EST	863.56	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	733.72	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE EVENT	518.13	Police / Fire / Safety
105719	7/3/2019	CRASH DATA GROUP INC	DATA RECORDER EQUIPMENT REPAIR	427.50	Police / Fire / Safety
105960	7/24/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUN 2019	387.50	Police / Fire / Safety
105655	6/26/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- MAY 2019	387.50	Police / Fire / Safety
105800	7/10/2019	LIFELOC TECHNOLOGIES, INC.	PAS UNIT MAINTENANCE	164.49	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	65.24	Police / Fire / Safety



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING  
Reporting Period: 06/13/2019 to 07/31/2019

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	0.00	Police / Fire / Safety
106044	7/31/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	0.00	Police / Fire / Safety
<b>Total Amount for 20 Line Item(s) from Police / Fire / Safety</b>				<b>\$828,431.49</b>	

**Public Safety & Emergency Preparedness**

105925	7/23/2019	CR PRINT	EMERGENCY HANDBOOKS	1,960.05	Public Safety & Emergency Preparedness
105836	7/15/2019	US BANK	VISA- MACKAY COMMUNICATIONS	700.74	Public Safety & Emergency Preparedness
105683	6/26/2019	WOMEN AGAINST GUN VIOLENCE	BROCHURES	375.00	Public Safety & Emergency Preparedness
105925	7/23/2019	CR PRINT	EMERGENCY SHEET	172.47	Public Safety & Emergency Preparedness
105836	7/15/2019	US BANK	VISA- STAPLES DIRECT	38.93	Public Safety & Emergency Preparedness
105554	6/17/2019	US BANK	VISA- STAPLES	20.67	Public Safety & Emergency Preparedness
<b>Total Amount for 6 Line Item(s) from Public Safety &amp; Emergency Preparedness</b>				<b>\$3,267.86</b>	

**Public Works**

105973	7/24/2019	SAN GABRIEL VALLEY COUNCIL	TMDL MONITORING	74,310.00	Public Works
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	17,750.85	Public Works
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	17,750.85	Public Works
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	17,750.85	Public Works
105986	7/30/2019	CALIFORNIA GREEN CONSULTANT	CONSULTING SERVICES	16,975.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	13,835.50	Public Works
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	13,802.68	Public Works
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	13,802.68	Public Works
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	13,802.68	Public Works
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	12,934.50	Public Works
105622	6/26/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	9,410.02	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	9,410.02	Public Works
105879	7/17/2019	DOWNSTREAM SVCS, INC.	CDS UNIT MAINTENANCE	9,303.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	9,285.66	Public Works
106028	7/31/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	8,473.61	Public Works
105567	6/19/2019	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	7,563.80	Public Works
105875	7/17/2019	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	7,563.80	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	7,427.71	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	7,200.00	Public Works
105555	6/19/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	5,692.42	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	5,543.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,900.00	Public Works





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 31 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,800.00	Public Works
105656	6/26/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,733.42	Public Works
105945	7/24/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,200.00	Public Works
105622	6/26/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,950.00	Public Works
105602	6/19/2019	RON'S MAINTENANCE, INC.	CATCH BASIN CLEANING SERVICE	3,900.00	Public Works
106026	7/30/2019	WILHELM/RICHARD FRANK//	FIELD INVESTIGTN/DRAFTING SVCS	3,740.00	Public Works
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	3,689.93	Public Works
105554	6/17/2019	US BANK	VISA- HOFFMASTER INC	3,489.99	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,476.00	Public Works
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,417.05	Public Works
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	3,158.66	Public Works
105619	6/19/2019	WILHELM/RICHARD FRANK//	FIELD INVESTIGTN/DRAFTING SVCS	2,860.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,607.62	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,594.00	Public Works
105629	6/26/2019	ARUCAN/KEVIN//	CONSULTING SERVICES	2,350.00	Public Works
105642	6/26/2019	COUNTY OF LOS ANGELES	CONTRACT SERVICES	2,320.83	Public Works
105607	6/19/2019	SO-CAL PRESSURE WASH	PRESSURE WASHING	2,300.00	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	2,240.00	Public Works
105957	7/24/2019	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,175.00	Public Works
105945	7/24/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,100.00	Public Works
105584	6/19/2019	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,075.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	1,964.78	Public Works
105702	7/1/2019	SOURCE GRAPHICS	ANNUAL SERVICE CONTRACT	1,785.44	Public Works
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,763.70	Public Works
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	1,573.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	1,499.02	Public Works
105672	6/26/2019	SO-CAL PRESSURE WASH	PRESSURE WASHING	1,300.00	Public Works
105705	7/3/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	1,106.19	Public Works
105861	7/17/2019	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	1,041.01	Public Works
105944	7/23/2019	YIN/JULIE//	CONSULTING SERVICES	958.50	Public Works
106022	7/30/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	943.00	Public Works
105685	6/26/2019	YIN/JULIE//	CONSULTING SERVICES	912.50	Public Works
105582	6/19/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
105849	7/16/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106000	7/30/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106000	7/30/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
105582	6/19/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	850.00	Public Works
105685	6/26/2019	YIN/JULIE//	CONSULTING SERVICES	850.00	Public Works





