



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, AUGUST 24, 2016
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
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.**

CLOSED SESSION – 6:00 P.M.

1. Conference with Legal Counsel; Existing Litigation
(Gov. Code § 54956.9(d)(1))

The City Council finds, based on advice from legal counsel, that discussion in open session will prejudice the position of the local agency in the litigation.

Name of Case: PERS v. City of Calabasas

Case No. or Claim No.: PERS Administrative Case No. CID 2628497701

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Boy Scouts Troop 642
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:15 P.M.

- Adjourn in memory

PRESENTATIONS – 7:30 P.M.

- To 2015 CIF Western Division Football Champion Calabasas High School Coyotes
- By Las Virgenes - Malibu Council of Governments (COG) regarding Measure R
- Commemorative 25th Anniversary Library Cards to the City Council

ORAL COMMUNICATION – PUBLIC COMMENT – 8:15 P.M.

CONSENT ITEMS – 8:20 P.M.

1. Approval of meeting minutes from August 10, 2016
2. Adoption of Resolution No. 2016-1521, approving an amended Conflict of Interest Code for certain City departments, Commission and Boards pursuant to the Political Reform Act of 1974
3. Approval of Memorandum of Understanding with the County of Los Angeles Flood Control District for funding of Las Virgenes Creek Restoration Project – Phase II in the amount of \$645,200
4. Recommendation to approve a Professional Services Agreement for \$409,756 with Michael Baker International, Inc. for the Lost Hills Interchange/US 101 design support during construction and for the Community Development Block Grant Housing Rehabilitation Program Consulting

NEW BUSINESS 8:30 P.M.

5. Discussion of City Ridgelines, associated Codes and Policies and direction to staff
6. Consideration of Senate Bill 415 (SB 415) requiring change in municipal election dates to statewide election dates, and options available. Direction to staff on the desired option
7. Discussion of resolution(s) before the League of California Cities (League) Annual Meeting on October 7, 2016
8. Presentation and discussion of the operating and capital budgets for July 1, 2016 through June 30, 2018

INFORMATIONAL REPORTS – 10:40 P.M.

9. Check Register for the period of August 2-11, 2016

TASK FORCE REPORTS – 10:45 P.M.

CITY MANAGER’S REPORT – 10:50 P.M.

FUTURE AGENDA ITEMS – 10:55 P.M.

ADJOURN – 11:00 P.M.

The City Council will adjourn in memory of Ruth Sherman to their next regular meeting scheduled on Wednesday, September 14, 2016, at 7:00 p.m.

Measure R Highway Funds

The ½ cent sales tax measure known as Measure R was approved by Los Angeles County voters in 2008. Metro committed \$175 million in Measure R Highway Funds to the Las Virgenes-Malibu COG Subregion, which also includes a portion of unincorporated County area, over the 30 year term of Measure R. Below is a summary of Measure R funds that Metro has already allocated to the COG cities.

City	Pop	% Pop	Per Cap	Rounded	Current
Agoura Hills	20,300	.242	42,291,667	42,300,000	40,600,000
Calabasas	23,000	.274	47,916,667	47,900,000	47,550,000
Hidden Hills	1,800	.021	3,750,000	3,700,000	1,000,000
Malibu	12,600	.150	26,250,000	26,300,000	21,000,000
Westlake Village	8,300	.099	17,291,667	17,300,000	18,150,000
L.A. County	18,000	.214	37,500,000	27,500,000	10,000,000

Agoura Hills – Total Measure R Highway Funds: \$40,600,000

Agoura Road Widening: \$32,000,000

Construct 4-travel lanes (2 EB and 2 WB) on Agoura Road, between westerly City limit to Kanan Road. Construct parking, sidewalk, lighting, striping, etc. improvements on Agoura Road, between Kanan Road and Cornell Road. Include infrastructure for all modes of transport (motorists, pedestrians, bikes).

Estimated Project Completion Date – December 2016

Kanan/Agoura Road Ultimate Intersection (formerly “Roundabout”): \$1,000,000

Design and construct a traffic signal at the intersection of Kanan Road and Agoura Road.

Estimated Project Completion Date – Fall 2016

Palo Comado Interchange: \$7,350,000

Expand Palo Comado Interchange (@ Chesebro) to accommodate one additional through lane, left turn pockets, bike and ped facilities on both sides of the overpass. Includes traffic signal at NB offramp, and aesthetic enhancements (landscape and hardscape).

Estimated Project Completion Date – March/April 2017

Kanan Road Overpass Expansion: \$150,000

Expand Kanan Overpass to account for addition lane to get onto the 101-freeway SB towards Los Angeles.

Estimated Project Completion Date – Additional funding needed to begin project.

Regional Transit Center (formerly “Agoura Hills Multi-Modal Center”): \$100,000

Design and Construct a centralized, multi-modal hub for transit, including park-n-ride component.

Estimated Project Completion Date – Additional funding needed to begin project.

Calabasas – Total Measure R Highway Funds: \$47,550,000

Mulholland Hwy Scenic Corridor: \$4,389,800

Implementing safety features for all modes of travel along the corridor, continuing and completing the previous corridor improvements including landscaped medians and shoulders, and providing improved ingress/egress to residential communities and adjacent businesses.

Project Completion Date – May 2016.

Las Virgenes Rd Scenic Corridor: \$5,746,200

Widening and re-alignment of Las Virgenes Road from Lost Hills Road to 4,417 feet north of Lost Hills Road and from 1,493 feet south of Agoura Road to Agoura Road. The additional capacity is needed to improve traffic operations through safety and traffic flow enhancements for all roadway users.

Estimated Project Completion Date – November 2016

Lost Hills Overpass: \$33 million

Replace existing Lost Hills Road Overcrossing and improve the geometry of the existing Interchange.

Estimated Project Completion Date – November 2017.

Calabasas Park and Ride Lot: \$3,700,000

Preparing environmental documentation, designing the facility, performing right of way activities and acquiring the property on which to construct a shared use park and ride facility.

Estimated Project Completion Date – September 2016.

US-101 Ramp @Las Virgenes Road: \$500,000

Modifying the US-101 Eastbound Off-Ramp at Las Virgenes Rd from 500 feet west of Las Virgenes Rd to Las Virgenes Rd to include an additional right turn lane and traffic signal and striping modifications to accommodate the new design.

Estimated Project Completion Date – September 2017.

West Calabasas Road and US-101 Ramps: \$214,000

Widen Calabasas Road west of the US101/Parkway Calabasas interchange to provide a travel lane in each direction and a double left-turn middle lane with landscaped medians, and a continuous sidewalk; and will provide intersection modifications at Calabasas Road and Mureau Road.

Estimated Project Completion Date – N/A future funding required

Hidden Hills – Total Measure R Highway Funds: \$1,000,000

Long Valley Road/Valley Circle/US-101: \$1,000,000

On-ramp Improvements, Intersection and parkway improvements to increase traffic flow, alleviate traffic congestion, and reduce unnecessary conflicts between pedestrians and vehicles along Long Valley Road and Valley Circle Boulevard.

Estimated Project Completion Date – December 2017

Malibu – Total Measure R Highway Funds: \$21,000,000

Civic Center Way Improvements: \$3,000,000

Grading and expanding approximately one mile of Civic Center Way from Webb Way to Malibu Canyon Road. This will improve horizontal and vertical sight distance, create additional space for motorists, pedestrians, bicyclists and transit to travel and improve regional operational flow.

Estimated Project Completion Date – July 2018

PCH Roadway and Bike Improvements from Busch Drive to Western City Limits: \$500,000

The project will improve the existing bike route, install safety improvements and upgrade the bike route along PCH from Busch Drive to the western City limits.

Project Completed – January 2015

PCH Raised Median and Channelization from Webb Way to Puerco Canyon Road: \$6,950,000

The PCH Raised Median and Channelization Project will improve and install raised medians along PCH/SR-1 from Webb Way to Puerco Canyon Road, a distance of approximately 2 miles. The project will channelize the highway, regulate turn movements and improve regional operational flow of traffic.

Estimated Project Completion Date – Working on MOU with Metro, SOW with Caltrans

PCH Intersection Improvements: \$1,000,000

Various intersection improvements along PCH for mobility, safety and to improve regional operational flow of traffic.

Estimated Project Completion Date – Working on MOU with Metro

PCH at Big Rock Drive Intersection & La Costa Area Pedestrian Improvements: \$950,000

Traffic signal modifications at PCH and Big Rock Drive to include a protected left turn lane. Also included in this project are new pedestrian crossing improvements near 21440 PCH to promote traffic safety.

Estimated Project Completion Date – January 2018

PCH/Kanan Dume Road Intersection and Arrester Bed: \$900,000

The Pacific Coast Highway and Kanan Dume Road Intersection and Arrester Bed Improvements Project will improve and channelize the intersection of PCH/SR-1 and the existing arrester bed that extends along Kanan Dume Road north of the PCH/SR-1 intersection. The improvements include installing PCH/SR-1 traffic signal detectors in the arrester bed, extending the number 1 left turn lane, realigning, extending and upgrading the existing arrester bed. The improved channelization of the intersection and arrester bed as well as the signal detectors will promote traffic flow and increase the efficiency and operation of this key intersection.

Project Completed – January 2015

PCH Regional Traffic Message System: \$500,000

The Pacific Coast Highway Regional Traffic Message System Project will enable the City of Malibu and other agencies to notify travelers of critical regional traffic and safety information and facilitate traffic flow throughout the region. Changeable Message Signs will be installed at strategic locations along the PCH/SR-1 corridor in the City of Malibu. As part of this project, the City will install 3 permanent changeable message signs at two intersections along PCH/SR-1. Signs will be installed at the intersection of PCH/SR-1.

Estimated Project Completion Date – Revising SOW with Metro

PCH Shoulder Enhancements: \$3,500,000

Improve the existing highway shoulder at strategic locations along PCH/SR-1 to provide sufficient room to accommodate multiple users simultaneously. In many locations, the existing shoulder conditions are too narrow to provide adequate space for parked cars, transit vehicles, cyclists and pedestrians. As a result, conflicts arise between various users of the highway, increasing the likelihood of collision. This project will enhance the shoulder to reduce conflicts and potential for collisions and, thus, serve to reduce incident delay on the highway.

Estimated Project Completion Date – On hold pending PCH Parking Study

Signal System Improvements – John Tyler Dr. to Topanga Canyon Road: \$3,700,000

Interconnecting and upgrading the traffic signals on PCH from John Tyler Drive to Topanga Canyon Blvd. These improvements will promote safety and improve traffic

Estimated Project Completion Date – Working on MOU with Metro

Westlake Village: Total Measure R Funding: \$18,150,000

Route 101/Lindero Canyon. Road Bridge & Interchange Project: \$13,001,000

Roadway and bridge improvements along Lindero Canyon Road, which includes the addition of travel lanes crossing Highway 101, reconstruct portions of the roadway, curb, gutter, construct raised medians, and traffic signal modifications, utility improvements, and the addition of a free right turn lane at the intersection of Lindero Canyon Road and Via Colinas. Additional improvements are on Agoura Road between the eastern City Limit and Lakeview Canyon Road and include the Lindero/Agoura Intersection and bridge widening to provide additional turning lanes, Northbound freeway ramp and auxiliary lane improvements, and intersection work at Lakeview and Agoura.

Estimated project completion: December, 2017.

Highway 101 Park and Ride: \$5,149,000

Construction of parking lot and access roads for a park and ride facility serving Highway 101. This work included paving, retaining walls, drainage, and lighting.

Estimated project completion: May 2016.

COG Future Subregional Transportation Priorities*

Approved August 2015

*Note: Although the priorities lists for each city vary in the total amount, the COG has agreed any new funding would be allocated per capita, as done with Measure R Highway Funds. Thus, assuring each city will receive its fair share of funds.

Agoura Hills

Cost Estimate

Palo Comado Interchange	16,500,000
Regional Transit Center	12,000,000
Kanan Road Overpass Expansion	30,000,000
Roadside Drive Widening	20,000,000
Kanan/Agoura Road Intersection	<u>5,000,000</u>
	\$83,500,000

Calabasas

Mulholland Highway Shoulder Safety Improvement	17,000,000
Las Virgenes Road Shoulder Safety Improvement	6,200,000
Reconstruct Malibu Hills Road	2,900,000
Sig Sync & Adaptive Timing Upgrade Calabasas Road & Mulholland Hwy	910,000
Calabasas Bicycle Master Plan Projects	<u>4,000,000</u>
	\$31,010,000

Hidden Hills

No projects are anticipated at this time.

Malibu

Signal Sync Phase 2 – Paradise Cove to Trancas Canyon Road	3,500,000
Malibu Canyon Road Regional Connector Widening	2,500,000
PCH West Multi-Modal Medians, Roadway and Shoulder Improvements	5,000,000
PCH East Multi-Modal Medians, Roadway and Shoulder Improvements	<u>3,325,000</u>
	\$14,325,000

<u>Westlake Village</u>	<u>Cost Estimate</u>
Sidewalk Improvements	8,000,000
Signal Sync	1,000,000
Business Park Area Improvements	20,000,000
Class 2 Bike Lanes in Business Park Area	5,500,000
NB Onramp at Lakeview Canyon Road	8,000,000
State of Good Repair Safety Projects (bridges, guardrails, sidewalks, etc.)	15,000,000
Traffic Signal Improvements: real time signal control/incident management	2,000,000
Regional Green Streets Program (runoff/stormwater improvements)	10,000,000
Regional TDM Programs to Reduce Trips	2,000,000
Electric Vehicle Charging Stations in public parking structures	<u>1,000,000</u>
	\$72,500,000

Agoura Hills, Malibu, Westlake Village

Regional Parking Structures – near key activity/transit centers in Agoura Hills, Malibu and Westlake Village	30,000,000
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Los Angeles County

Las Virgenes Road/Malibu Canyon Road intersection improvements	1,500,000
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**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, AUGUST 10, 2016**

Mayor Bozajian called the Closed Session to order at 6:11 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

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

CLOSED SESSION

1. Conference with Legal Counsel-Anticipated Litigation-One Case- Government Code section 54956.9 (d)(4).

The Council convened to Open Session in the Council Chambers at 7:00 p.m.

The City Attorney reported that there were no reportable actions from the Closed Session.

ROLL CALL

Present: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Gaines, Shapiro and Weintraub
Absent: None
Staff: Bartlett, Bingham, Coroalles, Hernandez, Holden, Howard, Michitsch, Rubin, Tamuri and Yalda.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Girl Scouts Troop 10016.

APPROVAL OF AGENDA

Councilmember Gaines moved, seconded by Councilmember Weintraub to approve the agenda. MOTION CARRIED 5/0 as follows:

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

ANNOUNCEMENTS/INTRODUCTIONS

- Adjourn in memory

Mayor Bozajian announced that the meeting would be adjourned in memory of Bill Richmond.

Members of the Council made the following announcements:

Councilmember Weintraub:

- Expressed appreciation to those who attended the Annual National Night Out event in the City.
- Extended an invitation to a Blue Hawaiian Luau on August 21 at the Senior Center.

Councilmember Shapiro:

- Welcomed everyone back from summer break.
- Expressed appreciation to all involved in the 4th of July festivities.
- Expressed appreciation for all the events commemorating the City's 25th anniversary, which included the opening of the Senior Center.
- Extended an invitation to an ice cream social at the Senior Center on August 12.
- Extended an invitation to the Leonis Adobe 50th anniversary BBQ celebration on August 20.
- Encourage everyone to drive cautiously with the beginning of the new school year.

Councilmember Gaines:

- Reiterated welcoming remarks from summer break.
- Extended appreciation to staff for the great summer concerts and extended an invitation to the last concert on August 28.
- Extended an invitation to Calabasas High School opening football game on September 2, which will be dedicated to honor all law enforcement agencies and firefighters who worked on the Old Fire.
- Informed residents that old street signs are being replaced throughout the City.
- The Chamber monthly mixer is scheduled on August 11.
- Featured the new Recreation Brochure.

Mayor pro Tem Maurer:

- Reiterated an invitation to the last summer concert featuring the New West Symphony.
- Extended an invitation to the annual back to school party on August 19 at the Tennis & Swim Center.

Mayor Bozajian:

- Extended appreciation to staff for securing grant money for the City's first Electric Vehicle Charging Station unveiled on August 10.
- Extended appreciation to all involved in the 4th of July festivities.
- Reiterated appreciation to all involved in the City's 25th anniversary celebrations.

- Extended an invitation to City of Calabasas' Dodger Night on September 6.

PRESENTATIONS

- Film Festival Update

Joe, Kelley and Nicole Fries presented an update.

- Sheriff's Crime Report

Lt. Rotella presented the report

ORAL COMMUNICATIONS – PUBLIC COMMENT

Ed Albrecht, Ronette Kaplan, Frona DeCovnick and Rick Young spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from June 22, 2016
2. Adoption of Resolution No. 2016-1520, designating Mayor Bozajian as the voting delegate and Mayor pro Tem Maurer as the alternate voting delegate for the League of California Cities annual conference/business meeting on October 7, 2016
3. Adoption of Resolution No. 2016-1523, approving the acquisition of one Los Angeles County tax-defaulted properties in the Calabasas Highlands in the approximate amount of \$1,426, plus administration costs (Assessor Parcel No. 2072-018-005)
4. Recommendation to reallocate the duties of the Recreation Services Manager; adopt Resolution No. 2016-1522, creating the positions of Deputy Director of Community Services, Recreation Manager and Recreation Supervisor; eliminating the positions of Recreation Services Manager, Special Events Coordinator, Business Services Coordinator and one Recreation Coordinator and approving salary range for said positions
5. Recommendation to adopt Resolution No. 2016-1524, amending Resolution No. 2015-1476 (2015 Citywide Speed Survey), authorizing the update and enforcement of the proposed posted speed changes on Mulholland Highway

6. Recommendation to increase contingency amount from \$318,924 to \$574,063 for the Mulholland Scenic Corridor Phase III Project, Specification No. 14-15-06 to C.A. Rasmussen, Inc.
7. Adoption of Resolution No. 2016-1519, authorizing the submittal of an application for the Used Oil Payment Program for the next five years
8. Recommendation to approve a purchase order with A-Z Bus Sales in the amount of \$292,382.65 for the procurement of two 30-passenger CNG shuttles using Federal Transit Administration (FTA) Congestion Mitigation and Air Quality Improvement Program Funds awarded during LACMTA's FY2013 Call for Projects

Mayor Bozajian and Councilmember Shapiro pulled Item Nos. 5 and 6, respectively.

Inquiries from Councilmember Shapiro on Item No. 6 were answered.

Mayor pro Tem Maurer moved, seconded by Councilmember Shapiro to approve Consent Item Nos. 1-4, 6-8. MOTION CARRIED 5/0 as follows:

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

Inquiries from Mayor Bozajian on Item No. 5 were answered.

Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Consent Item No. 5. MOTION CARRIED 5/0 as follows:

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

NEW BUSINESS

9. Certification of Referendum Petition entitled, "Referendum Against an Ordinance by the Calabasas City Council – Ordinance No. 2016-333" and 1) consideration of Ordinance No. 2016-339 repealing Ordinance No. 2016-333 or b) consideration of Resolution No. 2016-1525 and all other related Resolutions calling an Election to submit Ordinance No. 2016-333 to the voters. Ordinance No. 2016-333, under consideration for repeal or submission to the voters, approved changing the existing zoning from planned development – residential multifamily (20) – open space development restricted – scenic corridor to commercial retail – residential multifamily (20) – open space development restricted – scenic corridor – development plan to accommodate: 67 single-family detached homes and two affordable duplexes; a 72,872 square-foot, three-story hotel; and preservation of approximately 61.0 acres as permanent open space, on a 77-acre property at 4790 Las Virgenes Road, Calabasas

Ms. Hernandez presented an overview.

David Litt spoke on Item No. 9.

Extensive discussion ensued.

Mayor pro Tem Maurer voted in favor of Ordinance No. 2016-339, repealing Ordinance No. 2016-333; however, no support was received from the other members of the City Council.

Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Item No. 9 as follows:

- Receive and file the City Clerk's Certificate of Sufficiency for the Referendum Petition entitled, "Referendum Against an Ordinance Passed by the Calabasas City Council – Ordinance No. 2016-333;" and
- Adopt Resolution No. 2016-1525 calling an Election to submit Ordinance No. 2016-333 to the voters on November 8, 2016;
- Adopt Resolution 2016-1527 setting priorities for filing written arguments, rebuttal arguments and directing the City Attorney to prepare an Impartial Analysis; and
- Adopt Resolution No. 2016-1526 requesting consolidation with the County of Los Angeles to conduct a Special Election on November 8, 2016.

MOTION CARRIED 5/0 as follows:

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

10. Las Virgenes Road construction update

Mr. Yalda and Ms. Holden presented an update.

Mary Hubbard spoke on Item No. 10.

The meeting recessed at 9:12 p.m.

The meeting reconvened at 9:21 p.m.

Council discussion ensued.

11. Discussion of a Commercial Auto Retail (CAR) Overlay Zone and direction to staff

Ms. Tamuri presented the report.

Direction was provided to staff.

INFORMATIONAL REPORTS

12. Check Register for the period of June 15-July 27, 2016

No action was taken on this item.

TASK FORCE REPORTS

Councilmember Shapiro reported his attendance with Councilmember Gaines to the installation of the League of California Cities, Los Angeles Division Board of Directors.

Councilmember Weintraub reported her attendance to the recent COG meeting and stated that a report on Measure R will be presented at the next Council meeting. Mayor pro Tem Maurer reported her attendance with Councilmember Weintraub to an Emergency Preparedness Taskforce meeting to review available tools and processes.

CITY MANAGER'S REPORT

Mr. Coroalles reported on a recent meeting with Acura in regard to the auto dealerships coming to the City.

FUTURE AGENDA ITEMS

Mayor Bozajian requested that Senior Center membership be discussed by the Parks, Recreation and Education Commission. He stated that Senate Bill 415 – Increase Voter Participation will be presented at the next Council meeting.

The Council requested that a Sheriff Deputy be in attendance at all Council meetings.

Councilmember Gaines stated that the budget is scheduled for next meeting as well.

Councilmember Weintraub requested the Chamber of Commerce contract be reviewed in relation to their contributions to the City.

ADJOURN

The City Council adjourned at 10:24 p.m. in memory of Bill Richmond to their next regular meeting scheduled on Wednesday, August 24, 2016, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: AUGUST 12, 2016
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MARICELA HERNANDEZ, MMC, CITY CLERK *MHC*
SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1521, APPROVING AN AMENDED CONFLICT OF INTEREST CODE FOR CERTAIN CITY DEPARTMENTS, COMMISSIONS, AND BOARDS PURSUANT TO THE POLITICAL REFORM ACT OF 1974

MEETING
DATE: AUGUST 24, 2016

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2016-1521, approving an amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

BACKGROUND:

The Political Reform Act requires each local agency to adopt a Conflict of Interest Code for City staff, commissioners, and board members who make or participate in the making of government decisions. The City Council last updated the Conflict of Interest Code on August 27, 2014. Since that time, several organizational and personnel changes have occurred which now compels the City Council to review the Code and make the appropriate amendments.

DISCUSSION:

Positions which are identified under the City's Code must file the Fair Political Practices Commission's (FPPC) Form 700 - Statement of Economic Interest. This

form is filed with the City Clerk's Office on an annual basis and provides information regarding the designated individual's financial interests within the City's boundaries. It also includes a provision that triggers the application of gift prohibitions and other regulations.

REQUESTED ACTION:

Adopt Resolution No. 2016-1521, approving an amended Conflict of Interest Code for certain City departments, commissions and boards pursuant to the Political Reform Act of 1974.

ATTACHMENTS:

- A. 2016 Local Agency Biennial Notice
- B. Resolution No. 2016-1521 redlined version
- C. Resolution No. 2016-1521

2016 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

An amendment is required. The following amendments are necessary:

(Check all that apply.)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2016**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

100 Civic Center Way, Calabasas, CA 91302

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

ITEM 2 ATTACHMENT B
RESOLUTION NO. ~~2014~~2016-14261521

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA APPROVING AN AMENDED CONFLICT OF INTEREST CODE FOR CERTAIN CITY DEPARTMENTS, COMMISSIONS, AND BOARDS PURSUANT TO THE POLITICAL REFORM ACT OF 1974.

WHEREAS, the City Council adopted a Conflict of Interest Code for certain City departments, ~~boards~~Boards and ~~e~~Commissions on April 5, 1991, (Resolution No. 91-26) and further amended said Code on September 23, 1992, (Resolution No. 92-148); September 28, 1994, (Resolution No. 94-297); October 2, 1996, (Resolution No. 96-411); October 7, 1998, (Resolution No. 98-514); October 4, 2000, (Resolution No. 2000-655); December 4, 2002, (Resolution No. 2002-795); November 17, 2004, (Resolution No. 2004-915); November 15, 2006, (Resolution No. 2006-1045); August 13, 2008, (Resolution No. 2008-1144); and August 25, 2010, (Resolution No. 2010-1256); ~~and~~ September 12, 2012, (Resolution No. 2012-1349); and August 27, 2014, (Resolution No. 2014-1426) in accordance with the Political Reform Act of 1974; and

WHEREAS, Section 87306.5 of the Government Code states that every agency shall review its Conflict of Interest Code no later than July 1 of each even-numbered year, subject to the provisions of Section 87302(a) and 87303, when necessitated by changed circumstances; and submit amendments to the Code reviewing body no later than October 1 of the same year; and

WHEREAS, Title 2 California Code of Regulations Section 18730 contains the terms of a standardized conflict of interest code which will update the City's Conflict of Interest Code and maintain compliance with all new and future regulations adopted by the Fair Political Practices Commission; and

WHEREAS, since the last Code review in ~~2012~~2014, ~~a two~~positions ~~has~~have been deemed to make, or participate in the making of, decisions which may have a foreseeable material effect on a financial interest, and it is, therefore, appropriate to add ~~this~~these positions; and

WHEREAS, a new department has been designated, and it is, therefore, appropriate to include this department; and

WHEREAS, ~~some a~~ previously listed positions ~~are no longer in existence~~has been vacated, and it is, therefore, appropriate to eliminate ~~those that~~ positions from the Code, and

WHEREAS, two previously listed positions have changed slightly in name, and it is, therefore, appropriate to make those changes in the Code; and

WHEREAS, two positions have been reassigned to other departments, and it is, therefore, appropriate to transfer these positions to the respective department.

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

SECTION 1. Title 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Exhibits in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the City of Calabasas.

SECTION 2. The following departments and categories are hereby designated to comply with the City's Conflict of Interest Code as reflected in Exhibit "A":

- ~~City Attorney~~
- Administrative Services Department
- City Clerk Department
- Community Development Department
- Community Services Department
- Media Operations Department
- Public Safety and Emergency Preparedness Department
- Public Works Department
- ~~Public Safety and Emergency Preparedness~~
- ~~Public Works Department~~

- City Attorney
- Consultant
- City Commissions and Boards

SECTION 3. The designated positions are assigned to one or more of the disclosure categories set forth on Exhibit "B".

SECTION 4. The Determination of Consultant & Disclosure Filing Requirements Form is attached as Exhibit "C".

SECTION 5. Each designated employee named shall file annual statements as defined in said Codes.

SECTION 6. The City Clerk of the City of Calabasas is hereby designated as the filing officer to receive the filed statements, except as provided for in Section 7 of this resolution.

SECTION 7. The Fair Political Practices Commission is hereby designated as the filing officer to receive statements filed by the City Councilmembers, City Manager, City Attorney, Chief Financial Officer/City Treasurer, and Planning Commission ~~m~~Members.

SECTION 8. The City Clerk shall certify as 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 ~~27th~~24th day of August, ~~2014~~2016.

~~David J. Shapiro~~James R. Bozajian,
Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
City Attorney

CONFLICT OF INTEREST CODE OF THE CITY OF CALABASAS

Section 100. Purpose.

Pursuant to the provisions of Government Code Sections 87300 et seq. the City of Calabasas hereby adopts and incorporates by reference Regulation 2 of the California Code of Regulations, Section 18730. (Title 2, Division 6) and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Exhibits "A" "B" and "C", in which members and employees are designated and disclosure categories are set forth, which constitutes the Conflict of Interest Code of the City of Calabasas. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000 et seq.). The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

Section 200. Designated Positions.

The positions listed on Exhibit "A" are designated positions within each city department and/or division. Officers and employees holding those positions are designated employees and are deemed to make, or participate in the making of, decisions which may have foreseeable material effect on a financial interest.

Section 300. Disclosure Statements.

Designated positions shall be assigned to one or more of the disclosure categories set forth on Exhibit "B." Each designated employee shall file an Initial Statement disclosing that employee's interest in investments and real property, and thereafter an annual statement disclosing said employee's interest in investments, real property and income designated as reportable under the category to which the employee's position is assigned on Exhibit "A".

Section 400. Place and Time of Filing.

- (a) All designated employees required to submit a Statement of Economic Interests shall file the original, on the form provided (per Section 500 of this Code), with the City Clerk's Office.
- (b) A designated employee required to submit an Initial Statement of Economic Interests shall submit the statement within thirty (30) days after the effective date of this Code.

- (c) Merit service employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement within thirty (30) days after date of assuming the designated position.
- (d) All other employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement not less than thirty (30) days after assuming the designated position.
- (e) Annual Statements shall be filed with the City Clerk's Office no later than the 1st day of April of each year by all designated employees. Such statements shall cover the period of the preceding fiscal year.
- (f) A Leaving Office Statement shall be filed within thirty (30) days after leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- (g) Individuals who resign designated positions within 30 days following initial appointment are not deemed to assume or leave office, provided that during the period between appointment and resignation, the individual did not make, participate in making, or use the position to influence any decision of the City or receive, or become entitled to receive any form of payment by virtue of being appointed to the position.
- (h) A designated employee required to file a Statement of Economic Interests with any other agency, which is within the same territorial jurisdiction as the City and disclosure requirements are identical, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate statement.
- (i) "Consultant", as defined by FPPC Regulation 18700, is herewith added to the list of designated employees and such persons shall disclose pursuant to the broadest disclosure category in the code, subject to the limitations stated in Exhibit "C" attached hereto.

Section 500. Form for Statements of Economic Interests.

Statements of Economic Interests shall be made on form supplied by the Fair Political Practices Commission, which forms shall be made available by the City Clerk's Office.

Section 600. Definitions.

GIFT

- (a) "Gift" means, except as provided in subdivision (b), any payment to the extent that consideration of equal or greater value is not received and includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public without regard to official status. Any person, other than a defendant in a criminal action, who claims that a payment is not a gift by reason of receipt of consideration has the burden of proving that the consideration received is of equal or greater value.

- (b) The term "gift" does not include:
 - (1) Informational material such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursement for any expenses shall be deemed "informational material";

 - (2) Gifts which are not used and which, within thirty (30) days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for tax purposes;

 - (3) Gifts from an individual's spouse, registered domestic partner, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin or the spouse or registered domestic partner of any such person; provided that a gift from any such person shall be considered a gift if the donor is acting as an agent or intermediary for any person not covered by this paragraph;

 - (4) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.

 - (5) Any devise or inheritance.

INCOME

- (a) "Income" means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse or registered domestic partner. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse or registered domestic partner owns, directly, indirectly or beneficially, a 10 percent interest or greater. "Income," other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this Code.
- (b) "Income" also does not include:
- (1) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.
 - (2) Salary and reimbursement for expenses or per diem received from a state, local or federal government agency and reimbursement for travel expenses and per diem received from a bona fide educational, academic or charitable organization.
 - (3) Any devise or inheritance.
 - (4) Interest, dividends or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or governing agency.
 - (5) Dividends, interest or any other return on a security which is registered with the Securities and Exchange Commission of the United States government.

- (6) Redemption of a mutual fund.
- (7) Alimony or child support payments.
- (8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status if:
 - (A) Used to purchase, refinance the purchase of, or for improvements to, the principal residence of filer; or
 - (B) The balance owed does not exceed ten thousand dollars (\$10,000).
- (9) Any loan from an individual's spouse, registered domestic partner, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt or first cousin, or the spouse or registered domestic partner of any such person, provided that a loan from any such person shall be considered income if the lender is acting as an agent or intermediary for any person not covered by this paragraph.
- (10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status, so long as the balance owed to the creditor does not exceed ten thousand dollars (\$10,000).
- (11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

INTEREST IN REAL PROPERTY

"Interest in real property" includes any leasehold, beneficial or ownership interest or any option to acquire such an interest in real property located in the City owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family if the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the

individual or immediate family owns, directly, indirectly or beneficially, a 10 percent interest or greater.

INVESTMENT

"Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this Code. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10 percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission.

CONSULTANT

"Consultant" means any individual who, pursuant to a contract with a state or local government agency:

- (a) Makes a governmental decision whether to:
 - (1) Approve a rate, rule, or regulation;
 - (2) Adopt or enforce a law;
 - (3) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement;

- (4) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
 - (5) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
 - (6) Grant agency approval to a plan, design, report, study, or similar item;
 - (7) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or
- (b) Serves in a staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code.

Section 700. Disqualification.

Designated employees shall disqualify themselves from making or participating in the marking or in any way attempting to use their official position to influence a governmental decision when it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on:

- (a) Any reportable investment;
- (b) Any interest in real property;
- (c) Any reportable source of income, other than loans by a commercial lending institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within twelve (12) months prior to the time when the decision is made;
- (d) Any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
- (e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating five hundred dollars (\$500) or more in value provided

to, received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.

EXHIBIT "A"

Department: CITY ATTORNEY

<u>Designated Employees:</u>	<u>Categories</u>
<u>Assistant City Attorney</u>	<u>1, 2, 3, 4</u>

Department: ADMINISTRATIVE SERVICES DEPARTMENT

<u>Designated Employee:</u>	<u>Categories</u>
<u>Administrative Services Director</u>	<u>1, 2, 3, 4</u>
<u>Administrative Services Manager</u>	<u>1, 2, 3, 4</u>
<u>City Clerk</u>	<u>1, 2, 3, 4</u>
<u>City Librarian</u>	<u>1</u>

Department: CITY CLERK

<u>Designated Employee:</u>	<u>Categories</u>
<u>City Clerk</u>	<u>1, 2, 3, 4</u>

Department: COMMUNITY DEVELOPMENT DEPARTMENT

<u>Designated Employees:</u>	<u>Categories</u>
Community Development Director	1, 2, 3, 4
City Planner	1
Senior Planner	1
Planner	1
Associate Planner	1
Planning Assistant	1
Building Official	1
Senior Building Inspector	1
Building Inspector	1
Code Enforcement Officer	1
Permit Center Coordinator	1
Building Assistant	1

Department: COMMUNITY SERVICES

<u>Designated Employees:</u>	<u>Categories</u>
<u>Community Services Director</u>	<u>1, 2, 3, 4</u>
<u>Deputy Director of Community Services</u>	<u>1, 2, 3, 4</u>
<u>Recreation Manager</u>	<u>1</u>

Facility Supervisor	1
Preschool Principal	1

Department: MEDIA OPERATIONS

Designated Employees:	Categories
Media Operations Director	1, 2, 3, 4
Information Systems Manager	1, 2, 3, 4
City Librarian	1

Department: PUBLIC SAFETY & EMERGENCY PREPAREDNESS

Designated Employees:	Categories
Director of Public Safety & Emergency Preparedness	1, 2, 3, 4

Department: PUBLIC WORKS & ENGINEERING

Designated Employees:	Categories
Public Works Director/City Engineer	1, 2, 3, 4
Deputy Public Works Director	1
Senior Civil Engineer	1
Associate Engineer	1
Assistant Engineer	1
Senior Public Works Inspector	1
Public Works Inspector	1
Landscape Maintenance District Manager	1, 2, 3, 4
Assistant Landscape District Manager	1
Environmental Services Supervisor	1

Department: COMMUNITY SERVICES

Designated Employees:	Categories
Community Services Director	1, 2, 3, 4
Recreation Services Manager	1
Facilities Supervisor	1
Preschool Principal	1

Department: MEDIA OPERATIONS

Designated Employee:	Categories
Media Operations Director	1, 2, 3, 4
Information Systems Manager	1, 2, 3, 4

CITY ATTORNEY

<u>Designated Person:</u>	<u>Categories</u>
Assistant City Attorney	1, 2, 3, 4

CONSULTANT

Designated Employees <u>Person</u> :	Categories
Consultant	** 1, 2, 3, 4
Community Development Block Grants Administrator	1

COMMISSIONERS AND BOARDMEMBERS

Designated Commissioners and Boardmembers:	Categories
Library Commission	5
Historic Preservation Commission	1, 2, 3, 4
Communications and Technology Commission	1, 2, 3, 4

** The disclosure category for consultants shall be determined on a case-by-case basis by the City Manager. After written notification is given to the City Council, the City Manager may make a determination as to what disclosure, if any, is required by any particular consultant.

The City Manager may determine, in writing, that a particular consultant, although holding a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent and disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

EXHIBIT "B"

1. Category

Persons in this category shall disclose all interests in real property within the City. Real property shall be deemed to be within the City if the property of any part of it is located within or not more than two miles outside the boundaries of the City or within two miles of any land owned or used by the City.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

2. Category

Persons in this category shall disclose all investments.

3. Category

Persons in this category shall disclose all income, including loans, aggregating \$500 or more received during the reporting period, received from any one source located or doing business within the City or expecting to do business within the City. Gifts aggregating \$50 or more received during the period from any one source located inside or outside the City shall be disclosed. Income received from a public agency need not be disclosed.

4. Category

Persons in this category shall disclose all income from and investments in business that manufacture or sell services and/or supplies of the type utilized by the City and associated with the job assignment of designated positions assigned this disclosure category.

5. Category

Disclosure of any financial interests within 500 feet of current or proposed City Library locations or business activities which, as a significant part of their business, service public and/or private libraries.

EXHIBIT "C"

DETERMINATION OF CONSULTANT

DISCLOSURE FILING REQUIREMENTS

I, _____, City Manager of the City of Calabasas, hereby determine that the following "Consultants" are retained by the City of Calabasas to serve in a decision-making capacity, and are required to file statements of economic interest and provide financial disclosure within the following categories:

**CONSULTANT
NAME/COMPANY**

**DISCLOSURE
CATEGORIES**

EXEMPTION/WAIVER

I further determine that the following "Consultants" range of duties are limited in scope and are herewith granted an exemption/waiver from filing a disclosure statement under the City of Calabasas Conflict of Interest Code:

**CONSULTANT
NAME/COMPANY**

**PROJECT/
DUTIES**

Date

City Manager

ITEM 2 ATTACHMENT C
RESOLUTION NO. 2016-1521

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA APPROVING AN AMENDED CONFLICT OF INTEREST CODE FOR CERTAIN CITY DEPARTMENTS, COMMISSIONS, AND BOARDS PURSUANT TO THE POLITICAL REFORM ACT OF 1974.

WHEREAS, the City Council adopted a Conflict of Interest Code for certain City departments, Boards and Commissions on April 5, 1991, (Resolution No. 91-26) and further amended said Code on September 23, 1992, (Resolution No. 92-148); September 28, 1994, (Resolution No. 94-297); October 2, 1996, (Resolution No. 96-411); October 7, 1998, (Resolution No. 98-514); October 4, 2000, (Resolution No. 2000-655); December 4, 2002, (Resolution No. 2002-795); November 17, 2004, (Resolution No. 2004-915); November 15, 2006, (Resolution No. 2006-1045); August 13, 2008, (Resolution No. 2008-1144); and August 25, 2010, (Resolution No. 2010-1256); September 12, 2012, (Resolution No. 2012-1349); and August 27, 2014, (Resolution No. 2014-1426) in accordance with the Political Reform Act of 1974; and

WHEREAS, Section 87306.5 of the Government Code states that every agency shall review its Conflict of Interest Code no later than July 1 of each even-numbered year, subject to the provisions of Section 87302(a) and 87303, when necessitated by changed circumstances; and submit amendments to the Code reviewing body no later than October 1 of the same year; and

WHEREAS, Title 2 California Code of Regulations Section 18730 contains the terms of a standardized conflict of interest code which will update the City's Conflict of Interest Code and maintain compliance with all new and future regulations adopted by the Fair Political Practices Commission; and

WHEREAS, since the last Code review in 2014, two positions have been deemed to make, or participate in the making of, decisions which may have a foreseeable material effect on a financial interest, and it is, therefore, appropriate to add these positions; and

WHEREAS, a new department has been designated, and it is, therefore, appropriate to include this department; and

WHEREAS, a previously listed position has been vacated, and it is, therefore, appropriate to eliminate that position from the Code, and

WHEREAS, two previously listed positions have changed slightly in name, and it is, therefore, appropriate to make those changes in the Code; and

WHEREAS, two positions have been reassigned to other departments, and it is, therefore, appropriate to transfer these positions to the respective department.

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

SECTION 1. Title 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Exhibits in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the City of Calabasas.

SECTION 2. The following departments and categories are hereby designated to comply with the City's Conflict of Interest Code as reflected in Exhibit "A":

Administrative Services Department
City Clerk Department
Community Development Department
Community Services Department
Media Operations Department
Public Safety and Emergency Preparedness Department
Public Works Department

City Attorney
Consultant
City Commissions and Boards

SECTION 3. The designated positions are assigned to one or more of the disclosure categories set forth on Exhibit "B".

SECTION 4. The Determination of Consultant & Disclosure Filing Requirements Form is attached as Exhibit "C".

SECTION 5. Each designated employee named shall file annual statements as defined in said Codes.

SECTION 6. The City Clerk of the City of Calabasas is hereby designated as the filing officer to receive the filed statements, except as provided for in Section 7 of this resolution.

SECTION 7. The Fair Political Practices Commission is hereby designated as the filing officer to receive statements filed by the City Councilmembers, City Manager, City Attorney, Chief Financial Officer/City Treasurer, and Planning Commission members.

SECTION 8. The City Clerk shall certify as 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 24th day of August, 2016.

James R. Bozajian, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
City Attorney

CONFLICT OF INTEREST CODE OF THE CITY OF CALABASAS

Section 100. Purpose.

Pursuant to the provisions of Government Code Sections 87300 et seq. the City of Calabasas hereby adopts and incorporates by reference Regulation 2 of the California Code of Regulations, Section 18730. (Title 2, Division 6) and any amendments to it duly adopted by the Fair Political Practices Commission, along with the attached Exhibits "A" "B" and "C", in which members and employees are designated and disclosure categories are set forth, which constitutes the Conflict of Interest Code of the City of Calabasas. Nothing contained herein is intended to modify or abridge the provisions of the Political Reform Act of 1974 (Government Code Section 81000 et seq.). The provisions of this Code are additional to Government Code Section 87100 and other laws pertaining to conflicts of interest. Except as otherwise indicated, the definitions of said Act and regulations adopted pursuant thereto are incorporated herein and this Code shall be interpreted in a manner consistent therewith.

Section 200. Designated Positions.

The positions listed on Exhibit "A" are designated positions within each city department and/or division. Officers and employees holding those positions are designated employees and are deemed to make, or participate in the making of, decisions which may have foreseeable material effect on a financial interest.

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Designated positions shall be assigned to one or more of the disclosure categories set forth on Exhibit "B." Each designated employee shall file an Initial Statement disclosing that employee's interest in investments and real property, and thereafter an annual statement disclosing said employee's interest in investments, real property and income designated as reportable under the category to which the employee's position is assigned on Exhibit "A".

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- (b) A designated employee required to submit an Initial Statement of Economic Interests shall submit the statement within thirty (30) days after the effective date of this Code.

- (c) Merit service employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement within thirty (30) days after date of assuming the designated position.
- (d) All other employees appointed, promoted or transferred to designated positions shall file an Assuming Office Statement not less than thirty (30) days after assuming the designated position.
- (e) Annual Statements shall be filed with the City Clerk's Office no later than the 1st day of April of each year by all designated employees. Such statements shall cover the period of the preceding fiscal year.
- (f) A Leaving Office Statement shall be filed within thirty (30) days after leaving a designated position. Such statements shall cover the period from the closing date of the last statement filed to the date of leaving the position.
- (g) Individuals who resign designated positions within 30 days following initial appointment are not deemed to assume or leave office, provided that during the period between appointment and resignation, the individual did not make, participate in making, or use the position to influence any decision of the City or receive, or become entitled to receive any form of payment by virtue of being appointed to the position.
- (h) A designated employee required to file a Statement of Economic Interests with any other agency, which is within the same territorial jurisdiction as the City and disclosure requirements are identical, may comply with the provisions of this Code by filing a duplicate copy of the statement filed with the other agency, in lieu of an entirely separate statement.
- (i) "Consultant", as defined by FPPC Regulation 18700, is herewith added to the list of designated employees and such persons shall disclose pursuant to the broadest disclosure category in the code, subject to the limitations stated in Exhibit "C" attached hereto.

Section 500. Form for Statements of Economic Interests.

Statements of Economic Interests shall be made on form supplied by the Fair Political Practices Commission, which forms shall be made available by the City Clerk's Office.

Section 600. Definitions.

GIFT

- (a) "Gift" means, except as provided in subdivision (b), any payment to the extent that consideration of equal or greater value is not received and includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public without regard to official status. Any person, other than a defendant in a criminal action, who claims that a payment is not a gift by reason of receipt of consideration has the burden of proving that the consideration received is of equal or greater value.

- (b) The term "gift" does not include:
 - (1) Informational material such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursement for any expenses shall be deemed "informational material";

 - (2) Gifts which are not used and which, within thirty (30) days after receipt, are returned to the donor or delivered to a charitable organization without being claimed as a charitable contribution for tax purposes;

 - (3) Gifts from an individual's spouse, registered domestic partner, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin or the spouse or registered domestic partner of any such person; provided that a gift from any such person shall be considered a gift if the donor is acting as an agent or intermediary for any person not covered by this paragraph;

 - (4) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.

 - (5) Any devise or inheritance.

INCOME

- (a) "Income" means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse or registered domestic partner. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse or registered domestic partner owns, directly, indirectly or beneficially, a 10 percent interest or greater. "Income," other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this Code.
- (b) "Income" also does not include:
- (1) Campaign contributions required to be reported under Sections 84100-84400 of the Government Code.
 - (2) Salary and reimbursement for expenses or per diem received from a state, local or federal government agency and reimbursement for travel expenses and per diem received from a bona fide educational, academic or charitable organization.
 - (3) Any devise or inheritance.
 - (4) Interest, dividends or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or governing agency.
 - (5) Dividends, interest or any other return on a security which is registered with the Securities and Exchange Commission of the United States government.

- (6) Redemption of a mutual fund.
- (7) Alimony or child support payments.
- (8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status if:
 - (A) Used to purchase, refinance the purchase of, or for improvements to, the principal residence of filer; or
 - (B) The balance owed does not exceed ten thousand dollars (\$10,000).
- (9) Any loan from an individual's spouse, registered domestic partner, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt or first cousin, or the spouse or registered domestic partner of any such person, provided that a loan from any such person shall be considered income if the lender is acting as an agent or intermediary for any person not covered by this paragraph.
- (10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status, so long as the balance owed to the creditor does not exceed ten thousand dollars (\$10,000).
- (11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

INTEREST IN REAL PROPERTY

"Interest in real property" includes any leasehold, beneficial or ownership interest or any option to acquire such an interest in real property located in the City owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family if the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the

individual or immediate family owns, directly, indirectly or beneficially, a 10 percent interest or greater.

INVESTMENT

"Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this Code. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10 percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission.

CONSULTANT

"Consultant" means any individual who, pursuant to a contract with a state or local government agency:

- (a) Makes a governmental decision whether to:
 - (1) Approve a rate, rule, or regulation;
 - (2) Adopt or enforce a law;
 - (3) Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement;

- (4) Authorize the agency to enter into, modify, or renew a contract provided it is the type of contract which requires agency approval;
 - (5) Grant agency approval to a contract which requires agency approval and in which the agency is a party or to the specifications for such a contract;
 - (6) Grant agency approval to a plan, design, report, study, or similar item;
 - (7) Adopt, or grant agency approval of, policies, standards, or guidelines for the agency, or for any subdivision thereof; or
- (b) Serves in a staff capacity with the agency and in that capacity performs the same or substantially all the same duties for the agency that would otherwise be performed by an individual holding a position specified in the agency's Conflict of Interest Code.

Section 700. Disqualification.

Designated employees shall disqualify themselves from making or participating in the marking or in any way attempting to use their official position to influence a governmental decision when it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on:

- (a) Any reportable investment;
- (b) Any interest in real property;
- (c) Any reportable source of income, other than loans by a commercial lending institution in the regular course of business, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within twelve (12) months prior to the time when the decision is made;
- (d) Any business entity in which the designated employee is a director, officer, partner, trustee, employee or holds any position of management.
- (e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating five hundred dollars (\$500) or more in value provided

to, received by, or promised to the designated employee within twelve (12) months prior to the time when the decision is made.

EXHIBIT "A"

Department: ADMINISTRATIVE SERVICES

Designated Employee:	Categories
Administrative Services Manager	1, 2, 3, 4

Department: CITY CLERK

Designated Employee:	Categories
City Clerk	1, 2, 3, 4

Department: COMMUNITY DEVELOPMENT

Designated Employees:	Categories
Community Development Director	1, 2, 3, 4
City Planner	1
Senior Planner	1
Planner	1
Associate Planner	1
Planning Assistant	1
Building Official	1
Senior Building Inspector	1
Building Inspector	1
Code Enforcement Officer	1
Permit Center Coordinator	1
Building Assistant	1

Department: COMMUNITY SERVICES

Designated Employees:	Categories
Community Services Director	1, 2, 3, 4
Deputy Director of Community Services	1, 2, 3, 4
Recreation Manager	1
Facility Supervisor	1
Preschool Principal	1

Department: MEDIA OPERATIONS

Designated Employees:	Categories
Media Operations Director	1, 2, 3, 4
Information Systems Manager	1, 2, 3, 4
City Librarian	1

Department: PUBLIC SAFETY & EMERGENCY PREPAREDNESS

Designated Employees:	Categories
Director of Public Safety & Emergency Preparedness	1, 2, 3, 4

Department: PUBLIC WORKS & ENGINEERING

Designated Employees:	Categories
Public Works Director/City Engineer	1, 2, 3, 4
Deputy Public Works Director	1
Senior Civil Engineer	1
Associate Engineer	1
Assistant Engineer	1
Senior Public Works Inspector	1
Public Works Inspector	1
Landscape Maintenance District Manager	1, 2, 3, 4
Assistant Landscape District Manager	1
Environmental Services Supervisor	1

CITY ATTORNEY

Designated Person:	Categories
Assistant City Attorney	1, 2, 3, 4

CONSULTANT

Designated Person:	Categories
Consultant	** 1, 2, 3, 4
Community Development Block Grants Administrator	1

COMMISSIONERS AND BOARDMEMBERS

Designated Commissioners and Boardmembers:	Categories
Library Commission	5
Historic Preservation Commission	1, 2, 3, 4
Communications and Technology Commission	1, 2, 3, 4

** The disclosure category for consultants shall be determined on a case-by-case basis by the City Manager. After written notification is given to the City Council, the City Manager may make a determination as to what disclosure, if any, is required by any particular consultant.

The City Manager may determine, in writing, that a particular consultant, although holding a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements

described in this section. Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent and disclosure requirements. The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

EXHIBIT "B"

1. Category

Persons in this category shall disclose all interests in real property within the City. Real property shall be deemed to be within the City if the property of any part of it is located within or not more than two miles outside the boundaries of the City or within two miles of any land owned or used by the City.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

2. Category

Persons in this category shall disclose all investments.

3. Category

Persons in this category shall disclose all income, including loans, aggregating \$500 or more received during the reporting period, received from any one source located or doing business within the City or expecting to do business within the City. Gifts aggregating \$50 or more received during the period from any one source located inside or outside the City shall be disclosed. Income received from a public agency need not be disclosed.

4. Category

Persons in this category shall disclose all income from and investments in business that manufacture or sell services and/or supplies of the type utilized by the City and associated with the job assignment of designated positions assigned this disclosure category.

5. Category

Disclosure of any financial interests within 500 feet of current or proposed City Library locations or business activities which, as a significant part of their business, service public and/or private libraries.

EXHIBIT "C"

DETERMINATION OF CONSULTANT

DISCLOSURE FILING REQUIREMENTS

I, _____, City Manager of the City of Calabasas, hereby determine that the following "Consultants" are retained by the City of Calabasas to serve in a decision-making capacity, and are required to file statements of economic interest and provide financial disclosure within the following categories:

**CONSULTANT
NAME/COMPANY**

**DISCLOSURE
CATEGORIES**

EXEMPTION/WAIVER

I further determine that the following "Consultants" range of duties are limited in scope and are herewith granted an exemption/waiver from filing a disclosure statement under the City of Calabasas Conflict of Interest Code:

**CONSULTANT
NAME/COMPANY**

**PROJECT/
DUTIES**

Date

City Manager




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 15, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM:  **ROBERT YALDA, PE. T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER**
ALEX FARASSATI, PH.D., ENVIRONMENTAL SERVICES SUPERVISOR

SUBJECT: APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH COUNTY OF LOS ANGELES FLOOD CONTROL DISTRICT FOR FUNDING OF LAS VIRGENES CREEK RESTORATION PROJECT – PHASE II IN THE AMOUNT OF \$645,200

MEETING DATE: AUGUST 24, 2016

SUMMARY RECOMMENDATION:

Staff recommends that the City Council Approve a Memorandum of Understanding (MOU) with County of Los Angeles Flood Control District for funding of Las Virgenes Creek Restoration Project – Phase II in the amount of \$645,200.

BACKGROUND AND DISCUSSION:

Phase II of the Las Virgenes Creek restoration project calls for construction of nearly 1.5 miles creekside trail, stabilizing the banks, restoring the creek and removing barriers to fish migration in Las Virgenes Creek between Agoura Road and D’Anza Park. This project will include establishing a walking trail along the creek, creating a habitat and water quality educational center and several public access points to the creek.

Broken concrete liner that has created barriers shall be removed and the banks shall be stabilized in order to reduce sediment and nutrient loading in the creek. Once

completed, this project will restore the creek to its natural state, improve water quality, and provide additional open space in a dense urbanized environment.

The ground breaking ceremony was held on April 24, 2016 and the vegetation management is underway since April 25.

Staff have already secured the following construction funding:

- \$676,735 funded under Urban Stream Restoration Program administered by California Department of Water Resources
- \$980,500 was approved by the Santa Monica Mountains Conservancy funded thru Proposition 84.

Efforts have been underway to secure additional funding from Proposition 84 – Integrated Regional Water Management Plan in the amount of \$645,200. This funding is administered by the California Department of Water Resources thru the County of Los Angeles Flood Control District. The County charges 2.5% as grant administration fee. The attached MOU is to establish the terms and conditions of the administrative process.

Additionally, staff has already earmarked another grant funding from River Parkway Grant in the amount of \$495,000 administered by the California Natural Resource Agency. The grant agreement will be presented to the City Council as soon as it becomes available. The Request for Proposal for the construction phase will be released when the last source of funding is secured.

FISCAL IMPACT/SOURCE OF FUNDING:

On December 10, 2014, the City Council approved the project’s local match in the amount of \$300,000 with the Account No. 40-319-6502-38. The local match covered the cost of surveying, design, engineering, specifications, holding public workshops, CEQA compliance, permit fees and preparing bid documents. The cost of implementing the project is financed thru four different grant funding in the total amount of \$2,797,435.

REQUESTED ACTION:

That the City Council approve a Memorandum of Understanding (MOU) with County of Los Angeles Flood Control District for funding of Las Virgenes Creek Restoration Project – Phase II in the amount of \$645,200.

ATTACHMENT:

Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (hereinafter referred to as "Agreement"), is made and entered into as of the date of the last Party signature set forth below between the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (hereinafter referred to as "LACFCD"), and CITY OF CALABASAS (hereinafter referred to as "Local Project Sponsor" or "LPS"). LACFCD and LPS are hereinafter referred to as "Parties" or, each individually, as "Party" for the following project(s): Las Virgenes Creek Restoration Project – Phase II (hereinafter referred to as "Project(s)"). The requested grant amount for the Project(s) is \$645,200.00.

WITNESSETH

WHEREAS, in November 2006, the voters of California enacted the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act, (hereinafter referred to as Proposition 84), adding provisions to the California Public Resources Code; and

WHEREAS, Proposition 84 amended the Public Resources Code to include Section 75026 et seq., which authorizes the Legislature to appropriate One Billion and 00/100 Dollars (\$1,000,000,000.00) for Integrated Regional Water Management (hereinafter referred to as "IRWM") projects (water resources-related projects that address water supply, water quality, and habitat/open space needs in a region); and

WHEREAS, the intent of the IRWM concept is to encourage integrated regional strategies for the management of water resources and to provide funding through competitive grants for projects that protect communities from drought, improve water reliability, protect and improve water quality, and improve local water security by reducing dependence on imported water; and

WHEREAS, the California Department of Water Resources (hereinafter referred to as "DWR") issued Proposition 84 IRWM Grant Program Guidelines for the 2015 IRWM Grant Program Guidelines and Implementation Grant Proposal Solicitation Package (hereinafter referred to as "Guidelines") in May 2015 to establish the process and criteria to solicit applications, evaluate proposals, and award Proposition 84 grants under the IRWM Grant Program; and

WHEREAS, eligible grant recipients under the Guidelines are public agencies defined as a City, County, City and County, District, joint powers authority, State agency or Department, or other political subdivision of the State, and nonprofit organizations defined as any California corporation organized under Sections 501(c)(3), 501(c)(4), or 501(c)(5) of the Federal Internal Revenue Code. Other entities that are part of the regional water management group responsible for applying for the grant may perform work funded by the grant; and

WHEREAS, under the Guidelines, IRWM Implementation grant proposals must be

submitted by an IRWM Region that was accepted into DWR's IRWM Grant Program through the 2009 Region Acceptance Process and must: (1) include projects that are consistent with an adopted IRWM Plan (hereinafter referred to as "Plan"), (2) require project proponents to adopt the Plan or an update to the Plan, (3) describe specific implementation projects for which funding is being requested, and (4) identify matching funding; and

WHEREAS, the Plan for the Greater Los Angeles County Region (hereinafter referred to as "Region"), adopted on December 13, 2006, and updated and approved on May 20, 2014, will facilitate a regional approach to watershed management by establishing collaborative efforts across the watersheds within the Region; and

WHEREAS, the Region was accepted into DWR's IRWM Grant Program through the 2009 Region Acceptance Process in September 2009; and

WHEREAS, the Region's IRWM Group, which includes the Region's participating local entities and the LPSs identified in Exhibit F of the Grant Agreement, designated LACFCD as the regional entity to apply for grant funds on behalf of all proposed projects for the Region, through the IRWM process; and

WHEREAS, the implementation grant proposal for the Region included two (2) separate projects sponsored by the LACFCD and the following local entities, solely or jointly, (the projects are identified in Exhibit F to the Grant Agreement between DWR and LACFCD, which Grant Agreement, including all Exhibits thereto, is attached hereto and incorporated herein as Attachment A): Gateway Water Management Authority (four separate projects); City of Malibu; Las Virgenes Municipal Water District; Mountains Restoration Trust; City of Calabasas; City of Inglewood; City of Torrance; City of Palo Verdes Estates; National Forest Foundation; The River Project; City of Glendale; Crescenta Valley Water District; City of Monterey Park; and County of Los Angeles; and

WHEREAS, for IRWM projects funded under the implementation grant that will be implemented with the participation of more than one entity, it is the intention of the Parties that the LPS will be a single entity that is responsible for implementation of the Project(s) and which has the authority to enter into this Agreement on behalf of all entities participating in the Project(s); and

WHEREAS, LPS assumes all responsibilities and liabilities for the Project(s) under this Agreement (including the Grant Agreement responsibilities allocated to LPS under this Agreement). LPS will be the entity that invoices LACFCD, submits required information, including reports, notices and notifications, to LACFCD and provides any documentation and information requested or required under this Agreement or the Grant Agreement by LACFCD with respect to the implementation of the Project(s). In the event that the Project(s) will be implemented by more than one entity, LPS shall ensure that it has entered into appropriate written agreement(s) with each of the other Project-implementing entities to confirm the authority of LPS to enter into this Agreement on their behalf, and shall ensure that each of the other Project-implementing entities agrees to defend, indemnify and hold harmless LACFCD to

the same extent as the LPS provides to LACFCD in this AGREEMENT. Further, each entity participating in a Project acknowledges full responsibility for the implementation of the Project(s), including all responsibilities identified in this Agreement as well as the Grant Agreement and commits to the fulfillment of their respective obligations with respect to the Project(s). As to LACFCD, LPS remains solely responsible for all aspects of the Project(s); and

WHEREAS, DWR has indicated that it will award an implementation grant of up to Twenty-Seven Million, Seven Hundred and Forty-Two Thousand, Nine Hundred and Seventy-Five Dollars (\$27,742,975.00) to the LACFCD on behalf of the Region's LPSs; and

WHEREAS, DWR has indicated that it will enter into an agreement (hereinafter referred to as Grant Agreement) with LACFCD, for the administration of the implementation grant funds with respect to the nineteen (19) projects, including LPS's Project(s); and

WHEREAS, LPS desires that LACFCD execute the anticipated Grant Agreement with DWR and perform the role of Grantee therein on LPS's behalf so that LPS can receive and benefit from the Proposition 84 grant funds for its Project(s) in the amount to be identified in Exhibit B to the Grant Agreement; and

WHEREAS, LACFCD and LPS desire to enter into this Agreement to clarify their respective responsibilities with respect to the anticipated grant from DWR and the Parties' responsibilities pursuant to the Grant Agreement; specifically, the Parties intend that LACFCD's role will be to administer the grant funding and submit documentation required under the Grant Agreement to DWR on behalf of LPS, for which LACFCD will be reimbursed pursuant to this Agreement. LPS will be responsible for all other activities required under the Grant Agreement related to its Project(s), including, but not limited to construction, monitoring, Project management, operations and maintenance and legal compliance; and

WHEREAS, the LPS was awarded a project grant of \$645,200.00; and

WHEREAS, the LPS previously agreed to pay LACFCD \$15,292.75 for the cost of preparing and processing the LPS's grant application(s) for its project(s). LPS's grant budget includes a line item for this cost; and

WHEREAS the Parties acknowledge that LACFCD will not approve any aspect of the Project(s) or provide any resources related to implementation of the Project(s) outside of grant funding, if any, which is provided to LACFCD from DWR, specifically for the Project(s).

NOW, THEREFORE, LACFCD and LPS hereby agree as follows:

LACFCD'S RESPONSIBILITIES

Section (1) LACFCD AGREES TO, for as long as the Grant Agreement remains in effect:

- (1) Provide staff to oversee grant administration, manage grant funds and provide Project oversight as related to the grant.

- (2) Establish an independent account to manage the grant funds for each Project and provide routine updates to the LPS of balance and activities of each account.
- (3) Receive from LPS and submit to DWR the reports and information prepared and provided by LPS for each Project as requested by LACFCD and/or as required under the Grant Agreement.
- (4) LACFCD may execute amendments to the Grant Agreement on behalf of LPS, upon written request and approval by LPS and after LPS negotiates with DWR.
- (5) Process grant reimbursement requests submitted by LPS, including, submission of such requests to DWR and, only upon receipt of funds from DWR related to the invoices submitted, provide reimbursement to LPS within thirty (30) days of receipt by LACFCD of funds from DWR.
- (6) Submit grant reimbursement request(s) to DWR, for a total amount not to exceed two-and-one-half percent (2.5%) of the Grant Amount to justify LACFCD's grant administrative costs, management, and project oversight efforts with respect to the IRWM grant, as authorized by DWR and pursuant to Section (2)(8).

LPS'S RESPONSIBILITIES

Section (2) LPS AGREES TO:

- (1) Retain sole and full responsibility for all aspects of LPS's Project(s) as identified in the Grant Agreement, including any approved amendments, including, but not limited to: planning, design, review and approval of plans, specifications, bid documents and construction documents, implementation; construction; management; Project oversight; monitoring; inspections; operation and maintenance; submission of Project reimbursement billing requests; provision of reports, notifications and notices; compliance with all legal requirements related to the Project(s) such as lead agency responsibilities, and all other applicable local, State and Federal statutes and regulations related to the Project(s) for the lifetime of the Project(s) notwithstanding any early termination of this Agreement.
- (2) Plan, design, construct, and continuously operate and maintain LPS's Project(s) pursuant to LPS's Work Plan as identified in Exhibit A to the Grant Agreement. LPS agrees to notify LACFCD and receive LACFCD's written approval as well as that of DWR in advance of implementing any proposed changes to LPS's Project(s), including proposed future changes to the Work Plan.
- (3) Comply with all terms, provisions and commitments contained in the Grant Agreement, including all exhibits and attachments thereto, applicable to LPS or to LACFCD as Grantee or to representatives of Grantee under the Grant Agreement, whether or not herein specifically referenced, (with the exception of responsibilities identified in Section (1)(1) above which are solely responsibilities of LACFCD) for the lifetime of the Project(s). The Parties agree that responsibilities of LPS, Grantee, representatives of

Grantee or activities for which LACFCD (as Grantee) and LPS may be listed as jointly responsible under the Grant Agreement, shall remain the sole responsibility of LPS, with the exception of activities herein listed as LACFCD'S RESPONSIBILITIES.

- (4) Comply with all applicable environmental requirements pertaining to the Project(s), including but not limited to the California Environmental Quality Act (CEQA), the State CEQA Guidelines and, if applicable, the National Environmental Policy Act (NEPA). Submit documents that satisfy the CEQA and NEPA process as well as any mitigation agreements, and environmental permits, including but not limited to DWR's Environmental Information Form. LACFCD is not responsible for any aspect of environmental compliance with respect to the Project(s), including any proposed future changes to LPS's Project(s), and no Project may be implemented absent LPS's compliance with CEQA and other environmental laws and regulations. Prior to submission of each invoice to LACFCD under this Agreement, LPS must submit written confirmation to LACFCD, in a format to be specified by LACFCD, that it has complied with all requirements of the Grant Agreement, including, but not limited to compliance with CEQA and, as applicable, NEPA for LPS's Project(s), including all work covered under the invoice, and shall provide appropriate evidence of its compliance. In addition, LPS agrees to submit written confirmation of CEQA and applicable NEPA compliance prior to implementing any future changes to its Project(s).
- (5) Demonstrate availability of funds to complete the Project by submitting the most recent three (3) years of audited financial statements and provide cost share funding match for the LPS's Project in the amount identified in Exhibit B of the Grant Agreement.
- (6) Ensure that any and all permits, licenses and approvals required for its Project(s) are obtained in a timely manner and maintained in effect as legally required.
- (7) Submit not more than one reimbursement request per month to LACFCD, in the format specified by LACFCD, executed by an authorized individual at LPS who is knowledgeable of the information and certifies and warrants the accuracy of the information contained in the reimbursement request.
- (8) Allow LACFCD to be reimbursed by DWR in an amount not to exceed two-and-one-half percent (2.5%) percent of the Grant Amount for grant administrative costs, management, and project oversight efforts with respect to the IRWM. LPS thereby agrees that it will be reimbursed ninety-seven-and-one-half percent (97.5%) of the Grant Amount by LACFCD under this Agreement.
- (9) Prepare, provide and ensure accuracy of all deliverables, reports, documentation, notifications, notices and information related to the Project(s) as required under the Grant Agreement and/or requested by LACFCD to assist LACFCD and to enable LACFCD or LPS to provide information required under the Grant Agreement to DWR in a prompt and timely manner, in accordance with the provisions of the Grant Agreement.
- (10) Inform DWR and the LACFCD of any material changes related to the Project(s) as soon as possible including but not limited to, the progress of construction, Project budget(s),

- and Project benefits, through reporting process or other methods established by DWR and/or the LACFCD.
- (11) Repay the LACFCD any amount owed to DWR within 30 days of written notification, if for any reason DWR determines that LPS's Project(s) is no longer entitled to grant funds.
 - (12) Provide regular and ongoing inspections of construction work in progress and be responsible to keep work under control. Authorize LACFCD to inspect the Project(s), at LACFCD's discretion, to review the progress of the Project(s).
 - (13) Accept all liabilities and hold LACFCD legally and financially harmless if it is determined by court of law that LPS's allocation and use of the grant and matching funds is in violation of any applicable statutes, regulations, ordinances, guidelines, or requirements, including, but not limited to, grant requirements, and/or requirements governing contracting, and subcontracting, unless such violation(s) is due to LACFCD's active negligence or willful misconduct.
 - (14) Accept sole responsibility for persons performing work related to the Project(s), including, but not limited to, employees, contractors, subcontractors, suppliers and providers of services.
 - (15) Accept sole responsibility for any and all disputes arising out of contracts for implementation of the Project(s), including, but not limited to, payment disputes involving representatives of LPS, contractors and subcontractors. LPS acknowledges that LACFCD will not mediate or be involved with disputes between LPS and any other entity concerning responsibility for performance of work related to the Project(s).
 - (16) Comply with all Basic Conditions, conditions for disbursement, Continuing Eligibility requirements, and Standard Conditions set forth in the Grant Agreement at all times.
 - (17) Designate in writing a Project Manager with the full authority to act on behalf of LPS on any matter related to the Project(s), and advise LACFCD and DWR immediately in writing of any change in Project Manager.

Section (3) TERMINATION OF AGREEMENT

- (1) This Agreement shall remain in effect while the Grant Agreement or any provision of the Grant Agreement remains in effect. LPS's indemnification will remain in effect for the lifetime of the Project(s). Following termination of the Grant Agreement, LPS shall remain solely responsible for any liability, costs or expenses related to its Project(s), including any request for repayment by DWR related to LPS's Project(s) and/or any other costs, fees and/or penalties, such as costs related to allegations of default under Section 14 of the Grant Agreement, which may be asserted against LACFCD by DWR related to the LPS's Project(s). LPS acknowledges that in no event shall LACFCD be responsible for any liability, costs, or expenses related to LPS's Project(s) or for the performance of work on, or the operation or maintenance of, the completed Project(s) as a result of the termination of the Grant Agreement or for any other reason.

Section (4) GENERAL INDEMNIFICATION

- (1) LPS shall indemnify, defend, and hold harmless LACFCD, the County of Los Angeles, Special Districts for which the Board of Supervisors for the County of Los Angeles and LACFCD acts as the governing body, elected and appointed officers, employees and agents from and against any and all liability, including, but not limited to, defense costs, demands, claims, allegations of default or breach of the Grant Agreement or this Agreement, actions, fees, costs and expenses (including attorney and expert witness fees) arising from or relating to: acts or omissions of the LPS related to its Project(s) and/or any acts or omissions of LACFCD made on behalf of or for the benefit of LPS pursuant to this Agreement, including, but not limited to, LACFCD's actions or activities in administering the grant funding and other LACFCD responsibilities set forth in Section (1)(1), but not including any acts or omissions of the LACFCD that involve the LACFCD's active negligence or willful misconduct. LPS liability arising from the active negligence or willful misconduct of LACFCD is excluded under this paragraph. This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement and shall remain in effect during the lifetime of the Project(s).
- (2) LACFCD shall indemnify, defend, and hold harmless LPS, its successors and assigns, officials, officers, employees, agents and those LPS agents serving as independent contractors in the role of LPS officials or officers from and against any and all liability, including, but not limited to, defense costs, demands, claims, allegations of default or breach of the Grant Agreement or this Agreement, actions, fees, costs and expenses arising from or relating to: LACFCD's active negligence or willful misconduct in its performance of LACFCD's RESPONSIBILITIES under this Agreement. This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement.
- (3) If, for whatever reason, DWR fails to fund any part of the grant commitment related to the Project(s), LPS shall hold LACFCD harmless for that failure to fund and shall not seek any funding from LACFCD other than funds actually provided by DWR to LACFCD and specifically identified for LPS's Project(s). If, for whatever reason, DWR demands repayment of any part of the grant commitment related to the Project(s), LPS shall indemnify, defend, and hold LACFCD harmless for that repayment demand and shall not seek any funding from LACFCD in connection therewith.
- (4) LPS shall comply with the requirements set forth in CEQA and the CEQA Guidelines for its Project(s). LPS is ultimately and solely responsible for compliance with all applicable CEQA and NEPA requirements, including any mitigation measures required for the Project(s). LPS shall indemnify, defend, and hold harmless LACFCD, the County of Los Angeles, Special Districts for which the Board of Supervisors for County of Los Angeles and LACFCD acts as the governing body, elected and appointed officers, employees, and agents from and against any and all claims and/or actions related to the Project(s) that may be asserted by any third party or public agency alleging violations of CEQA or the

CEQA Guidelines, NEPA and/or other Federal, State, and local environmental laws, rules, and regulations, guidelines, and requirements for the Project(s). This indemnity section shall remain in effect while the Grant Agreement, or any of its terms, is in effect and shall survive the termination, for any reason, of the Grant Agreement or this Agreement and shall remain in effect during the lifetime of the Project(s).

Section (5) CHILD SUPPORT LAWS

(1) LACFCD's Policy on Child Support Laws

LPS acknowledges that LACFCD places a high priority on the enforcement of child support laws and the apprehension of child support evaders. LPS understands that it is LACFCD's policy to encourage all LACFCD contractors to voluntarily post LACFCD'S Los Angeles Most Wanted: Delinquent Parents List, in a prominent position at LPS's place of business.

(2) Child Support Compliance Program

As required by LACFCD's Child Support Compliance Program (County Code Chapter 2.200), LPS shall maintain compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653) and California Unemployment Insurance Code Section 1088.5, and shall implement lawfully served Wage and Earnings Withholding Orders or District Attorney Notice of Wage Earnings Assignment for Child or Spousal Support, pursuant to Code of Civil Procedure, Section 706.031 and Family Code, Section 5246(b).

(3) Termination for Noncompliance with Child Support Requirements

LPS shall maintain compliance with requirements of LACFCD's Child Support Compliance Program as certified in LPS's Child Support Compliance Program Certification and as set forth in this Agreement. Failure of LPS to maintain compliance with these requirements will constitute a default under this Agreement. Failure to cure such a default within ninety (90) days of notice by LACFCD shall be grounds upon which LACFCD may give notice of termination and terminate this Agreement.

Section (6) NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

- (1) LPS shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice No. 1015.

Section (7) PROHIBITION AGAINST USE OF CHILD LABOR

- (1) LPS shall:
 - (a) Not knowingly sell or supply to LACFCD any products, goods, supplies or other personal property manufactured in violation of child labor standards set by the International Labor Organization through its 1973 Convention Concerning Minimum Age for Employment; and,
 - (b) Upon request by LACFCD, identify the country/countries of origin of any products, goods, supplies, or other personal property LPS supplies to LACFCD; and,
 - (c) Upon request by LACFCD, provide to LACFCD the manufacturer's certification of compliance with all international child labor conventions.
- (2) Should LPS discover that any products, goods, supplies, or other personal property sold or supplied by LPS to LACFCD are produced in violation of any international child labor conventions, LPS shall immediately provide an alternative, compliant source of supply.
- (3) Failure by LPS to comply with provisions of this section will be grounds for immediate suspension or termination of this Agreement.

Section (8) TERMINATION FOR IMPROPER CONSIDERATION

- (1) LACFCD may, by written notice to LPS, immediately terminate the right of LPS to proceed under this Agreement if it is found that consideration, in any form, was offered or given by LPS, either directly or through an intermediary, to any LACFCD officer, employee, or agent with the intent of securing this Agreement or securing favorable treatment with respect to the award, amendment, or extension of this Agreement or the making of any determinations with respect to LPS performance pursuant to this Agreement. In the event of such termination, LACFCD shall be entitled to pursue the same remedies against LPS as it could pursue in the event of default by LPS.

LPS shall immediately report any attempt by a LACFCD officer or employee to solicit such improper consideration. The report shall be made either to LACFCD manager charged with the supervision of the employee or to the Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, services, the provision of travel, entertainment, or tangible gifts.

Section (9) NOTIFICATION

- (1) Any notices, bills, invoices, or reports relating to this Agreement, and any request, demand, statement or other communication required or permitted hereunder shall be in writing and

- (a) shall be delivered to the representatives of the Parties at the addresses set forth below, except that any Party may change the address for notices by giving the other Party at least ten (10) days written notice of the new address:

LACFCD:
Russ Bryden, Principal Engineer
Watershed Management Division
Los Angeles County Flood Control District
County of Los Angeles Department of Public Works
900 South Fremont Avenue
Alhambra, CA 91803-1331

LPS:
Alex Farassati, Environmental Services Manager
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

- (b) or when LACFCD establishes a process to electronically upload some of the above stated information via the Web, the LPS shall submit the information accordingly as directed by LACFCD.

Section (10) MUTUAL COVENANTS

- (1) Governing Law: This Agreement shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.
- (2) Amendment: No variation, modification, change, or amendment of this Agreement shall be binding upon any Party unless such variation, modification, change, or amendment is in writing and duly authorized and executed by both Parties. This Agreement shall not be amended or modified by oral agreements or understandings between the Parties or by any acts or conduct of the Parties. Notwithstanding the above, the Parties agree that any amendment to the Grant Agreement (including any amendment to LPS's grant amount and corresponding change to the dollar amount of LACFCD's 2.5 percent administrative fee) shall become part of this Agreement upon the provision of written notice to the LPS without the necessity of further written agreement between the Parties absent the immediate provision of written objection by LPS to LACFCD.
- (3) Entire Agreement: This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings.
- (4) No Third Party Beneficiary/Successors and Assigns: This Agreement is made and entered into for the sole protection and benefit of the Parties and their successors and assigns. No other person shall have any right of action based upon any provisions of this Agreement.

- (5) Waiver: No waiver of any breach or default by any Party shall constitute a waiver of any other breach or default, nor shall any such waiver constitute a continuing waiver. Failure of any Party to enforce at any time or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.
- (6) Covenant: All provisions of this AGREEMENT, whether covenants or conditions, on the part of LPS shall be deemed to be both covenants and conditions.
- (7) Interpretation: All Parties have been represented by counsel in the preparation and negotiation of this Agreement. Accordingly, this Agreement shall be construed according to its fair language and any ambiguities shall not be resolved against the drafting Party simply by virtue of having drafted the ambiguous provision.
- (8) Assignment: No Party shall assign this Agreement or any of such Party's interest, rights, or obligations, under this Agreement without the prior written consent of the other Party, which consent shall not be unreasonably withheld except that any Party may assign the Agreement, or any part thereof, to any successor governmental agency performing the functions of the assigning Party as its successor.
- (9) Manner of Execution: The Agreement may be executed simultaneously in counterpart, each of which shall be deemed an original, but together, shall constitute but one and the same instrument.
- (10) Relationship of Parties: The Parties are, and at all times shall remain as to each other, wholly independent entities. No Party to this Agreement shall have the power to incur any debt, obligation, or liability on behalf of any other Party unless expressly provided to the contrary by this Agreement. No employee, agent, or officer of a Party shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another Party.
- (11) Successors: This Agreement shall be binding upon and shall insure to the benefit of the respective successors, heirs and assigns of each Party.

Section (11) NEGATION OF PARTNERSHIP

- (1) Nothing in this Agreement shall be construed to render LACFCD in any way or for any purpose a partner, joint venturer, or associate in any relationship with LPS, nor shall this Agreement be construed to authorize either Party to act as agent for the other Party unless expressly provided in this Agreement.

Section (12) SAVINGS CLAUSE

- (1) If any provision or provisions of this Agreement shall be determined by any court to be invalid, illegal or unenforceable to any extent, the remainder of the Agreement shall continue in full force and effect and this Agreement shall be construed as if the invalid, illegal or unenforceable provision(s) had never been contained in this Agreement.

Section (13) AUTHORITY TO ENTER INTO AGREEMENT

- (1) Each of the persons signing below on behalf of a Party represents and warrants that he or she is authorized to sign this Agreement on behalf of such Party.

Section (14) LACFCD LOBBYISTS

- (1) Each LACFCD lobbyist, as defined in the Los Angeles County Code Section 2.160.010, retained by LPS shall be in full compliance with Chapter 2.160 of the Los Angeles County Code. LPS's signature on the Agreement is its certification that it is in full compliance with Chapter 2.160. Failure on the part of any LACFCD lobbyist retained by LPS to fully comply with the County Lobbyist Ordinance shall constitute a material breach of this Agreement upon which LACFCD may immediately terminate or suspend this Agreement.

//

PROP842015

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their respective officers, duly authorized by the LPS on _____, 2016, and by the LACFCD on _____, 2016

**LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT**

By _____
GAIL FARBER
Chief Engineer
Date _____

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By _____
Deputy
Date _____

CITY OF CALABASAS

JAMES R. BOZAJIAN
Mayor
Date _____

ATTEST:

By _____
MARICELA HERNANDEZ, MMC
City Clerk
Date _____

APPROVED AS TO FORM:

SCOTT H. HOWARD
City Attorney

By _____
Date _____



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: AUGUST 15, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER *JB*

SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT FOR \$409,756 WITH MICHAEL BAKER INTERNATIONAL, INC. FOR THE LOST HILLS INTERCHANGE/US 101 DESIGN SUPPORT DURING CONTRUCTION AND THE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING REHABILITATION PROGRAM CONSULTING

MEETING
DATE: AUGUST 24, 2016

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a Professional Services Agreement with Michael Baker International, Inc. (MBI), for the Lost Hills Interchange/US 101 Design Support During Construction and the Community Development Block Grant (CDBG) Housing Rehabilitation Program consulting for a total not to exceed \$409,756.

A total of \$309,756 for the Public Works Department's Lost Hills Interchange Project, expiring December 31, 2017 was previously approved by the City Council at its meeting of March 23, 2016.

A new Professional Services Agreement is now required to add the Administrative Services Department's CDBG Housing Rehabilitation Program consulting for a not to exceed total of \$100,000 for CDBG Consulting (averaging approximately \$20,000 per year) expiring September 15, 2021. MBI provides consulting services for each of these separate projects.

BACKGROUND:

As required by the Community Development Commission (CDC), County of Los Angeles which oversees the CDBG program, staff prepared a Request for Proposals and Qualifications for the City of Calabasas' 2016-17 CDBG Housing Rehabilitation Program Implementation and Management consulting. Two bids were received and MBI was selected based on its experience with the City and its competitive fees. CDC guidelines allow a contract award of up to five years.

The work performed on the Lost Hills Interchange Project is unrelated to the CDBG consulting and is performed by a separate sub-group in Michael Baker International, Inc.

This is a new Professional Services Agreement superseding the current MBI contract which is required in order to accommodate the required CDBG Housing Rehabilitation consulting work and will update the scope of services and fee schedule, as well the contract related to the separate work performed for the Public Works Department. The proposed new Professional Services Agreement will continue the Housing Rehabilitation projects such as new roofs, ADA handicapped accessibility modification, heating, air conditioning and ventilation systems replacements, energy efficient water heaters and windows for low and moderate income residents in Calabasas. This amendment does not represent an increase in cost and continues the popular CDBG Housing Rehabilitation program for the fifth consecutive year and twelfth year overall.

FISCAL IMPACT/SOURCE OF FUNDING:

The MBI consulting contract for CDBG Housing Rehabilitation program is funded from Fund 35 and is reimbursed to the City by the Federal Housing and Urban Development Department (HUD).

The Lost Hills Interchange/US 101 Design Support Project is covered by the Los Angeles County for Measure R funding and this new Professional Services Agreement does not change the cost for this project scope of work.

REQUESTED ACTION:

Staff recommends that the City Council approve a Professional Services Agreement with Michael Baker International, Inc. for Lost Hills Interchange/US 101 Design Support During Construction and CDBG Housing Rehabilitation Program consulting not to exceed \$409,756.

ATTACHMENTS:

Exhibit A: Scope of Services/ Fee Schedule: Lost Hills Interchange Project

Exhibit B: Scope of Services/ Fee Schedule: CDBG Housing Rehabilitation

Exhibit C: Professional Services Agreement



We Make a Difference

March 10, 2016
March 14, 2016, rev1

Mr. Robert Yalda

Director of Public Works/City Engineer
City of Calabasas Public Works Dept.
100 Civic Center Way
Calabasas, CA 91302

SUBJECT: SCOPE AND FEE PROPOSAL
LOST HILLS INTERCHANGE / US 101 DESIGN SUPPORT DURING CONSTRUCTION

Dear Mr. Yalda,

Michael Baker International, Inc. (Michael Baker) is pleased to submit this scope and fee proposal for providing design support during construction for the Lost Hills / US 101 Interchange project. We understand that we would be retained to resolve design issues expeditiously, coordinate with Caltrans as appropriate, and support the City and its construction management team in providing Design Support During Construction. Michael Baker has extensive Caltrans design experience, and my personal knowledge of the project will help quickly and efficiently resolve any design issues that may come up. Our Scope of Work includes:

SCOPE OF WORK: Michael Baker will obtain hard copy plans and current CAD files in Microstation (.dgn) format from Keir & Wright and will provide design support for the roadway plans including the following sheets:

- Title sheet
- Typical sections
- Profile sheets
- Layout sheets
- Construction detail sheets
- Temporary Water Pollution Control sheets
- Contour grading plans
- Drainage plans
- Utility plans in the Caltrans plan set
- Construction Area sign plans
- Stage Construction & Traffic Handling plans
- Pavement Delineation
- Sign plans
- Summary of Quantities sheets

Additionally, Michael Baker has in-house Traffic and Electrical design capabilities and can take over design support for the Electrical "E" sheets, once the current electrical designer has completed their current tasks. These sheets include:

- Lighting "E" sheets
- Ramp Metering "E" sheets
- Communication "E" sheets
- Traffic Signal "E" sheets

We assume that the current Landscape Architect (Tatsumi & Partners) and Bridge & Wall Structure Engineer (T.Y. Lin) will be kept on the design team, therefore we will not assume any design tasks on plans prepared by T.Y. Lin or Tatsumi & Partners. Additionally, delta revisions and response to RFIs performed by Michael Baker will be sent to Keir & Wright for review and approval. Keir & Wright will remain in responsible charge of the design & any changes made. Specific Scope tasks include:

Task 1: Attend Weekly Meetings

The Michael Baker project manager will attend an assumed one (1) weekly meeting per month on site. Other meeting participation will be via teleconference.

Task 2: Answer Requests for Information (RFI's)

Michael Baker will answer design related requests for information from the Contractor and Construction Management Team. These will be sent to Keir & Wright for review and concurrence.

Task 3: Review and Respond to Submittals

Michael Baker will review Contractor submittals, as required and in coordination with Keir & Wright. We will provide comments on the submittal or note our concurrence.

Task 4: Prepare Delta Revisions

Michael Baker will prepare necessary delta revisions on the plans, in response to RFIs. These will be sent to Keir & Wright for review and concurrence.

Task 5: Prepare As-Built Plans

Michael Baker will prepare as-built plans in CAD based on changes during construction, capturing delta revisions prepared during construction as well as redlines provided by the RE at the end of construction.

Task 6: Coordinate with Caltrans

Some delta revisions will require submittal to Caltrans before issuing to the Contractor for construction. Michael Baker will coordinate with Caltrans for the timely approval of the change.

Task 7: Coordinate with City, Design team, CM team

Michael Baker will coordinate with the City, other design consultants, and the construction management team to facilitate smooth completion of construction.

Fee Proposal: The level of effort required to support construction is an estimate and depends upon multiple factors. We have assumed that there are 15 months remaining (66 weeks) of construction and have estimated 6 hours per week for Eric Spangler, the Michael Baker Project Manager, and approximately 10 hours per week for technical design assistance from other staff members.

Please review the attached fee proposal and let me know if it acceptable. Should you have any questions and/or require additional information, please feel free to contact me directly at 949/855-3657 or at eric.spangler@mbakerintl.com.

Respectfully submitted,

MICHAEL BAKER INTERNATIONAL



Eric Spangler, PE, TE
Senior Project Manager
Transportation/Public Works



LOST HILLS INTERCHANGE DESIGN SUPPORT DURING CONSTRUCTION TASK/HOUR BREAKDOWN

CLASSIFICATION	SENIOR PROJECT MANAGER		SENIOR ENGINEER		PROJECT ENGINEER		DESIGNER		ASSISTANT ENGINEER		TOTAL	
	Hours	\$225.00	Hours	\$178.00	Hours	\$155.00	Hours	\$130.00	Hours	\$105.00	Hours	\$
SCOPE OF WORK	404	90,900	84	14,952	140	21,700	160	20,800	330	34,650	1118	\$183,002.00
1 Attend Weekly Meetings (assume 1 per month)	90	\$20,250.00		\$0.00		\$0.00		\$0.00		\$0.00	90	20,250
2 Answer Requests for Information (RFI's)	96	\$21,600.00	44	\$7,832.00	40	\$6,200.00		\$0.00		\$0.00	180	35,632
3 Review and Respond to Submittals	60	\$13,500.00	16	\$2,848.00	16	\$2,480.00		\$0.00		\$0.00	92	18,828
4 Prepare Delta Revisions	30	\$6,750.00	24	\$4,272.00	60	\$9,300.00	160	\$20,800.00	250	\$26,250.00	524	67,372
5 Prepare As-Builts	12	\$2,700.00		\$0.00	24	\$3,720.00		\$0.00	80	\$8,400.00	116	14,820
6 Coordinate with Caltrans	80	\$18,000.00		\$0.00		\$0.00		\$0.00		\$0.00	80	18,000
7 Coordinate with City, Design team, CM team	36	\$8,100.00		\$0.00		\$0.00		\$0.00		\$0.00	36	8,100
TOTAL LABOR	404	\$90,900.00	84	\$14,952.00	140	\$21,700.00	160	\$20,800.00	330	\$34,650.00	1,118	\$183,002.00

OTHER DIRECT COSTS (ODC's)

	UNIT	UNIT RATE	TOTAL ODC
REPRODUCTION (PLANS & REPORTS)		\$50	\$0
POSTAGE & FREIGHT	40	\$15	\$600
COPIES	3,000	\$0.12	\$360
COLOR COPIES	300	\$1.50	\$450
MILEAGE	4,000	\$0.54	\$2,160
			\$3,570

ODC's: **\$3,570**

TOTAL FEE: \$186,572



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May 31, 2016

John Bingham, Senior Management Analyst

CITY OF CALABASAS

Administrative Services Department

100 Civic Center Way

Calabasas, CA 91302

RE: PROPOSAL TO IMPLEMENT AND MANAGE THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED HOUSING REHABILITATION PROGRAM

Dear Mr. Bingham:

Michael Baker International (Michael Baker) is pleased to submit this proposal to implement and manage the City's CDBG-funded Housing Rehabilitation Program. Michael Baker is a Pennsylvania corporation that provides planning, environmental, engineering, and other municipal services to public agencies, special districts, and public-oriented organizations. Kurt Bergman is the firm's President, Brian Lutes is Chief Financial Officer, Michael Tylman is Assistant Secretary, and Albert Warot is Manager and Agent for Service of Process.

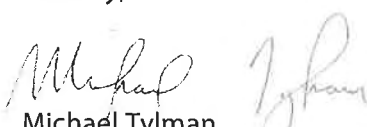
This proposal is based on the information provided in the City's Request for Proposals (RFP), as well as our familiarity with applicable federal and county regulations and our considerable experience in administering housing rehabilitation programs for cities across California and particularly in the City of Calabasas.

We are pleased to offer the services of our skilled and dedicated staff, extensive experience with housing programs, and knowledge of the City of Calabasas. Michael Baker is proposing to provide all of the services required for the continued successful implementation of the City's Housing Rehabilitation Program at a cost that falls within the activity delivery fee allowed by the Los Angeles County Community Development Commission for such services. Micheal Neal, Michael Baker's designated project manager, will be responsible for administering the program and is uniquely qualified to serve in this capacity. He is intimately familiar with local housing conditions, the City's program guidelines, and the City's procedures and expectations, having managed the program for the last six years.

We believe that our proposal is fully responsive to the City's RFP and that the services being offered by Michael Baker will fulfill the City's needs in a comprehensive, well-integrated, and cost-effective manner.

We sincerely appreciate the opportunity to submit this proposal and look forward to assisting the City with the implementation and management of its CDBG-funded Housing Rehabilitation Program. If you have any questions regarding this proposal, please contact Micheal Neal at (909) 261-2770 or mneal@mbakerintl.com.