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 32 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105554	6/17/2019	US BANK	VISA- EPIC LA	817.00	Public Works
105788	7/10/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	800.00	Public Works
105945	7/24/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	800.00	Public Works
105788	7/10/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	775.00	Public Works
105766	7/9/2019	YIN/JULIE//	CONSULTING SERVICES	769.50	Public Works
105833	7/10/2019	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	759.00	Public Works
105944	7/23/2019	YIN/JULIE//	CONSULTING SERVICES	756.00	Public Works
105834	7/10/2019	YIN/JULIE//	CONSULTING SERVICES	750.00	Public Works
105554	6/17/2019	US BANK	VISA- HOME DEPOT	711.42	Public Works
105587	6/19/2019	KARAMPOUR/RODNY//	CONSULTING SERVICES	700.00	Public Works
105938	7/23/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	700.00	Public Works
105849	7/16/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	700.00	Public Works
106015	7/30/2019	SUNBELT RENTALS, INC.	EQUIPMENT RENTAL	668.64	Public Works
105667	6/26/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works
105795	7/10/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	560.00	Public Works
105814	7/10/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works
105814	7/10/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works
105938	7/23/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works
105667	6/26/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	544.00	Public Works
105932	7/23/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	504.00	Public Works
105932	7/23/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	472.00	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	455.00	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	455.00	Public Works
105755	7/9/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	408.00	Public Works
105594	6/19/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	395.00	Public Works
105836	7/15/2019	US BANK	VISA- AMAZON.COM	335.60	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	293.00	Public Works
105979	7/24/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	291.81	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- EARTH	274.50	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	260.00	Public Works
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	238.00	Public Works
105554	6/17/2019	US BANK	VISA- AMAZON.COM	221.21	Public Works
105554	6/17/2019	US BANK	VISA- ISA	185.00	Public Works
105831	7/10/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	171.24	Public Works
105836	7/15/2019	US BANK	VISA- APWA	170.00	Public Works
105836	7/15/2019	US BANK	VISA- NACHO'S ORNAMENTAL	163.79	Public Works
105836	7/15/2019	US BANK	VISA- APWA	160.00	Public Works
106021	7/30/2019	VALLEY NEWS GROUP	LEGAL ADVERTISING	150.00	Public Works



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 33 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105829	7/10/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	142.00	Public Works
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	138.89	Public Works
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	135.00	Public Works
105836	7/15/2019	US BANK	VISA- HOME DEPOT HD SPLY	132.63	Public Works
105861	7/17/2019	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	124.11	Public Works
105908	7/17/2019	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	109.00	Public Works
105799	7/10/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	104.58	Public Works
105836	7/15/2019	US BANK	VISA- DIY	97.19	Public Works
105836	7/15/2019	US BANK	VISA- HOME DEPOT HD SPLY	96.55	Public Works
105836	7/15/2019	US BANK	VISA- BNP MEDIA	95.00	Public Works
105836	7/15/2019	US BANK	VISA- MARMALADE CAFE	75.10	Public Works
105924	7/23/2019	COUNTY CLERK, CO. OF L.A.	NOE FILING FEE- HEADWATER CRN	75.00	Public Works
105836	7/15/2019	US BANK	VISA- HOME DEPOT HD SPLY	66.97	Public Works
105679	6/26/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	65.15	Public Works
105554	6/17/2019	US BANK	VISA- HOME DEPOT	63.95	Public Works
105836	7/15/2019	US BANK	VISA- THERMOBINDS	57.01	Public Works
105836	7/15/2019	US BANK	VISA- AMAZON.COM	52.89	Public Works
105955	7/24/2019	DIG SAFE BOARD	STATE REGULATORY FEE	43.43	Public Works
105554	6/17/2019	US BANK	VISA- SHIRINS RESTAURANT	42.50	Public Works
105836	7/15/2019	US BANK	VISA- AMAZON.COM	40.26	Public Works
105910	7/17/2019	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
105978	7/24/2019	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	34.48	Public Works
105554	6/17/2019	US BANK	VISA- APWA	30.00	Public Works
105673	6/26/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	23.91	Public Works
105554	6/17/2019	US BANK	VISA- DIY	21.32	Public Works
105554	6/17/2019	US BANK	VISA- TRADER JOE'S	15.27	Public Works
105833	7/10/2019	WILLDAN ASSOCIATES INC.	CHECK LOT MERGER	14.98	Public Works
105836	7/15/2019	US BANK	VISA- DIY	5.29	Public Works
<b>Total Amount for 127 Line Item(s) from Public Works</b>				<b>\$411,345.46</b>	