Sincerely,


 Michael Tylman
 Senior Vice President


 Albert V. Warot
 Managing Director

TABLE OF CONTENTS

1. Technical Approach	1-1
2. Management and Staffing	2-1
3. Related Experience.....	3-1
4. Cost and Pricing	4-1

TECHNICAL APPROACH

Michael Baker's project approach will efficiently and effectively assist the City of Calabasas with the continued successful implementation of its CDBG-funded Housing Rehabilitation Program.

Michael Baker International's (Michael Baker) extensive experience with creating and implementing housing and community development programs will allow us to readily implement the program to the City's complete satisfaction. Michael Baker will administer the City's programs in accordance with all applicable regulations and the City's adopted program guidelines.



Michael Baker will provide added value by making all information needed to comply with annual CDBG reporting and general grant administration requirements readily available to the City's Senior Management Analyst. Our project manager will serve as an extension of City staff and will require no orientation since he is already quite familiar with the City's procedures and expectations. In administering the program, he will exhibit the customer service attitude that characterizes all assignments undertaken by Michael Baker.

The following is a description of Michael Baker's approach to administering and implementing the City's Housing Rehabilitation Program.

HOUSING REHABILITATION PROGRAM SERVICES

PROGRAM GUIDELINES

Michael Baker will manage the Housing Rehabilitation Program in accordance with the policies and procedures in the City's adopted program guidelines. Michael Baker will review and update the guidelines as needed to reflect desired changes and to conform to any changes in applicable US Department of Housing and Urban Development (HUD) or County of Los Angeles Community Development Commission (CDC) regulatory requirements.

MARKETING

Michael Baker will initiate marketing and promotional efforts to compile a list of potential participants, while also working from any current waiting list. All marketing collateral will conform to fair housing and equal opportunity lending requirements and display the equal housing logo. If requested, Michael Baker will participate in informational community meetings with residents interested in the program.

CLIENT INTAKE AND APPLICATION ASSESSMENT

Michael Baker will respond to all program inquiries from homeowners and other interested parties. We will log all contacts and provide the City with an interest list and a report on inquiries. We will accept and review applications for rehabilitation grants and provide assistance to applicants who need help completing applications or who may have questions about the process.

Michael Baker will review applications for completeness and will request and compile information required to complete the application. Michael Baker will qualify applicants for participation in the program based on verification of the applicant's annual income, ownership of the unit, and condition of the unit and desired improvements. Comprehensive project files will be established that will ultimately contain all of the information relevant to each rehabilitation project.

ENVIRONMENTAL REVIEW

Any environmental documentation required to provide clearance for the program activities pursuant to the National Environmental Policy Act will be prepared by the environmental consultant retained by the CDC to prepare such documentation. However, Michael Baker will coordinate Section 106 historic preservation reviews with the architectural historian retained by the CDC to perform such reviews and provide her with the information to make the necessary determinations regarding the historical significance of the homes to be rehabilitated.

SCOPE OF WORK AND BIDDING

Scope of Work

Michael Baker will consult with the homeowner and inspect the property to determine the needed repairs. Specialized reports may need to be ordered such as a structural/pest inspection or lead-based paint or asbestos testing. If required, such reports will be prepared by outside specialists already under contract to the City or to be selected by Michael Baker.

Michael Baker will prepare detailed work specifications for all projects. The work specifications will include all labor and materials needed to complete the rehabilitation, as well as a line item cost estimate of the work to be performed. Michael Baker will review the scope of work with the homeowner and obtain homeowner approval of the work and cost estimate.

Bid Solicitation and Development

Once accepted by the homeowner, Michael Baker will use the scope of work as the bid specifications. We will provide bidders' instructions and a bid solicitation packet. The bid solicitation will be sent to all contractors on the qualified list. Michael Baker will conduct a "bid walk" at the home with all interested bidders to review the requested scope of work and respond to any clarifying questions. Bids must be submitted using the bid forms provided by Michael Baker.

Once bids are returned, Michael Baker will assist the homeowner with reviewing the bids. Michael Baker staff will, when necessary, help the homeowner to select a contractor who is able to responsibly complete the rehabilitation work and who provides a good value to the homeowner and to the City. As discussed later in this section, Michael Baker will confirm that contractors are not debarred from performing federally funded work and are appropriately licensed and bonded prior to bidding, thereby avoiding unnecessary delays at this point in the process.

GRANT DOCUMENT PROCESSING

After the homeowner has selected a contractor, Michael Baker will prepare the rehabilitation grant documents for execution by the homeowner and the contractor. Michael Baker will ensure that both the homeowner and the contractor fully understand all the provisions in the grant agreement and construction contract. After the necessary documents are signed, a Notice to Proceed will be issued, allowing rehabilitation work to commence.

PROJECT MANAGEMENT (CONSTRUCTION)

Pre-Construction

Michael Baker will develop all construction documents, including the scope of work, specifications, and construction contract. Prior to issuing the Notice to Proceed, Michael Baker will conduct a pre-construction conference with the contractor and the homeowner. We will ensure that both the contractor and the homeowner fully understand all the provisions in their agreements and the construction process, including the roles and responsibilities of all parties. Michael Baker will require the contractor to obtain building permits and local approvals as necessary.

Inspection and Compliance

Michael Baker will closely monitor construction progress and be in regular contact with the homeowner and the contractor. We will ensure work is completed consistent with the industry-wide standard of care and in accordance with the construction contract. Photographs of the work progress will be taken and maintained in the project file.

Progress Payments

Michael Baker will review progress payment requests. Michael Baker will inspect the work claimed as complete and will ensure all lien waivers, warranty commitments, and the homeowner's approval are obtained prior to release of payment. Michael Baker will review all change order requests.

Prior to final payment or release of retention, Michael Baker will make a final inspection of the work to confirm completion. We will ensure all local conditions have been met, the building permit is closed, a Notice of Completion has been recorded, and there are no liens pending on the property. Michael Baker will also assist homeowners in securing warranties from contractors for construction defects for one year from the date of final approval by the City's Building and Safety Division.

Dispute Resolution

Michael Baker will take primary responsibility for dispute resolution between the contractor and the homeowner. Michael Baker will work to prevent disputes by reviewing program requirements and expectations early and often. Michael Baker will use the pre-bid and pre-construction conferences to communicate expectations and develop the contractor-homeowner relationship. Michael Baker will check in regularly on project progress to avert disputes.

RECRUITMENT AND QUALIFICATION OF CONTRACTORS

To supplement the contractors who have previously participated in the program, Michael Baker will solicit interest on the part of additional contractors. Michael Baker will target recruitment of minority- and women-owned businesses and Section 3 firms. Michael Baker will ensure all contractors are not included on the Federal Debarred List, that they are licensed and bonded through the State Contractor's License Board, and that they meet any additional qualifications stipulated by the City. Qualified contractors will be included on the City's roster of contractors qualified to receive program bid solicitations.

MAINTAIN RECORDS AND REPORTING

As previously indicated, Michael Baker will maintain comprehensive files for each rehabilitation project. Michael Baker will submit the files to the City upon project completion. Michael Baker staff will ensure that the program is administered in accordance with applicable HUD and CDC regulations and will complete all required quarterly, semi-annual, and annual reports to the CDC within the stipulated time frames. Our project manager will attend program-related public meetings or hearings, when requested, and will assist the City in preparing for and coordinating the monitoring of program activities by the CDC. He will also assist the City in preparing documentation required for the continued funding of the program by the CDC.

MANAGEMENT AND STAFFING

Michael Baker will use our experience, knowledge, and familiarity with the City of Calabasas to assist the City with the administration of its Housing Rehabilitation Program as a seamless extension of City staff.

PROJECT TEAM

Michael Baker has assembled a well-qualified project team that possesses all of the skills required to successfully provide housing rehabilitation consulting services to the City of Calabasas. Our staff is prepared to perform all of the tasks associated with the operation of the City's Housing Rehabilitation Program identified in the City's RFP. Our project team has considerable experience in developing and implementing housing rehabilitation programs. Our designated project manager has established working relationships with local contractors as the City's prior program administrator and will reach out to those relationships for continuing success. The proposed project team members are listed below.

MICHEAL NEAL, PROJECT MANAGER

Mr. Neal will serve as project manager and be responsible for the day-to-day operation of the housing rehabilitation program by receiving and processing grant applications, determining the eligibility of applicants, conducting initial inspections and preparing work write-ups and cost estimates, assisting applicants with the selection of contractors, coordinating the packaging and approval of grants, and conducting progress inspections and authorizing the disbursement of progress payments to contractors.

Mr. Neal will serve as Project Manager and will be directly responsible for the operation of the program. He will be the primary contact for the City.

Mr. Neal is uniquely qualified to serve in this capacity with 20 years of experience administering housing rehabilitation programs. He has operated housing rehabilitation programs for 14 Southern California cities using a variety of federal, state, and local funding sources. Most importantly, he successfully administered the City's CDBG-funded Housing Rehabilitation Program for the past six years and, consequently, is very familiar with local housing conditions, the City's CDC-approved Housing Rehabilitation Program Guidelines, and the City's internal procedures and expectations. Moreover, he has worked extensively with local homeowners, contractors, and City staff.

ALBERT WAROT, PROJECT DIRECTOR

Mr. Warot will serve as project director and be responsible for corporate oversight of the housing rehabilitation services to be provided to the City of Calabasas. He will also be available to provide technical assistance to the project manager, if needed, and assist with meeting reporting requirements and preparing documentation required for the continued funding of the program by the CDC. Mr. Warot has over 40 years of experience in the planning field in California that spans every aspect of planning. Much of his career has been spent administering CDBG, HOME, and other state/federal grant-funded projects and programs for cities across California, including oversight of numerous housing rehabilitation programs. He is quite familiar with the procedures and expectations of the CDC, having served as a member and chairman of the CDC's former City Advisory Committee and as CDBG coordinator for six of the Urban County participating cities.

Mr. Warot will be responsible for corporate oversight of the program and will provide support for Mr. Neal as necessary.

Résumés are presented on the pages that follow.

Micheal Neal Project Manager

Team Member since 2013

Mr. Neal has 20 years of experience in administering Community Development Block Grant (CDBG)/Home Investment Partnerships (HOME) grants, assisting with the implementation of residential rehabilitation programs, conducting Section 8 Housing Quality Standards inspections, and interpreting and applying provisions of the US Department of Housing and Urban Development rules and regulations pertinent to housing rehabilitation programs and other CDBG/HOME-funded activities.

Education

BA, Liberal Studies | California State Polytechnic University, Pomona

Relevant Project Experience

City of Hawaiian Gardens. Administered the City's annual CDBG grant.

City of Norco. Administered a housing trust/bond-funded housing rehabilitation program.

City of La Habra. Assisted the City with the administration of a HOME-funded housing rehabilitation program and managed a CDBG-funded housing rehabilitation program for the City.

City of Lomita. Administered the City's CDBG program and managed the housing rehabilitation program.

City of Signal Hill. Administered the City's CDBG program and implemented funded projects and programs.

City of Redondo Beach. Managed the City's CDBG-funded Mobility Access/Emergency Repair Program.

City of Westlake Village. Administered the City's CDBG-funded housing rehabilitation program.

City of Calabasas. Administered the City's CDBG-funded housing rehabilitation program.

City of Temple City. Assisted with the operation of CDBG, CDBG-R, and Energy Efficiency and Conservation Block Grant (EECBG)-funded housing rehabilitation programs.**City of Beverly Hills.** Administered the City's CDBG program and managed the housing rehabilitation program.

City of Calimesa. Assisted the City with the administration of a HOME-funded housing rehabilitation program and managed a CDBG-funded housing rehabilitation program for the City.

City of San Bernardino. Served as project coordinator for the City's EECBG-funded Green Home Makeover Program, working with homeowners and scheduling energy audits and energy efficiency improvements.

City of Bell Gardens. Managed the operation of a Redevelopment Agency-funded Housing Rehabilitation Loan and Grant Program.

City of San Gabriel. Performed the general administration of the City's annual CDBG program and managed the operation of CDBG-funded housing and commercial rehabilitation programs.

City of Rosemead. Performed general administration of the City's CDBG and HOME programs, including compliance with reporting requirements and the management of projects. Assisted with the operation of CDBG-funded public service and residential and commercial rehabilitation programs.

City of Goleta. Provided technical assistance in monitoring public services agencies to ensure compliance with federal requirements.

City of Culver City, Culver City Housing Authority. Conducted housing quality inspections for the Housing Authority's Section 8 program.

City of Hawthorne, Hawthorne Housing Authority. Conducted housing quality inspections for the Housing Authority's Section 8 program.

Albert V. Warot Project Director

Mr. Warot has more than 43 years of professional planning experience involving both public and private sector employment. His experience spans all aspects of planning, including current, advance, and environmental planning, as well as housing and community development. As a managing director, Mr. Warot is responsible for managing and overseeing numerous projects in a number of Michael Baker International's service areas.

Education

BS, Geography | Northern Arizona University

Relevant Project Experience

City of Blythe. Currently managing the provision of on-call planning services to the City, which has included the updating of the General Plan Housing Element. Previously oversaw the preparation of California Environmental Quality Act (CEQA) documents for a variety of land development projects and managed a project that involved the conversion of existing Riverside County addresses on approximately 2,100 residences and 100 businesses, which had been annexed into the city, to a new city property address numbering system.

City of Hanford. Directed the operation of housing rehabilitation programs funded by Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME).

City of Greenfield. Directed the administration of a HOME-funded housing rehabilitation program.

City of Barstow. Managed the updating of the Housing Element of the City's General Plan.

Professional Affiliations and Service

- American Planning Association
- Association of Environmental Professionals
- National Association of Housing and Redevelopment Official
- Sustainable City Committee, City of Signal Hill
- Oversight Board, City of Signal Hill
- Los Cerritos Wetlands Restoration Advisory Committee, City of Long Beach
- Chairman, City Advisory Committee, Los Angeles Urban County CDBG Program

Awards and Honors

- Distinguished Leadership Award from the Los Angeles Section of the American Planning Association

City of Westlake Village. Managed two updates of the Housing Element of the City's General Plan.

City of Tehama. Managed a series of CDBG-funded housing studies for the City, which included household income and housing condition surveys and an investigation of potential funding sources to assist low-income residents with housing costs.

Tulare County. Managed a CDBG-funded urbanization and blight analysis for the County's Redevelopment Agency that involved approximately 600 parcels in the community of Tipton.

City of Ontario Redevelopment Agency. Managed a survey of physical blight conditions for a proposed amendment to the Cimarron Redevelopment Project Area Plan. Managed the provision of on-call redevelopment and planning services to the City and its Redevelopment Agency and Housing Authority.

City of San Gabriel. Assisted the City with the administration of its CDBG program.

City of Marysville. Assisted the City in securing HOME funding for and subsequently administering a housing rehabilitation program.

Humboldt County. Managed a CDBG-funded urbanization and blight analysis involving eight redevelopment survey areas containing approximately 2,200 parcels.

City of La Puente. Assisted the City with the administration of its CDBG program. Managed the updating of the General Plan Housing Element.

City of Bell Gardens. Assisted the City with the administration of its annual CDBG as needed. Responsible for training City staff in the administration of the grant, providing direction in the formulation and implementation of projects, and satisfying federal reporting requirements. The City has been recognized by the County's Community Development Commission for overall program performance and for the Project of the Year in the Urban County of Los Angeles.

City of Calimesa. Managed two prior updates of the City's General Plan Housing Element. Assisted the City with the procurement and general administration of multiple CDBG/HOME grants and the implementation of various CDBG- and HOME-funded activities, including the initiation of a housing rehabilitation program, a park feasibility study, and household income and housing condition surveys.

City of Cudahy. Assisted the City with the administration of its CDBG program.

City of Agoura Hills. Conducted a community development needs assessment that resulted in the establishment of a CDBG-funded housing rehabilitation program. Coordinated the preparation of guidelines and all other materials needed for the operation of the program.

Placer County. Directed the administration of CDBG- and HOME-funded housing rehabilitation programs.

City of Susanville. Assisted the City in procuring \$1 million in state CDBG funds for housing rehabilitation purposes and subsequently oversaw the operation of the housing rehabilitation program.

City of Colusa. Responsible for oversight of a \$1 million housing rehabilitation program. As a prerequisite to using state CDBG funds, updated the General Plan Housing Element, a process that was completed in a period of five months, including certification by the California Department of Housing and Community Development. Prepared a successful application for \$500,000 in state CDBG funds for continued operation of the program.

Los Angeles County. As chairman of the City Advisory Committee for the L.A. Urban County CDBG Program, served as spokesperson for the 48 cities that make up the country's largest urban county program. Served in this position for several years while representing the County's First Supervisorial District as CDBG coordinator from the City of Rosemead.

City of Torrance. As the associate planner in charge of community development, responsible for administering an annual CDBG entitlement of \$1.3 million, a rental assistance program involving 254 Section 8 certificates, and the implementation of a redevelopment program consisting of three project areas.

RELATED EXPERIENCE

Michael Baker is actively engaged in providing an ever-expanding array of housing and community development services to cities across California. The considerable experience of our staff in administering housing rehabilitation programs funded by HUD and the CDC will help to ensure the timely and effective implementation of the City's Housing Rehabilitation Program.

HOUSING AND COMMUNITY DEVELOPMENT CAPABILITIES

Michael Baker is a leading global provider of engineering, planning, and other consulting services. The firm, which is a corporation, was founded in 1940 and provides a comprehensive range of innovative services and solutions to support federal, state, and municipal government agencies and other diverse clients. The firm has more than 6,000 employees in over 90 offices located across the United States and internationally. Michael Baker is not a small, minority-owned, or woman-owned business.

In February 2015, Michael Baker acquired Pacific Municipal Consultants (PMC). PMC, a California corporation, was a recognized leader in the provision of comprehensive municipal services to clients across California and elsewhere since 1995. As a result of PMC's acquisition, Michael Baker can now offer its clients a full array of housing and community development services, in addition to its extensive urban and environmental planning and engineering capabilities, including housing rehabilitation.

Michael Baker staff is experienced in carrying out a wide range of housing and community development projects using a variety of funding sources. These include local, state, and federal sources such as CDBG, Home Investment Partnerships (HOME), Neighborhood Stabilization Program (NSP) and CalHome grants, tax credits, Redevelopment Agency Low and Moderate Income Housing funds, and tax-exempt bond financing. Due to our long-term involvement in administering housing and community programs, we have developed a thorough understanding of the program requirements of the funding agencies involved and have established sound practices

Housing and Community Development Services

- First-time homebuyer, housing rehabilitation, and façade improvement program implementation
- Preparation of grant applications
- Administration of state and federal grant programs
- Housing policy development, implementation, and administration
- Program and project compliance monitoring – CDBG, HOME, LIHTC, NSP
- Relocation services
- Affordable housing portfolio and trust fund management
- Housing elements and affordable housing strategies
- Housing need assessments
- Housing condition and household income surveys
- Labor compliance – Davis-Bacon Act and State Prevailing Wage Law
- Economic development services

and standard procedures to maintain a high level of accuracy and productivity. We have developed excellent working relationships with the respective funding agencies, including HCD, HUD, and the CDC. Our staff regularly attends workshops and training sessions sponsored by these agencies in order to remain current with their changing regulations and procedures. Michael Baker's staff are extremely well qualified to provide the services being requested by the City based on their education, career training, and work experience.

RELEVANT EXPERIENCE

Michael Baker staff have considerable experience in designing and administering housing rehabilitation programs. The government agencies for which our staff have set up and/or administered such programs are shown in the table below. The funding source for each program is identified. As the title of the table indicates, all programs cited involved the rehabilitation of owner-occupied homes. Additionally, as a result of prior work in Calabasas, Calimesa, Citrus Heights, Elk Grove, Lomita, Rancho Cordova, Westlake Village, and Monterey County, our staff have extensive experience in dealing with the rehabilitation of mobile homes.

Owner-Occupied Housing Rehabilitation Experience

Agency	Funding Source
City of Beverly Hills*	CDBG
City of Calabasas*	CDBG
City of Calimesa	HOME
City of Citrus Heights	CDBG, CalHome
City of Corona	NSP
City of Elk Grove	CDBG
City of Fort Bragg	HOME
City of Gonzales	HOME
City of Greenfield	HOME, CalHome, RDA
City of La Habra	HOME
City of Lomita*	CDBG
City of Norco	RDA, Tax-Exempt Bonds
City of Rancho Cordova	CDBG, CalHome
City of Redondo Beach	CDBG
City of Seaside	RDA
City of Soledad	HOME, RDA
City of Westlake Village*	CDBG
County of Monterey	CDBG, HOME

* Jurisdictions that receive funding through CDC

Related Experience

Brief descriptions of some the above assignments are provided below.

Housing Rehabilitation Program Implementation and Grant Administration, City of Calabasas

Michael Baker performs all tasks associated with the implementation of the City's CDBG-funded housing rehabilitation loan and grant program and assists with the general administration of the City's annual CDBG grant received through the Los Angeles County Community Development Commission (CDC).

Housing Rehabilitation Program Implementation and Grant Administration, City of La Habra

Michael Baker assisted with the setup and implementation of the City's HOME-funded housing rehabilitation program. The City was awarded the HOME grant by HCD.

Housing Rehabilitation Program Implementation and Grant Administration, City of Westlake Village

Michael Baker performs all tasks associated with the implementation of the City's CDBG-funded housing rehabilitation grant program and assists with the general administration of the City's annual CDBG grant received through the CDC.

Grant Administration and Housing Rehabilitation Programs Implementation, City of Beverly Hills

Michael Baker administers the City's annual CDBG grant received through the CDC and performs all tasks associated with the implementation of the City's CDBG-funded single-family housing rehabilitation and multi-family handyworker programs.

Grant Administration and Program Implementation, City of Lomita

Michael Baker administers the City's annual CDBG grant received through the CDC and performs all tasks associated with the implementation of the City's CDBG-funded single-family housing rehabilitation program. Michael Baker also performs subrecipient monitoring for CDBG-funded public service programs.

References for several of the above on-going assignments involving the services requested by the City of Calabasas are listed below.

James Latta, Human Services Administrator
City of Beverly Hills
(310) 285-2535

Services Provided: Administration of annual CDBG grant and operation of CDBG-funded single-family housing rehabilitation and multi-family handyworker programs.

Dates of Service; 2013-present

Roger Grody, Economic Development Consultant

City of Norco

(951) 270-5644

Services Provided: Development of program guidelines and application materials for housing asset and tax-exempt bond-financed housing rehabilitation and first-time homebuyer programs and subsequent administration of programs.

Dates of Service: 2014-present

Gary Sugano, Assistant City Manager/Community Development Director

City of Lomita

(310) 325-7110, ext. 121

Services Provided: Administration of annual CDBG grant, operation of CDBG-funded single-family housing rehabilitation program, and oversight of management of Lomita Manor conventional public housing project and associated HUD reporting.

Dates of Service: 2013-present

Kerry Kallman, Administrative Analyst

City of Westlake Village

(818) 706-1613

Services Provided: Administration of CDBG-funded housing rehabilitation program and assistance with general administration of annual CDBG grant.

Dates of Service: 2013-present

Daisy Perez, Housing Specialist/Associate Planner

City of La Habra

(562) 383-4111

Services Provided: Setup and administration of state HOME-funded housing rehabilitation program.

Dates of Service: 2014-present

COST AND PRICING

FEE

Michael Baker is proposing to provide all of the services requested by the City for a fee not to exceed \$17,000, based on a total program budget of \$85,000. In the event that additional funds are allocated to the program during the course of the fiscal year, our fee would increase, but in no case will exceed the maximum amount allowed for housing rehabilitation activity delivery by the CDC.

BILLING RATE

Mr. Neal's services would be provided on an hourly basis at a rate of \$105.00, for the not-to-exceed fee stated above. This rate is fully burdened and the City will not be charged extra for travel, supplies, or other non-personnel costs. The City will be billed monthly for services rendered, with an itemization of the hours worked per week by Mr. Neal.

ITEM 4 EXHIBIT C
PROFESSIONAL SERVICES AGREEMENT
City of Calabasas / Michael Baker International, Inc.

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and Michael Baker International, Inc. a Pennsylvania corporation (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: Lost Hills Interchange/US 101 Design Support During Construction and Community Block Grant Housing Rehabilitation Program Consulting.
- 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” and “Approved Fee Schedule” : Such professional services as are set forth in Consultant’s March 14, 2016 for Lost Hills Project and May 31, 2016 for the CDBG Project proposal to City attached hereto as Exhibit A and Exhibit B and incorporated herein by this reference.
- 3.2 “Commencement Date”: March 24, 2016 for the Lost Hills Project.
- 3.3 “Commencement Date”: September 1, 2016 for the CDBG Project.
- 3.4 “Expiration Date”: December 31, 2017 for the Lost Hills Project.
- 3.5 “Expiration Date”: September 1, 2021 for the CDBG Project.

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 Four Hundred Seven Thousand Seven Hundred Fifty-six Dollars (\$407,756.00) 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. **Eric Spangler for the Lost Hills Project and Michael Neal, for the CDBG Project** 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.
- 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: **Tatiana Holden/John Bingham**
Telephone: (818) 224-1600
Facsimile: (818) 225-7324

If to Consultant:

Micheal Baker Intl, Inc.
3900 Kilroy Airport Way,
Suite 120
Long Beach, CA 90806
Attn: Michael Tylman

With courtesy copy to:

Scott H. Howard
Colantuono, Highsmith & Whatley, PC
300 South Grand Avenue, Suite 2700
Los Angeles, CA 90071-3137
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”
Michael Baker International, Inc.

By: _____
James R. Bozajian, Mayor

By: _____
Michael Tylman, Sr. Vice President

Date: _____

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____

EXHIBIT A
SCOPE OF WORK

EXHIBIT B
APPROVED FEE SCHEDULE





CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 15, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  MAUREEN TAMURI, AIA, AICP, COMMUNITY DEVELOPMENT DIRECTOR
TOM BARTLETT, AICP, CITY PLANNER **

SUBJECT: DISCUSSION OF CITY RIDGELINES, ASSOCIATED CODES AND POLICIES, AND DIRECTION TO STAFF

MEETING DATE: AUGUST 24, 2016

SUMMARY RECOMMENDATION:

It is recommended that the City Council discuss mapped City ridgelines and associated codes and policies, and then provide direction to Staff.

BACKGROUND:

City of Calabasas has had a long-standing policy of protecting significant ridgelines. The City's first General Plan included ridgeline protection policies, and the City's most significant ridgelines were mapped and documented in the original General Plan. The newer 2030 General Plan (adopted in 2008) carried forward the mapped significant ridgelines, with several additional ridgeline extensions. Furthermore, as part of the City's Development Code update in 2010, ridgeline policies were amended to include more stringent protections, including the 50-foot vertical and horizontal setback from ridgelines for any structure that requires a permit.

Mapping

Since the adoption of the 2010 Development Code, staff has processed a number of additions to existing homes located on mapped ridgelines, and consequently, has become aware of anomalies in the mapping of the Significant Ridgelines. Research indicates that the current ridgeline mapping was drawn from USGS topographic maps dating to the 1980's, prior to many of the subsequent tract developments. Severe degradation, and in some cases, elimination of the ridgeline occurred during construction of Calabasas Park Estates, Westridge, Vista Point, Calabasas Ridge and the Oaks, where a number of ridgelines were graded and significantly modified, resulting in a topographic form which is substantially different than what is portrayed in the "Significant Ridgelines" map (Figure III-4) in the 2030 General Plan.

While the 2030 General Plan repeatedly calls for protections to the natural hillsides and ridgelines, the current developed condition of ridgeline properties in tract development areas makes adherence difficult, at best, and mostly impossible. In some cases the ridgeline has been moved, flattened and re-graded to the point where homes on mapped ridgeline properties are often physically below their neighboring homes.

Development Code

In 2010 the Development Code update included, as a last-minute component recommended by community members, a new ridgeline development standard intended to add greater protection for the designated e.g., (mapped) significant ridgelines. The standard, extracted from Los Angeles County Code, specified that no portion of any structure requiring a permit may be constructed within 50 horizontal feet or 50 vertical feet of any designated significant ridgeline (CMC 17.20.150.C.2). Staff refers to this code requirement as the "50 foot rule".

Recent development activity has shown that application of this standard for additions to, or construction of accessory structures at existing homes located on mapped ridgelines in tract developments is problematic. There are currently 180 existing homes on mapped ridgelines, and all but 8 consist of properties too small, too flat, or with homes already existing on top of the ridgeline, therefore preventing them from being able to comply with the 50-foot rule.

Application for additions not meeting the standard must apply for a variance to the "fifty foot rule," at a cost of \$1,027 plus the cost of mailing labels to all property owners residing in a 500 foot radius, and the cost of story pole surveying, mapping and installation. The additional application time to appear in front of the Planning Commission is estimated at 10 to 12 weeks.

Subsequently, staff determined that Los Angeles County has an exception for additions to existing ridgeline homes of up to 25% of the floor area, or 1,200sf

maximum square-feet; the City's ridgeline protection code was adopted without any exceptions.

Story Poles

The Council adopted its revised story pole policy in June 2015. It requires new homes, additions to existing homes, and construction of accessory structures, on mapped significant ridgelines to erect story poles depicting the new construction area. The policy has been adhered to, and staff has observed the following:

- a) Most homes are located in gated communities, where public access is not available. In some instances, staff has struggled for vantage points outside of neighboring backyards in order to view additions. Very few commissioners (and no councilmembers) to staff's knowledge have elected to visit single family home addition projects with Story Poles.
- b) Applicants are reluctant to approach the Planning Commission to seek a waiver of requirements. The time to prepare the staff report and appear before the Planning Commission is a four week process; applicants are already required to erect poles for a 30 day period prior to their Planning Commission hearing, and are fearful that if turned down, they will lose additional time to their schedules.
- c) The cost of the average story pole erection for a 200 sf to 500 sf addition ranges between \$100 and \$1,000.

DISCUSSION/ANALYSIS:

Staff is seeking direction from the Council on its desire to address the anomalies in the mapping, and the "50 foot" rule, in that it disproportionately affects 180 existing ridgeline homes in the City. For the remaining 18 privately held, undeveloped lots located on significant ridgelines, Staff believes that the ridgeline mapping is generally correct and the setback standards appropriate. Staff notes that an additional 47 lots on mapped significant ridgelines are held by HOA's or public agencies such as the SMMC, and cannot be developed.

Staff is seeking guidance from the Council on the current ridgeline anomalies. Options available to the Council include:

- 1) Maintaining the status quo;
- 2) Determining that a re-mapping of ridgelines should be accomplished;
- 3) Revisiting CMC development standards for ridgeline development, including the "50 foot" rule;
- 4) Creating exemptions for additions to existing homes on ridgelines;
- 5) Exempting story pole requirements for additions on ridgelines;

- 6) Initiating temporary suspensions of either the "50 foot" rule and/or story pole requirements while consideration of new maps and/or codes and policies are underway.

To date, since enactment of the "50 foot rule", there have been 10 minor projects that have been required to appear before the Planning Commission to seek a variance. Staff is currently processing an additional three.

FISCAL IMPACT/SOURCE OF FUNDING:

This is a discussion item only; there are no fiscal impacts at this time. The Council has received a request from an applicant who is seeking a refund for the costs of their additional efforts to obtain a variance for construction of two rear-yard open-lattice trellises. Staff notes that in addition to this applicant, there are nine projects who have experienced similar costs.

REQUESTED ACTION:

It is recommended that the City Council discuss City ridgelines, associated codes and policies, and provide direction to Staff

ATTACHMENTS:

- A. Power-point Presentation
- B. CMC 17.20.150 Hillside and Ridgeline Development
- C. Letter to the Council from Mr. Perlmutter

ITEM 5 ATTACHMENT A

Discussion of Significant Ridgelines



CITY of CALABASAS

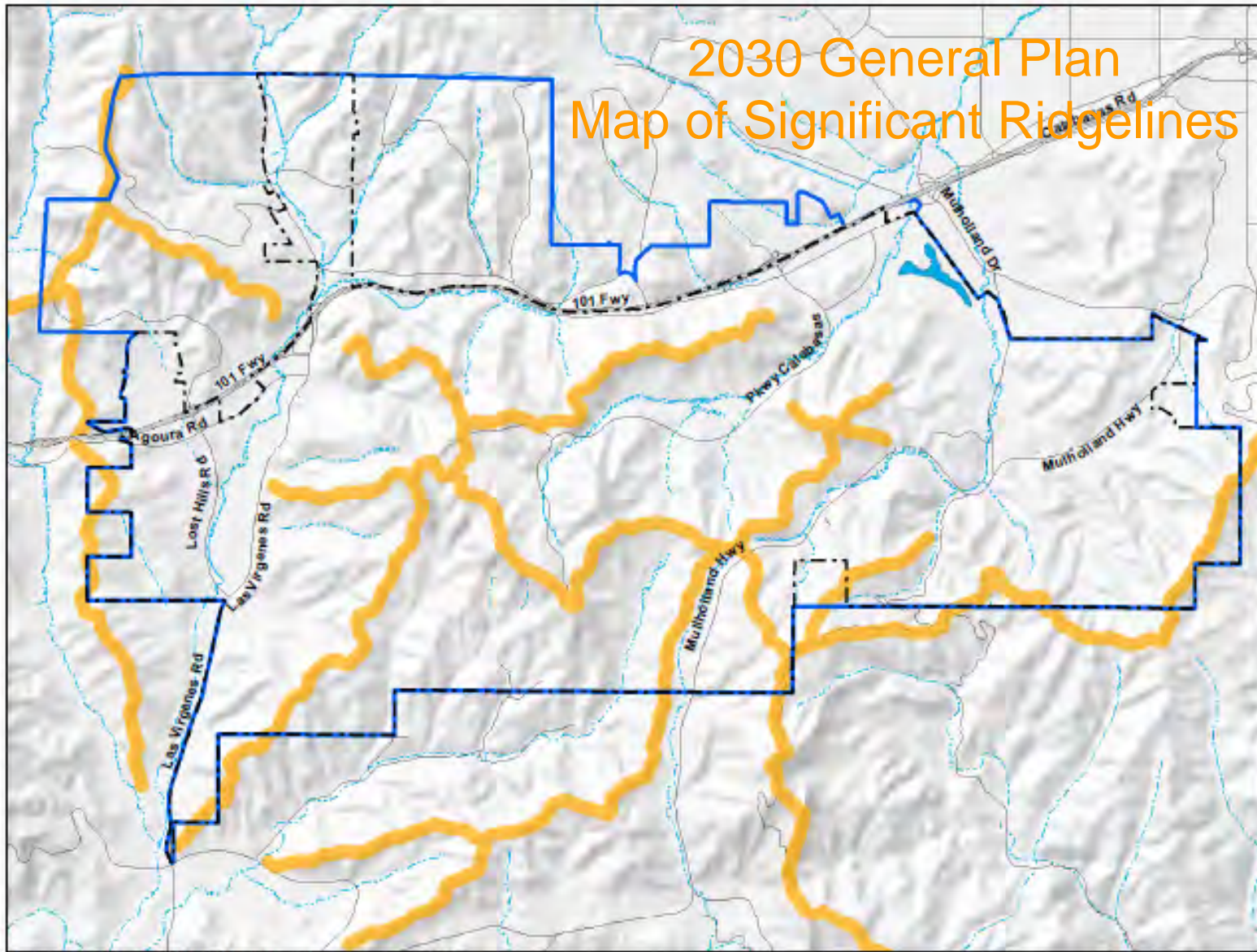
City Council
August 24, 2016

Ridgeline Map History

- CMC 17.90 Definitions:
 - "Ridgeline" means a line connecting the highest points along a ridge and separating drainage basins or small-scale drainage systems from one another.
 - "Ridgeline, significant" means those ridgelines depicted on Figure III-4 of the General Plan Open Space Element.



2030 General Plan Map of Significant Ridgelines



Source: City of Calabasas, 2007; USGS, 2002; and Rhcon Consultants, 2008.



Ridgelines Map History

- The first significant ridgeline map dates to the 1995 General Plan
- Map was derived from 1980's topo mapping (USGS Quadrangle Maps)
- Original purpose of the map was to protect or restore *natural* features associated with ridgeline views





CITY OF CALABASAS GENERAL PLAN

FIGURE II-4 SCENIC FEATURES

LEGEND

-  CITY LIMITS
-  SPHERE OF INFLUENCE
-  SIGNIFICANT RIDGELINES
-  SCENIC CORRIDORS
-  SIGNIFICANT FEATURES

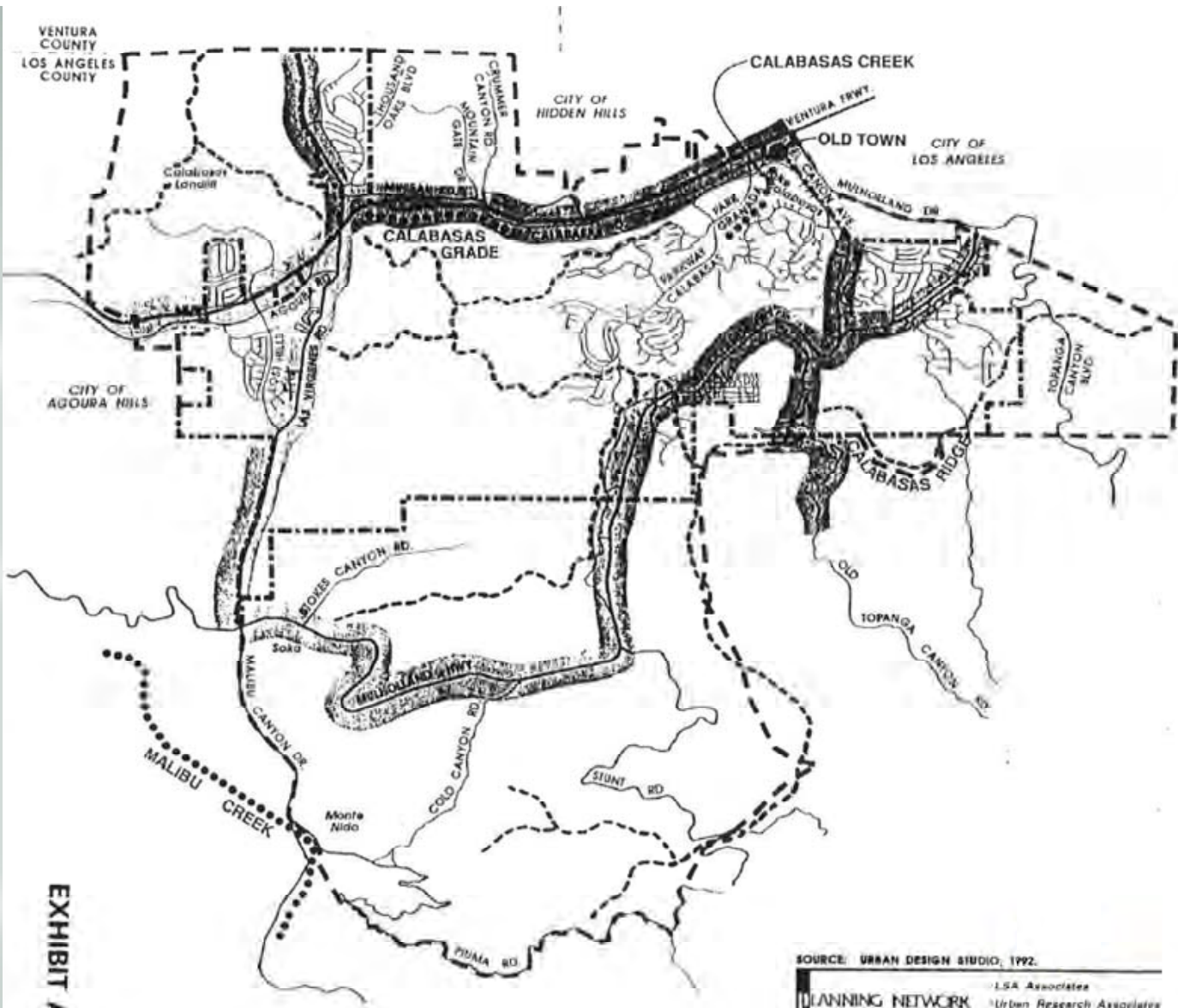
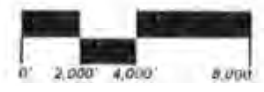


EXHIBIT A

SOURCE: URBAN DESIGN STUDIO, 1992.

PLANNING NETWORK

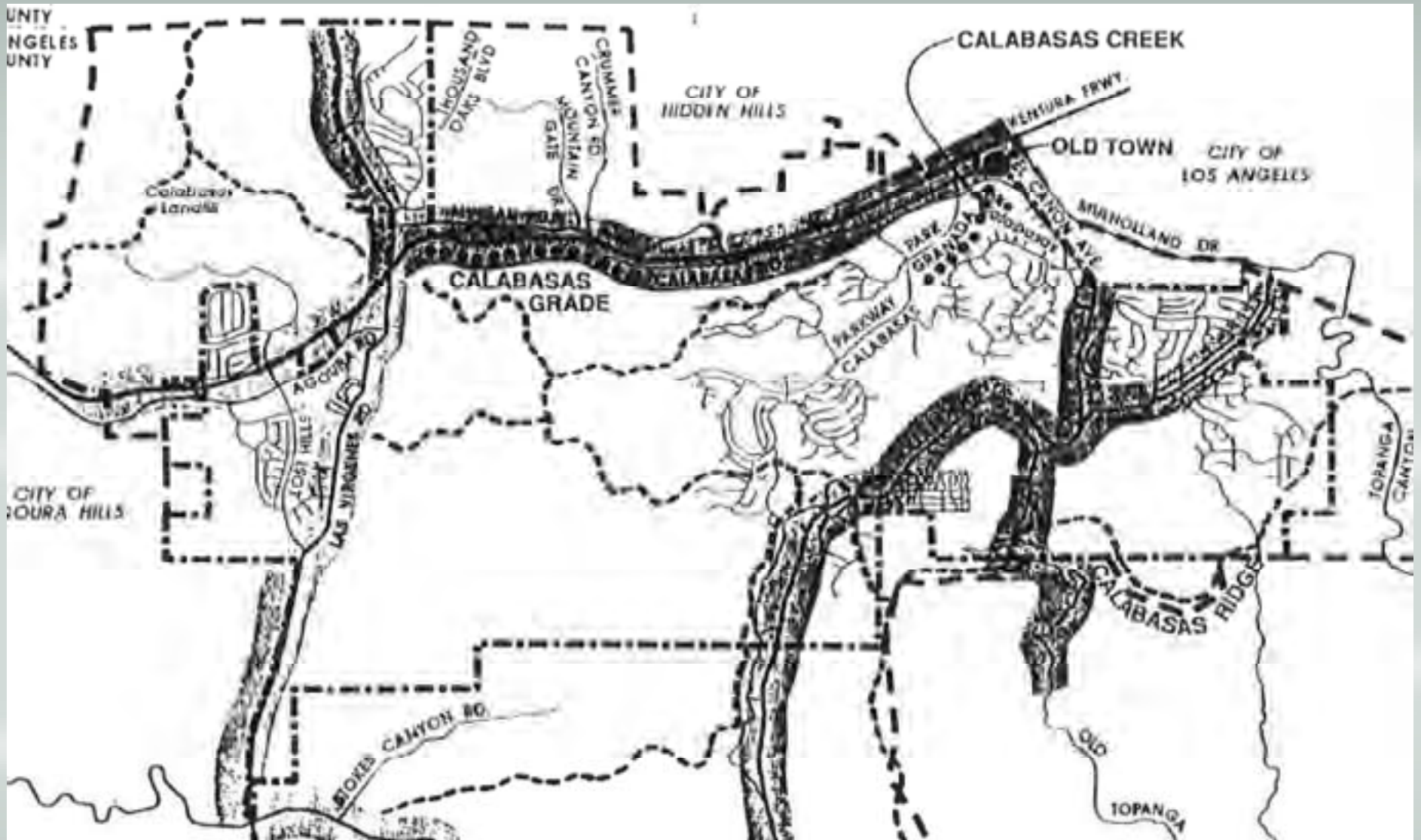
- LSA Associates
- Urban Research Associates
- Urban Design Studio



CITY of CALABASAS

Discussion of Ridgeline Protection Ordinance & Standards

City Council
August 24, 2016



Staff Observations

- Recent development activity has raised concerns regarding the accuracy of the current significant ridgeline maps and application of CMC code requirements for additions



Significant Ridgeline Status

- Some mapped ridgelines have been significantly *altered* by tract development
 - As a result, the code is effectively protecting an “unnatural” feature
 - The Oaks, Vista Point, Westridge, Calabasas Park Estates, Calabasas Ridge, and Parksouth contain most ridgeline homes





Significant Ridgeline Status

- Current mapping is inaccurate in developed tracts, and does not always reflect the current “ridgelines” or high points of the current development



The Oaks Ridgelines



Significant Ridgeline Status

- Ridgelines are mapped continuously, and the dips (valleys) sometimes fall below adjacent hillside areas



Significant Ridgeline Status

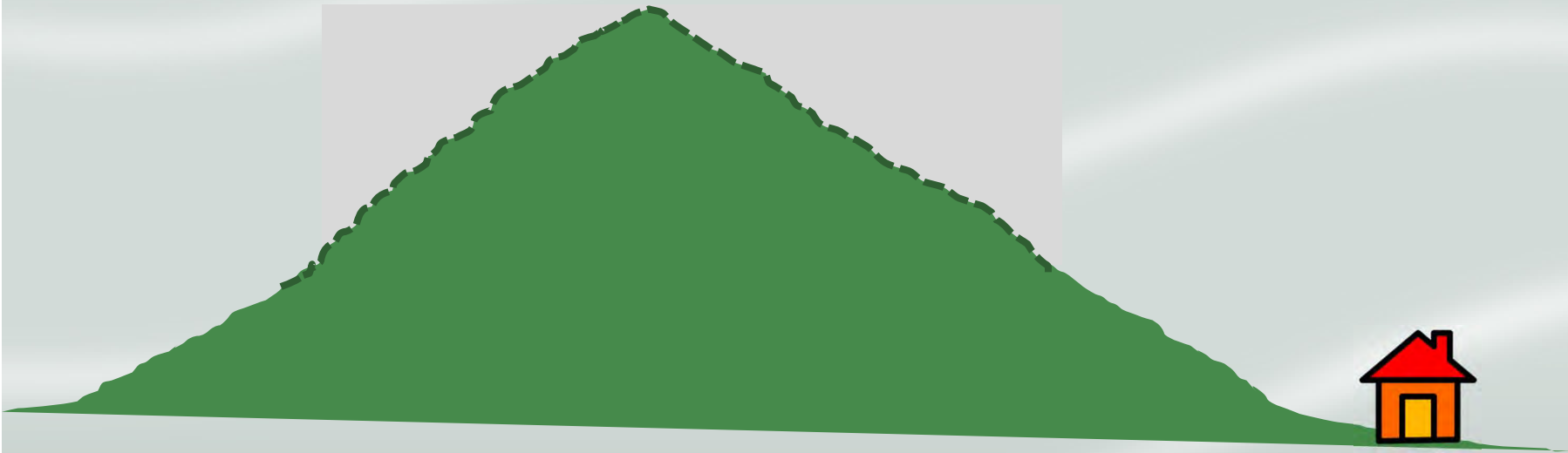


Significant Ridgeline Status



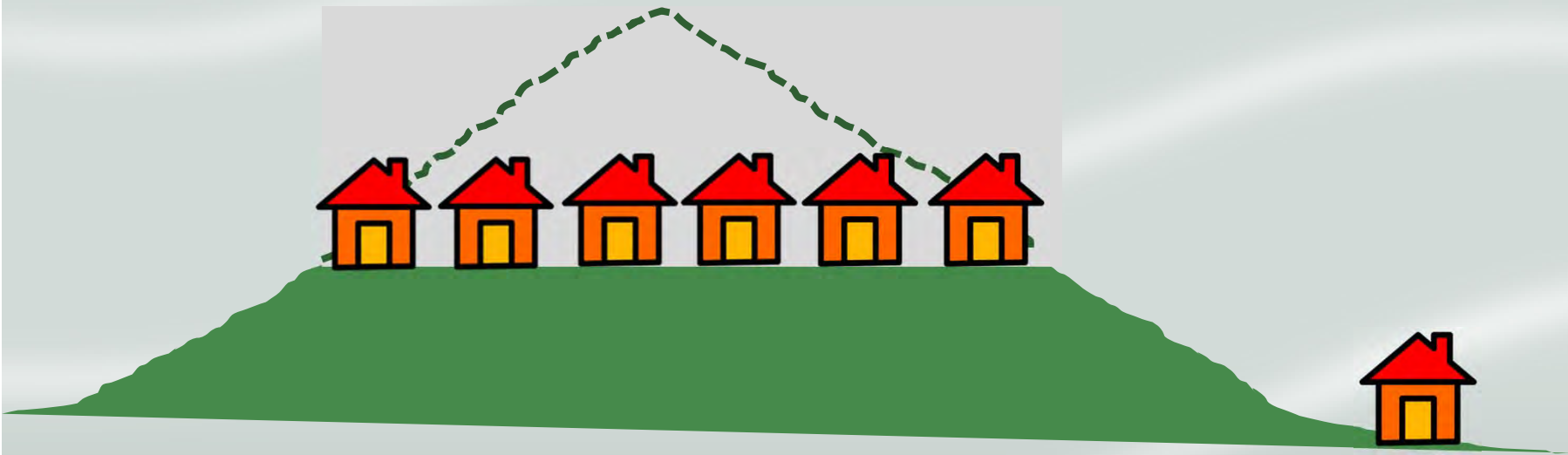
Significant Ridgeline Status

- Some tract ridgelines have been so altered as to no longer exist



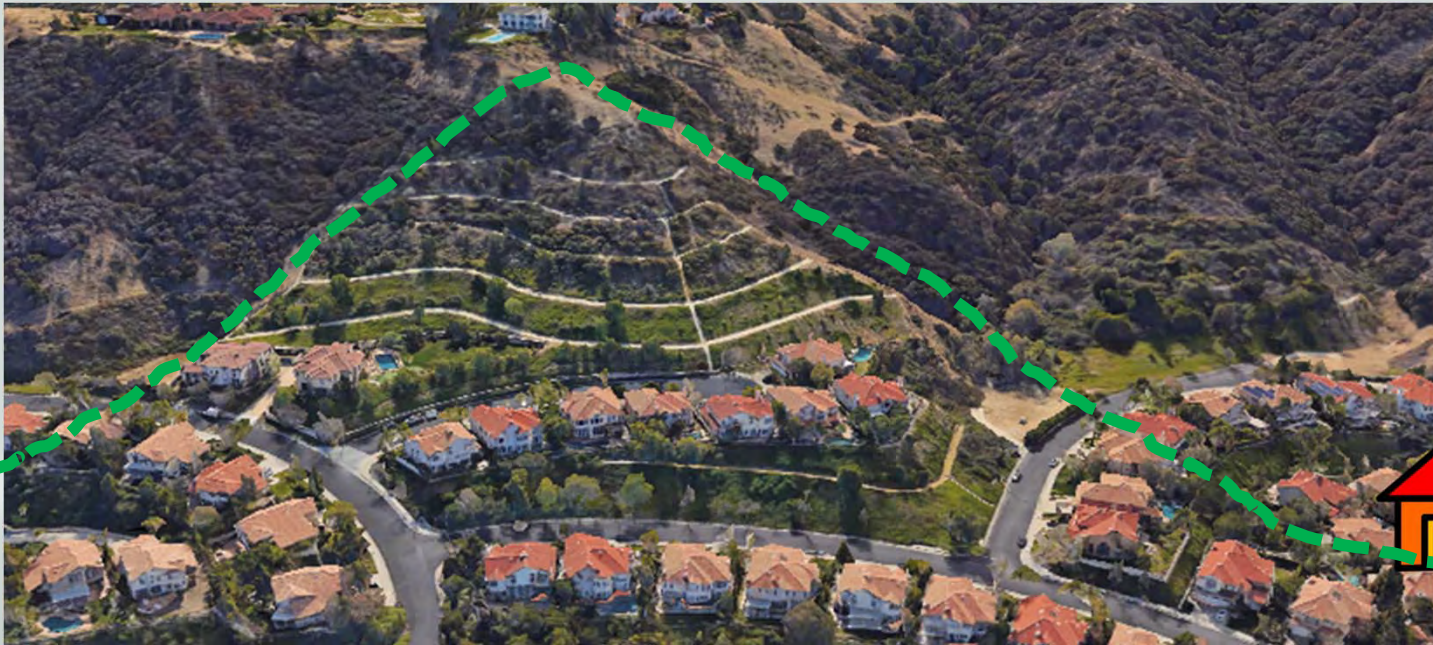
Significant Ridgeline Status

- Some tract ridgelines have been so altered as to no longer exist



Significant Ridgeline Status

- Some ridgelines have been so altered as to no longer exist



Significant Ridgeline Status



CITY of CALABASAS

Discussion of Ridgeline Protection Ordinance & Standards

City Council
August 24, 2016

Significant Ridgeline Status

- The view considerations to evaluate ridgeline development are not defined in the code
- The majority of ridgeline properties are within gated communities without public views or access



Significant Ridgeline Status



CITY of CALABASAS

Discussion of Ridgeline Protection Ordinance & Standards

City Council
August 24, 2016

Current Ridgeline Status



Significant Ridgeline Status

- Most lots are too small to meet the CMC requirement to build 50ft. away from, and 50ft. below the ridgeline
- The setback requirement was drawn from the LAC ridgeline code in 2009; the exemption for an addition of up to 1,200sf did not carry over



Significant Ridgeline Status



Significant Ridgeline Status

- Additions for 172 of 180 homes cannot meet the 50ft setback as the lot is too small, too flat, or located on a ridgeline
- Home additions must obtain a variance from the Planning Commission
- The additional cost is \$1,027 (plus mailing labels)
- Additional time is 10-12 weeks



Story Pole Requirements

- The Story Pole Policy adopted in June 2015 require story poles be placed for all applications on significant ridgelines, and left in place for 30 days prior to the PC hearing



Story Pole Requirements

- Only the PC can determine if story poles can be eliminated
- A petition to wave requirements takes 4 weeks to process and be heard, saving no time for the applicant
- Story pole costs for additions can run from \$100 to \$1,000.



Hillside and Ridgeline Development Standards

- CMC 17.20.150 standards do not distinguish between:
 - Existing vs New Homes
 - Types of Structures (e.g. trellis vs. house)
 - Subdivisions vs Undeveloped Parcels
 - Gated vs. Ungated Communities
 - Scenic Corridors vs City Street



Affected Properties

A total of 247 parcels are directly on mapped significant ridgelines

- 180 contain existing homes
- 18 are private, undeveloped lots
- 49 are undeveloped, zoned open space, and held by public agencies, HOA's or conservation groups



Application Overview

- Since January 2011, we have entitled:
 - 9 Additions
 - 1 Trellis
 - 1 New Home
- Current applications in process:
 - 3 Additions



Council Ridgeline Options

- Do nothing – retain the status quo
- Re-map the significant ridgelines
 - Determine if you wish to distinguish between those with natural features, and those without (developed sites)
- CMC updates (developed vs undeveloped, type of structure)



Council Options

- Revisit the ‘50 foot rule”
 - Determine if you wish to adopt an exemption as LAC does
- Revisit the Story Pole Policy for additions to existing homes
 - Determine if you wish to exempt additions in RS (tract) zones



Council Options

- Council can consider immediate actions for additions;
 - Suspending the “50 ft” code requirement for additions
 - Suspending the requirement for story poles



Hillside & Ridgeline Protection Council Discussion and Comments



Summary of Council Options

- No Action
- Re-mapping of ridgelines
- Update the CMC requirements
- Adopt “50 ft” rule addition exemption
- Suspensions during study
 - “50 ft” rule for additions
 - Story poles for additions



17.20.150 - Hillside and ridgeline development.

The general requirements of this section apply to development proposed on sites with a natural slope greater than ten (10) percent, or that include a ridgeline.

- A. Performance Standards. All development shall comply with the applicable performance standards of this chapter. These include, but are not limited to the performance standards for hillside development addressing grading, project site planning, architectural design, landscape treatment and slope maintenance, and hazards (seismic, geologic and fire).
- B. Performance Standards for Hillside Development. Grading and project design shall conform to the city's grading ordinance (Title 15) and the following standards:

- 1. Projects within hillside areas shall be designed to protect important natural features and to minimize the amount of grading. To this end, grading plans shall conform to the following guidelines:
 - a. Slopes less than ten (10) percent: For property on slopes less than ten (10) percent, redistribution of earth over large areas may be permitted.
 - b. Slopes between ten (10) and twenty (20) percent: Some grading may occur on property on slopes between ten (10) and twenty (20) percent, but landforms must retain their natural character. Padded building sites may be allowed, but split level designs, stacking and clustering are required to mitigate the need for large padded building areas.
 - c. Slopes between twenty (20) and thirty (30) percent: Limited grading may occur on property on slopes between twenty (20) and thirty (30) percent; however, major topographic features including ridge lines, bluffs, rock outcroppings, and natural drainage ways shall retain their natural landforms. Special hillside architectural and design techniques shall be required in order to conform to the natural land form, by using techniques such as split level foundations of greater than eighteen (18) inches, stem walls, stacking and clustering.
 - d. Slopes between thirty (30) and fifty (50) percent: Development and limited grading can occur on property on slopes between thirty (30) and fifty (50) percent, but only if it can be clearly demonstrated that safety hazards, environmental degradation, and aesthetic impacts will be avoided. Variable setbacks and building structural techniques (e.g., stepped or post and beam foundations) is required for development and limited grading on these properties. Structures shall blend with the natural environment through their shape, materials and colors. Impact of traffic and roadways is to be minimized by following natural contours or using grade separations.
 - e. Slopes greater than fifty (50) percent: Except in areas limited in size and in isolated locations development in areas with slopes greater than fifty (50) percent shall be avoided.

The intent of this section is to limit the amount of grading on the steeper portions of a lot. In order to ensure compliance with the intent of this section, the director may require a slope analysis to determine areas and subareas of different slope conditions.

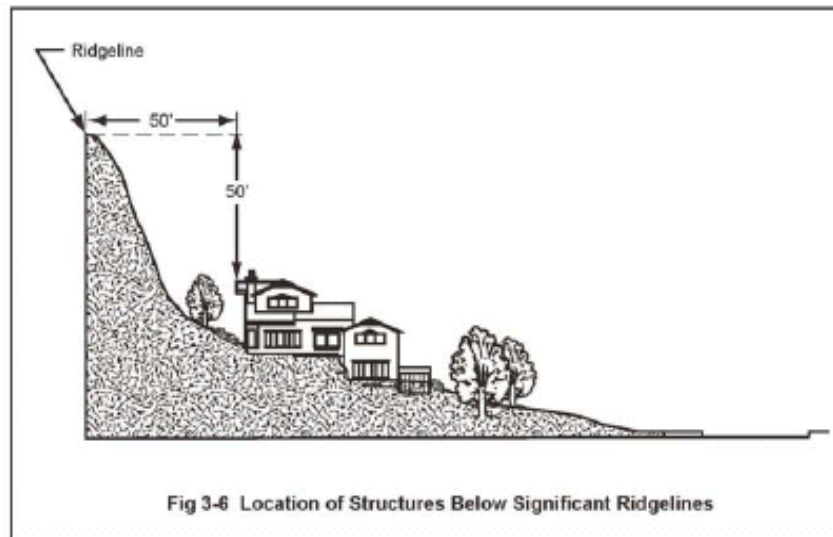
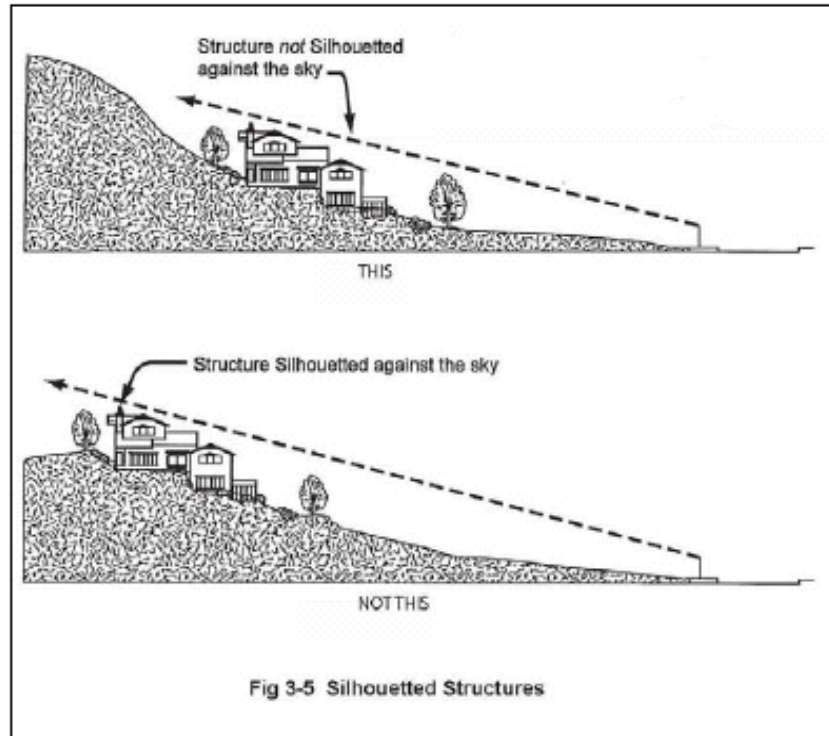
- 2. Grading and project design shall address and avoid impacts to habitat linkages and wildlife corridors.
- 3. Overall project design and layout shall adapt to the natural hillside topography and maximize view opportunities to and from a development. A development should preserve the hillside rather than alter it to fit the development.
- 4. Grading plans should allow for different lot shapes and sizes based primarily on the natural terrain. Encourage split pads in large developments.

5. Flag lots will be allowed; provided that, it can be demonstrated that (i) the natural topography is preserved through minimal grading; and (ii) adequate visibility is maintained for emergency vehicles.
6. Structures shall be sited in a manner that will:
 - a. Fit into hillside contours and the form of the terrain;
 - b. Retain outward views from the maximum number of units and maintain the natural character of the hillside; and,
 - c. Preserve natural hillside areas and ridgelines views from the public right-of-way.
7. Streets should follow the natural contours of the hillside to minimize cut and fill. Streets may be split into two one-way streets in steeper areas to minimize grading and blend with the terrain. Cul-de-sacs or loop roads are encouraged where necessary to fit the terrain. On-street parking and sidewalks may be eliminated, subject to a determination by the review authority that is will reduce required grading.
8. In subdivisions, the project design should maximize public access to canyons, overlooks, and open space areas by providing open space easements or such other rights-of-way to allow the development's residents to access these locations.
9. Development should use retaining structures when it significantly reduces grading; however, such retaining structures shall be located and restricted in height so that they do not become a dominant visual feature of a parcel.
10. Where retaining walls face public streets, the retaining walls should be covered with or contain materials that help blend the wall with the natural terrain.
11. Large retaining walls in a uniform plane should be avoided. Retaining walls should be divided into terraces. Developments should use landscaping to screen retaining walls from the public right-of-way and adjacent properties.
12. The overall scale and massing of structures shall respect the natural surroundings and unique visual resources of the area by incorporating designs which (i) minimize bulk and mass, (ii) follow natural topography, and (iii) minimize visual intrusion on the natural landscape.
13. The overall height of a building is an important aspect of how well it fits into the existing character of a neighborhood and its hillside environment. Houses shall not be excessively tall so as to dominate their surroundings or create a crowded appearance in areas of small lots. Structures should be stepped down a hillside and contained within a limited envelope parallel to the natural grade rather than jut out over the natural slope.
14. Building forms shall be scaled to the particular environmental setting so as to complement the hillside character and to avoid excessively massive forms that fail to enhance the hillside character.
15. Building facades shall change plane or use overhangs as a means to create changing shadow lines to further break up massive forms.
16. Wall surfaces facing towards viewshed areas shall be minimized through the use of single story elements, setbacks, roof pitches, and landscaping.
17. Collective mass roof lines and elements shall blend with the hillside or reflect the naturally occurring ridgeline silhouettes and topographical variation.
18. Medium to dark colors which blend with the surrounding environment should be used for building elevations and roof materials in view-sensitive areas.
19. Architectural style, including materials and colors, should be compatible with the natural setting and the surrounding neighborhood. No one dwelling should stand out.
20. Exposed structural and mechanical elements shall be avoided.

21. Roof materials shall be of fire-retardant material. Roof design shall reflect the underlying contour of the land.
22. Slope plantings should create a gradual transition from developed slope areas into natural areas. New landscape should blend with the natural vegetation, in part, by extending plantings in finger-like configurations into existing slopes.
23. Plantings along the slope side of a development shall be designed to allow controlled views from the development. At the same, these planting shall partially screen and soften the architecture of the development. No less than fifty (50) percent of screening should consist of plant materials.
24. Trees shall be randomly spaced and massed together, and they shall be used to reduce the scale of long, steep slopes.
25. Shrubs are to be randomly placed and massed together.
26. To act as a backdrop for structures, landscaping shall be used along any recontoured ridge or hillside located behind and at a higher elevation than structures in order to recreate the linear line of the recontoured ridge or hillside. Trees shall be planted to create a continuous linear silhouette to avoid gaps in the planting.
27. Trees of sufficient height or height capacity shall be planted between structures to eliminate any open gap and blend the roof lines into one continuous silhouette.
28. New subdivisions, commercial and multi-family development within hillside areas shall meet the following requirements:
 - a. Recordation of a declaration of covenants, conditions and restrictions requiring the maintenance of manufactured slopes;
 - b. Developer shall prepare a program for preventive maintenance of major manufactured slope areas. This preventive maintenance program shall include homeowner slope maintenance requirements and guidelines declaration of covenants, conditions, and restrictions which shall be recorded against each parcel within the development. Developer shall submit its preventive maintenance program to the department for its review and approval prior to final map approval.
 - c. Developer shall prepare and submit to the department for its review and approval a minimum five year revegetation monitoring and maintenance program. Program inspections shall be performed by a qualified botanist. This requirement shall only apply to developments which require slope bank or habitat vegetation.
- C. Standards for the Location of Structures. The following provisions shall apply to the placement of proposed structures on sloping sites.
 1. General Siting Principles. Buildings should be located in the most accessible, least visually prominent, and most geologically stable portion or portions of a site. Buildings should be located in the least visually prominent locations of a property, on open, grassy hillsides, where the prominence of buildings should be minimized by placing them in locations where they will be screened by existing vegetation, rock outcroppings, or depressions in topography. In wooded areas, building placement may be guided by the fire hazard prevention performance standards of Section 17.20.130.
 2. Ridgelines. For the purposes of maintaining the natural appearance of the ridge, structures should not be placed on or near ridgelines so that they appear silhouetted against the sky when viewed from any point on roadway designated as a scenic corridor by the General Plan. See Figure 3-5.

For significant ridgelines as identified in the Open Space Element of the General Plan (Figure III-4), the highest point of any structure that requires a permit shall be located at least fifty (50) vertical feet and fifty (50) horizontal feet from a significant ridgeline, excluding chimneys, rooftop antennas, and amateur radio antennas. See Figure 3-6.

3. Where structures on a lot or parcel of land cannot meet the standards prescribed in subsection C.2, above, a variance as provided in Section 17.62.080 shall be required. In addition to the required findings set forth in subsection E. of Section 17.62.080, findings shall be made that:
 - a. Alternative sites within the property or project have been considered and eliminated from consideration based on physical infeasibility or the potential for substantial habitat damage or destruction if any such alternative site is used and that the siting principles outlined under subsection (C)(4) have been applied; and
 - b. The proposed project maintains the maximum view of the applicable significant ridgeline through the use of design features for the project including minimized grading, reduced structural height, clustered structures, shape, materials, and color that allow the structures to blend with the natural setting, and use of native landscaping for concealment of the project.



4. Siting Priorities. Based on the principles in subsections (C)(1) and (2) of this section, the building sites selection for subdivision design and the development of existing individual lots should occur according to the following priorities:
 - a. The first priority for building site selection should be areas below the tops of ridgelines, on slopes less than twenty (20) percent.
 - b. In cases where a lot has no building site of at least four thousand (4,000) square feet that satisfies subsection (C)(4)(a) of this section, the second priority should be areas below the tops of ridgelines, on slopes between twenty (20) and thirty (30) percent, where development can occur with careful attention to minimizing grading through building designs that employ stepped foundations.

- c. Where a lot has no potential building sites that satisfy subsection (C)(4)(b) of this section, the third priority for site selection should be areas on ridge tops with slopes less than twenty (20) percent. Proposed buildings should be set back as far as possible from the edge of the ridge (where downhill slopes begin to exceed twenty (20) percent and landscaped, to minimize visibility.
- D. **Watercourse Setbacks.** Structures, paving and grading (other than grading determined by the review authority to be necessary for slope stabilization) shall be set back from the from the outer edge of the riparian vegetation canopy of a perennial or intermittent stream by a minimum of one hundred (100) feet, or other distance determined by a qualified biologist approved by the city to be adequate for the preservation of existing riparian vegetation and habitat. Where riparian vegetation is not present, the one-hundred-foot buffer shall be measured from the outer edge of the bank of the subject stream. A one-hundred-foot setback or other distance determined by a qualified biologist approved by the city shall also be maintained from ephemeral streams which contain riparian vegetation as determined by the city qualified biologist. Provided that no development shall be:
 - 1. Placed in an area identified by a flood insurance rate map (FIRM) as being subject to flooding, except in compliance with applicable federal regulations; or
 - 2. Located within an intermittent drainage channel known to be subject to dangerous storm water flows during heavy rains.
- E. **Access.** To ensure adequate all-weather access for emergency vehicles and any necessary excavations, access to the lot shall be from a paved, city-maintained roadway, or a private road/driveway in compliance with the following standards.
 - 1. **Width.** The minimum width of a proposed driveway shall be sixteen (16) feet, or twenty (20) feet if the driveway slope exceeds ten (10) percent.
 - 2. **Slope and Surface.** The average slope of a driveway shall not exceed seventeen (17) percent, with no portion of the driveway exceeding a slope of twenty (20) percent. Driveways shall be paved with asphalt, concrete, or other surfacing approved by the city engineer, and shall include proper drainage facilities, as approved by the city engineer.
 - 3. **Fuel Modification Area.** A fuel modification area shall be provided at the time of driveway construction, and permanently maintained.
 - 4. In no event shall a driveway exceed three hundred (300) feet unless there is no other feasible location to site the structure.
- F. **Parking.** The development of lots along city streets or private roads with pavement less than thirty-two (32) feet wide shall be required to provide two off-street parking spaces for guests, in addition to the parking normally required for a residence by Chapter 17.28.
- G. **Improvements to Paper Streets.** Where residential construction is proposed on a site adjacent to a paper street (a recorded, but unimproved road right-of-way), project review by the department shall include a determination of the adequacy of proposed access, and project approval may include requirements to improve a paper street right-of-way proposed to serve a site, to ensure adequate, all-weather emergency vehicle access, and safe evacuation routes. Standards for improvements (e.g., the location of pavement within the right-of-way, horizontal and vertical alignments, drainage measures, the structural section of pavement and base materials, and other such standards), and requirements for right-of-way dedication shall be determined by the city engineer, and shall at a minimum comply with subsection (E) of this section.

(Ord. No. 2010-265, § 3, 1-27-2010; Ord. No. 2012-297, § 1(Att. A), 5-23-2012)

3433 Cordova Drive
Calabasas, CA 91302

April 18, 2016

City of Calabasas City Council
100 Civic Center Way
Calabasas, CA 91302

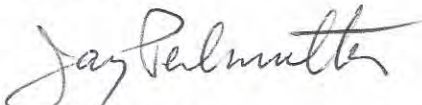
Dear Members of the City Council,

My name is Jay Perlmutter. My family and I live at 3433 Cordova Drive, Calabasas, and have been proud residents of the City for almost 10 years. I approached the City Council at a meeting on Wednesday, February 24, 2016 during oral communications/public comments to voice my opinion on having to apply for a variance to construct two open lattice trellises as part of our backyard remodel. All of our neighbors who have similar trellises did not have to apply for a variance and incur related application costs in order to construct this kind of home improvement. Given the circumstances, I'm writing this letter to City Council requesting I be given a waiver of these fees, which are as follows:

- \$1,597.88 variance fee
- \$146.00 public hearing notification fee

Thank you for your careful consideration.

Sincerely,


Jay Perlmutter



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: AUGUST 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MARICELA HERNANDEZ, MMC, CITY CLERK *MHC*

SUBJECT: CONSIDERATION OF SENATE BILL 415 (SB 415) REQUIRING CHANGE IN MUNICIPAL ELECTION DATES TO STATEWIDE ELECTION DATES, AND OPTIONS AVAILABLE. DIRECTION TO STAFF ON THE DESIRED OPTION

MEETING
DATE: AUGUST 24, 2016

SUMMARY:

Senate Bill 415 (SB 415) signed by the Governor on September 1, 2015, amended California's Elections Code (EC) pertaining to municipal election dates, essentially mandating all General Law cities to consolidate with statewide elections. SB 415 does not apply to special elections.

SB 415 is intended to address the declining voter turnout in national, state and municipal elections. In California, General Law cities, like the City of Calabasas (City), are mandated to conduct general and special municipal elections in accordance with the EC. The City currently conducts its elections on the first Tuesday after the first Monday in November of odd-numbered years, pursuant to EC §1000. The City conducts general municipal elections for five (5) members of the Council (staggered terms), with each member serving a four (4) year-term. The City's most recent general municipal election was held on Tuesday, November 3, 2015.

DISCUSSION:

SB 415 prohibits a local government, like the City, from holding an election other than on a statewide election date if holding an election on a non-concurrent date (i.e., election date other than November of even-numbered years), has previously resulted in a “significant decrease in voter turnout.” A significant decrease in voter turnout is defined as voter turnout for a regularly scheduled election that is at least twenty-five percent (25%) less than the average voter turnout within that city for the previous four (4) statewide general elections. In short, if a city holds its elections in an odd-numbered year and voter turnout is significantly less in comparison to statewide elections (even years), then the election date must be changed to coincide with statewide elections.

To determine if the City is required to consolidate with a statewide general election date, recent election information was reviewed as depicted in the following table:

Statewide General Elections Voter Turnout Percentages (Registered Voters)					Average of 4 years	4 Year Average Less 25%	Most Recent City Voter Turnout	Difference of City Most Recent vs Average Less 25%	*Most Recent Election Year Stats
Nov- 2008	Nov- 2010	Nov- 2012	Nov- 2014	Subtotal					
%	%	%	%	%	%	%	%*		
90.13	65.54	81.14	40.33	277.14	69.29	51.96	29.00	-22.96	11/2015

As illustrated above, voter turnout for the City’s most recent municipal election was -22.96 percent less than the average voter turnout within the City for the previous 2008, 2010, 2012, and 2014 statewide general elections. Since the City has experienced a significant decrease in voter turnout, SB415 requires the City to begin consolidating its general municipal elections on statewide general election dates as soon as 2018. The City has the option of waiting to transition to statewide general elections and continue on the current election calendar, provided that by January 1, 2018, a plan is adopted to consolidate future general municipal elections with statewide elections not later than November 8, 2022, [EC §14052(b)].

Pursuant to EC §1001, statewide election dates occur in June and November of each even-numbered year. The County Elections Division has shared that there is a significant voter turnout at the November statewide elections. Hence, it is not recommended that the City consolidate with a June statewide election date. Should the plan to consolidate move forward, below are some of the anticipated negative impacts:

- **Increased Voter wait times / Longer Lines on Election Day.** Longer wait times for voters and confusion because of the longer ballot and/or multiple ballots for consolidated elections.
- **Local Candidates and Issues Lost in National and State races:** Local candidates would be competing with national and state candidates and issues and local races and issues would get lost.
- **Election Night Returns Slower.** On election night, City staff typically have all ballots counted, and know the outcome, before 10:00 p.m. Los Angeles County has 5,000 precincts to count, and some precincts may not be counted until very late in the evening, or in the early morning hours.
- **Slower Final Results.** The County has up to 30 days to certify the results of an election. City staff typically holds the final count in a shorter period. The timeliness of the final count and certification is especially important in a close race.
- **Loss of Community Involvement.** Various community events are held during election season at the City, which include the tabulation of ballots on election night.

Staff is presenting for your consideration and discussion election date changes based on consolidating with November statewide elections in even-numbered years. SB 415 will become effective January 1, 2018 and will require the City to adopt a plan to begin conducting its general municipal on statewide general election dates. The dates available for consolidation are: November 6, 2018; November 3, 2020; and November 8, 2022.

In order to accommodate the statewide election dates, cities are required to increase or decrease terms of office depending on current election schedule. EC §10403.5(b) limits increases or decreases to terms of office to no more than twelve (12) months. "Twelve (12) months" is further defined as: "the period between the day upon which the term of office would otherwise have commenced and the first Tuesday after the second Monday in the 12th month before or after that day, inclusive". The City Attorney has recommended lengthening terms rather than shortening them as there is some possible legal risk in shortening the terms of duly elected officials. The increase or decrease of terms is dependent upon which of the three (3) general statewide election dates the City chooses.

The City could continue to hold stand-alone elections for the next three cycles: November 2017 (three seats), November 2019 (two seats) and November 2021 (three seats); and adopt a plan to begin conducting general municipal elections on statewide general election dates as of November 2022. Should the Council desire to begin conducting general municipal elections on statewide general election dates, the Council could consider any of following six (6) potential options to modify the City’s general municipal elections to comply with the provisions of SB 415:

Option	Current Scheduled Election	Number of Seats	Proposed Move Date	Term Increase +	Term Decrease -	Consolidation Start
One	Nov-2017	3	Nov-2018	12 months		Nov-2018
	Nov-2019	2	Nov-2020	12 months		
Two	Nov-2019	2	Nov-2018		12 months	Nov-2018
	Nov-2021	3	Nov-2020		12 months	
Three	Nov-2019	2	Nov-2020	12 months		Nov-2020
	Nov-2021	3	Nov-2022	12 months		
Four	Nov-2021	3	Nov-2020		12 months	Nov-2020
	Nov-2023	2	Nov-2022		12 months	
Five	Nov-2021	3	Nov-2022	12 months		Nov-2022
	Nov-2023	2	Nov-2024	12 months		
Six	Nov-2023	2	Nov-22		12 months	Nov-2022
	Nov- 2025	3	Nov-24		12 months	

To consolidate with an upcoming statewide general election, the City would be required to adopt an ordinance changing its current election date. EC §1301(b)(1)

provides for the City Council to enact an ordinance requiring its general municipal election to be held on the same day as the statewide general election. The ordinance would become effective upon approval by the Los Angeles County Board of Supervisors.

Pursuant to EC, in the event of consolidation, the general municipal election shall be conducted in accordance with all applicable procedural requirements pertaining to that statewide general election and shall thereafter occur in consolidation with that election. If the City adopts an ordinance, the municipal general election following the adoption of the ordinance and each municipal general election thereafter shall be conducted on the date specified by the City Council, unless the ordinance in question is later repealed by the City Council. If the date of a general municipal election is changed, at least one election shall be held before the ordinance may be subsequently repealed or amended.

Per the County Elections Division, no city, on a non-concurrent calendar, currently meets the 25% requirement and all will be required to shift to the statewide consolidation. The County of Los Angeles is set to unveil a new voting system in 2020 and has expressed concern that cities transitioning to statewide elections prior to 2020 would exceed the capacity of its current optical scan voting system. As such, larger cities (e.g., City of Los Angeles has over 1.8 million registered voters) are being asked to reserve their consolidation requests until 2020, when the new voting system will be in place. The County Elections Division has performed a preliminary analysis of the City of Calabasas to determine if consolidation is possible prior to 2020 (i.e., 2018). Upon review, the City received the support of the County to move forward with a consolidation request for 2018. Any request for consolidation would require approval by the County Board of Supervisors to become effective and, if the City decides to submit its formal request for consolidation for the 2018 statewide general election, the County has indicated they would also forward their recommendation of support to the Board.

Due to the constraints of the County's current voting system, if the City Council wishes to consolidate early (i.e., 2018), time is of the essence in submitting a request for consolidation to the County. In addition, with early consolidation, the City would not only meet optimal compliance with SB 415, but also, by synchronizing with a November statewide general election, it is anticipated that there will be less "voter fatigue" experienced with multiple year-round elections, an increase in voter turnout, and, as the City would be consolidating with an election cycle the County already conducts, an overall reduction in shared election costs. Upon the City Council's formal decision to consolidate, and final approval by the County Board of Supervisors, the City Clerk will cause a notice to be mailed to all registered voters informing the voters of the change in election date. The notice will also inform the voters that as a result of the change in election date, the terms

of elected City officials currently in office will be modified. In addition, the change of election dates will be publicized on the City website, eNews, etc.).

RECOMMENDATION

That the City Council provide direction to staff concerning the option desired for a statewide election consolidation date. Based on the direction provided, staff will bring back a draft ordinance for City Council consideration at the next meeting.

ATTACHMENTS:

Senate Bill 415 (Hueso).



Senate Bill No. 415

CHAPTER 235

An act to add Chapter 1.7 (commencing with Section 14050) to Division 14 of the Elections Code, relating to elections.

[Approved by Governor September 1, 2015. Filed with Secretary of State September 1, 2015.]

LEGISLATIVE COUNSEL'S DIGEST

SB 415, Hueso. Voter participation.

Existing law generally requires all state, county, municipal, district, and school district elections be held on an established election date. Existing law also establishes certain dates for statewide elections. Existing law requires any state, county, municipal, district, and school district election held on a statewide election date to be consolidated with a statewide election, except as provided.

This bill, commencing January 1, 2018, would prohibit a political subdivision, as defined, from holding an election other than on a statewide election date if holding an election on a nonconcurrent date has previously resulted in voter turnout for a regularly scheduled election in that political subdivision being at least 25% less than the average voter turnout within the political subdivision for the previous 4 statewide general elections, except as specified.

This bill would require a court to implement appropriate remedies upon a violation of this prohibition. The bill would authorize a voter who resides in a political subdivision where a violation is alleged to file an action in superior court to enforce this prohibition, and it would allow a prevailing plaintiff other than the state or political subdivision to collect a reasonable attorney's fee and litigation expenses, as provided.

The people of the State of California do enact as follows:

SECTION 1. Chapter 1.7 (commencing with Section 14050) is added to Division 14 of the Elections Code, to read:

CHAPTER 1.7. VOTER PARTICIPATION

14050. This chapter shall be known and may be cited as the California Voter Participation Rights Act.

14051. As used in this chapter:

(a) "Political subdivision" means a geographic area of representation created for the provision of government services, including, but not limited

to, a city, a school district, a community college district, or other district organized pursuant to state law.

(b) “Significant decrease in voter turnout” means the voter turnout for a regularly scheduled election in a political subdivision is at least 25 percent less than the average voter turnout within that political subdivision for the previous four statewide general elections.

(c) “Voter turnout” means the percentage of voters who are eligible to cast ballots within a given political subdivision who voted.

14052. (a) Except as provided in subdivision (b), a political subdivision shall not hold an election other than on a statewide election date if holding an election on a nonconcurrent date has previously resulted in a significant decrease in voter turnout.

(b) A political subdivision may hold an election other than on a statewide election date if, by January 1, 2018, the political subdivision has adopted a plan to consolidate a future election with a statewide election not later than the November 8, 2022, statewide general election.

14053. Upon a finding of a violation of subdivision (a) of Section 14052, the court shall implement appropriate remedies, including the imposition of concurrent election dates for future elections and the upgrade of voting equipment or systems to do so. In imposing remedies pursuant to this section, a court may also require a county board of supervisors to approve consolidation pursuant to Section 10402.5.

14054. In an action to enforce subdivision (a) of Section 14052, the court shall allow the prevailing plaintiff other than the state or political subdivision of the state, a reasonable attorney’s fee consistent with the standards established in *Serrano v. Priest* (1977) 20 Cal.3d 25, 48-49, and litigation expenses including, but not limited to, expert witness fees and expenses as part of the costs. A prevailing defendant shall not recover any costs, unless the court finds the action to be frivolous, unreasonable, or without foundation.

14055. A voter who resides in a political subdivision where a violation of subdivision (a) of Section 14052 is alleged may file an action pursuant to that section in the superior court of the county in which the political subdivision is located.

14056. This chapter does not apply to special elections.

14057. This chapter shall become operative on January 1, 2018.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 12, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION OF RESOLUTION(S) BEFORE THE LEAGUE OF CALIFORNIA CITIES (LEAGUE) ANNUAL MEETING ON OCTOBER 7, 2016

MEETING DATE: AUGUST 24, 2016

SUMMARY RECOMMENDATION:

That the City Council review and discuss resolution(s) to be presented at the League of California Cities (League) Annual Meeting on October 7, 2016.

BACKGROUND:

The League requested that the City Council consider the resolution(s) that will be before its membership at the Annual Business Meeting on October 7 to determine the City's position on such resolution(s).

REQUESTED ACTION:

City Council discussion and/or direction if required.

ATTACHMENTS:

The League's resolution packet



***Annual Conference
Resolutions Packet***

2016 Annual Conference Resolutions



Long Beach, California

October 5 – 7, 2016

INFORMATION AND PROCEDURES

RESOLUTIONS CONTAINED IN THIS PACKET: The League bylaws provide that resolutions shall be referred by the president to an appropriate policy committee for review and recommendation. Resolutions with committee recommendations shall then be considered by the General Resolutions Committee at the Annual Conference.

This year, one resolution has been introduced for consideration by the Annual Conference and referred to the League policy committees.

POLICY COMMITTEES: One policy committee will meet at the Annual Conference to consider and take action on the resolution referred to them. The committee is Transportation, Communication and Public Works. The committee will meet 9:00 – 10:30 a.m. on Wednesday, October 5, 2016, at the Hyatt Regency. The sponsor of the resolution has been notified of the time and location of the meeting.

GENERAL RESOLUTIONS COMMITTEE: This committee will meet at 1:00 p.m. on Thursday, October 6, at the Hyatt Regency in Long Beach, to consider the report of the policy committee regarding the resolution. This committee includes one representative from each of the League's regional divisions, functional departments and standing policy committees, as well as other individuals appointed by the League president. Please check in at the registration desk for room location.

ANNUAL LUNCHEON/BUSINESS MEETING/GENERAL ASSEMBLY: This meeting will be held at 12:00 p.m. on Friday, October 7, at the Long Beach Convention Center.

PETITIONED RESOLUTIONS: For those issues that develop after the normal 60-day deadline, a resolution may be introduced at the Annual Conference with a petition signed by designated voting delegates of 10 percent of all member cities (48 valid signatures required) and presented to the Voting Delegates Desk at least 24 hours prior to the time set for convening the Annual Business Meeting of the General Assembly. This year, that deadline is 12:00 p.m., Thursday, October 6. Resolutions can be viewed on the League's Web site: www.cacities.org/resolutions.

Any questions concerning the resolutions procedures may be directed to Meg Desmond at the League office: mdesmond@cacities.org or (916) 658-8224

GUIDELINES FOR ANNUAL CONFERENCE RESOLUTIONS

Policy development is a vital and ongoing process within the League. The principal means for deciding policy on the important issues facing cities is through the League's eight standing policy committees and the board of directors. The process allows for timely consideration of issues in a changing environment and assures city officials the opportunity to both initiate and influence policy decisions.

Annual conference resolutions constitute an additional way to develop League policy. Resolutions should adhere to the following criteria.

Guidelines for Annual Conference Resolutions

1. Only issues that have a direct bearing on municipal affairs should be considered or adopted at the Annual Conference.
2. The issue is not of a purely local or regional concern.
3. The recommended policy should not simply restate existing League policy.
4. The resolution should be directed at achieving one of the following objectives:
 - (a) Focus public or media attention on an issue of major importance to cities.
 - (b) Establish a new direction for League policy by establishing general principals around which more detailed policies may be developed by policy committees and the board of directors.
 - (c) Consider important issues not adequately addressed by the policy committees and board of directors.
 - (d) Amend the League bylaws (requires 2/3 vote at General Assembly).

LOCATION OF MEETINGS

Policy Committee Meetings

Wednesday, October 5
Hyatt Regency Long Beach
200 South Pine Street, Long Beach

9:00 – 10:30 a.m.: Transportation, Communication & Public Works

General Resolutions Committee

Thursday, October 6, 1:00 p.m.
Hyatt Regency Long Beach
200 South Pine Street, Long Beach

Annual Business Meeting and General Assembly Luncheon

Friday, October 7, 12:00 p.m.
Long Beach Convention Center
300 East Ocean Boulevard, Long Beach

KEY TO ACTIONS TAKEN ON RESOLUTIONS

Resolutions have been grouped by policy committees to which they have been assigned.

Number	Key Word Index	Reviewing Body Action		
		1	2	3

1 - Policy Committee Recommendation to General Resolutions Committee
 2 - General Resolutions Committee
 3 - General Assembly

TRANSPORTATION, COMMUNICATION, AND PUBLIC WORKS POLICY COMMITTEE

		1	2	3
1	Vision Zero			

Information pertaining to the Annual Conference Resolutions will also be posted on each committee's page on the League website: www.cacities.org. The entire Resolutions Packet will be posted at: www.cacities.org/resolutions.

KEY TO ACTIONS TAKEN ON RESOLUTIONS (*Continued*)

Resolutions have been grouped by policy committees to which they have been assigned.

KEY TO REVIEWING BODIES

1. Policy Committee
2. General Resolutions Committee
3. General Assembly

KEY TO ACTIONS TAKEN

- A Approve
- D Disapprove
- N No Action
- R Refer to appropriate policy committee for study

ACTION FOOTNOTES

* Subject matter covered in another resolution

a Amend+

Aa Approve as amended+

** Existing League policy

Aaa Approve with additional amendment(s)+

*** Local authority presently exists

Ra Refer as amended to appropriate policy committee for study+

Raa Additional amendments and refer+

Da Amend (for clarity or brevity) and Disapprove+

Na Amend (for clarity or brevity) and take No Action+

W Withdrawn by Sponsor

Procedural Note:

The League of California Cities resolution process at the Annual Conference is guided by the League Bylaws. A helpful explanation of this process can be found on the League's website by clicking on this link: [Resolution Process](#).

1. RESOLUTION COMMITTING THE LEAGUE OF CALIFORNIA CITIES TO SUPPORTING VISION ZERO, TOWARD ZERO DEATHS, AND OTHER PROGRAMS OR INITIATIVES TO MAKE SAFETY A TOP PRIORITY FOR TRANSPORTATION PROJECTS AND POLICY FORMULATION, WHILE ENCOURAGING CITIES TO PURSUE SIMILAR INITIATIVES

Source: City of San Jose

Concurrence of five or more cities/city officials: Cities: Fremont; Los Angeles; Sacramento; San Diego; San Francisco; Santa Monica; and West Hollywood

Referred to: Transportation, Communication and Public Works Policy Committees

Recommendation to General Resolution Committee:

WHEREAS, each year more than 30,000 people are killed on streets in the United States in traffic collisions; and

WHEREAS, traffic fatalities in America hit a seven-year high in 2015 and is estimated to have exceeded 35,000 people; with pedestrians and cyclists accounting for a disproportionate share; and

WHEREAS the Centers for Disease Control recently indicated that America’s traffic death rate per person was about double the average of peer nations; and

WHEREAS Vision Zero and Toward Zero Deaths are comprehensive strategies to eliminate all traffic fatalities and severe injuries using a multi-disciplinary approach, including education, enforcement and engineering measures; and

WHEREAS a core principal of Vision Zero and Toward Zero Deaths is that traffic deaths are preventable and unacceptable; and

WHEREAS cities across the world have adopted and implemented Vision Zero and Toward Zero Deaths strategies and successfully reduced traffic fatalities and severe injuries occurring on streets and highways; and

WHEREAS safe, reliable and efficient transportation systems are essential foundations for thriving cities.