**Recoverable / Refund / Liability**

105883	7/17/2019	GMZ ENGINEERING, INC.	RELEASE OF RETENTION	110,896.16	Recoverable / Refund / Liability
105928	7/23/2019	GHOSH/ SUCHANDRA//	EMPLOYEE COMPUTER LOAN	1,311.81	Recoverable / Refund / Liability
105596	6/19/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	1,242.31	Recoverable / Refund / Liability
105596	6/19/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	1,146.42	Recoverable / Refund / Liability
105840	7/16/2019	CALIFORNIA BUILDING STANDARDS	2ND QTR 2019 GREEN BLDG	602.10	Recoverable / Refund / Liability



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 34 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105852	7/16/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	488.48	Recoverable / Refund / Liability
105845	7/16/2019	DEPARTMENT OF CONSERVATION	2ND QUARTER 2019 SMIP FEE	486.29	Recoverable / Refund / Liability
105664	6/26/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	422.61	Recoverable / Refund / Liability
105596	6/19/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	259.45	Recoverable / Refund / Liability
106004	7/30/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	198.48	Recoverable / Refund / Liability
105596	6/19/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	197.95	Recoverable / Refund / Liability
105596	6/19/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
105664	6/26/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
105852	7/16/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
105935	7/23/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
105930	7/23/2019	HASHEMI/MARJANEH//	RECREATION REFUND	100.00	Recoverable / Refund / Liability
105554	6/17/2019	US BANK	VISA- AMAZON.COM	13.93	Recoverable / Refund / Liability
105816	7/10/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	-919.39	Recoverable / Refund / Liability
105900	7/17/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	-1,122.71	Recoverable / Refund / Liability
105668	6/26/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	-3,766.67	Recoverable / Refund / Liability
<b>Total Amount for 20 Line Item(s) from Recoverable / Refund / Liability</b>				<b>\$112,326.46</b>	

**Tennis & Swim Center**

106005	7/30/2019	PEAK PROGRAMS	RECREATION INSTRUCTOR	5,698.00	Tennis & Swim Center
105896	7/17/2019	PEAK PROGRAMS	RECREATION INSTRUCTOR	4,921.00	Tennis & Swim Center
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,720.94	Tennis & Swim Center
106005	7/30/2019	PEAK PROGRAMS	RECREATION INSTRUCTOR	3,237.50	Tennis & Swim Center
105601	6/19/2019	REGNECY SHARK FIRE SERVICES	MAINTENANCE SERVICES	2,750.00	Tennis & Swim Center
105962	7/24/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,682.45	Tennis & Swim Center
106009	7/30/2019	PUBLIC IDENTITY	FUN RUN SHIRTS	2,564.61	Tennis & Swim Center
105610	6/19/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	2,401.79	Tennis & Swim Center
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,973.39	Tennis & Swim Center
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,962.97	Tennis & Swim Center
105916	7/23/2019	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- FUN RUN	1,800.00	Tennis & Swim Center
105600	6/19/2019	REGENCY HOOD CLEANING INC.	MAINTENANCE SERVICES	1,750.00	Tennis & Swim Center
105974	7/24/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	1,745.86	Tennis & Swim Center
105896	7/17/2019	PEAK PROGRAMS	RECREATION INSTRUCTOR	1,683.50	Tennis & Swim Center
105632	6/26/2019	B & B PLUMBING	PLUMBING REPAIRS	1,213.91	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- ECANOPY	1,099.70	Tennis & Swim Center
105859	7/17/2019	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- T&SC	1,061.00	Tennis & Swim Center
105674	6/26/2019	TOP SEED TENNIS ACADEMY, INC.	RECREATION INSTRUCTOR	1,015.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- HOME DEPOT	909.65	Tennis & Swim Center