RESOLVED that the League of California Cities commits to supporting Vision Zero, Toward Zero Deaths, and other programs, policies, or initiatives that prioritize transportation safety;

AND encourage cities throughout California to join in these traffic safety initiatives to pursue the elimination of death and severe injury crashes on our roadways;

AND encourage the State of California to consider adopting safety as a top priority for both transportation projects and policy formulation.

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Background Information on Resolution to Support Transportation Safety Programs

Each year more than 30,000 people are killed on streets in the United States in traffic collisions. Traffic fatalities in America hit a seven-year high in 2015 and are estimated to have exceeded 35,000 people, with children, seniors, people of color, low-income and persons with disabilities accounting for a disproportionate share. The Centers for Disease Control recently reported that the traffic death rate per

person in the United States was about double the average of peer nations, with close to 10% of these deaths occurring in California (3,074 in 2014). California's largest city, Los Angeles, has *the* highest rate of traffic death among large U.S. cities, at 6.27 per 100,000 people.

Cities around the world have adopted traffic safety projects and policies that underscore that traffic deaths are both unacceptable and preventable. In 1997, Sweden initiated a program called Vision Zero that focused on the idea that "Life and health can never be exchanged for other benefits within the society." The World Health Organization has officially endorsed Vision Zero laying out traffic safety as an international public health crisis and the United Nations General Assembly introduced the Decade of Action for Road Safety 2011-2020 and set the goal for the decade: "to stabilize and then reduce the forecast level of road traffic fatalities around the world" by 50% by 2020.

As of this writing, 18 U.S. cities have adopted Vision Zero programs (including New York City, Boston, Ft. Lauderdale, Austin, San Antonio, Washington DC, and Seattle) to reduce the numbers of fatal crashes occurring on their roads (<http://visionzeronetWORK.org/map-of-vision-zero-cities/>). California cities lead the way, with the cities of San Jose, San Francisco, San Mateo, San Diego, Los Angeles, Long Beach and Fremont having adopted Vision Zero strategies and many others are actively considering adoption.

In 2009 a national group of traffic safety stakeholders launched an effort called "Toward Zero Deaths: A National Strategy on Highway Safety". This initiative has been supported by the Federal Highway Administration (FHWA) (<http://safety.fhwa.dot.gov/tzd/>) and states throughout the United States, including California (http://www.ots.ca.gov/OTS_and_Traffic_Safety/About_OTs.asp).

This past January the U.S. Department of Transportation launched its "Mayors' Challenge for Safer People and Safer Streets." This effort calls on elected officials to partner with the USDOT and raise the bar for safety for people bicycling and walking by sharing resources, competing for awards, and taking action. The California cities of Beverly Hills, Davis, Maywood, Cupertino, Culver City, Rialto, Santa Monica, Porterville, Los Angeles, San Jose, Monterey, Glendale, Irvine, Oakland, Palo Alto, Alameda, West Hollywood and Fullerton signed on to this effort. Additionally, the Institute of Transportation Engineers (ITE), a leading organization for transportation professionals, recently launched a new initiative to aggressively advance the Vision Zero and Towards Zero Deaths movements (<http://library.ite.org/pub/ed59a040-caf4-5300-8ffc-35deb33ce03d>).

Ultimately all of these programs share the fundamental belief that a data-driven, systems-level, interdisciplinary approach can prevent severe and fatal injuries on our nation's roadways. They employ proven strategies, actions, and countermeasures across education, enforcement and engineering. Support for many of these life-saving programs extends far beyond government agencies, and includes National Association of City Transportation Officials (NACTO), American Association of State Highway and Transportation Officials (AASHTO), Kaiser Permanente, AARP, the National Safe Routes to School Partnership, and the International Association of Chiefs of Police, among many others.

There is wide-spread recognition that cities and towns need safe, efficient transportation systems to be economically prosperous. A resolution by the League of California Cities to support transportation safety policies like Vision Zero and Toward Zero Deaths, and encourage implementation of projects and programs that prioritize safety will help California elevate the health and safety of its residents and position us as a leader in national efforts to promote a culture of safe mobility for all.

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League of California Cities Staff Analysis on Resolution No. 1

Staff: Rony Berdugo
Committee: Transportation, Communication, and Public Works

Summary:

The resolved clauses in Resolution No. 1: commits the League of California Cities to:

- 1) Supporting Vision Zero, Toward Zero Deaths, and other programs, policies, or initiatives that prioritize transportation safety;
- 2) Encouraging cities throughout California to join in these traffic safety initiatives to pursue the elimination of death and severe injury crashes on our roadways; and
- 3) Encouraging the State to consider adopting transportation safety as a top priority for transportation projects and policy formulation.

Background:

The City of San Jose notes national and international efforts to reduce fatal and severe injury traffic collisions through systematic data driven approaches, such as Vision Zero and Toward Zero Deaths. According to the World Health Organization (WHO), “Vision Zero is a traffic safety policy, developed in Sweden in the late 1990s and based on four elements: ethics, responsibility, a philosophy of safety, and creating mechanisms for change.”¹ Below is a summary of each Vision Zero element, according to WHO:

1. Ethics – Life and health trump all other transportation benefits, such as mobility.
2. Responsibility – Responsibility for crashes and injuries is shared between the providers of the system and the road users.
3. Safety Philosophy – Asserts that a transportation system should account for the unstable relationship of human error with fast/heavy machinery to avoid deaths/serious injury, but accept crashes/minor injuries.
4. Driving Mechanisms for Change – Asserts that road users and providers must both work to guaranteeing road safety, taking measures such as: improving levels of seat belt use, installing crash-protective barriers, wider use of speed camera technology, increasing random breathalyzer tests, and promoting safety in transportation project contracts.

A Vision Zero City meets the following minimum standards:

- Sets clear goal of eliminating traffic fatalities and severe injuries
- Mayor has publicly, officially committed to Vision Zero
- Vision Zero plan or strategy is in place, or Mayor has committed to doing so in clear time frame
- Key city departments (including police, transportation and public health) are engaged

List of cities that meet the minimum Vision Zero standards nationally include: Anchorage, AK; Austin, TX; Boston, MA; Cambridge, MA; Denver, CO; Eugene, OR; Fort Lauderdale, FL; Fremont, CA; Los Angeles, CA; New York, NY; Portland, OR; Sacramento, CA; San Antonio, TX; San Diego, CA; San Francisco, CA; San Jose, CA; Seattle, WA; Washington, DC

List of cities that are considering adoption of Vision Zero nationally include: Ann Arbor, MI; Bellevue, OR; Bethlehem, PA; Chicago, IL; Columbia, MO; Houston, TX; Long Beach, CA;

¹ http://who.int/violence_injury_prevention/publications/road_traffic/world_report/chapter1.pdf

New Orleans, CA; Philadelphia, PA; Pittsburgh, PA; San Mateo, CA; Santa Ana, CA; Santa Cruz, CA; Santa Monica, CA; St. Paul, MN; Tampa, FL²

Vision Zero – Samples:

1. San Francisco – In 2015, the City established a two-year action strategy that outlines the projects and policy changes to implement its Vision Zero goal of zero traffic deaths by 2024. The strategy adopts five core principles, such as: 1) traffic deaths are preventable and unacceptable; 2) safety for all road modes and users is the highest priority; 3) transportation system design should anticipate inevitable human error; 4) education, enforcement, and vehicle technology contribute to a safe system; and 5) transportation systems should be designed for speeds that protect human life.³ The strategy focuses on engineering, enforcement, education, evaluation, and policy changes that can be made to achieve their goals. The City is working on projects, such as:
 - a. Creating protected bike lanes
 - b. Building wider sidewalks
 - c. Reducing traffic speeds⁴

The City is also exploring policy changes to state law that will allow the City to place traffic cameras near schools and senior centers to cite speeding drivers through automated speed enforcement.⁵

2. Los Angeles – the City has established a commitment to eliminate all traffic deaths by 2025. They have identified a network of streets, known as the High Injury Network (HIN)⁶, which maps out their areas of concern where they plan on making strategic investments in reducing deaths/severe injury. According to the City, only 6% of their city streets account for 2/3 of all deaths/severe injury for pedestrians. The City highlights the three following projects as part of their Vision Zero efforts⁷:
 - a. Installation of 22 new Leading Pedestrian Intervals (LPIs) at signals throughout the city, which gives pedestrians a head start against right-turning vehicles when crossing
 - b. Installation of a pedestrian scramble at the intersection of Hollywood and Highland, which stops traffic in all four-directions during pedestrian crossing.
 - c. Installation of curb extensions along Cesar E. Chavez Avenue in their HIN, which reduces the crossing distance for pedestrians, narrows the intersections, and reduces speed for turning vehicles.

San Francisco's Vision Zero Categories:

1. Engineering – implement treatments and redesign streets to reduce the frequency and severity of collisions (i.e. using/implementing: high injury network maps, signal timing, high visibility crosswalks, bus stop lengths, etc.)
2. Enforcement – use data driven approach to cite and focus on violations of the California Vehicular Code and S.F. Transportation Code that identify as causative in severe and fatal collisions (i.e. explore implementation of E-citation Pilot, reporting on traffic collision data, police training, etc.)

² <http://visionzeronet.org/wp-content/uploads/2016/02/VZ-map-April-20-2016-4.jpg>

³ <http://www.joomag.com/magazine/vision-zero-san-francisco/0685197001423594455?short>

⁴ <http://visionzerosf.org/vision-zero-in-action/engineering-streets-for-safety/>

⁵ <http://visionzerosf.org/vision-zero-in-action/public-policy-for-change/>

⁶ <http://ladot.maps.arcgis.com/apps/MapJournal/index.html?appid=488062f00db44ef0a29bf481aa337cb3>

⁷ <http://visionzero.lacity.org/actions/>

3. Education – coordinate among city departments to create citywide strategy for outreach and safety programs, such as Safe Routes to Schools. (i.e. education campaign includes – Safe Streets SF, large vehicle safe driving for municipal vehicles, etc.)
4. Evaluation – evaluate the impact of engineering, enforcement, education and policy efforts to provide recommendations for refinement (i.e. use of web-based data sharing and tracking systems for transparency and accountability).
5. Policy – support and mobilize local and state policy initiatives that advance Vision Zero (i.e. Advance Automated Safety Enforcement initiative at the state level, in-vehicle technology usage, partnering with state and federal agencies on administrative and legal issues, etc.)

In its annual reporting, the City has established the following measures for successful benchmarks:

- Decreasing total severe and fatal injuries
- Decreasing the proportion of severe and fatal injuries in communities of concern to address social inequities
- Decreasing medical costs at SF General Hospital relating to collisions
- Increasing the number of engineering projects and miles of streets receiving safety improvements
- Decreasing the speeds on SF streets
- Increasing investigation and prosecution of vehicular manslaughter
- Increasing public awareness of Vision Zero and traffic safety laws
- Increasing policy changes made at the state and local levels to advance Vision Zero

Toward Zero Deaths – The Federal Highway Administration (FHWA) within the United States Department of Transportation (USDOT) is committed to the vision of eliminating fatalities and serious injuries on national roadways. FHWA has a strategic goal of ensuring the “nation’s highway system provides safe, reliable, effective, and sustainable mobility for all users.”⁸ It is essentially the national version of Vision Zero administered primarily through the Highway Safety Improvement Program (HSIP).

At the state level, the California Office of Traffic Safety (OTS) has a mission to “effectively and efficiently administer traffic safety grant funds to reduce traffic deaths, injuries, and economic losses.”⁹ They make available grants to local and state public agencies for traffic law enforcement, public traffic safety education, and other programs aimed at reducing fatalities, injuries, and economic loss from collisions.

Support: City of Fremont, City of Los Angeles, City of Sacramento, City of San Francisco, City of San Jose, City of Santa Monica, and City of West Hollywood

Opposition: One individual

Fiscal Impact: Unknown. The costs to any particular city can vary tremendously depending on the level and scope of investment any particular city would seek to make. For example, the City of San Francisco has Vision Zero project costs ranging from \$30,000 for pedestrian safety treatments up to \$12,000,000 for a Streetscape project. The cost of any particular effort could be well below, above, and anywhere between those ranges for Vision Zero implementation.

⁸ <http://safety.fhwa.dot.gov/tzd/>

⁹ http://www.ots.ca.gov/OTS_and_Traffic_Safety/About_OTs.asp

Comment:

- 1) Policy committee members are encouraged to consider carefully how the adoption of the resolved clause in this resolution may affect the League’s future policy when it comes to advocating for transportation funding and other existing priorities. While the clause “encouraging cities throughout California to join in these traffic safety initiatives to pursue the elimination of death and severe injury crashes on our roadways” provides an opportunity to highlight strategies that can be considered to improve transportation safety, two other aspects of the resolved appear to establish new policy for the organization in that it would “commit” the League to:
 - Supporting Vision Zero, Toward Zero Deaths, and other programs, policies, or initiatives that prioritize transportation safety.
 - Encouraging the State to consider adopting transportation safety as a top priority for transportation projects and policy formulation.
- 2) Effects of various strategies to improve transportation safety can vary. According to an article published in the San Francisco Chronicle on March 26, 2016, deaths in San Francisco traffic were not falling despite Vision Zero efforts.¹⁰ The article notes that there were seven deaths in 2016, while there was only one in the first 10 weeks of 2015 and seven in 2014 during the same period. The San Francisco Department of Public Health commented that despite these incidents, it’s too early to make any conclusions about Vision Zero’s effectiveness. In Los Angeles, however, the city has cited significant decreases in severe and fatal injuries with implementation of certain technologies, such as installation of pedestrian scrambles. The success of Vision Zero in any particular city will likely depend on the level of investment and scope of the project(s) as the projects can vary widely.
- 3) In the fifth “Whereas” clause from the top, the word “principal” should be “principle.”

Existing League Policy: “The League supports additional funding for local transportation and other critical unmet infrastructure needs. One of the League’s priorities is to support a consistent and continuous appropriation of new monies from various sources directly to cities and counties for the preservation, maintenance and rehabilitation of the local street and road system. New and additional revenues should meet the following policies:

- **System Preservation and Maintenance.** Given the substantial needs for all modes of transportation, a significant portion of new revenues should be focused on system preservation. Once the system has been brought to a state of good repair, revenues for maintenance of the system would be reduced to a level that enables sufficient recurring maintenance.
- **Commitment to Efficiency.** Priority should be given to using and improving current systems. Recipients of revenues should incorporate operational improvements and new technology in projects.
- **All Users Based System.** New revenues should be borne by all users of the system from the traditional personal vehicle that relies solely on gasoline, to those with new hybrid or electric technology, to commercial vehicles moving goods in the state, and even transit, bicyclists, and pedestrians who also benefit from the use of an integrated transportation network.
- **Alternative Funding Mechanisms.** Given that new technologies continue to improve the efficiency of many types of transportation methods, transportation stakeholders must be open to new alternative funding mechanisms. Further, the goal of reducing greenhouse gases is also expected to affect vehicle miles traveled, thus further reduce gasoline consumption and revenue from the existing gas tax. The

¹⁰ <http://www.sfchronicle.com/bayarea/article/Deaths-in-S-F-traffic-not-falling-despite-Vision-7182486.php>

existing user based fee, such as the base \$0.18-cent gas tax is a declining revenue source. Collectively, we must have the political will to push for sustainable transportation revenues.

- Unified Statewide Solution. For statewide revenues, all transportation stakeholders must stand united in the search for new revenues. Any new statewide revenues should address the needs of the entire statewide transportation network, focused in areas where there is defensible and documented need.
- Equity. New revenues should be distributed in an equitable manner, benefiting both the north and south and urban, suburban, and rural areas as well as being equally split between state and local projects.
- Flexibility. Needs vary from region to region and city to city. New revenues and revenue authority should provide the flexibility for the appropriate level of government to meet the goals of the constituents.
- Accountability. All tax dollars should be spent properly, and recipients of new revenues should be held accountable to the taxpayers, whether at the state or local level.”¹¹

Additionally, the League adopted to “Increase Funding for Critical Transportation and Water Infrastructure” as its number one strategic goal for 2016. It reads, “Provide additional state and federal financial assistance and new local financing tools to help meet the critical transportation (streets, bridges, active transportation, and transit) and water (supply, sewer, storm water, flood control, etc.) infrastructure maintenance and construction needs throughout California’s cities.”¹²

¹¹ <http://www.cacities.org/Resources-Documents/Policy-Advocacy-Section/Policy-Development/2016-Summary-of-Existing-Policy-and-Guiding-Princi.aspx>

¹² <http://www.cacities.org/Secondary/About-Us/Strategic-Priorities>

LETTERS OF CONCURRENCE

Resolution No. 1

VISION ZERO



Office of the Mayor

3300 Capitol Avenue, Building A | P.O. Box 5006, Fremont, CA 94537-5006

510 284-4011 *ph* | 510 284-4001 *fax* | www.fremont.gov

July 21, 2016

The Honorable Dennis Michael, President
League of California Cities
1400 K Street
Sacramento, California 95814

RE: A RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES SUPPORTING THE ADOPTION AND IMPLEMENTATION OF INITIATIVES TO PRIORITIZE TRAFFIC SAFETY THROUGHOUT CALIFORNIA

Dear President Michael,

The City of Fremont enthusiastically endorses the proposed resolution to support the implementation of initiatives to eliminate traffic deaths and severe injuries on our roadways. Fremont is among the early adopters of the Vision Zero traffic safety strategy. With City Council's approval of our Fremont Vision Zero 2020 action plan in March 2016, we are already seeing the benefits of building a safety first culture in our community.

I strongly encourage other California cities to join a growing coalition of support for Vision Zero. Accordingly, we concur in the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Traffic fatalities in America hit a seven-year high in 2015 and is estimated to have exceeded 35,000 people. This is about double the average of peer nations and must be addressed. Safety of our residents and visitors is paramount and this is especially true on the roads and streets of our cities. We must put safety as the top priority for all users of our streets. It is fundamental for the prosperity of California cities as safe, efficient, organized transportation systems are essential for economically vibrant and sustainable communities.

The City of Fremont has embraced Vision Zero and we are in strong support of expanded transportation safety in California cities and support the proposed Resolution.

Sincerely,

A handwritten signature in blue ink that reads "Bill Harrison".

Bill Harrison
Mayor





CITY HALL
LOS ANGELES, CALIFORNIA 90012

August 2, 2016

The Honorable Dennis Michael
President
League of California Cities
1400 K Street
Sacramento, California 95814

RE: League of California Cities Resolution Supporting Initiatives to Prioritize Traffic Safety

Dear President Michael:

We write in support of the proposed resolution to support the adoption and implementation of Vision Zero initiatives throughout California to eliminate traffic fatalities and injuries. Vision Zero and Towards Zero Deaths strategies have been adopted in cities throughout California, including the City of Los Angeles. Accordingly, we concur in the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Every year, more than 200 people are killed while trying to move around Los Angeles. Nearly half of the people who die on Los Angeles streets are people walking and bicycling, and an alarming number of them are children and older adults. The safety of our residents and visitors is paramount. If we can realize Vision Zero throughout California, children will be safer walking to school, families will be safer going to the park, and commuters will be safer getting to work.

The City of Los Angeles adopted Vision Zero as part of its Transportation Strategic Plan, and an executive directive was issued in 2015 directing its implementation. We are in strong support of Vision Zero in California, and we support the proposed Resolution.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Garcetti'.

ERIC GARCETTI
Mayor

A handwritten signature in black ink, appearing to read 'Joe Buscaino'.

JOE BUSCAINO
Councilmember, 15th District
League of California Cities Representative



OFFICE OF THE
CITY COUNCIL

JAY SCHENIRER

COUNCILMEMBER
DISTRICT FIVE

CITY OF SACRAMENTO
CALIFORNIA

July 27, 2016

The Honorable Dennis Michael, President
League of California Cities
1400 K Street
Sacramento, California 95814

RE: RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES SUPPORTING THE ADOPTION
AND IMPLEMENTATION OF INITIATIVES TO PRIORITIZE TRAFFIC SAFETY
THROUGHOUT CALIFORNIA

Dear President Michael,

The City of Sacramento supports the proposed resolution to support the adoption and implementation of initiatives to prioritize transportation safety toward eliminating death and severe injuries on our roadways. **Vision Zero** and **Towards Zero Deaths** strategies have been adopted in many cities and Sacramento is currently developing its own **Vision Zero Action Plan**.

Accordingly, we concur in the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Traffic fatalities in America hit a seven-year high in 2015 and are estimated to have exceeded 35,000 people. This is about double the average of peer nations and must be addressed. Safety of our residents and visitors is paramount and this is especially true on roads and streets of our cities. We must put safety as a top priority for all users of our streets. It is fundamental for prosperity of California cities as safety, efficient, organized transportation systems are essential for economically vibrant and sustainable communities.

The City of Sacramento is in strong support of prioritized and expanded transportation safety in California cities and supports the proposed Resolution.

Sincerely,

Jay Schenirer, Council Member
Chair, Law & Legislation Committee



THE CITY OF SAN DIEGO

August 9, 2016

The Honorable Dennis Michael, President
League of California Cities
1400 K Street
Sacramento, CA 95814

Dear President Michael:

RE: A resolution of the league of California Cities Supporting the Adoption and Implementation of Initiatives to Prioritize Traffic Safety throughout California

The City of San Diego Transportation & Storm Water Department supports the proposed resolution to support the adoption and implementation of initiatives to eliminate death and severe injuries on our roadways. Vision Zero and Towards Zero Deaths strategies have been adopted in numerous cities throughout California, including the City of San Diego (Attachment 1). Accordingly, we concur in the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Traffic fatalities in America hit a seven-year high in 2015 and is estimated to have exceeded 35,000 people. This is about double the average of peer nations and must be addressed. Safety of our residents and visitors is paramount and this is especially true on the roads and streets of our cities. We must put safety as the top priority for all users of our streets. It is fundamental for the prosperity of California cities as safe, efficient, organized transportation systems are essential for economically vibrant and sustainable communities.

The City of San Diego Transportation & Storm Water Department has embraced Vision Zero/Towards Zero Death and I am in strong support of expanded transportation safety in California cities and support the proposed Resolution.

Sincerely,

Kris McFadden
Director

Attachment: A Resolution of the Council of the City of San Diego Adopting a Vision Zero Plan to Eliminate Traffic Fatalities and Serious Injuries in the Next Ten Years

cc: Katherine Johnston, Director of Infrastructure and Budget Policy, Office of the Mayor
Kristin Tillquist, Director of State Government Affairs, Office of the Mayor
Vic Bienes, Assistant Director, Transportation & Storm Water Department
Linda Marabian, Deputy Director, Traffic Engineering Operations



Transportation & Storm Water Department

202 C Street, 9th Floor, MS 9A • San Diego, CA 92101
Tel (619) 236-6594 Fax (619) 236-6570



RESOLUTION NUMBER R- 310042

DATE OF FINAL PASSAGE NOV 03 2015

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN DIEGO ADOPTING A VISION ZERO PLAN TO ELIMINATE TRAFFIC FATALITIES AND SERIOUS INJURIES IN THE NEXT TEN YEARS.

WHEREAS, on average one person each day is seriously injured or killed on the road while walking, bicycling, or driving the streets of San Diego; and,

WHEREAS, the City has adopted numerous studies and plans that outline design concepts to improve safety for people walking and biking in the City including a Pedestrian Master Plan and Bicycle Master Plan; and,

WHEREAS, the City of San Diego's draft Climate Action Plan proposes to achieve 50 percent of commuter mode share for walking, biking and transit use in transit priority areas by 2050 and safer conditions for walking and biking can help implement this Plan; and,

WHEREAS, the City will increase in population by approximately 30 percent by 2050 and the majority of growth will result from infill development thereby increasing demand for safe walking and bicycling; and,

WHEREAS, communities in San Diego have prioritized infrastructure projects that improve walking and biking safety among other project types as represented by the Community Planning Committee report to Infrastructure Committee in November 2013; and,

WHEREAS, the City incurs costs to respond to lawsuits alleging the City's failure to provide safer streets; and,

WHEREAS, restoring infrastructure in the City is a priority of the Council and Mayor; and,

WHEREAS, Vision Zero provides a framework for reducing traffic deaths to zero through a combination of safe engineering measures, education, and enforcement practices; and,

WHEREAS, Vision Zero has been adopted in many cities throughout the country, most notably in New York City which has seen the lowest number of pedestrian fatalities in its first year of implementation since documentation began in 1910; and,

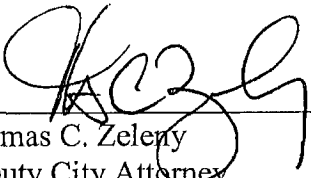
WHEREAS, Circulate San Diego is convening an Advisory Committee to advance Vision Zero Goals; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, that it hereby adopts a goal of eliminating traffic deaths and serious injuries by 2025; and

BE IT FURTHER RESOLVED, by the Council of the City of San Diego, that it urges City staff from the Mayor's office, Transportation and Stormwater Department, San Diego Police Department, and a representative of the City's Bicycle Advisory Committee to attend meetings of Circulate San Diego's Vision Zero Advisory Committee for a limited time to develop a traffic safety plan that will help the City reach the goal of zero traffic deaths and serious injuries; and

BE IT FURTHER RESOLVED, that the traffic safety plan will be guided by innovative engineering solutions to improve road safety for all users, especially the most vulnerable; will measure and evaluate performance annually; and will include enforcement and education strategies to prevent the most dangerous behaviors that cause public harm, especially along the corridors where collisions are most frequent.

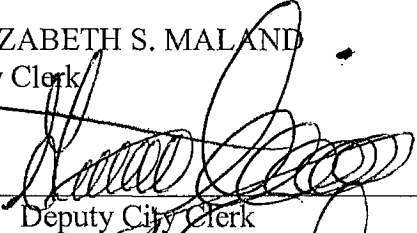
APPROVED: JAN I. GOLDSMITH, City Attorney

By 
Thomas C. Zeleny
Deputy City Attorney

TCZ:cfq
September 24, 2015
Or.Dept:Envir. Comm.
Doc. No.: 1116742

I certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of Oct 27 2015.

ELIZABETH S. MALAND
City Clerk

By 
Deputy City Clerk

Approved: 11/2/15
(date)


KEVIN L. FAULCONER, Mayor

Vetoed: _____
(date)

KEVIN L. FAULCONER, Mayor

Passed by the Council of The City of San Diego on OCT 27 2015, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherri Lightner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage NOV 03 2015


(Please note: When a resolution is approved by the Mayor, the date of final passage is the date the approved resolution was returned to the Office of the City Clerk.)

AUTHENTICATED BY:

KEVIN L. FAULCONER
Mayor of The City of San Diego, California.

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

(Seal)

By  Deputy

Office of the City Clerk, San Diego, California
Resolution Number R- 310042



August 1, 2016

The Honorable Dennis Michael
President, League of California Cities
1400 K Street
Sacramento, CA 95814

Re: Resolution of the League of California Cities Supporting the Adoption and Implementation of Initiatives to Prioritize Traffic Safety Throughout California

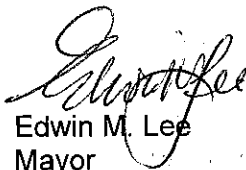
Dear President Michael,

On behalf of the City and County of San Francisco, I am writing to express my support for the proposed resolution to support the adoption and implementation of initiatives to eliminate death and severe injuries on our roadways. Vision Zero and Towards Zero Deaths strategies have been adopted in numerous cities throughout California including San Francisco, San Jose, San Mateo, San Diego, Los Angeles, Santa Barbara, and Santa Monica. Accordingly, I encourage the submission of the resolution to support Vision Zero, Toward Zero Deaths, and other initiatives that make traffic safety a priority, which will be considered by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Every year in San Francisco, approximately 30 people lose their lives and over 200 more are seriously injured while traveling on our streets. These deaths and injuries are unacceptable and preventable, and the City is strongly committed to stopping further loss of life. San Francisco adopted Vision Zero as a policy in 2014, committing to build better and safer streets, educate the public on traffic safety, enforce traffic laws, and adopt policy changes that save lives. Our goal is to create a culture that prioritizes traffic safety and to ensure that mistakes on our roadways do not result in serious injuries or deaths. The safety of our residents and the over 18 million visitors that use our streets each year is paramount, and the same holds true for cities across the California, which need safe, efficient, and organized transportation systems to support economically vibrant and sustainable communities.

The City and County of San Francisco has embraced Vision Zero, and I am in strong support of expanded transportation safety in California cities and, in turn, the proposed Resolution.

Sincerely,


Edwin M. Lee
Mayor



Mayor Tony Vazquez
Mayor Pro Tempore Ted Winterer

Councilmembers

Gleam Davis
Sue Himmelrich
Kevin McKeown
Pam O'Connor
Terry O'Day

July 21, 2016

The Honorable Dennis Michael, President
League of California Cities
1400 K Street
Sacramento, California 95814

RE: THE LEAGUE OF CALIFORNIA CITIES CONSIDERATION OF INITIATIVES TO PRIORITIZE TRAFFIC SAFETY THROUGHOUT CALIFORNIA

Dear President Michael:

The City of Santa Monica supports initiatives to eliminate death and severe injuries on our roadways. Vision Zero and Towards Zero Deaths strategies have been adopted in numerous cities throughout California, leading to the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

The City of Santa Monica embraced Secretary Anthony Foxx's Mayor's Challenge for *Safer People, Safer Streets* in March 2015. Simultaneously, the Council directed staff to initiate work on Vision Zero and 8-80 cities – a movement created by Gil Penalosa, to make cities that work for people aged 8 to 80. Combined, these two efforts aim to create streets that are safe and comfortable for people in all modes and of all abilities. In February 2016 the Santa Monica City Council adopted a Vision Zero target in our first Pedestrian Action Plan. We are now actively working to incorporate these visionary targets into City operations.

Our City cares deeply about the safety of our people, and their ability to access good, services, education, social networks and employment. Creating a New Model for Mobility is one of the Council's Five Strategic Goals, identified to organize and advance work on our top priorities. A safe mobility network supports our urgent need to provide transportation options that reduce greenhouse gas emissions, and provide equitable access to places and activities that support community Wellbeing. Reducing and ultimately eliminating severe injury and fatal crashes part of a resilient, safe and prosperous community.

Traffic fatalities in America hit a seven-year high in 2015 and is estimated to have exceeded 35,000 people. This is about double the average of peer nations and must be addressed. Safety of our residents and visitors is paramount and this is especially true on the roads and streets of our cities. We must put safety as the top priority for all users of our streets. It is fundamental for the prosperity of California cities as safe, efficient, organized transportation systems are essential for economically vibrant and sustainable communities.

The City of Santa Monica has embraced **Vision Zero/Towards Zero Deaths** and I am in strong support of expanded transportation safety in California cities.

Sincerely,


Tony Vazquez
Mayor



CITY OF WEST HOLLYWOOD

CITY HALL

8300 SANTA MONICA BLVD.
WEST HOLLYWOOD, CA
90069-6216
TEL: (323) 848-6460
FAX: (323) 848-6562

**OFFICE OF THE
CITY MANAGER**

PAUL AREVALO
CITY MANAGER

July 21, 2016

The Honorable L. Dennis Michael, President
League of California Cities
1400 K Street
Sacramento, California 95814

RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES SUPPORTING THE ADOPTION AND IMPLEMENTATION OF INITIATIVES TO PRIORITIZE TRAFFIC SAFETY THROUGHOUT CALIFORNIA - SUPPORT

Dear President Michael:

The City of West Hollywood supports the proposed resolution to support the adoption and implementation of initiatives to eliminate death and severe injuries on our roadways. **Vision Zero** and **Towards Zero Deaths** strategies have been adopted in numerous cities throughout California. Accordingly, we concur in the submission of the resolution for consideration by the League of Cities General Assembly at its annual meeting on October 5, 2016.

Traffic fatalities in America hit a seven-year high in 2015, and it is estimated to have exceeded 35,000 people. This is about double the average of peer nations and must be addressed. Safety of our residents and visitors is paramount and this is especially true on the roads and streets of our cities. We must put safety as the top priority for all users of our streets. It is fundamental for the prosperity of California cities as safe, efficient, organized transportation systems are essential for economically vibrant and sustainable communities.

The City of West Hollywood is in strong support of expanded transportation safety in California cities and support the proposed Resolution.

Sincerely,

Paul Arevalo,
CITY MANAGER

c: Honorable Members of the West Hollywood City Council





CITY of CALABASAS

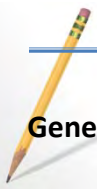
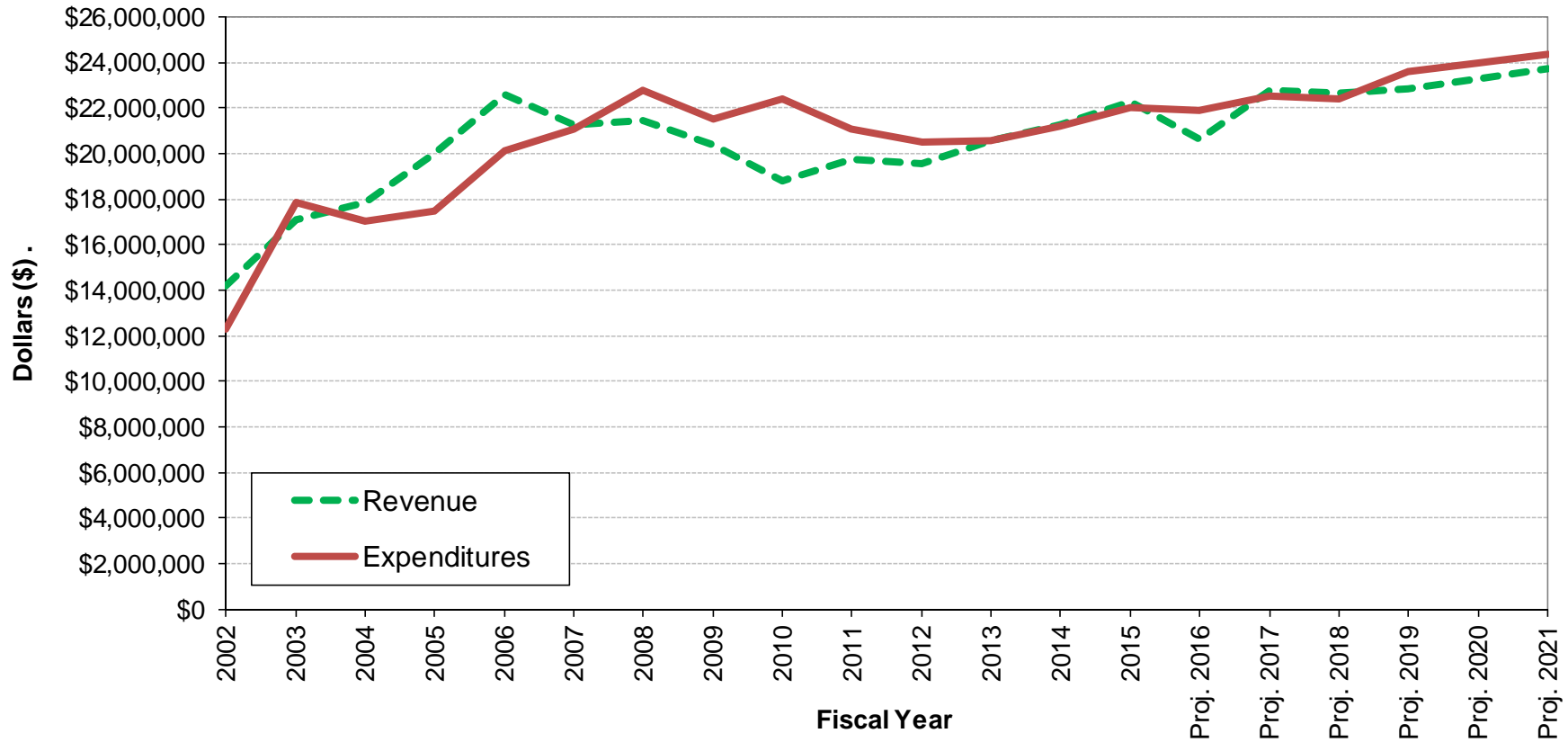


General Fund Budget Overview Report FY 2016-17 & 2017-18 Plus Additional 3-Year Forecast

August 24, 2016

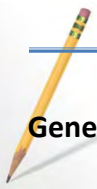
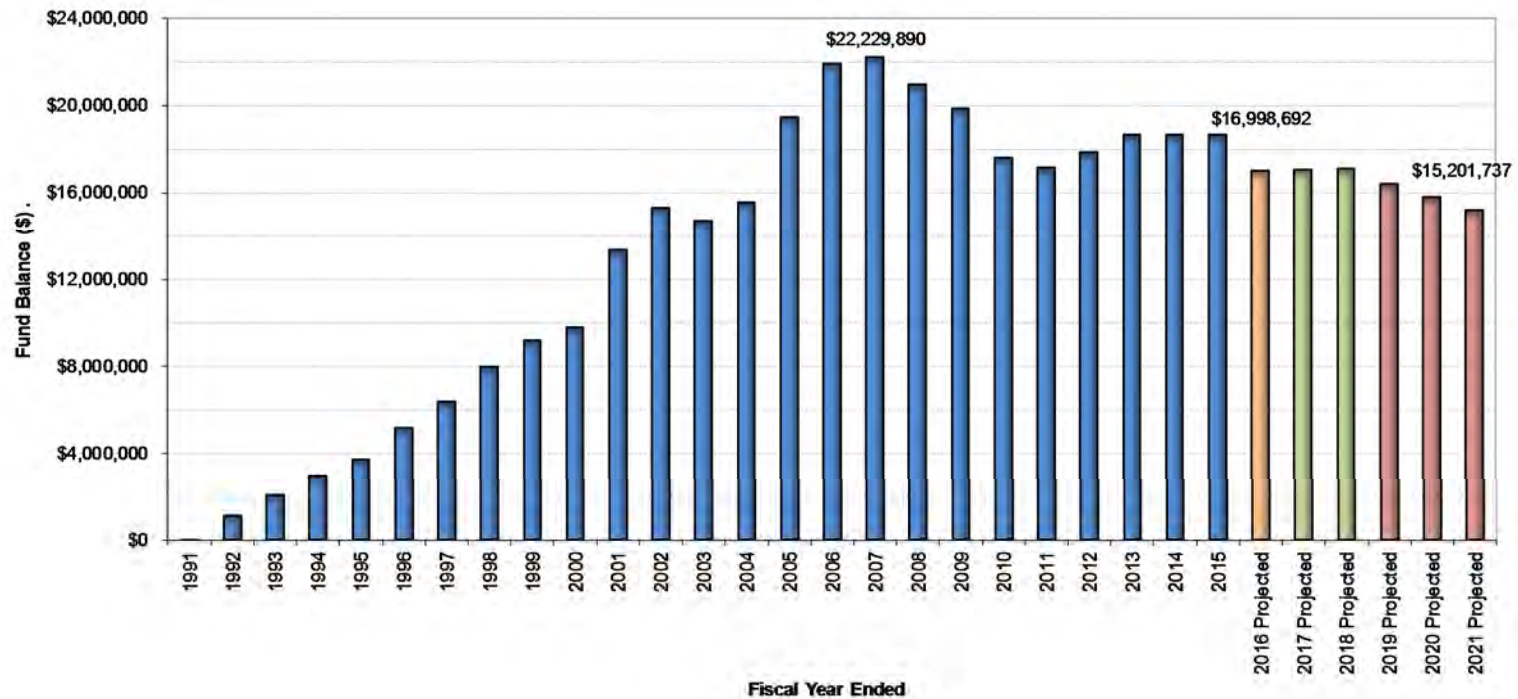


Historical & Projected Revenue & Expenditures for the General Fund





Historical & Projected Fund Balances for the General Fund & Management Reserve





Change in Fund Balance - Overview



	APPROVED	PROJECTED	PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Revenue	\$22,096,800	\$20,595,600	\$22,773,000	\$22,675,800	\$22,819,100	\$23,284,100	\$23,691,800
Expenditures							
Personnel Services	\$9,555,300	\$9,552,300	\$9,557,300	\$9,728,500	\$9,873,800	\$10,021,200	\$10,170,700
Supplies & Services	7,071,200	6,708,800	7,360,200	6,950,800	7,916,400	8,026,100	8,144,800
Sheriff Services	4,493,200	4,499,100	4,469,000	4,558,400	4,649,500	4,742,500	4,837,400
Sub-Total - Operational Costs	\$21,119,700	\$20,760,200	\$21,386,500	\$21,237,700	\$22,439,700	\$22,789,800	\$23,152,900
Capital Outlay	\$277,300	\$200,600	\$162,600	\$215,000	\$241,800	\$220,900	\$255,100
Discretionary	936,400	947,600	945,300	947,900	944,200	955,800	967,400
Total Expenditures	\$22,333,400	\$21,908,400	\$22,494,400	\$22,400,600	\$23,625,700	\$23,966,500	\$24,375,400
Change to Fund Balance	(\$236,600)	(\$1,312,800)	\$278,600	\$275,200	(\$806,600)	(\$682,400)	(\$683,600)

Notes:

1. Principal reason for the (\$1.3M) decrease in the General Fund balance for FY 2015-16 is the loss of recurring sales tax revenue.
2. Forecasted revenue increase in FY 2016-17 due to the unwinding of the Triple-Flip - \$592.4K.
3. Steady General Fund balance in FY 2017-18 due to the ending of P&I payments for Creekside Park.
4. Decrease in General Fund balance in FY 2018-19 through FY 2020-21 and beyond due to a scheduled increase in debt service payments for the Civic Center. Revenue figures presented do not include Hotel ToT, Sales Tax from new car dealer, or annexation.



Budget Performance – FY 2015-16



- **General Fund Balance in FY 2015-16 is expected to decrease by \$1.3M. The main causes for the decrease include:**
 - Loss of sales tax revenue:
 - Spirent – (\$300.0K)
 - Acura – (\$257.4K)
 - IXIA – (\$134.7K)
 - Slowed Business Activity – Bob Smith BMW, Direct Systems Support, Gas stations, Williams-Sonoma, others (\$200K) – 1st Qtr 2016
 - Creekside Pre-school Registration fees – (\$117.2K)
 - Delay in receipt of Triple-flip unwinding effort from the State of California (\$592.4K)





Budget Forecast – FYs 2016-17 & 2017-18



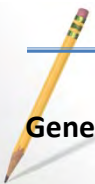
BALANCED BUDGET FOR NEXT 2 FISCAL YEARS

Revenue Assumptions:

- Triple-flip Unwinding Payment in FY 2016-17- *one-time* \$592.4K
- Acura replacement dealership - \$254.1K
- Improved performance from BMW - \$30.0K; DSS - \$70.0K
- Property Tax, VLF, UUT, ToT growth at 2.0% (trend)

Expenditure Assumptions:

- No replacement of the retiring Director of Admin Services - \$157.0K
- 10% increase in salaries for Admin Services Manager and Dir. of Media Ops.
- Three employees working at the Sr. Center – transfers from other divisions
- Sheriff Services contract held at current expenditure level
- Removal of the school S.T.A.R. Deputy - \$51.0K
- Increase in staffing costs: salaries, minimum wage, 0.91% COLA - (\$5.0K)
- In FY 2017-18 – end of COP Payment for Creekside - \$471.4K savings





Revenue Summary



	APPROVED	PROJECTED	PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Sales Tax	\$6,196,900	\$4,439,400	\$5,866,900	\$5,455,700	\$5,564,800	\$5,676,100	\$5,789,600
Utility Tax	3,296,900	3,063,000	3,124,200	3,186,700	3,250,400	3,315,500	3,381,800
Property Tax	3,211,500	3,262,800	3,328,100	3,394,700	3,462,600	3,531,900	3,602,500
Automobile Registration Fees	2,144,300	2,241,300	2,286,100	2,331,800	2,378,400	2,426,000	2,474,500
Transient Occupancy Tax Fees	1,691,200	1,978,600	2,018,200	2,058,600	2,099,800	2,141,800	2,184,600
Creekside	881,200	765,400	932,700	932,700	951,300	970,300	989,700
Franchise Fees	818,700	778,600	818,700	818,700	835,000	851,800	868,800
Parks & Rec	850,000	862,000	717,000	733,000	747,800	762,600	777,700
Other	719,000	580,700	825,000	837,500	554,700	594,400	568,500
Interest Income	260,000	196,800	232,500	253,100	237,200	223,900	210,500
Fines & Forfeitures	216,500	172,900	163,600	165,000	168,300	171,700	175,200
Transfer Tax	218,300	237,000	241,700	246,500	251,400	256,400	261,500
Senior Center	0	7,900	280,000	285,000	290,700	296,500	302,400
TOTAL REVENUE	\$22,096,800	\$20,595,500	\$22,773,000	\$22,675,800	\$22,819,100	\$23,284,100	\$23,691,800

Note:

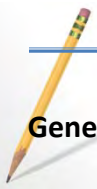
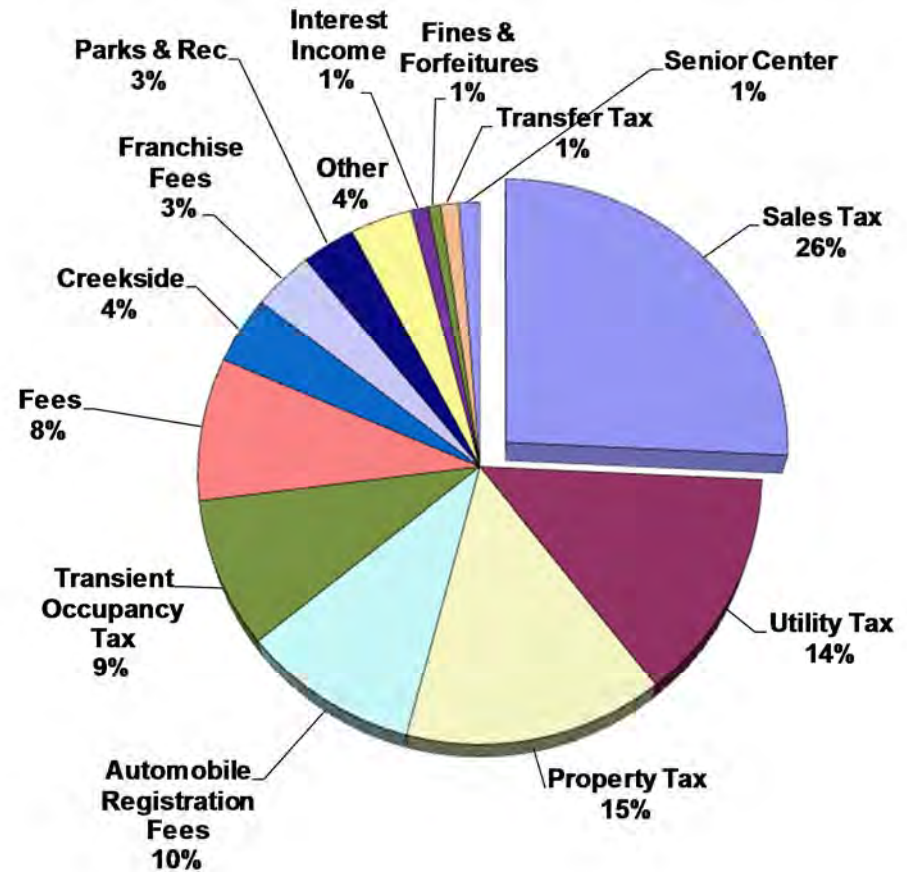
1. In FY 2015-16, Sales Tax under-performed due to the reasons listed on Page 3.
2. FY 2016-17 Sales Tax includes the one-time Triple-Flip Revenue - \$592.4K and a Replacement auto dealer at Acura 101 - \$254.1K.
3. Revenue could improve if:
 - a. Hilton Garden Inn expands (\$213K);
 - b. 2 new hotels are constructed on Las Virgenes Road (\$564 – Rondell Property; \$522K – Canyon Oaks)
 - c. A new auto dealership is constructed on Calabasas Road (\$400K); and
 - d. Litigation regarding annexation effort for West Agoura Road is successful (\$500K), which could lead to IXIA Annexation Effort (\$135K).