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 35 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105836	7/15/2019	US BANK	VISA- CLARK PEST CONTROL	900.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- HOME DEPOT	862.33	Tennis & Swim Center
105962	7/24/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	839.46	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- CROWN AWARDS	824.84	Tennis & Swim Center
105779	7/10/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	818.65	Tennis & Swim Center
105837	7/16/2019	A RENTAL CONNECTION	EQUIPMENT RENTAL - JULY 4TH	787.17	Tennis & Swim Center
106024	7/30/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	778.08	Tennis & Swim Center
105636	6/26/2019	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	777.93	Tennis & Swim Center
105718	7/3/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	775.63	Tennis & Swim Center
105779	7/10/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	762.26	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- WEBSTAIRANT	733.76	Tennis & Swim Center
106033	7/31/2019	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	700.00	Tennis & Swim Center
105916	7/23/2019	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- JULY 4TH	689.85	Tennis & Swim Center
105568	6/19/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	645.31	Tennis & Swim Center
105856	7/16/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	635.69	Tennis & Swim Center
105761	7/9/2019	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	615.87	Tennis & Swim Center
105613	6/19/2019	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	612.21	Tennis & Swim Center
105952	7/24/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	598.18	Tennis & Swim Center
105745	7/3/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	596.25	Tennis & Swim Center
105591	6/19/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	591.95	Tennis & Swim Center
105616	6/19/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	539.19	Tennis & Swim Center
105616	6/19/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	533.60	Tennis & Swim Center
105991	7/30/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	518.11	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- OTC BRANDS	514.86	Tennis & Swim Center
105919	7/23/2019	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	514.64	Tennis & Swim Center
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	511.29	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- PYRAMID PIPE & SUPPLY	504.70	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- CLARK PEST CONTROL	500.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- INDEED	488.81	Tennis & Swim Center
105922	7/23/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	481.36	Tennis & Swim Center
105777	7/10/2019	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	477.88	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- LALALAND IMPORTS	473.04	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- PACIFIC APPLIANCE	445.67	Tennis & Swim Center
105980	7/24/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	439.23	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- TOTAL GRAPHICS	429.91	Tennis & Swim Center
106010	7/30/2019	QUENCH USA, INC.	WATER SERVICE	427.06	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- SMART & FINAL	394.03	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- BIG LOTS	393.89	Tennis & Swim Center



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 36 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105554	6/17/2019	US BANK	VISA- SMART & FINAL	392.67	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- INDEED	392.27	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- PACIFIC APPLIANCE	391.59	Tennis & Swim Center
105568	6/19/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	388.30	Tennis & Swim Center
105832	7/10/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	373.43	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- MICHAELS STORE	368.85	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- OFFICE DEPOT	367.21	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- AMAZON.COM	356.63	Tennis & Swim Center
105856	7/16/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	346.43	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- AMAZON.COM	338.16	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- WSW CORP	328.50	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- HOME DEPOT	321.92	Tennis & Swim Center
105977	7/24/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	315.38	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- VIVA WHOLESale	309.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- GF LIGHTIING	304.90	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- CORNER BAKERY	300.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- PRINTING ZONE	274.85	Tennis & Swim Center
106024	7/30/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	263.96	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- RAINBOW SALE	263.64	Tennis & Swim Center
105573	6/19/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	255.00	Tennis & Swim Center
105604	6/19/2019	SECURAL SECURITY CORP	SECURITY- T&SC	243.44	Tennis & Swim Center
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	228.25	Tennis & Swim Center
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	222.60	Tennis & Swim Center
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	222.60	Tennis & Swim Center
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	220.98	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- SMART & FINAL	209.27	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- LESLIES POOLMART	199.03	Tennis & Swim Center
105972	7/24/2019	QUENCH USA, INC.	WATER SERVICE	197.10	Tennis & Swim Center
105972	7/24/2019	QUENCH USA, INC.	WATER SERVICE	197.10	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- ARC	195.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- CAP	192.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- CAP LEASING	192.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- PYRAMID PIP & SUPPLY	190.67	Tennis & Swim Center
105641	6/26/2019	COUNTY OF LOS ANGELES	CONTRACT SERVICES	182.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- MISTER G FITNESS	180.00	Tennis & Swim Center
105678	6/26/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	155.00	Tennis & Swim Center
105909	7/17/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	155.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- VISTA PAINT CORP	149.26	Tennis & Swim Center