Revenue by Category for FY 2016-17



	Proposed 2016-17
Sales Tax	\$5,866,900
Utility Tax	3,124,200
Property Tax	3,328,100
Automobile Registration Fees	2,286,100
Transient Occupancy Tax	2,018,200
Fees	1,938,300
Creekside	932,700
Franchise Fees	818,700
Parks & Rec	717,000
Other	825,000
Interest Income	232,500
Fines & Forfeitures	163,600
Transfer Tax	241,700
Senior Center	280,000
TOTAL REVENUE	\$22,773,000





Expenditure Summary by Account Class



	APPROVED	PROJECTED	PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Personnel Services	\$9,555,300	\$9,552,300	\$9,557,300	\$9,728,500	\$9,873,800	\$10,021,200	\$10,170,700
Supplies & Services	7,071,200	6,708,800	7,360,200	6,950,800	7,916,400	8,026,100	8,144,800
Sheriff Services	4,493,200	4,499,100	4,469,000	4,558,400	4,649,500	4,742,500	4,837,400
Sub-Total	\$21,119,700	\$20,760,200	\$21,386,500	\$21,237,700	\$22,439,700	\$22,789,800	\$23,152,900
Capital Outlay	\$277,300	\$200,600	\$162,600	\$215,000	\$241,800	\$220,900	\$255,100
Discretionary	936,400	947,600	945,300	947,900	944,200	955,800	967,400
Total Expenditures	\$22,333,400	\$21,908,400	\$22,494,400	\$22,400,600	\$23,625,700	\$23,966,500	\$24,375,400

Note:

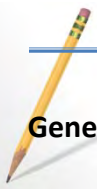
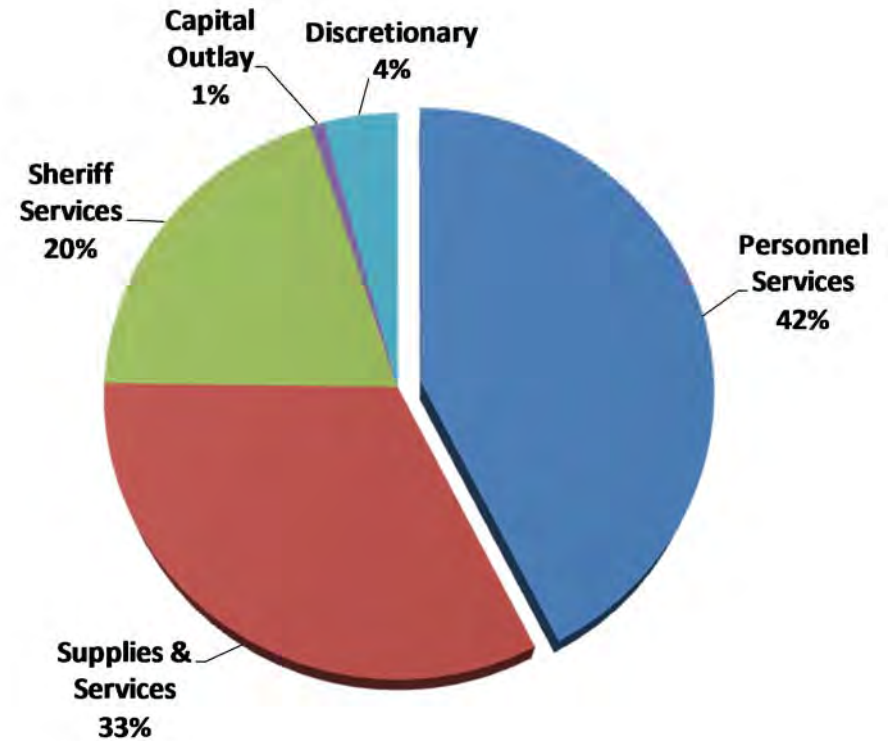
1. FY 2015-16 Actual Expenditures Underran by \$425K.
2. Supplies & Services are reduced in FY 2017-18 due to the expiration of the 2005 COP for the purchase of the Creekside Property.
3. Starting in FY 2018-19, principal payments for the Civic Center COP begin, adding ~\$725K per year through FY 2042.



Expenditure Summary by Account Class



	<u>Proposed</u> <u>2016-17</u>
Personnel Services	\$9,557,300
Supplies & Services	7,360,200
Sheriff Services	4,469,000
Capital Outlay	162,600
Discretionary	945,300
TOTAL EXPENDITURES	\$22,494,400





Payroll & Vendor Services



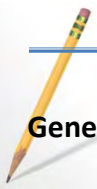
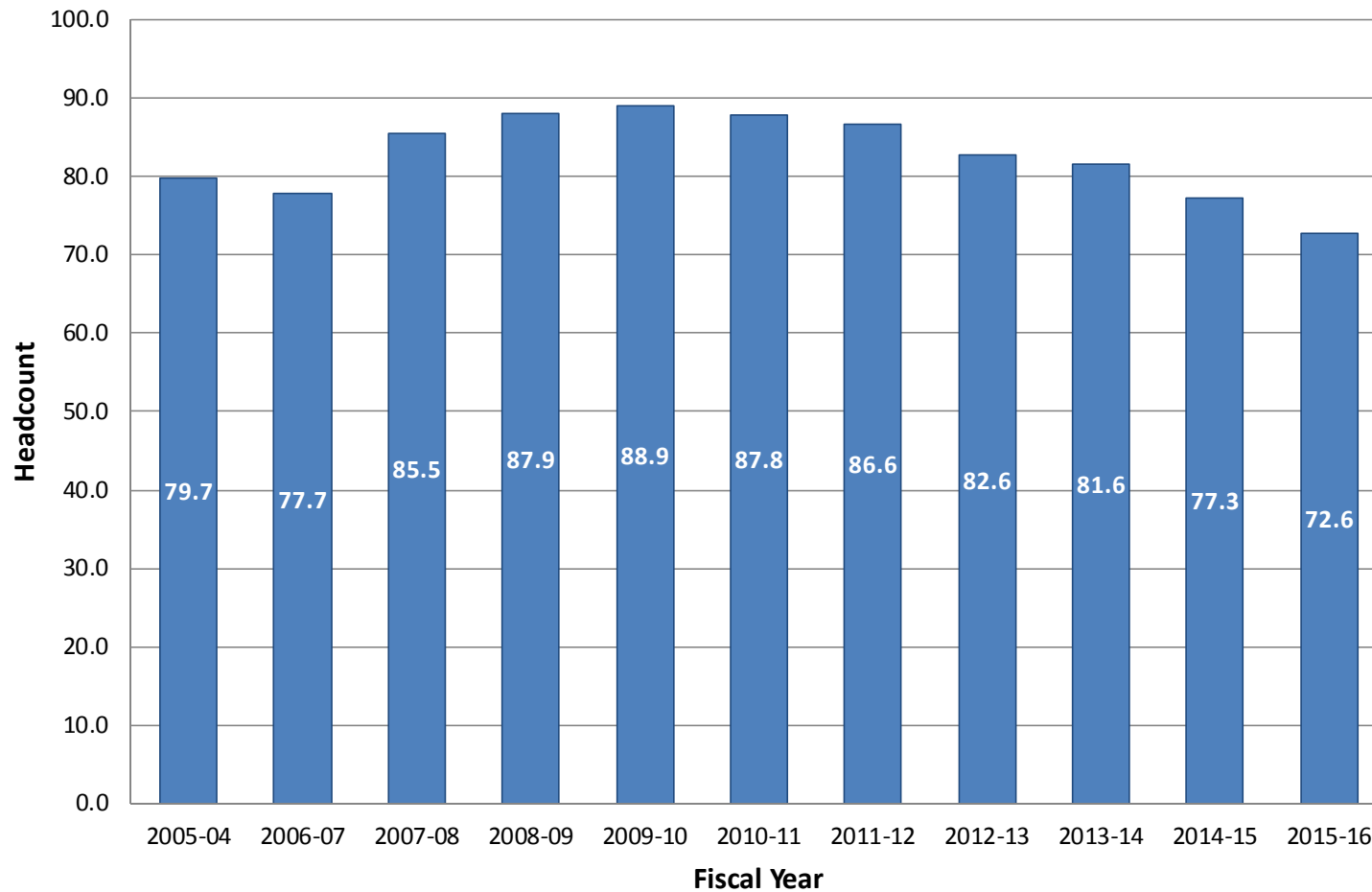
	APPROVED	PROJECTED	PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Full Time Salaries	\$6,151,000	\$6,205,400	\$6,027,000	\$6,162,500	\$6,254,900	\$6,348,700	\$6,443,900
Full Time Employee Overtime	49,800	53,500	50,500	51,300	52,100	52,900	53,700
Benefits	1,694,300	1,716,900	1,723,300	1,736,900	1,763,000	1,789,400	1,816,200
Retirement Benefits	64,000	68,400	89,500	90,400	91,800	93,200	94,600
Employer Taxes	848,100	780,600	896,600	914,800	928,500	942,400	956,500
Temporary Employees	596,600	577,400	626,500	626,500	635,900	645,400	655,100
Temporary Employee Overtime	0	400	0	0	0	0	0
Auto Allowance	49,200	49,200	46,200	46,200	46,200	46,200	46,200
457 Match	102,300	100,600	97,700	99,900	101,400	103,000	104,500
Total Payroll & Payroll Related Costs	\$9,555,300	\$9,552,400	\$9,557,300	\$9,728,500	\$9,873,800	\$10,021,200	\$10,170,700
Sheriff Services	\$4,493,200	\$4,499,100	\$4,469,000	\$4,558,400	\$4,649,500	\$4,742,500	\$4,837,400
Contractual Services	1,511,800	1,525,900	1,573,200	1,543,200	1,479,500	1,508,700	1,538,400
Total Vendor Services	\$6,005,000	\$6,025,000	\$6,042,200	\$6,101,600	\$6,129,000	\$6,251,200	\$6,375,800
TTL PAYROLL & VENDOR SERVICES	\$15,560,300	\$15,577,400	\$15,599,500	\$15,830,100	\$16,002,800	\$16,272,400	\$16,546,500

Notes:

1. The General Fund employs 93.75 FTE Employees, which includes 5 Councilmembers and 72.6 Full-time employees.
2. 76% of Full-time employees will not receive pay increases, except for Cost of Living Adjustments.
3. Sheriff Services remains virtually unchanged, despite higher L.A. County rates for liability insurance. The S.T.A.R. deputy was removed.
4. Starting in FY 2018-19, principal payments for the Civic Center COP begin, adding ~\$725K per year through FY 2042.

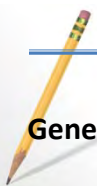
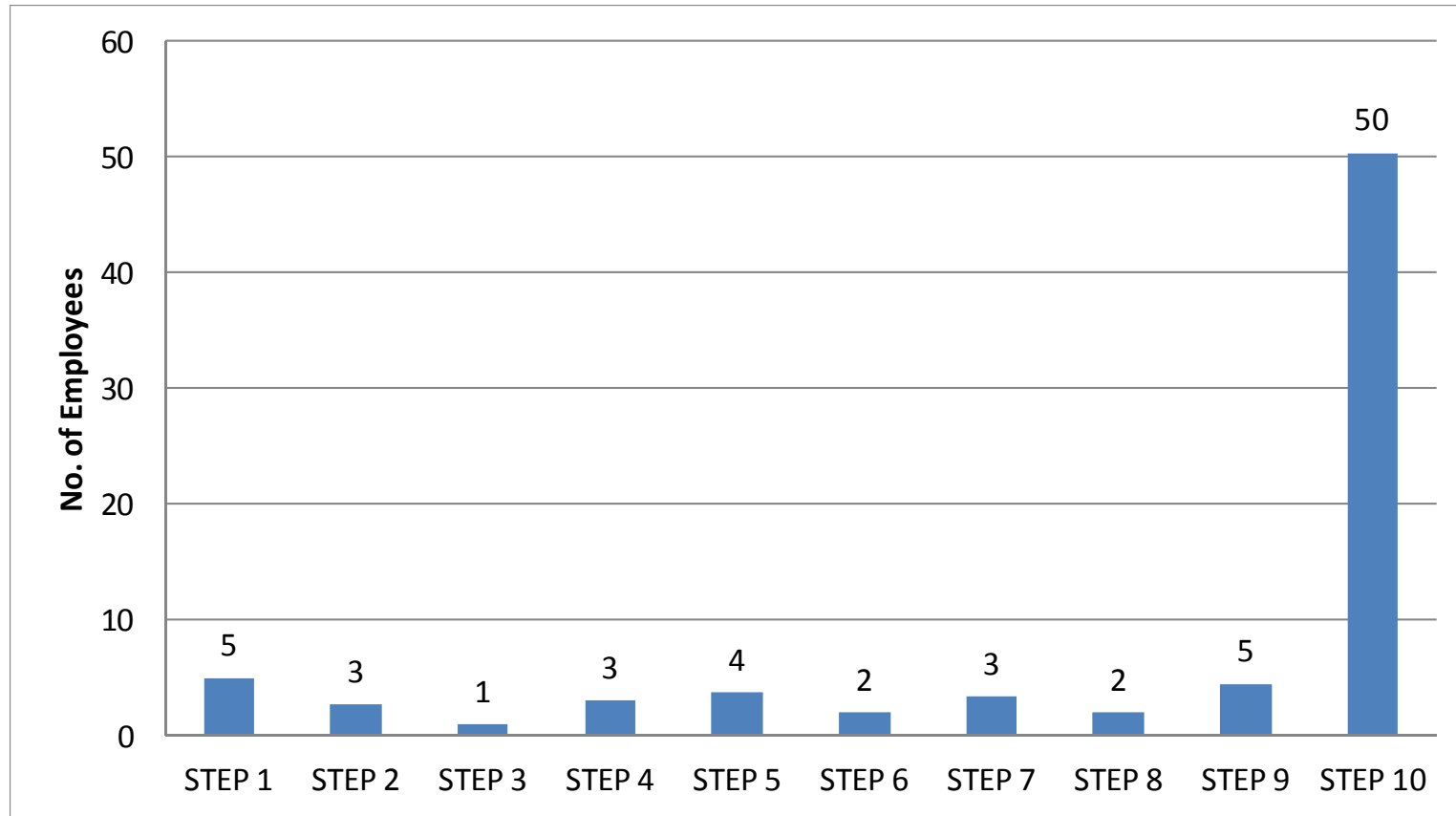


General Fund Full-time Headcount (excludes Council)





Full-time Employees by Step (General Fund)

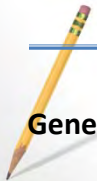




General Fund Full-time Equivalent (FTE) Headcount



Full Time Equivalent (FTE) Headcount	Budget 2016-17		Budget 2016-17		Budget 2016-17
<u>Administrative Services</u>		<u>Community Services</u>		<u>Public Safety</u>	
Facility Maintenance Technicia	1.19	Community Services Director	0.75	Director Public Safety & Emerg	0.48
Human Resources Specialist	1.00	Deputy Director of Community Services	0.70	Public Safety Coordinator	1.00
Maintenance Assistant	0.48	Events Specialist	0.31		
Administrative Services Manager	0.85	Executive Assistant I	3.00	Total Public Safety	1.48
Total Administrative Services	3.52	Facility Maintenance Technicia	1.63		
<u>City Clerk</u>		Facility Supervisor	2.00	<u>Public Works</u>	
City Clerk	1.00	Intern	0.31	Assistant Engineer	2.00
Executive Assistant I	0.48	Maintenance Assistant	2.26	Assistant Transportation Plann	1.63
Executive Assistant III	1.00	Preschool Principal	1.00	Associate Civil Engineer	1.00
Office Assistant	2.00	Preschool Supervisor	1.00	Deputy Public Works Director	1.00
Total City Clerk	4.48	Preschool Teacher	10.89	Engineering Assistant	0.31
<u>City Council</u>		Recreation Coordinator	1.00	Environmental Services Supervi	1.00
Councilmember	5.00	Recreation Leader I	2.83	Executive Assistant I	1.00
Total City Council	5.00	Recreation Leader II	0.63	Executive Assistant II	1.00
<u>City Management</u>		Recreation Specialist	1.26	Public Works Director	1.00
City Manager	1.00	Teacher Aid	1.57	Public Works Inspector	1.00
Total City Management	1.00	Total Community Services	31.15	Senior Public Works Inspector	1.00
<u>Community Development</u>		<u>Finance</u>		Total Public Works	11.94
Associate Planner	2.00	Accounting Specialist	3.00	TOTAL FULL-TIME EQUIV. (FTE) EMPLOYEES	93.75
Building Assistant	0.63	Accounting Supervisor	1.00		
Building Inspector	2.00	Chief Financial Officer	1.00		
Building Official	1.00	Executive Assistant I	1.00		
City Planner	1.00	Grant/Contract Administrator	1.00		
Code Enforcement Officer	2.00	Intern	0.00		
Community Development Director	1.00	Senior Accounting Specialist	1.00		
Executive Assistant I	1.00	Total Finance	8.00		
Executive Assistant II	1.00	<u>Media Operations</u>			
Permit Center Supervisor	1.00	Executive Assistant I	1.48		
Planner	2.00	Information Systems Assistant	1.40		
Senior Building Inspector	1.00	Information Systems Manager	1.00		
Senior Planner	2.00	Media Operations Director	0.75		
Total Community Development	17.63	Media Production Specialist	0.96		
		Media Supervisor	1.00		
		Production Assistant	0.48		
		Public Information Officer	0.48		
		Senior Media Specialist	2.00		
		Total Media Operations	9.55		

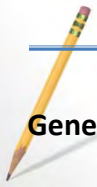




Programs & Activities Funded in FY 2016-17 Budget



	PROPOSED Budget 2016-17	PROPOSED Revenue 2016-17	NET COST 2016-17
City Council Discretionary Spending	\$25,000	\$0	\$25,000
City Council Events & Conferences	15,000	0	15,000
Contribution to PFA / PFCs	250,000	0	250,000
Contribution to Chamber of Com	21,000	0	21,000
Neighbors in Need	25,000	0	25,000
Relay for Life	5,000	0	5,000
Art Rental	7,700	0	7,700
Open Space & Environmental Prg	20,000	0	20,000
Business Meetings & Conferences	20,000	0	20,000
Special Events	20,000	0	20,000
School Safety	13,400	0	13,400
Crossing Guard	86,300	0	86,300
School Programs	7,500	0	7,500
Senior Rental Voucher	89,700	0	89,700
Tickets / Pre-sale	15,500	2,000	13,500
July 4th	70,000	29,600	40,400
Egg Stravaganza	9,200	0	9,200
Movie Under the Stars	1,000	0	1,000
Teen Events	10,000	0	10,000
Holiday Gala Event	14,000	0	14,000
Pumpkin Festival Exp.	100,000	72,500	27,500
Calabasas Musical Programs	50,000	0	50,000
Calabasas Fine Arts Festival Exp.	45,000	40,200	4,800
Film Festival	15,000	0	15,000
TOTAL	\$935,300	\$144,300	\$791,000

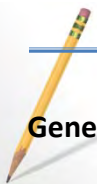




Support for Schools

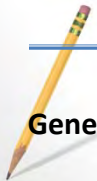
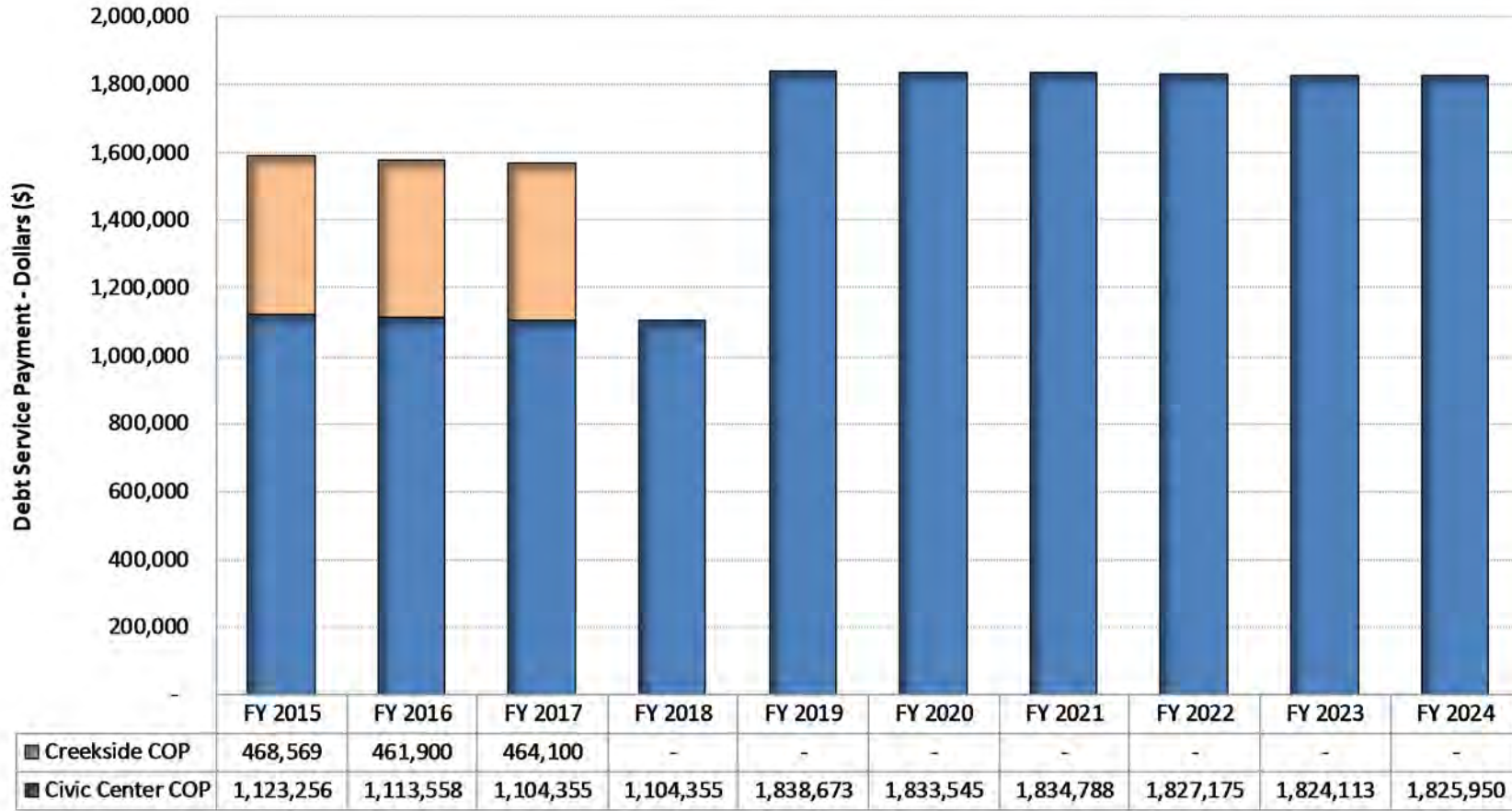


<u>Program Description</u>	<u>Amount</u>
Title I Grants	\$156,000
Fixed Shuttle	130,000
J-Team and STOPP Program	100,000
School Grants	94,000
Crossing Guard Program	86,300
School Facility Maintenance	77,200
Joint Use Agreement - A.E. Wright & A.C. Stelle	47,500
Before and After School Aides	13,400
School Programs	7,500
Facility Rentals	6,400
Walk-To-School Program	1,500
Bus Pass Processing	500
Flu Clinic Services	400
TOTAL AMOUNT BUDGETED	\$720,700





Debt Service Payment Schedule Summary





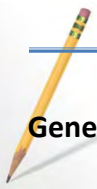
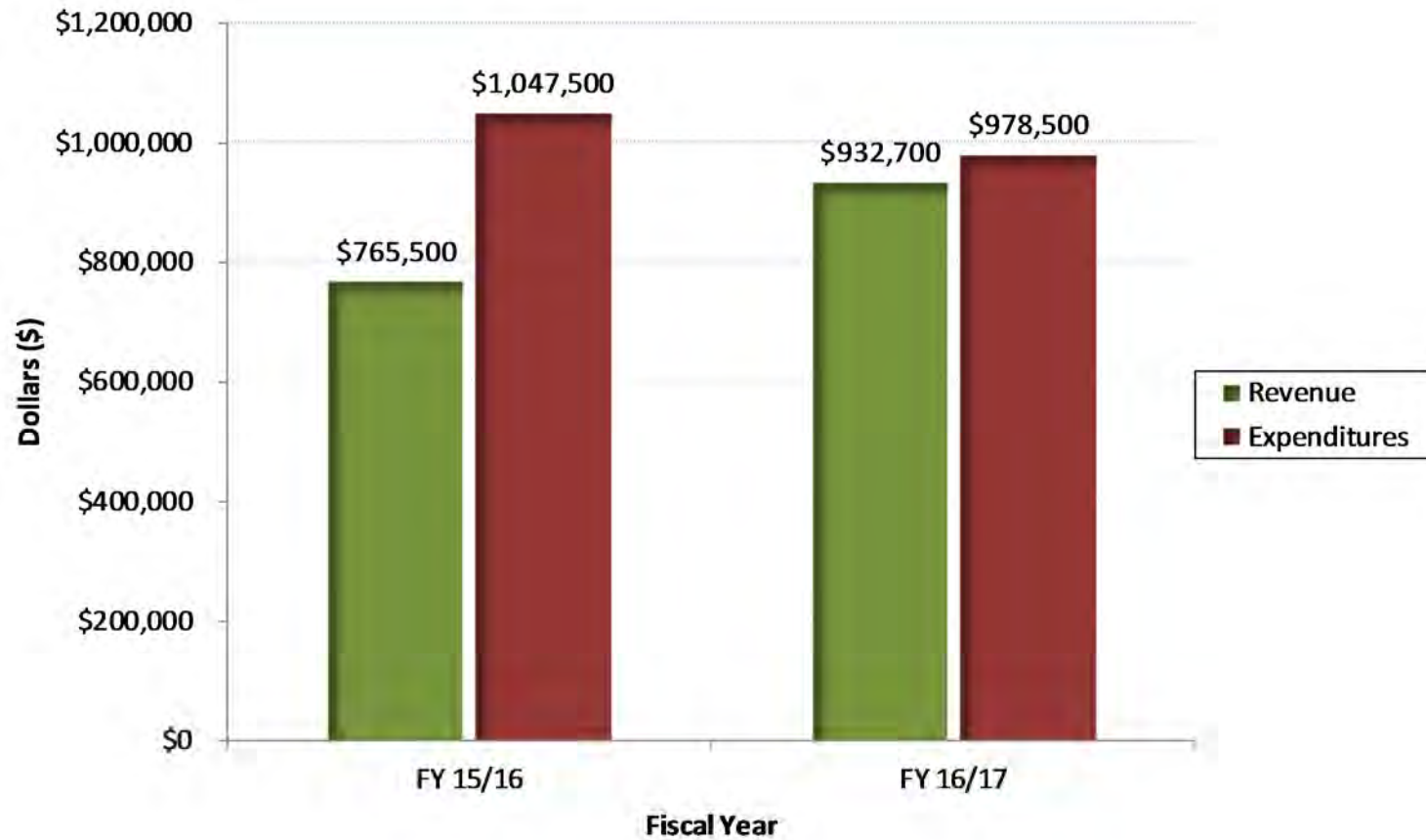
Creekside Preschool – Revenue and Expenditures



	FY 2015/16			FY 2016/17		
	Budget	Projection	Variance	Budget	Projection	Variance
REVENUE						
Preschool Registration	\$880,000	\$762,800	(\$117,200)	\$930,000	\$930,000	\$0
Creekside Classes	900	2,400	1,500	2,400	2,400	0
Facility Rental	300	300	0	300	300	0
TOTAL REVENUE	\$881,200	\$765,500	(\$115,700)	\$932,700	\$932,700	\$0
EXPENDITURES						
Operations & Maintenance						
Telephone	\$2,400	\$2,500	(\$100)	\$2,600	\$2,600	\$0
Office Supplies	6,500	5,400	1,100	5,500	5,500	0
Special Dept Sup	60,800	69,900	(9,100)	65,000	65,000	0
Printing	2,100	500	1,600	2,100	2,100	0
Contractual Svcs	20,700	20,400	300	21,100	21,100	0
School Programs	0	1,500	(1,500)	1,600	1,600	0
State Mandates	3,200	2,500	700	3,300	3,300	0
Advertising	0	1,200	(1,200)	0	0	0
Copier Supplies	100	100	0	100	100	0
Custodial Supplies	11,000	9,600	1,400	11,000	11,000	0
Refunds - Deposits & Overpays	300	0	300	300	300	0
Total Operations & Maintenance	\$107,100	\$113,600	(\$6,500)	\$112,600	\$112,600	\$0
Personnel Costs						
Full Time Employees	\$827,700	\$827,700	\$0	\$769,100	\$769,100	\$0
Part Time Employees	106,200	106,200	0	96,800	96,800	0
Total Personnel Costs	\$933,900	\$933,900	\$0	\$865,900	\$865,900	\$0
TOTAL EXPENDITURES	\$1,041,000	\$1,047,500	(\$6,500)	\$978,500	\$978,500	\$0
Surplus / (Shortfall) - \$	(\$159,800)	(\$282,000)		(\$45,800)	(\$45,800)	
Surplus / (Shortfall) - %	-15.4%	-26.9%		-4.7%	-4.7%	



Creekside Preschool – Revenue and Expenditures

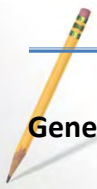
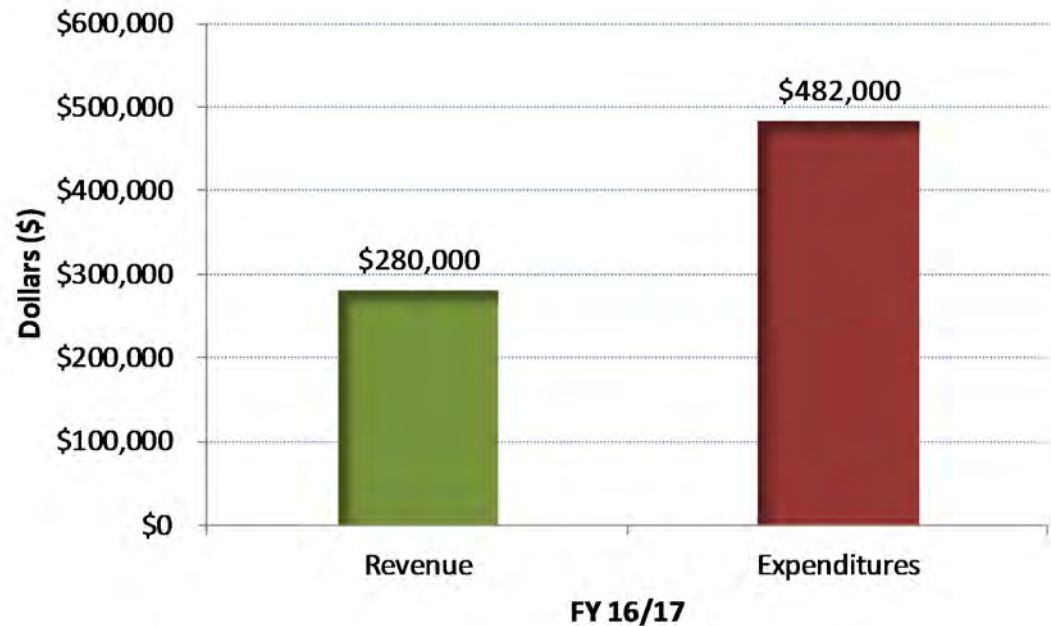




Senior Center – Revenue and Expenditures



	Budget <u>FY16/17</u>
REVENUE	
Sr. Center Membership	\$40,000
Sr. Center Rentals	20,000
Sr. Center Daily Fees	5,000
Sr. Center Program Fees	215,000
TOTAL REVENUE	\$280,000
EXPENDITURES	
Operations & Maintenance	
Event Insurance	\$3,000
Telephone	4,000
Office Supplies	5,000
Special Dept. Supplies	40,000
Printing	20,000
Dues and Memberships	1,000
State Required Fingerprinting	500
Postage	3,500
Utilities - Electric	30,000
Utilities - Water	4,000
Utilities - Gas	4,000
Cable/Satellite TV	4,500
Contract Instructors	60,000
Contractual Services	25,000
Senior Programs	20,000
Custodial Supplies	10,000
Mileage Reimbursement	200
Total Operations & Maintenance	\$234,700
Personnel Costs	
Full Time Employees	\$197,300
Part Time Employees	50,000
Total Personnel Costs	\$247,300
TOTAL EXPENDITURES	\$482,000
Annual Surplus / (Shortfall)	(\$202,000)
	-41.9%

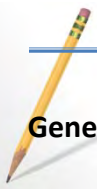
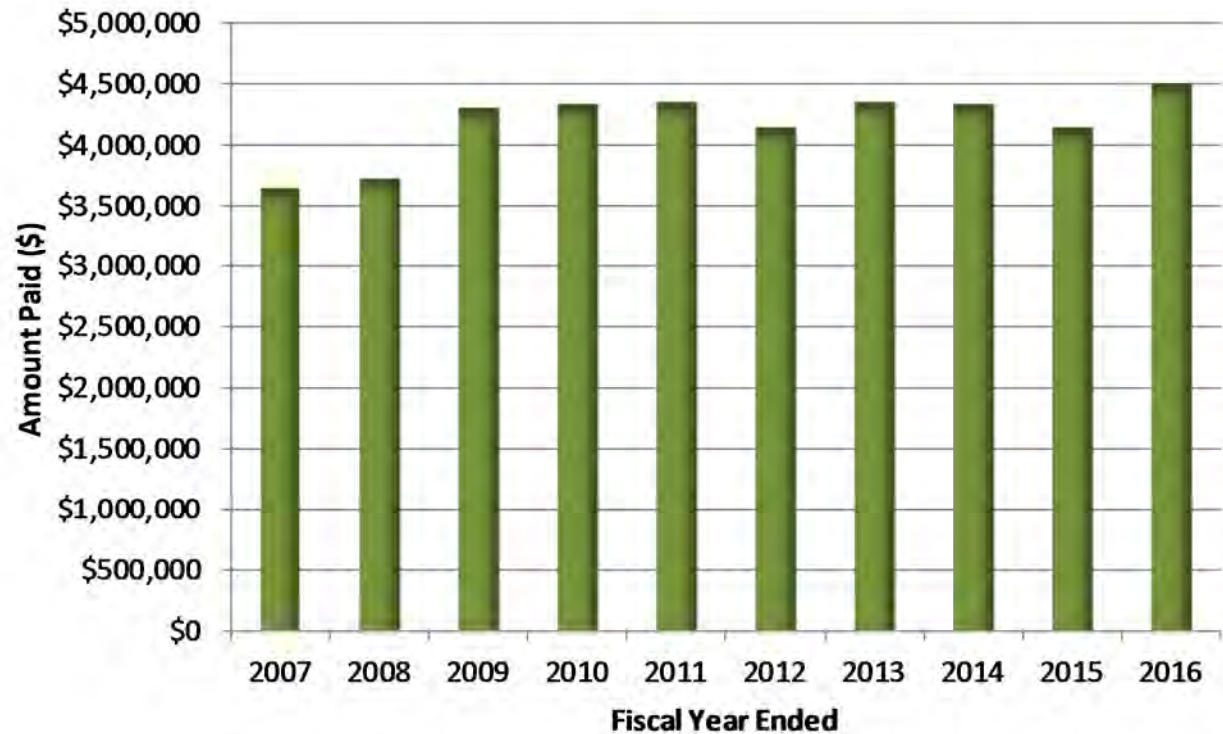




Sheriff Service Cost History



<u>Fiscal Year</u>	<u>Amount Paid</u>
2007	\$3,636,700
2008	3,711,700
2009	4,291,300
2010	4,323,100
2011	4,345,700
2012	4,140,300
2013	4,341,800
2014	4,318,400
2015	4,138,300
2016	4,493,200
10-YEAR TOTAL	\$41,740,500





Capital Improvement Projects



	Proposed Budget		FY 2016-17 Funding Sources		FY 2017-18 Funding Sources	
	2016-17	2017-18	General Fund	Other Funds	General Fund	Other Funds
Street - Rubberized Overlay	\$380,000	\$470,000	\$0	\$380,000	\$0	\$470,000
Tree Planting	25,000	25,000	25,000	0	25,000	0
STATE - LV Creek RestoreDesign	1,350,000	1,350,000	0	1,350,000	0	1,350,000
Old Town Sidewalk	0	1,200,000	0	0	0	1,200,000
Old Town Calabasas	60,000	1,200,000	0	60,000	0	1,200,000
Citywide Guardrails	0	50,000	0	0	50,000	0
Lost Hills O/P & Intchg MeasR	14,000,000	6,000,000	0	14,000,000	0	6,000,000
Traffic Signal Interconnect	450,000	288,000	0	450,000	0	288,000
Park & Ride - Old Town MeasR	680,000	0	0	680,000	0	0
Las Virg Scenic MeasR	1,503,700	0	0	1,503,700	0	0
Malibu Hills Reconstruction	0	80,000	0	0	0	80,000
Las Virgenes Road Shoulder Safety	0	100,000	0	0	0	100,000
Canyon Drive	245,000	0	0	245,000	0	0
Adaptive Signal System	0	60,000	0	0	0	60,000
MulHwy Bicycle Gap Closure	100,000	444,600	0	100,000	0	444,600
Total CIP Projects	\$18,793,700	\$11,267,600	\$25,000	\$18,768,700	\$75,000	\$11,192,600

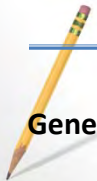




Fund Balances – All City Funds



Fund No.	Fund Description	(a) Projected Fund Balance June 2016	(b) Revenue	(c) Expenditures	(a) + (b) - (c) Projected Fund Balance June 2017
10	General Fund	\$12,351,821	\$22,773,000	\$22,494,400	\$12,630,421
11	Refundable Deposits	84,200	450,100	450,100	84,200
12	South Coast Air Quality Management District	88,004	27,300	23,100	92,204
13	Park & Recreation Improvements	90,973	41,700	40,000	92,673
14	AB 939	1,862,288	247,700	80,100	2,029,888
15	Gas Tax	1,354,580	529,600	380,000	1,504,180
16	Developer Impact Fees	1,935,653	77,000	0	2,012,653
18	Affordable Housing	1,646,709	30,900	0	1,677,609
19	Las Virgenes/ Lost Hills B&T	888,654	16,700	0	905,354
20	Prop A	450,525	447,000	384,600	512,925
21	LMD 22 - Common Benefit Areas	2,627,848	1,722,700	1,078,600	3,271,948
22	Landscape Maintenance District #22	899,967	2,775,500	2,450,400	1,225,067
24	Landscape Maintenance District #24	-7,758	192,100	159,300	25,042
25	Prop C	129,524	357,000	314,400	172,124
26	TDA	-8,232	29,900	10,000	11,668
27	Landscape Maintenance District #27	87,859	32,900	31,000	89,759
28	Library	722,213	2,188,800	1,920,800	990,213
29	Transportation Programs	61,713	899,000	892,300	68,413
30	Storm Damage	-676,267	292,900	0	-383,367
32	Landscape Maintenance District #32	651	34,000	29,000	5,651
33	Used Oil Grants	-12,818	14,000	2,500	-1,318
34	Measure R - Local Return	527,515	262,700	109,600	680,615
35	Community Development Block Grant	-81,979	157,400	158,900	-83,479
36	Grants	-992,832	2,138,100	2,135,000	-989,732
38	Cops- AB 3229 Grant	-51,050	119,700	100,000	-31,350
39	Measure R - MTA	7,151,333	9,382,400	16,533,700	33
40	Capital Improvement	0	18,793,700	18,793,700	0
41	Senior Center Construction	0	0	0	0
42	Civic Center Capital Replacement	1,257,490	23,400	10,000	1,270,890
48	Library Capital Replacement	524,212	9,800	0	534,012
50	Tennis & Swim Center Operation	762,434	4,244,700	4,228,000	779,134
60	Management Reserve	4,646,871	81,500	300,000	4,428,371
64	Quimby Act	452,016	52,000	450,000	54,016
65	Oak Tree Mitigation	96,144	22,500	23,900	94,744
80	CFD 98-1	2,409,839	870,300	825,100	2,455,039
83	2005 COP (Refunding 1999 COP)	402,500	468,100	468,100	402,500
84	CFD 2006 (The Oaks Mello-Roos)	3,289,142	1,848,400	1,786,700	3,350,842
85	2006 COP (Civic Center Construction)	1,801	12,000	3,500	10,301
87	2015 COP (Civic Center Project)	2,556,726	1,631,600	1,583,700	2,604,626
Total		\$47,530,271	\$73,298,100	\$78,250,500	\$42,577,871



Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Fund: 10 - General Fund		
Revenue		
<u>Division: 000 - Revenue</u>		
10 - 000 - 401000	Property Tax	3,328,100.00
10 - 000 - 402000	Sales and Use Tax	3,394,700.00
10 - 000 - 403001	Franchise Fee Time Warner CP	5,866,900.00
10 - 000 - 403002	Franchise Fee TimeWarnSaratoga	127,000.00
10 - 000 - 403003	Franchise Fee Charter	127,000.00
10 - 000 - 403010	Franchise Fee - Edison	96,000.00
10 - 000 - 403020	Franchise Fee - Gas	96,000.00
10 - 000 - 404000	Transfer Tax	86,000.00
10 - 000 - 405000	Transient Occupancy Tax	86,000.00
10 - 000 - 406001	Utility Tax - Electric	421,400.00
10 - 000 - 406002	Utility Tax - Gas	421,400.00
10 - 000 - 406003	Utility Tax-Telecommunications	88,300.00
10 - 000 - 411000	Building Fees	88,300.00
10 - 000 - 411010	Planning Fees	241,700.00
10 - 000 - 411020	Engineering Fees	246,500.00
10 - 000 - 411030	Investigative Fees	2,018,200.00
10 - 000 - 414000	Misc Permits & Fees	2,018,200.00
10 - 000 - 414001	Film Permits	1,877,300.00
10 - 000 - 414100	Bid & Plan	334,000.00
10 - 000 - 416100	Sale/Disposal of Asset	340,700.00
10 - 000 - 416300	Property Damage/Loss Reimburse	340,700.00
10 - 000 - 421000	Fines and Forfeitures	912,900.00
10 - 000 - 422000	False Alarm Fines	931,200.00
10 - 000 - 431000	Vehicle License Fee	911,800.00
10 - 000 - 431100	Las Virgenes Parking Admin	893,900.00
10 - 000 - 440001	De Anza Court Rental	671,500.00
10 - 000 - 440002	De Anza Picnic Rental	213,200.00
10 - 000 - 440003	Facility Rental - De Anza	217,500.00
10 - 000 - 440005	De Anza Vending Machine	8,100.00
10 - 000 - 440010	Little Learners Program	8,300.00
10 - 000 - 440900	Loan Receipt	20,000.00
10 - 000 - 441000	Interest Income	20,400.00
10 - 000 - 441503	Facility Rental - AC Stelle	18,000.00
10 - 000 - 441506	AC Stelle Sports Leagues	4,400.00
10 - 000 - 442000	Miscellaneous	4,500.00
10 - 000 - 442004	Misc - CFD Admin Fees	400.00
10 - 000 - 442100	Reimbursement for Sheriff Svc	400.00
10 - 000 - 442110	De Anza Event Insurance	12,100.00
10 - 000 - 445001	Creekside PreSchool Registrati	20,000.00
10 - 000 - 445004	Creekside Classes	90,000.00
10 - 000 - 445005	Facility Rental - Creekside	90,000.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 000 - 445100	Facility Rental - Gates Cyn	4,000.00	4,000.00
10 - 000 - 445200	Facility Rental - Grape Arbor	5,200.00	6,500.00
10 - 000 - 445300	Facility Rental - Civic Center	13,800.00	14,100.00
10 - 000 - 446000	De Anza Recreation ProgramFees	91,500.00	93,300.00
10 - 000 - 446001	De Anza Youth Sport Leagues	120,800.00	123,200.00
10 - 000 - 446005	4th of July Revenue	30,000.00	30,000.00
10 - 000 - 446006	Facility Rental - AE Wright	9,500.00	9,700.00
10 - 000 - 446007	AE Wright Sport Leagues	37,100.00	40,000.00
10 - 000 - 446009	Pumpkin Festival	76,000.00	77,500.00
10 - 000 - 446011	Recreation Processing Fees	5,100.00	5,200.00
10 - 000 - 446025	Special Events	1,000.00	1,000.00
10 - 000 - 446030	Calabasas Fine Arts Festival	40,000.00	40,000.00
10 - 000 - 446200	Senior Center Membership	40,000.00	40,000.00
10 - 000 - 446201	Senior Center Rentals	20,000.00	20,000.00
10 - 000 - 446202	Senior Center Daily Fees	5,000.00	5,000.00
10 - 000 - 446203	Senior Center Program Fees	215,000.00	220,000.00
10 - 000 - 446400	Lease Income	151,200.00	153,400.00
10 - 000 - 446702	Scanning Fees	17,500.00	17,900.00
10 - 000 - 449601	E.G. Access Fee Time Warner CP	50,200.00	51,200.00
10 - 000 - 449602	E.G. Access Fee TimeWarnSaratg	40,900.00	41,700.00
10 - 000 - 449603	E.G. Access Fee Charter	18,100.00	18,500.00
10 - 000 - 484003	Refunds - De Anza Park	(1,900.00)	(2,500.00)
10 - 000 - 484007	Refunds - Youth Sports Leagues	(500.00)	(500.00)
10 - 000 - 490014	Transfer in AB 939	35,100.00	35,800.00
10 - 000 - 490029	Transfer in Transit	96,900.00	96,900.00
10 - 000 - 490039	Transfer in Measure R Trans	350,000.00	350,000.00
		22,773,000.00	22,675,800.00
Total Fund 10 Revenue		22,773,000.00	22,675,800.00
 Expenditures			
<u>Division: 111 - Legislation & Policy</u>			
10 - 111 - 522100	Special Dept. Supplies	5,300.00	5,300.00
10 - 111 - 522113	Special Dept Sup- J Bozajian	5,000.00	5,000.00
10 - 111 - 522114	Special Dept Sup- MS Maurer	5,000.00	5,000.00
10 - 111 - 522116	Special Dept Sup- F Gaines	5,000.00	5,000.00
10 - 111 - 522117	Special Dept Sup- L Martin	5,000.00	5,000.00
10 - 111 - 522118	Special Dept Sup- D Shapiro	5,000.00	5,000.00
10 - 111 - 522600	Dues and Memberships	26,800.00	26,800.00
10 - 111 - 527000	Business Meeting & Conference	15,000.00	15,000.00
		72,100.00	72,100.00
<u>Division: 112 - Boards & Commissions</u>			
10 - 112 - 525200	Contractual Services	4,600.00	4,600.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 112 - 527000	Business Meeting & Conference	2,000.00	2,000.00
		6,600.00	6,600.00
<u>Division: 121 - Legal</u>			
10 - 121 - 525010	Contractual Svcs-Gen'l Matter	230,200.00	234,800.00
10 - 121 - 525011	Contractual Svcs-HR Matters	30,000.00	35,000.00
10 - 121 - 525020	Contractual Svcs-Litigation	3,100.00	3,100.00
10 - 121 - 525026	Settlement Payment	500.00	500.00
		263,800.00	273,400.00
<u>Division: 131 - City Clerk</u>			
10 - 131 - 522000	Office Supplies	1,000.00	1,000.00
10 - 131 - 522100	Special Dept. Supplies	700.00	700.00
10 - 131 - 522200	Printing	2,600.00	2,700.00
10 - 131 - 522600	Dues and Memberships	1,800.00	1,800.00
10 - 131 - 522800	Publications	5,900.00	6,000.00
10 - 131 - 525200	Contractual Services	14,800.00	14,800.00
10 - 131 - 525700	Elections	3,000.00	80,000.00
10 - 131 - 526500	Advertising	4,000.00	4,000.00
10 - 131 - 527000	Business Meeting & Conference	500.00	500.00
10 - 131 - 528500	Training	500.00	500.00
10 - 131 - 541600	Miscellaneous Expenditure	100.00	100.00
10 - 131 - 543000	Mileage Reimbursement	100.00	100.00
		35,000.00	112,200.00
<u>Division: 132 - Administrative Services</u>			
10 - 132 - 522000	Office Supplies	4,000.00	4,100.00
10 - 132 - 522100	Special Dept. Supplies	2,700.00	2,800.00
10 - 132 - 522600	Dues and Memberships	1,000.00	1,000.00
10 - 132 - 522800	Publications	1,000.00	1,000.00
10 - 132 - 526500	Advertising	2,000.00	2,000.00
10 - 132 - 527000	Business Meeting & Conference	700.00	700.00
10 - 132 - 528000	Tuition Reimbursement	20,000.00	20,000.00
10 - 132 - 528500	Training	1,500.00	1,500.00
10 - 132 - 541600	Miscellaneous Expenditure	300.00	300.00
10 - 132 - 543000	Mileage Reimbursement	300.00	300.00
		33,500.00	33,700.00
<u>Division: 134 - Non-Departmental</u>			
10 - 134 - 520000	Insurance	587,700.00	599,500.00
10 - 134 - 520001	Unemployment Insurance	10,000.00	10,200.00
10 - 134 - 522000	Office Supplies	12,000.00	12,200.00
10 - 134 - 522100	Special Dept. Supplies	5,000.00	5,100.00
10 - 134 - 522200	Printing	7,000.00	7,100.00
10 - 134 - 522300	Kitchen Supplies	22,500.00	23,000.00

Detailed Budget FY 2016-17 & 2017-18

		2016-17	2017-18
		Budget	Budget
10 - 134 - 522600	Dues and Memberships	1,300.00	1,300.00
10 - 134 - 522700	Storage Rental	47,000.00	47,900.00
10 - 134 - 523000	Postage / Courier Service	15,700.00	6,500.00
10 - 134 - 523100	Bank & Merchant Fees	50,000.00	51,000.00
10 - 134 - 523300	Contribution to Others	250,000.00	250,000.00
10 - 134 - 523301	Contribution to Chamber of Com	21,000.00	16,000.00
10 - 134 - 523303	Humanitarian Aid	25,000.00	25,000.00
10 - 134 - 523306	Relay for Life	5,000.00	5,000.00
10 - 134 - 523401	Art Rental	7,700.00	7,700.00
10 - 134 - 523900	Equipment Maintenance	28,000.00	28,600.00
10 - 134 - 525200	Contractual Services	20,000.00	20,000.00
10 - 134 - 525257	Mass Notification System	21,000.00	21,000.00
10 - 134 - 525284	Parking Enforcement	34,700.00	35,400.00
10 - 134 - 541600	Miscellaneous Expenditure	6,800.00	6,900.00
10 - 134 - 650000	Capital Outlay	13,800.00	13,800.00
10 - 134 - 655000	Open Space & Environmental Prg	20,000.00	20,000.00
10 - 134 - 990028	Transfer to Library Fund	4,100.00	4,200.00
10 - 134 - 990040	Transfer to Capital	25,000.00	75,000.00
10 - 134 - 990083	Transfer to 2005 COP	468,100.00	0.00
10 - 134 - 990085	Transfer to 2006 COP	2,500.00	2,500.00
10 - 134 - 990087	Transfer to 2015 COP	1,113,300.00	1,113,400.00
		2,824,200.00	2,408,300.00
<u>Division: 135 - Payroll</u>			
10 - 135 - 510000	Full Time Salaries	6,027,000.00	6,162,500.00
10 - 135 - 510002	Full Time Employee Overtime	50,500.00	51,300.00
10 - 135 - 510400	Benefits	1,723,300.00	1,736,900.00
10 - 135 - 510401	Retiree Medical Benefits	89,500.00	90,400.00
10 - 135 - 510600	Employer Taxes	896,600.00	914,800.00
10 - 135 - 510900	Temporary Employees	626,500.00	626,500.00
10 - 135 - 511000	Auto Allowance	46,200.00	46,200.00
10 - 135 - 511001	457 Match	97,700.00	99,900.00
		9,557,300.00	9,728,500.00
<u>Division: 136 - Civic Center O&M</u>			
10 - 136 - 522100	Special Dept. Supplies	19,100.00	19,500.00
10 - 136 - 522103	Facility Maintenance	57,000.00	58,100.00
10 - 136 - 523800	Rent Equipment	1,300.00	1,300.00
10 - 136 - 523900	Equipment Maintenance	26,600.00	27,100.00
10 - 136 - 524000	Utilities - Electric	89,800.00	91,600.00
10 - 136 - 524001	Utilities - Water	7,200.00	7,300.00
10 - 136 - 524002	Utilities - Gas	7,400.00	7,500.00
10 - 136 - 541600	Miscellaneous Expenditure	3,100.00	3,200.00
10 - 136 - 550001	Building Security	2,800.00	2,900.00
10 - 136 - 650000	Capital Outlay	500.00	500.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	214,800.00	219,000.00
<u>Division: 141 - City Management</u>		
10 - 141 - 522000 Office Supplies	900.00	900.00
10 - 141 - 527000 Business Meeting & Conference	20,000.00	20,000.00
	20,900.00	20,900.00
<u>Division: 151 - Financial Management</u>		
10 - 151 - 522000 Office Supplies	2,500.00	2,600.00
10 - 151 - 522100 Special Dept. Supplies	2,100.00	2,100.00
10 - 151 - 522200 Printing	800.00	800.00
10 - 151 - 522600 Dues and Memberships	500.00	500.00
10 - 151 - 522800 Publications	900.00	900.00
10 - 151 - 525200 Contractual Services	66,000.00	67,300.00
10 - 151 - 527000 Business Meeting & Conference	600.00	600.00
10 - 151 - 528500 Training	1,500.00	3,000.00
10 - 151 - 541600 Miscellaneous Expenditure	100.00	100.00
10 - 151 - 543000 Mileage Reimbursement	100.00	100.00
	75,100.00	78,000.00
<u>Division: 152 - Payroll & Revenue</u>		
10 - 152 - 522000 Office Supplies	500.00	500.00
10 - 152 - 522100 Special Dept. Supplies	100.00	100.00
10 - 152 - 522200 Printing	300.00	300.00
10 - 152 - 522600 Dues and Memberships	600.00	600.00
10 - 152 - 525200 Contractual Services	65,000.00	66,300.00
10 - 152 - 527000 Business Meeting & Conference	1,400.00	1,400.00
10 - 152 - 528500 Training	1,500.00	3,000.00
	69,400.00	72,200.00
<u>Division: 161 - Public Information</u>		
10 - 161 - 520800 Telephone	53,000.00	54,100.00
10 - 161 - 522000 Office Supplies	3,400.00	3,500.00
10 - 161 - 522100 Special Dept. Supplies	8,000.00	8,200.00
10 - 161 - 522200 Printing	1,800.00	1,800.00
10 - 161 - 522600 Dues and Memberships	500.00	500.00
10 - 161 - 522800 Publications	200.00	200.00
10 - 161 - 523500 Computer Hardware	5,000.00	5,100.00
10 - 161 - 523800 Rent Equipment	4,300.00	4,400.00
10 - 161 - 525200 Contractual Services	131,600.00	70,000.00
10 - 161 - 525217 Film Permit Services	20,800.00	21,200.00
10 - 161 - 526000 City Newsletter\Promotions	10,600.00	10,800.00
10 - 161 - 527000 Business Meeting & Conference	5,000.00	5,100.00
10 - 161 - 528500 Training	2,000.00	2,000.00
10 - 161 - 543000 Mileage Reimbursement	100.00	100.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
10 - 161 - 650000 Capital Outlay	21,200.00	21,600.00
	267,500.00	208,600.00
<u>Division: 162 - Information Technology</u>		
10 - 162 - 522000 Office Supplies	1,100.00	1,100.00
10 - 162 - 522100 Special Dept. Supplies	17,200.00	17,500.00
10 - 162 - 522600 Dues and Memberships	200.00	200.00
10 - 162 - 523500 Computer Hardware	80,200.00	81,800.00
10 - 162 - 523501 Computer Software	117,900.00	70,500.00
10 - 162 - 525200 Contractual Services	22,600.00	23,100.00
10 - 162 - 527000 Business Meeting & Conference	2,000.00	2,000.00
10 - 162 - 528500 Training	4,200.00	4,300.00
10 - 162 - 650000 Capital Outlay	12,000.00	12,200.00
	257,400.00	212,700.00
<u>Division: 163 - Telecom Regulation</u>		
10 - 163 - 522100 Special Dept. Supplies	2,500.00	2,600.00
10 - 163 - 522600 Dues and Memberships	200.00	200.00
10 - 163 - 525200 Contractual Services	10,000.00	10,200.00
10 - 163 - 527000 Business Meeting & Conference	900.00	900.00
	13,600.00	13,900.00
<u>Division: 211 - LA Co. Sheriff's Department</u>		
10 - 211 - 522100 Special Dept. Supplies	4,100.00	4,200.00
10 - 211 - 525200 Contractual Services	4,403,900.00	4,492,000.00
10 - 211 - 525263 LA Co. Sheriff Reimbursable	61,000.00	62,200.00
	4,469,000.00	4,558,400.00
<u>Division: 221 - LA Co. Fire District</u>		
10 - 221 - 525200 Contractual Services	20,800.00	20,800.00
	20,800.00	20,800.00
<u>Division: 222 - Public Safety and Emergency Preparedness</u>		
10 - 222 - 522000 Office Supplies	300.00	300.00
10 - 222 - 522100 Special Dept. Supplies	9,000.00	3,200.00
10 - 222 - 522200 Printing	3,100.00	3,200.00
10 - 222 - 522600 Dues and Memberships	400.00	400.00
10 - 222 - 525200 Contractual Services	4,400.00	4,500.00
10 - 222 - 525206 Special Events	20,000.00	20,000.00
	37,200.00	31,600.00
<u>Division: 231 - LA Co. Animal Services</u>		
10 - 231 - 525200 Contractual Services	48,400.00	49,400.00
	48,400.00	49,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 311 - Administration & Engineering</u>		
10 - 311 - 522100 Special Dept. Supplies	500.00	500.00
10 - 311 - 522200 Printing	1,000.00	1,000.00
10 - 311 - 522600 Dues and Memberships	1,100.00	1,100.00
10 - 311 - 522800 Publications	500.00	500.00
10 - 311 - 523501 Computer Software	7,200.00	7,300.00
10 - 311 - 525200 Contractual Services	220,000.00	224,400.00
10 - 311 - 525206 Special Events	13,400.00	13,700.00
10 - 311 - 527000 Business Meeting & Conference	2,300.00	2,300.00
	246,000.00	250,800.00
<u>Division: 312 - Street Maintenance Services</u>		
10 - 312 - 522000 Office Supplies	1,000.00	1,000.00
10 - 312 - 522100 Special Dept. Supplies	1,400.00	1,400.00
10 - 312 - 522600 Dues and Memberships	1,200.00	1,200.00
10 - 312 - 524000 Utilities - Electric	3,400.00	3,500.00
10 - 312 - 524001 Utilities - Water	87,000.00	88,700.00
10 - 312 - 525200 Contractual Services	15,000.00	15,300.00
10 - 312 - 525210 Road safety/Shoulder/Pky maint	90,000.00	91,800.00
10 - 312 - 525212 Drain Maint & Catch Basin Clen	10,000.00	10,200.00
10 - 312 - 525215 Street/Sidewalk Repair	50,000.00	51,000.00
10 - 312 - 525220 Street Sweeping	90,000.00	91,800.00
10 - 312 - 525280 Tree Trimming	300.00	300.00
10 - 312 - 525281 Graffiti Removal	1,900.00	1,900.00
10 - 312 - 525283 General Landscape Maintenance	150,000.00	150,000.00
	501,200.00	508,100.00
<u>Division: 313 - Water Quality Enhancement</u>		
10 - 313 - 522100 Special Dept. Supplies	200.00	200.00
10 - 313 - 522600 Dues and Memberships	300.00	300.00
10 - 313 - 525200 Contractual Services	48,000.00	49,000.00
10 - 313 - 525227 Compliance Monitoring Program	93,200.00	95,100.00
10 - 313 - 525228 Sewer Infrastructure Managemnt	32,000.00	32,600.00
10 - 313 - 527000 Business Meeting & Conference	400.00	400.00
	174,100.00	177,600.00
<u>Division: 321 - General Landscape Maintenance</u>		
10 - 321 - 522000 Office Supplies	300.00	300.00
10 - 321 - 524000 Utilities - Electric	800.00	800.00
10 - 321 - 524001 Utilities - Water	88,900.00	90,700.00
10 - 321 - 525250 Annual Fuel Reduction	162,500.00	165,800.00
10 - 321 - 525280 Tree Trimming	73,300.00	74,800.00
10 - 321 - 525283 General Landscape Maintenance	244,600.00	249,500.00
10 - 321 - 527000 Business Meeting & Conference	200.00	200.00
10 - 321 - 571600 Pest Abatement	13,100.00	13,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
10 - 321 - 572200 Tree Removal	34,600.00	35,300.00
10 - 321 - 650236 Tree Planting	10,600.00	10,800.00
	628,900.00	641,600.00
<u>Division: 331 - Transportation Planning</u>		
10 - 331 - 522000 Office Supplies	1,800.00	1,800.00
10 - 331 - 522100 Special Dept. Supplies	500.00	500.00
10 - 331 - 523501 Computer Software	1,200.00	1,200.00
10 - 331 - 525200 Contractual Services	2,000.00	2,000.00
	5,500.00	5,500.00
<u>Division: 332 - Transportation Eng/Operations</u>		
10 - 332 - 522000 Office Supplies	1,800.00	1,800.00
10 - 332 - 522100 Special Dept. Supplies	1,500.00	1,500.00
10 - 332 - 522600 Dues and Memberships	1,000.00	1,000.00
10 - 332 - 522800 Publications	900.00	900.00
10 - 332 - 523501 Computer Software	500.00	500.00
10 - 332 - 523700 Vehicle Maintenance	10,200.00	10,400.00
10 - 332 - 523701 Vehicle Gasoline / Oil	11,200.00	11,400.00
10 - 332 - 524000 Utilities - Electric	72,400.00	73,800.00
10 - 332 - 525200 Contractual Services	5,300.00	5,400.00
10 - 332 - 525224 Property Damage	20,400.00	20,800.00
10 - 332 - 525240 Striping, Signing & Marking	135,000.00	137,700.00
10 - 332 - 525260 Traffic Signal/Lighting	73,100.00	74,600.00
10 - 332 - 527000 Business Meeting & Conference	300.00	300.00
10 - 332 - 543000 Mileage Reimbursement	300.00	300.00
	333,900.00	340,400.00
<u>Division: 334 - Intergovernmental Relations</u>		
10 - 334 - 522000 Office Supplies	200.00	200.00
10 - 334 - 522503 School Safety	13,400.00	13,700.00
10 - 334 - 525270 Crossing Guard	86,300.00	86,300.00
10 - 334 - 525275 School Programs	7,500.00	7,500.00
	107,400.00	107,700.00
<u>Division: 411 - Community Development Admin</u>		
10 - 411 - 522000 Office Supplies	8,100.00	8,300.00
10 - 411 - 522100 Special Dept. Supplies	2,100.00	2,100.00
10 - 411 - 522200 Printing	13,000.00	13,300.00
10 - 411 - 522600 Dues and Memberships	4,500.00	4,600.00
10 - 411 - 522800 Publications	500.00	500.00
10 - 411 - 523500 Computer Hardware	200.00	200.00
10 - 411 - 523501 Computer Software	90,000.00	91,800.00
10 - 411 - 525200 Contractual Services	8,000.00	8,200.00
10 - 411 - 526500 Advertising	13,900.00	14,200.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
10 - 411 - 527000 Business Meeting & Conference	2,000.00	2,000.00
10 - 411 - 528500 Training	3,500.00	3,600.00
	145,800.00	148,800.00
<u>Division: 412 - Planning Projects & Studies</u>		
10 - 412 - 522200 Printing	500.00	500.00
10 - 412 - 523203 Senior Rental Voucher	89,700.00	91,500.00
10 - 412 - 525200 Contractual Services	25,000.00	25,500.00
10 - 412 - 527000 Business Meeting & Conference	3,500.00	3,600.00
10 - 412 - 528500 Training	4,200.00	4,300.00
	122,900.00	125,400.00
<u>Division: 415 - Building Inspection</u>		
10 - 415 - 522100 Special Dept. Supplies	11,800.00	12,000.00
10 - 415 - 525200 Contractual Services	475,000.00	484,500.00
	486,800.00	496,500.00
<u>Division: 416 - Code Enforcement</u>		
10 - 416 - 522000 Office Supplies	100.00	100.00
10 - 416 - 525200 Contractual Services	1,300.00	1,300.00
10 - 416 - 525216 Code Enforcement Prosecutor	50,000.00	51,000.00
	51,400.00	52,400.00
<u>Division: 511 - Community Services Management</u>		
10 - 511 - 522000 Office Supplies	2,200.00	2,200.00
10 - 511 - 522100 Special Dept. Supplies	600.00	600.00
10 - 511 - 522600 Dues and Memberships	200.00	200.00
10 - 511 - 526500 Advertising	100.00	100.00
10 - 511 - 543000 Mileage Reimbursement	200.00	200.00
	3,300.00	3,300.00
<u>Division: 512 - Creekside Park</u>		
10 - 512 - 520800 Telephone	1,000.00	1,000.00
10 - 512 - 522100 Special Dept. Supplies	500.00	500.00
10 - 512 - 525150 Contract Instructors	200.00	200.00
10 - 512 - 525200 Contractual Services	8,100.00	8,300.00
10 - 512 - 541800 Custodial Supplies	2,000.00	2,000.00
	11,800.00	12,000.00
<u>Division: 513 - De Anza Park/Recreation Program</u>		
10 - 513 - 520020 Event Insurance	36,700.00	37,400.00
10 - 513 - 520800 Telephone	5,200.00	5,300.00
10 - 513 - 522000 Office Supplies	2,000.00	2,000.00
10 - 513 - 522100 Special Dept. Supplies	69,800.00	71,200.00
10 - 513 - 522200 Printing	60,000.00	61,200.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 513 - 522600	Dues and Memberships	900.00	900.00
10 - 513 - 522900	State Required Fingerprinting	3,000.00	3,100.00
10 - 513 - 523000	Postage / Courier Service	10,200.00	10,400.00
10 - 513 - 523800	Rent Equipment	400.00	400.00
10 - 513 - 525150	Contract Instructors	158,100.00	161,300.00
10 - 513 - 525200	Contractual Services	29,100.00	29,700.00
10 - 513 - 525207	Tickets / Pre-sale	15,500.00	15,800.00
10 - 513 - 525208	Facility Rental	36,200.00	36,900.00
10 - 513 - 525276	Senior Programs	18,000.00	18,400.00
10 - 513 - 526300	Special Community Services	200.00	200.00
10 - 513 - 528500	Training	2,600.00	2,700.00
10 - 513 - 541800	Custodial Supplies	13,300.00	13,600.00
10 - 513 - 543000	Mileage Reimbursement	2,000.00	2,000.00
10 - 513 - 650000	Capital Outlay	2,000.00	2,000.00
		465,200.00	474,500.00
<u>Division: 514 - Parks Maintenance</u>			
10 - 514 - 522000	Office Supplies	1,600.00	1,600.00
10 - 514 - 523700	Vehicle Maintenance	9,100.00	9,300.00
10 - 514 - 524000	Utilities - Electric	39,600.00	40,400.00
10 - 514 - 524002	Utilities - Gas	3,100.00	3,200.00
10 - 514 - 525200	Contractual Services	18,000.00	18,400.00
10 - 514 - 541800	Custodial Supplies	13,000.00	13,300.00
10 - 514 - 543000	Mileage Reimbursement	1,000.00	1,000.00
10 - 514 - 553500	Cal/Agoura Jt Community Center	25,500.00	26,000.00
10 - 514 - 650000	Capital Outlay	7,700.00	7,900.00
		118,600.00	121,100.00
<u>Division: 515 - School Joint Use</u>			
10 - 515 - 522100	Special Dept. Supplies	100.00	100.00
10 - 515 - 525200	Contractual Services	200.00	200.00
10 - 515 - 525305	School Facility Maintenance	77,200.00	77,200.00
10 - 515 - 553600	School Joint Use Contract	47,500.00	47,500.00
		125,000.00	125,000.00
<u>Division: 516 - Special Events</u>			
10 - 516 - 522100	Special Dept. Supplies	100.00	100.00
10 - 516 - 522700	Storage Rental	8,300.00	8,500.00
10 - 516 - 525200	Contractual Services	100.00	100.00
10 - 516 - 525205	July 4th	75,000.00	76,500.00
10 - 516 - 525311	Egg Stravaganza	9,200.00	9,400.00
10 - 516 - 525312	Movie Under the Stars	1,000.00	1,000.00
10 - 516 - 525315	Teen Events	10,000.00	10,200.00
10 - 516 - 525316	Holiday Gala Event	14,000.00	14,300.00
10 - 516 - 525317	Film Festival	15,000.00	15,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
10 - 516 - 525318 Pumpkin Festival	105,000.00	108,000.00
10 - 516 - 525319 Calabasas Musical Programs	50,000.00	50,000.00
10 - 516 - 525324 Calabasas Fine Arts Festival	45,000.00	45,000.00
	332,700.00	338,100.00
<u>Division: 517 - Klubhouse Preschool</u>		
10 - 517 - 520800 Telephone	2,600.00	2,700.00
10 - 517 - 522000 Office Supplies	5,500.00	5,600.00
10 - 517 - 522100 Special Dept. Supplies	65,000.00	66,300.00
10 - 517 - 522200 Printing	2,100.00	2,100.00
10 - 517 - 525200 Contractual Services	21,100.00	21,500.00
10 - 517 - 525275 School Programs	1,600.00	1,600.00
10 - 517 - 526400 State Mandates	3,300.00	3,400.00
10 - 517 - 541700 Copier Supplies	100.00	100.00
10 - 517 - 541800 Custodial Supplies	11,000.00	11,200.00
10 - 517 - 541900 Refunds - Deposits & Overpays	300.00	300.00
	112,600.00	114,800.00
<u>Division: 518 - Senior Center</u>		
10 - 518 - 520020 Event Insurance	3,000.00	3,000.00
10 - 518 - 520800 Telephone	4,000.00	4,000.00
10 - 518 - 522000 Office Supplies	5,000.00	5,000.00
10 - 518 - 522100 Special Dept. Supplies	40,000.00	40,000.00
10 - 518 - 522200 Printing	20,000.00	20,000.00
10 - 518 - 522600 Dues and Memberships	1,000.00	1,000.00
10 - 518 - 522900 State Required Fingerprinting	500.00	500.00
10 - 518 - 523000 Postage	3,500.00	3,500.00
10 - 518 - 524000 Utilities - Electric	30,000.00	30,000.00
10 - 518 - 524001 Utilities - Water	4,000.00	4,000.00
10 - 518 - 524002 Utilities - Gas	4,000.00	4,000.00
10 - 518 - 524003 Cable/Satellite TV	4,500.00	4,500.00
10 - 518 - 525150 Contract Instructors	60,000.00	60,000.00
10 - 518 - 525200 Contractual Services	25,000.00	25,000.00
10 - 518 - 525276 Senior Programs	20,000.00	22,000.00
10 - 518 - 541800 Custodial Supplies	10,000.00	10,000.00
10 - 518 - 543000 Mileage Reimbursement	200.00	200.00
	234,700.00	236,700.00
Total Fund 10 Expenditures	22,494,400.00	22,400,600.00
ESTIMATED BEGINNING FUND BALANCE	12,351,821.29	12,630,421.29
CHANGE IN FUND 10 BALANCE	278,600.00	275,200.00
FUND 10 BALANCE	12,630,421.29	12,905,621.29

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Fund: 11 - Recoverable Deposits		
Revenue		
<u>Division: 000 - Revenue</u>		
11 - 000 - 411060 Recoverable Project	450,100.00	459,100.00
	450,100.00	459,100.00
Total Fund 11 Revenue	450,100.00	459,100.00
Expenditures		
<u>Division: 163 - Cable Regulation</u>		
11 - 163 - 525200 Contractual Services	17,400.00	17,700.00
	17,400.00	17,700.00
<u>Division: 311 - Administration & Engineering</u>		
11 - 311 - 522200 Printing	1,600.00	1,600.00
11 - 311 - 525200 Contractual Services	141,800.00	144,600.00
	143,400.00	146,200.00
<u>Division: 412 - Planning Projects & Studies</u>		
11 - 412 - 522200 Printing	1,500.00	1,500.00
11 - 412 - 525200 Contractual Services	278,700.00	284,400.00
	280,200.00	285,900.00
<u>Division: 415 - Building Inspection</u>		
11 - 415 - 525200 Contractual Services	9,100.00	9,300.00
	9,100.00	9,300.00
Total Fund 11 Expenditures	450,100.00	459,100.00
ESTIMATED BEGINNING FUND BALANCE	84,199.63	84,199.63
FUND 11 BALANCE	84,199.63	84,199.63
Fund: 12 - South Coast Air Quality Management District		
Revenue		
<u>Division: 000 - Revenue</u>		
12 - 000 - 441000 Interest Income	1,700.00	1,900.00
12 - 000 - 447000 South Coast Air Quality Mgmt	25,600.00	26,100.00
	27,300.00	28,000.00
Total Fund 12 Revenue	27,300.00	28,000.00
Expenditures		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 331 - Transportation Planning</u>		
12 - 331 - 650000 Capital Outlay	23,100.00	23,100.00
	23,100.00	23,100.00
Total Fund 12 Expenditures	23,100.00	23,100.00
ESTIMATED BEGINNING FUND BALANCE	88,004.03	92,204.03
CHANGE IN FUND 12 BALANCE	4,200.00	4,900.00
FUND 12 BALANCE	92,204.03	97,104.03
 Fund: 13 - Park & Recreation Improvements		
Revenue		
<u>Division: 000 - Revenue</u>		
13 - 000 - 441000 Interest Income	1,700.00	1,900.00
13 - 000 - 447600 Grant L.A. Co. Measure A-M & S	40,000.00	40,000.00
	41,700.00	41,900.00
Total Fund 13 Revenue	41,700.00	41,900.00
 Expenditures		
<u>Division: 519 - Capital Improvements-Parks</u>		
13 - 519 - 554800 Measure A- M & S Projects	40,000.00	40,000.00
	40,000.00	40,000.00
Total Fund 13 Expenditures	40,000.00	40,000.00
ESTIMATED BEGINNING FUND BALANCE	90,973.22	92,673.22
CHANGE IN FUND 13 BALANCE	1,700.00	1,900.00
FUND 13 BALANCE	92,673.22	94,573.22
 Fund: 14 - AB 939		
Revenue		
<u>Division: 000 - Revenue</u>		
14 - 000 - 441000 Interest Income	37,400.00	43,300.00
14 - 000 - 480000 AB 939 Franchise Fees	210,300.00	214,500.00
	247,700.00	257,800.00
Total Fund 14 Revenue	247,700.00	257,800.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
14 - 134 - 990010 Transfer to General Fund	35,100.00	35,800.00
	35,100.00	35,800.00
<u>Division: 313 - Water Quality Enhancement</u>		
14 - 313 - 525031 Public Education - AB 939	30,000.00	30,000.00
14 - 313 - 525200 Contractual Services	15,000.00	15,000.00
	45,000.00	45,000.00
Total Fund 14 Expenditures	80,100.00	80,800.00
ESTIMATED BEGINNING FUND BALANCE	1,862,288.38	2,029,888.38
CHANGE IN FUND 14 BALANCE	167,600.00	177,000.00
FUND 14 BALANCE	2,029,888.38	2,206,888.38
 Fund: 15 - Gas Tax		
Revenue		
<u>Division: 000 - Revenue</u>		
15 - 000 - 441000 Interest Income	27,700.00	31,000.00
15 - 000 - 461000 Gas Tax Fund - 2105	151,200.00	167,100.00
15 - 000 - 461010 Gas Tax Fund - 2106	78,600.00	82,000.00
15 - 000 - 461020 Gas Tax Fund - 2107	210,000.00	234,600.00
15 - 000 - 461030 Gas Tax Fund - 2107.5	5,000.00	5,000.00
15 - 000 - 461040 Gas Tax Fund - 2103	57,100.00	27,400.00
	529,600.00	547,100.00
Total Fund 15 Revenue	529,600.00	547,100.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
15 - 134 - 990040 Transfer to Capital	380,000.00	470,000.00
	380,000.00	470,000.00
Total Fund 15 Expenditures	380,000.00	470,000.00
ESTIMATED BEGINNING FUND BALANCE	1,354,580.40	1,504,180.40
CHANGE IN FUND 15 BALANCE	149,600.00	77,100.00
FUND 15 BALANCE	1,504,180.40	1,581,280.40
 Fund: 16 - Developer Impact Fees		
Revenue		
<u>Division: 000 - Revenue</u>		
16 - 000 - 441000 Interest Income	37,000.00	29,900.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
16 - 000 - 481500 Traffic Mitigation Fees	40,000.00	20,000.00
	77,000.00	49,900.00
Total Fund 16 Revenue	77,000.00	49,900.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
16 - 134 - 994040 Transfer to Capital	0.00	540,000.00
	0.00	540,000.00
Total Fund 16 Expenditures	0.00	540,000.00
ESTIMATED BEGINNING FUND BALANCE	1,935,652.51	2,012,652.51
CHANGE IN FUND 16 BALANCE	77,000.00	(490,100.00)
FUND 16 BALANCE	2,012,652.51	1,522,552.51
 Fund: 18 - Affordable Housing		
Revenue		
<u>Division: 000 - Revenue</u>		
18 - 000 - 441000 Interest Income	30,900.00	33,600.00
	30,900.00	33,600.00
Total Fund 18 Revenue	30,900.00	33,600.00
 ESTIMATED BEGINNING FUND BALANCE	 1,646,708.94	 1,677,608.94
CHANGE IN FUND 18 BALANCE	30,900.00	33,600.00
FUND 18 BALANCE	1,677,608.94	1,711,208.94
 Fund: 19 - Las Virgenes / Lost Hills B&T		
Revenue		
<u>Division: 000 - Revenue</u>		
19 - 000 - 441000 Interest Income	16,700.00	17,300.00
	16,700.00	17,300.00
Total Fund 19 Revenue	16,700.00	17,300.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
19 - 134 - 990040 Transfer to Capital	0.00	40,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	0.00	40,000.00
Total Fund 19 Expenditures	0.00	40,000.00
ESTIMATED BEGINNING FUND BALANCE	888,654.22	905,354.22
CHANGE IN FUND 19 BALANCE	16,700.00	(22,700.00)
FUND 19 BALANCE	905,354.22	882,654.22
 Fund: 20 - Prop A		
Revenue		
<u>Division: 000 - Revenue</u>		
20 - 000 - 441000 Interest Income	9,400.00	11,300.00
20 - 000 - 462000 Prop A - Per Parcel	437,600.00	446,400.00
	447,000.00	457,700.00
Total Fund 20 Revenue	447,000.00	457,700.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
20 - 134 - 990029 Transfer to Transportation Programs	384,600.00	392,600.00
	384,600.00	392,600.00
Total Fund 20 Expenditures	384,600.00	392,600.00
ESTIMATED BEGINNING FUND BALANCE	450,525.47	512,925.47
CHANGE IN FUND 20 BALANCE	62,400.00	65,100.00
FUND 20 BALANCE	512,925.47	578,025.47
 Fund: 21 - LMD 22 - Common Benefit Areas		
Revenue		
<u>Division: 000 - Revenue</u>		
21 - 000 - 401022 Prop Tax - Dist 22 Ad Valorem	1,662,500.00	1,695,800.00
21 - 000 - 441022 Interest Landscape Dist. #22	60,200.00	64,500.00
	1,722,700.00	1,760,300.00
Total Fund 21 Revenue	1,722,700.00	1,760,300.00
 Expenditures		
<u>Division: 326 - LMD #22 Ad Valorem/CBA</u>		
21 - 326 - 510000 Full Time Salaries	112,400.00	116,900.00
21 - 326 - 510400 Benefits	42,400.00	42,700.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
21 - 326 - 510600	Employer Taxes	13,700.00	19,200.00
21 - 326 - 510900	Temporary Employees	35,300.00	35,300.00
21 - 326 - 511000	Auto Allowance	1,600.00	1,600.00
21 - 326 - 522000	Office Supplies	900.00	900.00
21 - 326 - 570221	Electric Svc - IrrigationMeter	23,700.00	24,200.00
21 - 326 - 570224	Electric Svc - IrrigationMeter	6,000.00	6,100.00
21 - 326 - 570226	Electric Svc - IrrigationMeter	2,300.00	2,300.00
21 - 326 - 570721	Irrigation Repairs	3,800.00	3,900.00
21 - 326 - 570724	Irrigation Repairs	8,100.00	8,300.00
21 - 326 - 570725	Irrigation Repairs	17,800.00	18,200.00
21 - 326 - 570726	Irrigation Repairs	8,200.00	8,400.00
21 - 326 - 570821	Lake Insurance	9,000.00	9,200.00
21 - 326 - 570921	Lake Maintenance-Aeration	9,800.00	10,000.00
21 - 326 - 571121	Lake Maintenance-Svc Contract	141,900.00	144,700.00
21 - 326 - 571221	Landscape Maint-Svc Contract	97,200.00	99,100.00
21 - 326 - 571224	Landscape Maint-Svc Contract	34,300.00	35,000.00
21 - 326 - 571225	Landscape Maint-Svc Contract	63,800.00	65,100.00
21 - 326 - 571226	Landscape Maint-Svc Contract	55,700.00	56,800.00
21 - 326 - 571321	Landscape Refurbishment	1,300.00	1,300.00
21 - 326 - 571324	Landscape Refurbishment	6,900.00	7,000.00
21 - 326 - 571325	Landscape Refurbishment	12,500.00	12,800.00
21 - 326 - 571326	Landscape Refurbishment	12,200.00	12,400.00
21 - 326 - 571425	Office Supplies	300.00	300.00
21 - 326 - 571625	Pest Abatement	100.00	100.00
21 - 326 - 571921	Planting - Trees	800.00	800.00
21 - 326 - 571926	Planting - Trees	8,200.00	8,400.00
21 - 326 - 572221	Tree Removal	7,300.00	7,400.00
21 - 326 - 572224	Tree Removal	2,000.00	2,000.00
21 - 326 - 572225	Tree Removal	2,000.00	2,000.00
21 - 326 - 572226	Tree Removal	3,000.00	3,100.00
21 - 326 - 572321	Tree Trimming	9,800.00	10,000.00
21 - 326 - 572324	Tree Trimming	3,200.00	3,300.00
21 - 326 - 572325	Tree Trimming	8,100.00	8,300.00
21 - 326 - 572326	Tree Trimming	4,800.00	4,900.00
21 - 326 - 572621	Water	142,200.00	145,000.00
21 - 326 - 572624	Water	14,000.00	14,300.00
21 - 326 - 572625	Water	83,600.00	85,300.00
21 - 326 - 572626	Water	6,000.00	6,100.00
21 - 326 - 572721	Brush Clearance	2,400.00	2,400.00
21 - 326 - 990040	Transfer to Capital	60,000.00	700,000.00
		1,078,600.00	1,745,100.00
Total Fund 21 Expenditures		1,078,600.00	1,745,100.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
ESTIMATED BEGINNING FUND BALANCE	2,627,847.96	3,271,947.96
CHANGE IN FUND 21 BALANCE	644,100.00	15,200.00
FUND 21 BALANCE	3,271,947.96	3,287,147.96

Fund: 22 - Landscape Maintenance District 22

Revenue

Division: 000 - Revenue

22 - 000 - 441022 Interest Landscape Dist. #22	24,000.00	30,500.00
22 - 000 - 471022 Prop Tax - Dist 22 Assessments	2,751,500.00	2,806,500.00
	2,775,500.00	2,837,000.00

Total Fund 22 Revenue

2,775,500.00 2,837,000.00

Expenditures

Division: 322 - LMD #22

22 - 322 - 510000 Full Time Salaries	97,500.00	101,400.00
22 - 322 - 510400 Benefits	25,800.00	26,100.00
22 - 322 - 510600 Employer Taxes	9,600.00	14,300.00
22 - 322 - 511000 Auto Allowance	2,400.00	2,400.00
22 - 322 - 570104 Contractual Services	600.00	600.00
22 - 322 - 570105 Contractual Services	200.00	200.00
22 - 322 - 570106 Contractual Services	2,600.00	2,700.00
22 - 322 - 570107 Contractual Services	1,700.00	1,700.00
22 - 322 - 570108 Contractual Services	1,500.00	1,500.00
22 - 322 - 570109 Contractual Services	200.00	200.00
22 - 322 - 570110 Contractual Services	200.00	200.00
22 - 322 - 570111 Contractual Services	300.00	300.00
22 - 322 - 570112 Contractual Services	100.00	100.00
22 - 322 - 570113 Contractual Services	1,000.00	1,000.00
22 - 322 - 570114 Contractual Services	400.00	400.00
22 - 322 - 570116 Contractual Services	1,800.00	1,800.00
22 - 322 - 570119 Contractual Services	500.00	500.00
22 - 322 - 570120 Contractual Services	400.00	400.00
22 - 322 - 570206 Electric Svc - IrrigationMeter	6,300.00	6,400.00
22 - 322 - 570207 Electric Svc - IrrigationMeter	3,700.00	3,800.00
22 - 322 - 570208 Electric Svc - IrrigationMeter	5,700.00	5,800.00
22 - 322 - 570210 Electric Svc - IrrigationMeter	1,900.00	1,900.00
22 - 322 - 570211 Electric Svc - IrrigationMeter	1,400.00	1,400.00
22 - 322 - 570214 Electric Svc - IrrigationMeter	600.00	600.00
22 - 322 - 570219 Electric Svc - IrrigationMeter	5,200.00	5,300.00
22 - 322 - 570220 Electric Svc - IrrigationMeter	1,000.00	1,000.00
22 - 322 - 570704 Irrigation Repairs	7,900.00	8,100.00
22 - 322 - 570705 Irrigation Repairs	2,700.00	2,800.00
22 - 322 - 570706 Irrigation Repairs	35,700.00	36,400.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
22 - 322 - 570707	Irrigation Repairs	23,700.00	24,200.00
22 - 322 - 570708	Irrigation Repairs	10,200.00	10,400.00
22 - 322 - 570709	Irrigation Repairs	400.00	400.00
22 - 322 - 570710	Irrigation Repairs	4,500.00	4,600.00
22 - 322 - 570711	Irrigation Repairs	6,600.00	6,700.00
22 - 322 - 570713	Irrigation Repairs	6,200.00	6,300.00
22 - 322 - 570714	Irrigation Repairs	6,600.00	6,700.00
22 - 322 - 570719	Irrigation Repairs	23,000.00	23,500.00
22 - 322 - 570720	Irrigation Repairs	11,600.00	11,800.00
22 - 322 - 571204	Landscape Maint-Svc Contract	54,200.00	55,300.00
22 - 322 - 571205	Landscape Maint-Svc Contract	25,100.00	25,600.00
22 - 322 - 571206	Landscape Maint-Svc Contract	140,800.00	143,600.00
22 - 322 - 571207	Landscape Maint-Svc Contract	66,200.00	67,500.00
22 - 322 - 571208	Landscape Maint-Svc Contract	133,300.00	136,000.00
22 - 322 - 571209	Landscape Maint-Svc Contract	12,700.00	13,000.00
22 - 322 - 571210	Landscape Maint-Svc Contract	44,300.00	45,200.00
22 - 322 - 571211	Landscape Maint-Svc Contract	33,400.00	34,100.00
22 - 322 - 571213	Landscape Maint-Svc Contract	66,900.00	68,200.00
22 - 322 - 571214	Landscape Maint-Svc Contract	42,800.00	43,700.00
22 - 322 - 571219	Landscape Maint-Svc Contract	115,400.00	117,700.00
22 - 322 - 571220	Landscape Maint-Svc Contract	51,500.00	52,500.00
22 - 322 - 571304	Landscape Refurbishment	10,100.00	10,300.00
22 - 322 - 571306	Landscape Refurbishment	28,000.00	28,600.00
22 - 322 - 571307	Landscape Refurbishment	8,400.00	8,600.00
22 - 322 - 571308	Landscape Refurbishment	11,300.00	11,500.00
22 - 322 - 571310	Landscape Refurbishment	4,400.00	4,500.00
22 - 322 - 571311	Landscape Refurbishment	6,700.00	6,800.00
22 - 322 - 571313	Landscape Refurbishment	19,700.00	20,100.00
22 - 322 - 571314	Landscape Refurbishment	300.00	300.00
22 - 322 - 571319	Landscape Refurbishment	28,400.00	29,000.00
22 - 322 - 571320	Landscape Refurbishment	3,600.00	3,700.00
22 - 322 - 571607	Pest Abatement	8,800.00	9,000.00
22 - 322 - 571610	Pest Abatement	5,900.00	6,000.00
22 - 322 - 571619	Pest Abatement	2,400.00	2,400.00
22 - 322 - 571713	Planting - Color Change	400.00	400.00
22 - 322 - 571906	Planting - Trees	1,800.00	1,800.00
22 - 322 - 571907	Planting - Trees	5,100.00	5,200.00
22 - 322 - 571911	Planting - Trees	3,200.00	3,300.00
22 - 322 - 572205	Tree Removal	1,500.00	1,500.00
22 - 322 - 572206	Tree Removal	25,500.00	26,000.00
22 - 322 - 572207	Tree Removal	12,200.00	12,400.00
22 - 322 - 572210	Tree Removal	800.00	800.00
22 - 322 - 572211	Tree Removal	7,100.00	7,200.00
22 - 322 - 572212	Tree Removal	700.00	700.00
22 - 322 - 572213	Tree Removal	10,200.00	10,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget	
22 - 322 - 572219	Tree Removal	4,200.00	4,300.00
22 - 322 - 572220	Tree Removal	5,100.00	5,200.00
22 - 322 - 572304	Tree Trimming	5,800.00	5,900.00
22 - 322 - 572305	Tree Trimming	3,100.00	3,200.00
22 - 322 - 572306	Tree Trimming	28,400.00	29,000.00
22 - 322 - 572307	Tree Trimming	22,400.00	22,800.00
22 - 322 - 572310	Tree Trimming	5,100.00	5,200.00
22 - 322 - 572311	Tree Trimming	25,500.00	26,000.00
22 - 322 - 572312	Tree Trimming	4,800.00	4,900.00
22 - 322 - 572313	Tree Trimming	37,500.00	38,300.00
22 - 322 - 572314	Tree Trimming	5,500.00	5,600.00
22 - 322 - 572319	Tree Trimming	11,700.00	11,900.00
22 - 322 - 572320	Tree Trimming	41,500.00	42,300.00
22 - 322 - 572506	V-Ditch Non-Irrigated Common	900.00	900.00
22 - 322 - 572507	V-Ditch Non-Irrigated Common	800.00	800.00
22 - 322 - 572604	Water	50,300.00	51,300.00
22 - 322 - 572605	Water	14,800.00	15,100.00
22 - 322 - 572607	Water	102,000.00	104,000.00
22 - 322 - 572608	Water	121,700.00	124,100.00
22 - 322 - 572610	Water	29,700.00	30,300.00
22 - 322 - 572611	Water	31,700.00	32,300.00
22 - 322 - 572612	Water	1,800.00	1,800.00
22 - 322 - 572613	Water	16,300.00	16,600.00
22 - 322 - 572614	Water	17,600.00	18,000.00
22 - 322 - 572616	Water	156,200.00	159,300.00
22 - 322 - 572619	Water	75,900.00	77,400.00
22 - 322 - 572620	Water	35,900.00	36,600.00
22 - 322 - 572704	Brush Clearance	4,100.00	4,200.00
22 - 322 - 572705	Brush Clearance	2,600.00	2,700.00
22 - 322 - 572707	Brush Clearance	51,000.00	52,000.00
22 - 322 - 572708	Brush Clearance	81,500.00	83,100.00
22 - 322 - 572710	Brush Clearance	12,200.00	12,400.00
22 - 322 - 572716	Brush Clearance	122,400.00	124,800.00
22 - 322 - 572720	Brush Clearance	15,600.00	15,900.00
		2,450,400.00	2,505,000.00
Total Fund 22 Expenditures		2,450,400.00	2,505,000.00
ESTIMATED BEGINNING FUND BALANCE		899,967.22	1,225,067.22
CHANGE IN FUND 22 BALANCE		325,100.00	332,000.00
FUND 22 BALANCE		1,225,067.22	1,557,067.22