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 37 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105554	6/17/2019	US BANK	VISA- WALMART	144.35	Tennis & Swim Center
105743	7/3/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	135.00	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- AMAZON.COM	132.38	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- OTC BRANDS	118.56	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- FRANKLINS HARDWARE	110.16	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- MCCALLA COMPANY	107.16	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- LESLIE'S POOLMART	103.97	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- CONSTANT CONTACT	100.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- CONSTANT CONTACT	100.00	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- AMAZON.COM	98.36	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- RALPHS	82.76	Tennis & Swim Center
105653	6/26/2019	INNER-I ...SECURITY IN FOCUS	APR-JUN 2019 MONITORING- T&SC	75.00	Tennis & Swim Center
105669	6/26/2019	SECURAL SECURITY CORP	ALARM RESPONSE- T&SC	72.84	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- MCCALLA COMPANY	68.56	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- S&S WORLDWIDE	52.54	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- CALABASAS SINCLAIR	50.03	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- FRANKLINS HARDWARE	46.76	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- OFFICE DEPOT	46.46	Tennis & Swim Center
105946	7/24/2019	AIRGAS- WEST	TC HELIUM	45.85	Tennis & Swim Center
105624	6/26/2019	AIRGAS- WEST	TC HELIUM	43.26	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- RALPHS	32.67	Tennis & Swim Center
106042	7/31/2019	KISHIMOTO/RAINE//	REIMB MILEAGE - JUN/JUL 19	28.24	Tennis & Swim Center
105599	6/19/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUN 19	27.48	Tennis & Swim Center
106008	7/30/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JUL 19	27.48	Tennis & Swim Center
105917	7/23/2019	BCC	LIFE & DISABILITY INS- JUL 19	21.98	Tennis & Swim Center
105560	6/19/2019	BCC	LIFE & DISABILITY INS- JUN 19	21.17	Tennis & Swim Center
105836	7/15/2019	US BANK	VISA- AMAZON.COM	19.98	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- AMAZON.COM	19.66	Tennis & Swim Center
105731	7/3/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.50	Tennis & Swim Center
105962	7/24/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.50	Tennis & Swim Center
105554	6/17/2019	US BANK	VISA- POSTAL ANNEX	3.61	Tennis & Swim Center

**Total Amount for 126 Line Item(s) from Tennis & Swim Center**

**\$79,459.22**

**Transportation**

105668	6/26/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	75,333.42	Transportation
105900	7/17/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	22,454.34	Transportation
105816	7/10/2019	RUIZ CONCRETE & PAVING INC.	SIDEWALK REPAIRS	18,387.79	Transportation



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 38 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	13,200.46	Transportation
105790	7/10/2019	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE JUN 2019	9,775.50	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	8,060.88	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	7,436.79	Transportation
105976	7/24/2019	UNITED PACIFIC	FUEL CHARGES- JUN 2019	5,763.97	Transportation
105625	6/26/2019	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	5,565.10	Transportation
105768	7/10/2019	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,989.40	Transportation
105799	7/10/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,228.14	Transportation
105783	7/10/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	4,025.00	Transportation
105793	7/10/2019	JOHN KULAR CONSULTING	ENGINEERING SERVICES	3,936.25	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	3,860.51	Transportation
106013	7/30/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,661.63	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	3,160.19	Transportation
105673	6/26/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,851.49	Transportation
105670	6/26/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	2,795.00	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	2,542.88	Transportation
105670	6/26/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	2,480.10	Transportation
105762	7/9/2019	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- JUL 2019	2,092.14	Transportation
105670	6/26/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	1,972.13	Transportation
106035	7/31/2019	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNALS/LIGHTING	1,918.36	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- JUN 19	1,863.42	Transportation
106040	7/31/2019	JOHN KULAR CONSULTING	ENGINEERING SERVICES	1,752.67	Transportation
105967	7/24/2019	MYERS & SONS HI-WAY SAFETY INC	TRAFFIC SIGNS	1,571.64	Transportation
105657	6/26/2019	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,497.33	Transportation
105670	6/26/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	1,300.00	Transportation
105781	7/10/2019	CONVERSE CONSULTANTS	CONSULTING SERVICES	1,260.00	Transportation
105836	7/15/2019	US BANK	VISA- WOODRANCH BBQ	1,108.89	Transportation
105823	7/10/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	914.45	Transportation
105796	7/10/2019	KIER & WRIGHT CIVIL ENGINEERS	ENGINEERING SERVICES	900.00	Transportation
106046	7/31/2019	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	792.14	Transportation
105904	7/17/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	722.36	Transportation
105835	7/10/2019	ZAP MANUFACTURING, INC.	TRAFFIC SIGNS	701.94	Transportation
105902	7/17/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	643.04	Transportation
105670	6/26/2019	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	601.96	Transportation
105963	7/24/2019	LEAGUE OF CALIFORNIA CITIES	ROAD ASSESSMENTS	500.00	Transportation
105554	6/17/2019	US BANK	VISA- CHEVRON	386.63	Transportation
105836	7/15/2019	US BANK	VISA- USA SHELL	372.24	Transportation
105802	7/10/2019	MC CAIN PERFORMANCE DRIVEN	TRAFFIC SUPPLIES	366.83	Transportation





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 39 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105817	7/10/2019	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	314.16	Transportation
105966	7/24/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUN 19	280.55	Transportation
105861	7/17/2019	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	237.04	Transportation
105554	6/17/2019	US BANK	VISA- CORNER BAKERY	232.00	Transportation
105817	7/10/2019	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	219.99	Transportation
105831	7/10/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	171.24	Transportation
105836	7/15/2019	US BANK	VISA- OTC BRANDS	171.07	Transportation
105961	7/24/2019	LA DWP	TRAFFIC METER SERVICE	166.03	Transportation
105590	6/19/2019	LA DWP	TRAFFIC METER SERVICE	153.39	Transportation
105836	7/15/2019	US BANK	VISA- CALABASAS SINCLAIR/MOBIL	107.44	Transportation
105630	6/26/2019	AT&T	TELEPHONE SERVICE	105.50	Transportation
105983	7/30/2019	AT&T	TELEPHONE SERVICE	96.25	Transportation
105566	6/19/2019	CHAN/BENJAMIN//	REIMB MEASURE M MEETING	94.32	Transportation
105554	6/17/2019	US BANK	VISA- 7 ELEVEN	89.87	Transportation
105836	7/15/2019	US BANK	VISA- HOME DEPOT HD SPLY	84.04	Transportation
105836	7/15/2019	US BANK	VISA- FAMCON UTILITY	68.64	Transportation
105554	6/17/2019	US BANK	VISA- EXXON MOBIL/SINCLAIR	68.40	Transportation
105554	6/17/2019	US BANK	VISA- EXXON MOBIL/SINCLAIR	61.00	Transportation
105836	7/15/2019	US BANK	VISA- UNION 76	53.62	Transportation
105836	7/15/2019	US BANK	VISA- 7 ELEVEN/ UNION 76	53.59	Transportation
105836	7/15/2019	US BANK	VISA- LA DODGERS	40.00	Transportation
105836	7/15/2019	US BANK	VISA- RALPHS	37.18	Transportation
105554	6/17/2019	US BANK	VISA- CHEVRON	37.11	Transportation
105554	6/17/2019	US BANK	VISA- EXXON MOBIL/SINCLAIR	36.18	Transportation
105836	7/15/2019	US BANK	VISA- CALABASAS SINCLAIR	36.10	Transportation
105836	7/15/2019	US BANK	VISA- UNION 76	35.60	Transportation
105554	6/17/2019	US BANK	VISA- UNION 76	35.50	Transportation
105554	6/17/2019	US BANK	VISA- UNION 76	35.34	Transportation
105554	6/17/2019	US BANK	VISA- UNION 76	33.52	Transportation
105836	7/15/2019	US BANK	VISA EXXON MOBIL	30.49	Transportation
105836	7/15/2019	US BANK	VISA- APWA	30.00	Transportation
105554	6/17/2019	US BANK	VISA- UNION 76	29.99	Transportation
105836	7/15/2019	US BANK	VISA- UNION 76	29.99	Transportation
105836	7/15/2019	US BANK	VISA- EXXON MOBIL	27.11	Transportation
105836	7/15/2019	US BANK	VISA- 7 ELEVEN/ UNION 76	21.99	Transportation
105554	6/17/2019	US BANK	VISA- CITY ELECTRIC	12.19	Transportation
105554	6/17/2019	US BANK	VISA- BUENA VISTA CAR WASH	10.25	Transportation
105554	6/17/2019	US BANK	VISA- EXXON MOBIL/SINCLAIR	9.00	Transportation





# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 06/13/2019 to 07/31/2019

Date: 7/31/2019

Time: 1:16:59PM

Page 40 of 40

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
105836	7/15/2019	US BANK	VISA EXXON MOBIL	9.00	Transportation
105554	6/17/2019	US BANK	VISA- HOME DEPOT	7.79	Transportation
<b>Total Amount for 81 Line Item(s) from Transportation</b>				<b>\$231,119.48</b>	
<b>GRAND TOTAL for 1,391 Line Items</b>				<b>\$4,259,711.49</b>	



# Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 06/01/2019 to 07/31/2019

Date: 7/31/2019

Time: 4:13:46PM

Page 1 of 2

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Recoverable / Refund / Liability</b>					
13623	6/26/2019	STROUSE/LAINIE//	CAMP REFUND	1,485.00	Recoverable / Refund / Liability
13608	6/21/2019	BOCZAN/TALY//	REFUND- TENNIS CLASS	190.00	Recoverable / Refund / Liability
13607	6/21/2019	BARSOCCINI/DIANA//	REFUND- TENNIS CLASS	85.00	Recoverable / Refund / Liability
13613	6/21/2019	SWARTZBURG/MICHAEL//	REFUND NTRP TOURNAMENT	78.00	Recoverable / Refund / Liability
13614	6/21/2019	SWARTZBURG/RICK//	REFUND NTRP TOURNAMENT	32.00	Recoverable / Refund / Liability
<b>Total Amount for 5 Line Item(s) from Recoverable / Refund / Liability</b>				<b>\$1,870.00</b>	

**Tennis & Swim Center**

13638	7/22/2019	TOP SEED TENNIS ACADEMY, INC.	PROFIT SHARING FY 18/19	126,695.82	Tennis & Swim Center
13604	6/21/2019	ANTHEM BLUE CROSS	MEDICAL INSURANCE	7,465.22	Tennis & Swim Center
13626	7/11/2019	ANTHEM BLUE CROSS	MEDICAL INSURANCE	7,465.22	Tennis & Swim Center
13636	7/22/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,682.46	Tennis & Swim Center
13630	7/11/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,973.39	Tennis & Swim Center
13618	6/26/2019	ICW GROUP	WORKERS COMP INS	1,738.56	Tennis & Swim Center
13615	6/21/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,587.48	Tennis & Swim Center
13617	6/26/2019	ATMOSPHERE EVENTS & CATERING	PROMOTION/SOCIALS	1,445.40	Tennis & Swim Center
13633	7/11/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,327.91	Tennis & Swim Center
13617	6/26/2019	ATMOSPHERE EVENTS & CATERING	PROMOTION/SOCIALS	1,314.00	Tennis & Swim Center
13634	7/11/2019	WILSON SPORTING GOODS	FACILITY EXPENSE	1,067.26	Tennis & Swim Center
13632	7/11/2019	PHILIDELPHIA INSURANCE	INSURANCE EXPENSE	1,022.50	Tennis & Swim Center
13612	6/21/2019	NET RESULTS TENNIS LLC	GIFT CERTS - LEAGUE PRIZES	905.00	Tennis & Swim Center
13637	7/22/2019	THOUSAND OAKS TROPHIES	PROMOTION/SOCIALS	868.73	Tennis & Swim Center
13633	7/11/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	786.27	Tennis & Swim Center
13615	6/21/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	702.61	Tennis & Swim Center
13633	7/11/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	623.16	Tennis & Swim Center
13610	6/21/2019	MARILYN'S TROPHIES	PROMOTION/SOCIALS	579.15	Tennis & Swim Center
13629	7/11/2019	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	570.84	Tennis & Swim Center
13606	6/21/2019	ATMOSPHERE EVENTS & CATERING	PROMOTION/SOCIALS	555.48	Tennis & Swim Center
13628	7/11/2019	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	436.00	Tennis & Swim Center
13628	7/11/2019	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	436.00	Tennis & Swim Center
13619	6/26/2019	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	422.27	Tennis & Swim Center
13624	6/26/2019	THOUSAND OAKS TROPHIES	PROMOTION/SOCIALS	416.13	Tennis & Swim Center
13609	6/21/2019	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	364.31	Tennis & Swim Center
13605	6/21/2019	AT&T	TELEPHONE SERVICE	353.66	Tennis & Swim Center
13635	7/22/2019	AT&T	TELEPHONE SERVICE	351.23	Tennis & Swim Center
13639	7/22/2019	WORLD TEAM TENNIS	LEAGUE FEES 2019	350.00	Tennis & Swim Center



# Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 06/01/2019 to 07/31/2019

Date: 7/31/2019

Time: 4:13:54PM

Page 2 of 2

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
13627	7/11/2019	BLUE SHIELD OF CA	INSURANCE EXPENSE	314.90	Tennis & Swim Center
13616	6/21/2019	XEROX FINANCIAL SERVICES	ADMINISTRATIVE EXPENSES	288.97	Tennis & Swim Center
13640	7/22/2019	XEROX FINANCIAL SERVICES	ADMINISTRATIVE EXPENSES	288.97	Tennis & Swim Center
13631	7/11/2019	MARILYN'S TROPHIES	PROMOTION/SOCIALS	273.49	Tennis & Swim Center
13610	6/21/2019	MARILYN'S TROPHIES	PROMOTION/SOCIALS	209.14	Tennis & Swim Center
13610	6/21/2019	MARILYN'S TROPHIES	PROMOTION/SOCIALS	150.15	Tennis & Swim Center
13621	6/26/2019	SCTA	2019 CTSC NTRP/OPEN	136.00	Tennis & Swim Center
13622	6/26/2019	SECURAL SECURITY CORP	SECURITY- T&SC	121.72	Tennis & Swim Center
13611	6/21/2019	MCAVOY/STEVE//	REIMBURSE EXPENSE	111.45	Tennis & Swim Center
13603	6/21/2019	ADP, INC	ADMINISTRATIVE EXPENSES	99.37	Tennis & Swim Center
13625	7/11/2019	ADP, INC	ADMINISTRATIVE EXPENSES	99.37	Tennis & Swim Center
13633	7/11/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	96.16	Tennis & Swim Center
13628	7/11/2019	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	93.18	Tennis & Swim Center
13606	6/21/2019	ATMOSPHERE EVENTS & CATERING	PROMOTION/SOCIALS	91.98	Tennis & Swim Center
13620	6/26/2019	RICHARDS/JEFF//	REIMBURSE EXPENSE	44.22	Tennis & Swim Center
<b>Total Amount for 43 Line Item(s) from Tennis &amp; Swim Center</b>				<b>\$166,925.13</b>	
<b>GRAND TOTAL for 48 Line Items</b>				<b>\$168,795.13</b>	

## FUTURE AGENDA ITEMS

Department                      Agenda Headings      Agenda Title/Future Agenda

### 28-Aug

1	CC	Presentation	From LA County Registrar Recorder's office regarding new voting system, Voting Solutions for all People
2	CC	Presentation	Youth Commission
3	CD	New Business	Introduction of Ordinance No. 2019-376, establishing a safe distance siting standards of 300 feet from the Ventura Fwy. for playgrounds and other outdoor activity areas for children
4	PW	New Business	Dial-A-Ride needs assessment study
5	CM	New Business	Homeless update

### Future Items

6	CC	Presentation	Introduction of new AHCCC Executive Director
7	CD	Public Hearing	West Village Project
8	CD	New Business	Report on expiration of affordable housing entitlements
9	AS/HR	New Business	Hiring freeze explanation/process
10	PW	Consent	Approval of a Professional Services Agreement with Prevailing Wages to ____ in the Amount of \$__ for Construction of 3 Medians on Malibu Hills Road as part of City's Green Street Projects
11	PW	New Business	Recommendation from the Environmental Commission regarding anticoagulants ordinance
12	CC	Presentation	Anti-bullying proclamation/program
13	AS	New Business	Evaluation of private security est. Jan 2020
14			Clean Power Alliance update Jan 2020
15	CS	New Business	Commemorative plaques for City facilities
16	PW	New Business	A presentation on the City's current Transportation Demand Management policy
17	CD	New Business	Citywide cell coverage discussion
18	PW	New Business	Recommendation from the Environmental Commission regarding San Jose Ordinance and other ideas for further reduction of plastics including plastic bags
19	CD/Finance	New Business	Annexation updates
20	CA	New Business	Closed session regarding State's mandate for affordable housing
21	CA/CC	New Business	Report/timeline on a cannabis tax initiative
22	AS/HR	New Business	Salary adjustments policy

### 2019 Meeting Dates

Sep 11	Nov 13
Sep 25	Nov 27 - Canceled - Thanksgiving Eve
Oct 9 Canceled - Yom Kippur	Dec 11 - Council Reorganization
Oct 23	Dec 25 - Canceled - Christmas