**Fund: 24 - Landscape Maintenance District #24
Revenue**

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 000 - Revenue</u>		
24 - 000 - 441024 Interest Landscape Dist. #24	500.00	1,200.00
24 - 000 - 471024 Property Tax - District 24	191,600.00	195,400.00
	192,100.00	196,600.00
Total Fund 24 Revenue	192,100.00	196,600.00
 Expenditures		
<u>Division: 323 - LMD #24</u>		
24 - 323 - 510000 Full Time Salaries	7,000.00	7,200.00
24 - 323 - 510400 Benefits	1,800.00	1,900.00
24 - 323 - 510600 Employer Taxes	700.00	1,000.00
24 - 323 - 511000 Auto Allowance	200.00	200.00
24 - 323 - 570230 Electric Svc - IrrigationMeter	1,900.00	1,900.00
24 - 323 - 570730 Irrigation Repairs	13,100.00	13,400.00
24 - 323 - 571230 Landscape Maint-Svc Contract	59,400.00	60,600.00
24 - 323 - 571330 Landscape Refurbishment	18,600.00	19,000.00
24 - 323 - 571930 Planting - Trees	5,100.00	5,200.00
24 - 323 - 572230 Tree Removal	2,700.00	2,800.00
24 - 323 - 572330 Tree Trimming	2,100.00	2,100.00
24 - 323 - 572630 Water	25,500.00	26,000.00
24 - 323 - 572730 Brush Clearance	21,200.00	21,600.00
	159,300.00	162,900.00
Total Fund 24 Expenditures	159,300.00	162,900.00
 ESTIMATED BEGINNING FUND BALANCE	 (7,757.88)	 25,042.12
CHANGE IN FUND 24 BALANCE	32,800.00	33,700.00
FUND 24 BALANCE	25,042.12	58,742.12
 Fund: 25 - Prop C		
Revenue		
<u>Division: 000 - Revenue</u>		
25 - 000 - 441000 Interest Income	2,400.00	3,400.00
25 - 000 - 463000 Prop C	354,600.00	361,700.00
	357,000.00	365,100.00
Total Fund 25 Revenue	357,000.00	365,100.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
25 - 134 - 990029 Transfer to Transit	314,400.00	321,200.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
25 - 134 - 990040 Transfer to Capital	0.00	40,000.00
	314,400.00	361,200.00
Total Fund 25 Expenditures	314,400.00	361,200.00
ESTIMATED BEGINNING FUND BALANCE	129,524.11	172,124.11
CHANGE IN FUND 25 BALANCE	42,600.00	3,900.00
FUND 25 BALANCE	172,124.11	176,024.11
 Fund: 26 - Transportation Development Act (TDA)		
Revenue		
<u>Division: 000 - Revenue</u>		
26 - 000 - 441000 Interest Income	200.00	0.00
26 - 000 - 463500 TDA	29,700.00	33,000.00
	29,900.00	33,000.00
Total Fund 26 Revenue	29,900.00	33,000.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
26 - 134 - 990040 Transfer to Capital	10,000.00	43,000.00
	10,000.00	43,000.00
Total Fund 26 Expenditures	10,000.00	43,000.00
ESTIMATED BEGINNING FUND BALANCE	(8,231.90)	11,668.10
CHANGE IN FUND 26 BALANCE	19,900.00	(10,000.00)
FUND 26 BALANCE	11,668.10	1,668.10
 Fund: 27 - Landscape Maintenance District #27		
Revenue		
<u>Division: 000 - Revenue</u>		
27 - 000 - 441027 Interest Landscape Dist. #27	600.00	700.00
27 - 000 - 471027 Property Tax - District 27	32,300.00	32,900.00
	32,900.00	33,600.00
Total Fund 27 Revenue	32,900.00	33,600.00
 Expenditures		
<u>Division: 324 - LMD #27</u>		
27 - 324 - 510000 Full Time Salaries	1,700.00	1,800.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
27 - 324 - 510400 Benefits	500.00	500.00
27 - 324 - 510600 Employer Taxes	200.00	300.00
27 - 324 - 570240 Electric Svc - IrrigationMeter	400.00	400.00
27 - 324 - 570740 Irrigation Repairs	10,300.00	10,500.00
27 - 324 - 571240 Landscape Maint-Svc Contract	13,700.00	14,000.00
27 - 324 - 571940 Planting - Trees	600.00	600.00
27 - 324 - 572240 Tree Removal	1,000.00	1,000.00
27 - 324 - 572640 Water	2,600.00	2,700.00
	31,000.00	31,800.00
Total Fund 27 Expenditures	31,000.00	31,800.00
ESTIMATED BEGINNING FUND BALANCE	87,859.46	89,759.46
CHANGE IN FUND 27 BALANCE	1,900.00	1,800.00
FUND 27 BALANCE	89,759.46	91,559.46
 Fund: 28 - Library		
Revenue		
<u>Division: 000 - Revenue</u>		
28 - 000 - 401000 Property Tax	1,864,600.00	1,901,900.00
28 - 000 - 425000 Library Fines and Recovery	27,900.00	28,500.00
28 - 000 - 432100 Hidden Hills Library Funds	273,900.00	279,400.00
28 - 000 - 441000 Interest Income	18,200.00	23,200.00
28 - 000 - 446701 Copy Machine	100.00	100.00
28 - 000 - 490010 Transfer in General Fund	4,100.00	4,200.00
	2,188,800.00	2,237,300.00
Total Fund 28 Revenue	2,188,800.00	2,237,300.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
28 - 134 - 998505 Transfer to 2006 COP	1,100.00	1,100.00
28 - 134 - 990087 Transfer to 2015 COP	470,400.00	470,400.00
	471,500.00	471,500.00
 <u>Division: 136 - Civic Center O&M</u>		
28 - 136 - 522100 Special Dept. Supplies	17,000.00	17,300.00
28 - 136 - 522103 Facility Maintenance	42,800.00	43,700.00
28 - 136 - 523900 Equipment Maintenance	15,300.00	15,600.00
28 - 136 - 524000 Utilities - Electric	82,000.00	83,600.00
28 - 136 - 524001 Utilities - Water	7,000.00	7,100.00
28 - 136 - 524002 Utilities - Gas	5,400.00	5,500.00
28 - 136 - 541600 Miscellaneous Expenditure	1,100.00	1,100.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
28 - 136 - 550001 Building Security	2,900.00	3,000.00
	173,500.00	176,900.00
<u>Division: 533 - Library</u>		
28 - 533 - 510000 Full Time Salaries	550,600.00	562,500.00
28 - 533 - 510400 Benefits	164,100.00	165,100.00
28 - 533 - 510600 Employer Taxes	71,500.00	96,600.00
28 - 533 - 510900 Temporary Employees	227,900.00	227,900.00
28 - 533 - 511000 Auto Allowance	800.00	800.00
28 - 533 - 511001 457 Match	8,200.00	8,400.00
28 - 533 - 520800 Telephone	1,900.00	1,900.00
28 - 533 - 522000 Office Supplies	3,700.00	3,800.00
28 - 533 - 522100 Special Dept. Supplies	5,100.00	5,200.00
28 - 533 - 522300 Kitchen Supplies	2,100.00	2,100.00
28 - 533 - 522400 Furniture & Fixtures	100.00	100.00
28 - 533 - 522600 Dues and Memberships	13,300.00	13,600.00
28 - 533 - 523000 Postage / Courier Service	500.00	500.00
28 - 533 - 523500 Computer Hardware	28,600.00	29,200.00
28 - 533 - 523501 Computer Software	1,000.00	1,000.00
28 - 533 - 523900 Equipment Maintenance	34,300.00	35,000.00
28 - 533 - 524003 Utilities - Cable	3,200.00	3,300.00
28 - 533 - 525200 Contractual Services	1,900.00	1,900.00
28 - 533 - 526800 Magazines Newspprs Periodicals	6,200.00	6,300.00
28 - 533 - 526802 eBooks-Hidden Hills-LVUSD	92,000.00	93,800.00
28 - 533 - 527000 Business Meeting & Conference	4,000.00	4,000.00
28 - 533 - 528500 Training	600.00	600.00
28 - 533 - 541600 Miscellaneous Expenditure	200.00	200.00
28 - 533 - 650000 Capital Outlay	1,000.00	1,000.00
28 - 533 - 652800 Library Collection Development	53,000.00	53,000.00
	1,275,800.00	1,317,800.00
Total Fund 28 Expenditures	1,920,800.00	1,966,200.00
ESTIMATED BEGINNING FUND BALANCE	722,213.39	990,213.39
CHANGE IN FUND 28 BALANCE	268,000.00	271,100.00
FUND 28 BALANCE	990,213.39	1,261,313.39
 Fund: 29 - Transportation Programs		
Revenue		
<u>Division: 000 - Revenue</u>		
29 - 000 - 441000 Interest Income	1,300.00	100.00
29 - 000 - 442000 Miscellaneous	64,300.00	65,600.00
29 - 000 - 462011 Transit Fares	24,800.00	25,300.00
29 - 000 - 490020 Transfer in Prop A	384,600.00	392,600.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
29 - 000 - 490025 Transfer in Prop C	314,400.00	321,200.00
29 - 000 - 490034 Transfer in Measure R - Local Return	109,600.00	111,300.00
	899,000.00	916,100.00
Total Fund 29 Revenue	899,000.00	916,100.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
29 - 134 - 990010 Transfer to General Fund	96,900.00	96,900.00
	96,900.00	96,900.00
<u>Division: 333 - Transit Services</u>		
29 - 333 - 525231 Camp Calabasas-Rec #140-25	23,000.00	23,500.00
29 - 333 - 525233 Dial-a-Ride #130-01	112,000.00	114,200.00
29 - 333 - 525234 Pumpkin Fest Shuttle #140-07	4,000.00	4,100.00
29 - 333 - 525235 Summer Beach Bus #140-01	32,000.00	32,600.00
29 - 333 - 525241 Youth Excursion Trip #140-03	23,500.00	24,000.00
29 - 333 - 525248 Senior Trips #140-24	28,000.00	28,600.00
29 - 333 - 525251 Transit Maintenance #200-03	35,000.00	35,700.00
29 - 333 - 525229 Public Transit Fueling #110-04	144,400.00	147,300.00
29 - 333 - 525239 Flexible Route Shuttle #110-01	203,000.00	207,100.00
29 - 333 - 525249 Trolley #110-02	60,000.00	61,200.00
29 - 333 - 525252 Transit Marketing #280-01	500.00	500.00
29 - 333 - 525253 Line 1 Fixed Rt #110-05	130,000.00	132,600.00
	795,400.00	811,400.00
Total Fund 29 Expenditures	892,300.00	908,300.00
ESTIMATED BEGINNING FUND BALANCE	61,713.00	68,413.00
CHANGE IN FUND 29 BALANCE	6,700.00	7,800.00
FUND 29 BALANCE	68,413.00	76,213.00
Fund: 30 - Storm Damage		
Revenue		
<u>Division: 000 - Revenue</u>		
30 - 000 - 441000 Interest Income	(7,100.00)	(1,700.00)
30 - 000 - 490060 Transfer in Management Reserve	300,000.00	300,000.00
	292,900.00	298,300.00
Total Fund 30 Revenue	292,900.00	298,300.00
ESTIMATED BEGINNING FUND BALANCE	(676,267.24)	(383,367.24)

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
CHANGE IN FUND 30 BALANCE	292,900.00	298,300.00
FUND 30 BALANCE	(383,367.24)	(85,067.24)
 Fund: 32 - Landscape Maintenance District #32		
Revenue		
<u>Division: 000 - Revenue</u>		
32 - 000 - 441032 Interest Landscape Dist. #32	600.00	200.00
32 - 000 - 471032 Property Tax - District 32	33,400.00	34,100.00
	34,000.00	34,300.00
Total Fund 32 Revenue	34,000.00	34,300.00
 Expenditures		
<u>Division: 325 - LMD #32</u>		
32 - 325 - 510000 Full Time Salaries	1,700.00	1,800.00
32 - 325 - 510400 Benefits	500.00	500.00
32 - 325 - 510600 Employer Taxes	200.00	300.00
32 - 325 - 570250 Electric Svc - IrrigationMeter	500.00	500.00
32 - 325 - 571250 Landscape Maint-Svc Contract	22,500.00	23,000.00
32 - 325 - 572650 Water	3,600.00	3,700.00
	29,000.00	29,800.00
Total Fund 32 Expenditures	29,000.00	29,800.00
 ESTIMATED BEGINNING FUND BALANCE	 651.27	 5,651.27
CHANGE IN FUND 32 BALANCE	5,000.00	4,500.00
FUND 32 BALANCE	5,651.27	10,151.27
 Fund: 33 - Used Oil Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
33 - 000 - 480100 STATE - Recycling Block Grant	14,000.00	7,000.00
	14,000.00	7,000.00
Total Fund 33 Revenue	14,000.00	7,000.00
 Expenditures		
<u>Division: 315 - Natural Resource Protection</u>		
33 - 315 - 525200 Contractual Services	2,500.00	5,000.00
	2,500.00	5,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Total Fund 33 Expenditures	2,500.00	5,000.00
ESTIMATED BEGINNING FUND BALANCE	(12,818.18)	(1,318.18)
CHANGE IN FUND 33 BALANCE	11,500.00	2,000.00
FUND 33 BALANCE	(1,318.18)	681.82
 Fund: 34 - Measure R - Local Return		
Revenue		
<u>Division: 000 - Revenue</u>		
34 - 000 - 441000 Interest Income	12,500.00	16,500.00
34 - 000 - 463900 Measure R - Local Return	250,200.00	255,200.00
	262,700.00	271,700.00
Total Fund 34 Revenue	262,700.00	271,700.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
34 - 134 - 990029 Transfer to Transportation Programs	109,600.00	111,300.00
	109,600.00	111,300.00
Total Fund 34 Expenditures	109,600.00	111,300.00
ESTIMATED BEGINNING FUND BALANCE	527,514.85	680,614.85
CHANGE IN FUND 34 BALANCE	153,100.00	160,400.00
FUND 34 BALANCE	680,614.85	841,014.85
 Fund: 35 - CDBG		
Revenue		
<u>Division: 000 - Revenue</u>		
35 - 000 - 441000 Interest Income	(1,500.00)	(1,700.00)
35 - 000 - 465001 FED - CDBG Admin	31,800.00	16,900.00
35 - 000 - 465002 FED - CDBG Res Rehab	127,100.00	67,500.00
	157,400.00	82,700.00
Total Fund 35 Revenue	157,400.00	82,700.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
35 - 134 - 523201 Residential Rehab Program	158,900.00	84,400.00
	158,900.00	84,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Total Fund 35 Expenditures	158,900.00	84,400.00
ESTIMATED BEGINNING FUND BALANCE	(81,978.70)	(83,478.70)
CHANGE IN FUND 35 BALANCE	(1,500.00)	(1,700.00)
FUND 35 BALANCE	(83,478.70)	(85,178.70)
 Fund: 36 - Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
36 - 000 - 441000 Interest Income	3,100.00	3,400.00
36 - 000 - 466600 FED - Bike Lane (MTA Grant)	90,000.00	421,600.00
36 - 000 - 466800 STATE - State Grants	695,000.00	288,000.00
36 - 000 - 467100 STATE -Water Resources	1,350,000.00	1,350,000.00
	2,138,100.00	2,063,000.00
Total Fund 36 Revenue	2,138,100.00	2,063,000.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
36 - 134 - 990040 Transfer to Capital	2,135,000.00	2,059,600.00
	2,135,000.00	2,059,600.00
Total Fund 36 Expenditures	2,135,000.00	2,059,600.00
ESTIMATED BEGINNING FUND BALANCE	(992,832.38)	(989,732.38)
CHANGE IN FUND 36 BALANCE	3,100.00	3,400.00
FUND 36 BALANCE	(989,732.38)	(986,332.38)
 Fund: 38 - COPS - AB 3229 Grant		
Revenue		
<u>Division: 000 - Revenue</u>		
38 - 000 - 441000 Interest Income	(600.00)	(600.00)
38 - 000 - 468000 COPS AB3229 Grant Revenue	120,300.00	100,000.00
	119,700.00	99,400.00
Total Fund 38 Revenue	119,700.00	99,400.00
 Expenditures		
<u>Division: 213 - Cops Grant</u>		
38 - 213 - 525200 Contractual Services	100,000.00	100,000.00
	100,000.00	100,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Total Fund 38 Expenditures	100,000.00	100,000.00
ESTIMATED BEGINNING FUND BALANCE	(51,049.77)	(31,349.77)
CHANGE IN FUND 38 BALANCE	19,700.00	(600.00)
FUND 38 BALANCE	(31,349.77)	(31,949.77)
 Fund: 39 - Measure R - Trans		
Revenue		
<u>Division: 000 - Revenue</u>		
39 - 000 - 463800 Lost Hills Overpass & Interchg	9,382,400.00	7,650,000.00
	9,382,400.00	7,650,000.00
Total Fund 39 Revenue	9,382,400.00	7,650,000.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
39 - 134 - 990010 Transfer to General Fund	350,000.00	350,000.00
39 - 134 - 990040 Transfer to Capital	16,183,700.00	7,300,000.00
	16,533,700.00	7,650,000.00
Total Fund 39 Expenditures	16,533,700.00	7,650,000.00
 ESTIMATED BEGINNING FUND BALANCE	 7,151,332.80	 32.80
CHANGE IN FUND 39 BALANCE	(7,151,300.00)	0.00
FUND 39 BALANCE	32.80	32.80
 Fund: 40 - Capital Improvement Projects		
Revenue		
<u>Division: 000 - Revenue</u>		
40 - 000 - 490010 Transfer in General Fund	25,000.00	75,000.00
40 - 000 - 490015 Transfer in Gas Tax	380,000.00	470,000.00
40 - 000 - 490016 Transfer in Developr ImpactFee	0.00	540,000.00
40 - 000 - 490019 Transfer in B & T	0.00	40,000.00
40 - 000 - 490021 Transfer in LMD Ad Valorum	60,000.00	700,000.00
40 - 000 - 490025 Transfer in Prop C	0.00	40,000.00
40 - 000 - 490026 Transfer in TDA	10,000.00	43,000.00
40 - 000 - 490036 Transfer in Grant Fund	2,135,000.00	2,059,600.00
40 - 000 - 490039 Transfer in Measure R Trans	16,183,700.00	7,300,000.00
	18,793,700.00	11,267,600.00
Total Fund 40 Revenue	18,793,700.00	11,267,600.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Expenditures		
<u>Division: 319 - Capital Improvements-Pub Wks</u>		
40 - 319 - 650212 Street - Rubberized Overlay	380,000.00	470,000.00
40 - 319 - 650236 Tree Planting	25,000.00	25,000.00
40 - 319 - 650238 STATE - LV Creek RestoreDesign	1,350,000.00	1,350,000.00
40 - 319 - 6503XX Old Town Sidewalk	0.00	1,200,000.00
40 - 319 - 6503XX Old Town Calabasas	60,000.00	1,200,000.00
	1,815,000.00	4,245,000.00
<u>Division: 339 - Capital Improvements-Trnsption</u>		
40 - 339 - 650335 Citywide Guardrails	0.00	50,000.00
40 - 339 - 650206 Lost Hills O/P & Intchg MeasR	14,000,000.00	6,000,000.00
40 - 339 - 650251 Traffic Signal Interconnect	450,000.00	288,000.00
40 - 339 - 650255 Park & Ride - Old Town MeasR	680,000.00	0.00
40 - 339 - 650317 Las Virg Scenic MeasR	1,503,700.00	0.00
40 - 339 - 6503XX Malibu Hills Reconstruction	0.00	80,000.00
40 - 339 - 6503XX Las Virgenes Road Shoulder Safety	0.00	100,000.00
40 - 339 - 6503XX Canyon Drive	245,000.00	0.00
40 - 339 - 6503XX Adaptive Signal System	0.00	60,000.00
40 - 339 - 650336 MulHwy Bicycle Gap Closure	100,000.00	444,600.00
	16,978,700.00	7,022,600.00
Total Fund 40 Expenditures	18,793,700.00	11,267,600.00
Fund: 42 - Civic Center Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
42 - 000 - 441000 Interest Income	23,400.00	25,400.00
	23,400.00	25,400.00
Total Fund 42 Revenue	23,400.00	25,400.00
Expenditures		
<u>Division: 136 - Civic Center O&M</u>		
42 - 136 - 650000 Capital Outlay	10,000.00	0.00
	10,000.00	0.00
Total Fund 42 Expenditures	10,000.00	0.00
ESTIMATED BEGINNING FUND BALANCE	1,257,489.66	1,270,889.66
CHANGE IN FUND 42 BALANCE	13,400.00	25,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
FUND 42 BALANCE	1,270,889.66	1,296,289.66
Fund: 48 - Library Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
48 - 000 - 441000 Interest Income	9,800.00	10,700.00
	9,800.00	10,700.00
Total Fund 48 Revenue	9,800.00	10,700.00
ESTIMATED BEGINNING FUND BALANCE	524,211.59	534,011.59
CHANGE IN FUND 48 BALANCE	9,800.00	10,700.00
FUND 48 BALANCE	534,011.59	544,711.59
Fund: 50 - Tennis & Swim Center Operation		
Revenue		
<u>Division: 000 - Revenue</u>		
50 - 000 - 441000 Interest Income	14,300.00	15,500.00
50 - 000 - 450000 Tennis Revenue	347,600.00	354,600.00
50 - 000 - 450001 City Contribution for CIP	47,300.00	48,200.00
50 - 000 - 450002 Top Seed Contribution for CIP	47,300.00	48,200.00
50 - 000 - 450010 Aquatic-Daily	80,700.00	82,300.00
50 - 000 - 450011 Swim	100,700.00	102,700.00
50 - 000 - 450020 Health/Swim	575,300.00	586,800.00
50 - 000 - 450025 Miscellaneous	12,200.00	12,400.00
50 - 000 - 450030 Coke Machine	2,700.00	2,800.00
50 - 000 - 450050 Facility Rental	40,600.00	41,400.00
50 - 000 - 450056 Calabasas Resale T-Shirts	500.00	500.00
50 - 000 - 450060 General Recreation	66,300.00	67,600.00
50 - 000 - 450070 Fitness Class	39,800.00	40,600.00
50 - 000 - 450080 Tot Lot-Child Care	100.00	100.00
50 - 000 - 450085 Pro Shop	200.00	200.00
50 - 000 - 450090 Tennis Membership	1,321,000.00	1,347,400.00
50 - 000 - 450095 Lessons & Clinics	1,550,000.00	1,581,000.00
50 - 000 - 484001 Refunds - Tennis & Swim Center	(1,100.00)	(1,100.00)
50 - 000 - 484002 Refunds - Top Seed	(800.00)	(800.00)
	4,244,700.00	4,330,400.00
Total Fund 50 Revenue	4,244,700.00	4,330,400.00
Expenditures		
<u>Division: 521 - Health & Swim Center</u>		
50 - 521 - 510000 Full Time Salaries	279,300.00	287,700.00

Detailed Budget FY 2016-17 & 2017-18

		2016-17	2017-18
		Budget	Budget
50 - 521 - 510002	Full Time Employee Overtime	5,000.00	5,000.00
50 - 521 - 510400	Benefits	56,200.00	56,800.00
50 - 521 - 510600	Employer Taxes	65,700.00	78,700.00
50 - 521 - 510900	Temporary Employees	500,000.00	500,000.00
50 - 521 - 511000	Auto Allowance	800.00	800.00
50 - 521 - 511001	457 Match	5,700.00	5,800.00
50 - 521 - 520020	Event Insurance	2,600.00	2,700.00
50 - 521 - 522000	Office Supplies	5,100.00	5,200.00
50 - 521 - 522101	Program Supplies	56,000.00	57,100.00
50 - 521 - 522102	Pool Chemical	29,300.00	29,900.00
50 - 521 - 522103	Facility Maintenance	165,000.00	168,300.00
50 - 521 - 522200	Printing	1,000.00	1,000.00
50 - 521 - 522600	Dues and Memberships	200.00	200.00
50 - 521 - 523100	Bank & Merchant Fees	23,000.00	23,500.00
50 - 521 - 524000	Utilities - Electric	22,400.00	22,800.00
50 - 521 - 524001	Utilities - Water	20,400.00	20,800.00
50 - 521 - 524002	Utilities - Gas	19,400.00	19,800.00
50 - 521 - 525200	Contractual Services	125,000.00	127,500.00
50 - 521 - 526500	Advertising	300.00	300.00
50 - 521 - 543000	Mileage Reimbursement	500.00	500.00
50 - 521 - 650100	Capital Improvements	37,700.00	38,500.00
50 - 521 - 650296	Health Center Improvements	5,000.00	5,100.00
		1,425,600.00	1,458,000.00
<u>Division: 522 - Top Seed Tennis Academy</u>			
50 - 522 - 510000	Full Time Salaries	25,300.00	26,300.00
50 - 522 - 510400	Benefits	6,800.00	6,900.00
50 - 522 - 510600	Employer Taxes	2,500.00	3,700.00
50 - 522 - 520000	Insurance	145,000.00	147,900.00
50 - 522 - 520800	Telephone	4,500.00	4,600.00
50 - 522 - 522000	Office Supplies	4,800.00	4,900.00
50 - 522 - 522101	Program Supplies	61,200.00	62,400.00
50 - 522 - 522104	Janitorial Supplies	39,000.00	39,800.00
50 - 522 - 522105	Social Event Food	30,000.00	30,600.00
50 - 522 - 522200	Printing	21,500.00	21,900.00
50 - 522 - 522600	Dues and Memberships	500.00	500.00
50 - 522 - 523000	Postage / Courier Service	11,000.00	11,200.00
50 - 522 - 523100	Bank & Merchant Fees	19,200.00	19,600.00
50 - 522 - 524000	Utilities - Electric	68,700.00	70,100.00
50 - 522 - 524001	Utilities - Water	21,500.00	21,900.00
50 - 522 - 525109	Top Seed Desk/Maint Staff	420,000.00	428,400.00
50 - 522 - 525110	Top Seed Tennis Staff	1,044,000.00	1,064,900.00
50 - 522 - 525111	Top Seed Tennis Director	183,600.00	187,300.00
50 - 522 - 525113	Top Seed 50% Profit	211,300.00	215,500.00
50 - 522 - 525114	City 50% Profit	394,900.00	402,800.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
50 - 522 - 525200 Contractual Services	49,100.00	50,100.00
50 - 522 - 526500 Advertising	12,000.00	12,200.00
50 - 522 - 650297 Tennis Center Improvements	26,000.00	26,500.00
	2,802,400.00	2,860,000.00
Total Fund 50 Expenditures	4,228,000.00	4,318,000.00
ESTIMATED BEGINNING FUND BALANCE	762,434.49	779,134.49
CHANGE IN FUND 50 BALANCE	16,700.00	12,400.00
FUND 50 BALANCE	779,134.49	791,534.49
 Fund: 60 - Management Reserve		
Revenue		
<u>Division: 000 - Revenue</u>		
60 - 000 - 441000 Interest Income	81,500.00	82,600.00
	81,500.00	82,600.00
Total Fund 60 Revenue	81,500.00	82,600.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
60 - 134 - 990030 Transfer to Storm Damage	300,000.00	300,000.00
	300,000.00	300,000.00
Total Fund 60 Expenditures	300,000.00	300,000.00
ESTIMATED BEGINNING FUND BALANCE	4,646,871.04	4,428,371.04
CHANGE IN FUND 60 BALANCE	(218,500.00)	(217,400.00)
FUND 60 BALANCE	4,428,371.04	4,210,971.04
 Fund 64 - Quimby Act		
Revenue		
<u>Division 000 - Revenue</u>		
64 - 000 - 441000 Interest Income	1,000.00	1,100.00
64 - 000 - 481506 Quimby Funds	51,000.00	0.00
	52,000.00	1,100.00
Total Fund 64 Revenue	52,000.00	1,100.00
 Expenditures		
<u>Division: 412 - Planning Projects & Studies</u>		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
64 - 134 - 990041 Transfer to Civic Center Const	450,000.00	0.00
	450,000.00	0.00
Total Fund 64 Expenditures	450,000.00	0.00
ESTIMATED BEGINNING FUND BALANCE	452,016.06	54,016.06
CHANGE IN FUND 64 BALANCE	(398,000.00)	1,100.00
FUND 64 BALANCE	54,016.06	55,116.06
Fund 65 - Oak Tree Mitigation		
Revenue		
<u>Division 000 - Revenue</u>		
65 - 000 - 441000 Interest Income	1,700.00	1,800.00
65 - 000 - 481510 Oak Tree Mitigation Fees	20,800.00	21,200.00
	22,500.00	23,000.00
Total Fund 65 Revenue	22,500.00	23,000.00
Expenditures		
<u>Division: 412 - Planning Projects & Studies</u>		
65 - 412 - 581510 Oak Tree Mitigation Exp	23,900.00	24,400.00
	23,900.00	24,400.00
Total Fund 65 Expenditures	23,900.00	24,400.00
ESTIMATED BEGINNING FUND BALANCE	96,144.15	94,744.15
CHANGE IN FUND 65 BALANCE	(1,400.00)	(1,400.00)
FUND 65 BALANCE	94,744.15	93,344.15
Fund: 80 - CFD 98-1 (Commercial Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
80 - 000 - 401015 Mello-Roos Tax	825,100.00	508,400.00
80 - 000 - 441000 Interest Income	45,200.00	49,100.00
	870,300.00	557,500.00
Total Fund 80 Revenue	870,300.00	557,500.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
80 - 134 - 534000 Payments to Escrow Agent	825,100.00	508,400.00
	825,100.00	508,400.00
Total Fund 80 Expenditures	825,100.00	508,400.00
ESTIMATED BEGINNING FUND BALANCE	2,409,838.91	2,455,038.91
CHANGE IN FUND 80 BALANCE	45,200.00	49,100.00
FUND 80 BALANCE	2,455,038.91	2,504,138.91
 Fund: 83 - 2005 COP (Refunding 1999 COP)		
Revenue		
<u>Division: 000 - Revenue</u>		
83 - 000 - 494000 Transfer in General Fund	468,100.00	0.00
	468,100.00	0.00
Total Fund 83 Revenue	468,100.00	0.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
83 - 134 - 530000 Principal-Bonded Indebtedness	455,000.00	0.00
83 - 134 - 530100 Interest Exp-Bonded Indebtedne	9,100.00	0.00
83 - 134 - 541600 Miscellaneous Expenditure	4,000.00	0.00
	468,100.00	0.00
Total Fund 83 Expenditures	468,100.00	0.00
ESTIMATED BEGINNING FUND BALANCE	402,500.00	402,500.00
FUND 83 BALANCE	402,500.00	402,500.00
 Fund: 84 - CFD 2006 (The Oaks Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
84 - 000 - 401015 Mello-Roos Tax	1,786,700.00	1,783,800.00
84 - 000 - 441000 Interest Income	61,700.00	67,000.00
	1,848,400.00	1,850,800.00
Total Fund 84 Revenue	1,848,400.00	1,850,800.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
84 - 134 - 534000 Payments to Escrow Agent	1,786,700.00	1,783,800.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	1,786,700.00	1,783,800.00
Total Fund 84 Expenditures	1,786,700.00	1,783,800.00
ESTIMATED BEGINNING FUND BALANCE	3,289,141.95	3,350,841.95
CHANGE IN FUND 84 BALANCE	61,700.00	67,000.00
FUND 84 BALANCE	3,350,841.95	3,417,841.95
 Fund: 85 - 2006 COP - Civic Center Financing (CLOSED)		
Revenue		
<u>Division: 000 - Revenue</u>		
85 - 000 - 441000 Interest Income	8,400.00	9,200.00
85 - 000 - 492800 Transfer in Library Fund	1,100.00	1,100.00
85 - 000 - 494000 Transfer in General Fund	2,500.00	2,500.00
	12,000.00	12,800.00
Total Fund 85 Revenue	12,000.00	12,800.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
85 - 134 - 541600 Miscellaneous Expenditure	3,500.00	3,500.00
	3,500.00	3,500.00
Total Fund 85 Expenditures	3,500.00	3,500.00
ESTIMATED BEGINNING FUND BALANCE	450,525.47	459,025.47
CHANGE IN FUND 85 BALANCE	8,500.00	9,300.00
FUND 85 BALANCE	459,025.47	468,325.47
 Fund: 87 - 2015 COP - Civic Center Project		
Revenue		
<u>Division: 000 - Revenue</u>		
87 - 000 - 441000 Interest Income	47,900.00	52,100.00
87 - 000 - 492800 Transfer in Library Fund	470,400.00	470,400.00
87 - 000 - 494000 Transfer in General Fund	1,113,300.00	1,113,400.00
	1,631,600.00	1,635,900.00
Total Fund 87 Revenue	1,631,600.00	1,635,900.00
 Expenditures		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 134 - Non-Departmental</u>		
87 - 134 - 530100 Interest Exp-Bonded Indebtedne	1,577,700.00	1,577,700.00
87 - 134 - 541600 Miscellaneous Expenditure	6,000.00	6,100.00
	1,583,700.00	1,583,800.00
Total Fund 87 Expenditures	1,583,700.00	1,583,800.00
ESTIMATED BEGINNING FUND BALANCE	2,556,725.85	2,604,625.85
CHANGE IN FUND 87 BALANCE	47,900.00	52,100.00
FUND 87 BALANCE	2,604,625.85	2,656,725.85



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 1 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Boards and Commissions					
96092	8/11/2016	SIKAND/MARK//	PC MEETINGS 1/7/16-6/16/16	550.00	Boards and Commissions
96086	8/11/2016	MUELLER/JOHN//	PC MEETINGS 1/7/16-6/16/16	550.00	Boards and Commissions
96080	8/11/2016	FASSBERG/WENDY//	PC MEETINGS 1/7/16-6/16/16	550.00	Boards and Commissions
96089	8/11/2016	ROSEMAN/STEVE//	PC MEETINGS 1/7/16-6/16/16	500.00	Boards and Commissions
96097	8/11/2016	WASHBURN/DENNIS//	PC MEETINGS 1/7/16-6/16/16	450.00	Boards and Commissions
96083	8/11/2016	LITT/DAVID//	PC MEETINGS 1/7/16-6/16/16	250.00	Boards and Commissions
96082	8/11/2016	KRAUT/PETER//	PC MEETINGS 1/7/16-6/16/16	200.00	Boards and Commissions
Total Amount for 7 Line Item(s) from Boards and Commissions				\$3,050.00	
City Clerk					
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	251.25	City Clerk
Total Amount for 1 Line Item(s) from City Clerk				\$251.25	
City Council					
95985	8/2/2016	LEONIS ADOBE MUSEUM	50TH YEAR BBQ NIGHT	40.00	City Council
95984	8/2/2016	LEONIS ADOBE MUSEUM	50TH YEAR BBQ NIGHT	40.00	City Council
95969	8/2/2016	CONTRACT LAW FUND	42ND ANNUAL CCCA MTG	20.00	City Council
Total Amount for 3 Line Item(s) from City Council				\$100.00	
City Management					
96017	8/3/2016	WOLFSON/MAUREEN//	25TH ANNIVERSARY PAINTING	3,900.00	City Management
Total Amount for 1 Line Item(s) from City Management				\$3,900.00	
Civic Center O&M					
96016	8/3/2016	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	1,139.40	Civic Center O&M
96005	8/3/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	810.22	Civic Center O&M
96005	8/3/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	810.22	Civic Center O&M
96058	8/9/2016	SIMPLEX GRINNELL	SECURITY MONITORING	776.63	Civic Center O&M
96016	8/3/2016	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	623.10	Civic Center O&M
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	514.42	Civic Center O&M
96071	8/11/2016	AM PM DOOR INC	DOOR REPAIRS	435.00	Civic Center O&M





Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 2 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
95982	8/2/2016	LEDDY POWER SYSTEMS, INC.	GENERATOR REPAIRS	425.05	Civic Center O&M
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	415.92	Civic Center O&M
96074	8/11/2016	CHEM PRO LABORATORY, INC.	HVAC SERVICE	75.00	Civic Center O&M
96074	8/11/2016	CHEM PRO LABORATORY, INC.	HVAC SERVICE	75.00	Civic Center O&M
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	38.77	Civic Center O&M
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	31.35	Civic Center O&M
Total Amount for 13 Line Item(s) from Civic Center O&M				\$6,170.08	

Community Development

96044	8/9/2016	M6 CONSULTING, INC.	PLAN CHECK SERVICES	31,512.05	Community Development
96044	8/9/2016	M6 CONSULTING, INC.	INSPECTION SERVICES	16,305.00	Community Development
96044	8/9/2016	M6 CONSULTING, INC.	PERMIT SERVICES	5,310.00	Community Development
96011	8/3/2016	INTERNATIONAL CODE COUNCIL INC	CODE BOOKS	2,712.40	Community Development
96088	8/11/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	2,115.00	Community Development
96088	8/11/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	1,913.90	Community Development
96011	8/3/2016	INTERNATIONAL CODE COUNCIL INC	CODE BOOKS	1,557.99	Community Development
96088	8/11/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	969.54	Community Development
96007	8/3/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	310.00	Community Development
96007	8/3/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	232.50	Community Development
96007	8/3/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	232.50	Community Development
96079	8/11/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	155.00	Community Development
95971	8/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	147.91	Community Development
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	125.60	Community Development
95971	8/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	88.56	Community Development
96030	8/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	81.21	Community Development
96030	8/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	55.32	Community Development
96030	8/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	52.05	Community Development
95971	8/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	49.87	Community Development
96030	8/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	42.24	Community Development
96030	8/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	38.97	Community Development
95971	8/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	37.88	Community Development
96000	8/2/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	30.47	Community Development
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	28.29	Community Development
Total Amount for 24 Line Item(s) from Community Development				\$64,104.25	



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 3 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Community Services					
96094	8/11/2016	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	5,753.30	Community Services
96018	8/9/2016	AGOURA HILLS,CALABASAS COM CTR	FACILITY RENTAL- B-BALL	3,960.00	Community Services
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,130.18	Community Services
96081	8/11/2016	JACOBS/SAUL//	RECREATION INSTRUCTOR	2,520.00	Community Services
95972	8/2/2016	DMH ENTERPRISES	PERFORMANCE- CONCERT	2,500.00	Community Services
95998	8/2/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	1,923.86	Community Services
96085	8/11/2016	MONAHAN/ANN//	RECREATION INSTRUCTOR	1,347.50	Community Services
96015	8/3/2016	SWAN-MCDONALD/DEBORAH//	RECREATION INSTRUCTOR	1,028.82	Community Services
96016	8/3/2016	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	997.03	Community Services
96087	8/11/2016	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	844.90	Community Services
96034	8/9/2016	HEBEL/RAYMOND MICHAEL//	SAVVY SENIOR PROGRAM	800.00	Community Services
96098	8/11/2016	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	595.00	Community Services
95968	8/2/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	570.00	Community Services
95995	8/2/2016	SECURAL SECURITY CORP	SECURITY- CONCERT	568.00	Community Services
96064	8/9/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	343.36	Community Services
96070	8/9/2016	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	342.26	Community Services
96093	8/11/2016	SUZDALTSEV/JENNY//	RECREATION INSTRUCTOR	326.20	Community Services
96091	8/11/2016	SHOEMAKER/BONNIE//	RECREATION INSTRUCTOR	245.00	Community Services
96072	8/11/2016	BENDAVID/MICHAEL//	RECREATION INSTRUCTOR	240.10	Community Services
96046	8/9/2016	MEKJIAN/HENRY//	BASKETBALL OFFICIAL	210.00	Community Services
96019	8/9/2016	ALLEN/HARVEY//	BASKETBALL OFFICIAL	200.00	Community Services
96090	8/11/2016	SENDOWSKI/SHULAMIT//	RECREATION INSTRUCTOR	192.50	Community Services
96052	8/9/2016	RAMIREZ/MICHAEL//	BASKETBALL OFFICIAL	180.00	Community Services
96062	8/9/2016	TEMPLE/BRET//	BASKETBALL OFFICIAL	180.00	Community Services
96042	8/9/2016	LIPTON/JEREMY//	BASKETBALL OFFICIAL	180.00	Community Services
96056	8/9/2016	SECURAL SECURITY CORP	SECURITY- JULY 4TH	170.40	Community Services
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	164.18	Community Services
96039	8/9/2016	JARRETT/RICK//	SAVVY SENIOR PROGRAM	150.00	Community Services
96040	8/9/2016	KELLER/MICHAEL//	BASKETBALL OFFICIAL	120.00	Community Services
96025	8/9/2016	BILCHIK/JONATHON//	BASKETBALL OFFICIAL	120.00	Community Services
95964	8/2/2016	CAYNE/STACIE//	RECREATION INSTRUCTOR	105.00	Community Services
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	102.06	Community Services
96041	8/9/2016	KOPSTEIN/STEVE//	BASKETBALL OFFICIAL	90.00	Community Services
96047	8/9/2016	MERRILL/DEAN//	BASKETBALL OFFICIAL	90.00	Community Services
96060	8/9/2016	STEAMAN/LANCE//	BASKETBALL OFFICIAL	90.00	Community Services
96050	8/9/2016	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 4 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96050	8/9/2016	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
96048	8/9/2016	MONTGOMERY/MICHAEL//	BASKETBALL OFFICIAL	81.00	Community Services
95978	8/2/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	64.13	Community Services
96024	8/9/2016	BILCHIK/DANIEL//	BASKETBALL OFFICIAL	60.00	Community Services
96037	8/9/2016	ISRAEL/BOB//	BASKETBALL OFFICIAL	60.00	Community Services
96055	8/9/2016	RIVKIN/MIKE//	BASKETBALL OFFICIAL	60.00	Community Services
96031	8/9/2016	FISHMAN/MICHAEL//	BASKETBALL OFFICIAL	60.00	Community Services
96043	8/9/2016	LIVESCAN	FINGERPRINTING SERVICES	43.00	Community Services
96056	8/9/2016	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	36.00	Community Services
95996	8/2/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
96043	8/9/2016	LIVESCAN	FINGERPRINTING SERVICES	16.00	Community Services
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	12.38	Community Services
96003	8/3/2016	AT&T	TELEPHONE SERVICE	3.79	Community Services
96003	8/3/2016	AT&T	TELEPHONE SERVICE	3.33	Community Services

Total Amount for 50 Line Item(s) from Community Services

\$31,071.78

Finance

95959	8/2/2016	ADP, INC	PAYROLL PROCESSING	3,743.08	Finance
95976	8/2/2016	HDL, COREN & CONE INC.	PROPERTY TAX SERVICES	1,375.00	Finance
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	20.69	Finance

Total Amount for 3 Line Item(s) from Finance

\$5,138.77

Klubhouse Preschool

95968	8/2/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	1,330.00	Klubhouse Preschool
96035	8/9/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	193.55	Klubhouse Preschool
95978	8/2/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	149.65	Klubhouse Preschool
95996	8/2/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool

Total Amount for 4 Line Item(s) from Klubhouse Preschool

\$1,725.70

Library

96059	8/9/2016	SOUTHERN CALIFORNIA LIBRARY	MEMBERSHIP DUES- FY 16/17	2,448.00	Library
96008	8/3/2016	GALE CENGAGE LEARNING	E-BOOKS	842.88	Library
95993	8/2/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	723.82	Library
95990	8/2/2016	MOVIE LICENSING USA	ANNUAL COPYRIGHT LICENSE	538.00	Library



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 5 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	444.91	Library
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	430.52	Library
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	420.84	Library
96054	8/9/2016	RESEARCH TECHNOLOGY	DISC REPAIR WARRANTY	420.00	Library
96053	8/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	375.40	Library
96053	8/9/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	276.00	Library
95993	8/2/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	218.00	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	200.20	Library
96032	8/9/2016	GALE CENGAGE LEARNING	E-BOOKS	162.08	Library
96014	8/3/2016	RECORDED BOOKS, LLC	BOOKS ON CD	152.82	Library
95979	8/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	119.37	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	102.74	Library
95962	8/2/2016	BAKER & TAYLOR	BOOKS-LIBRARY	89.02	Library
96022	8/9/2016	BAKER & TAYLOR	BOOKS-LIBRARY	87.37	Library
95988	8/2/2016	MIDWEST TAPE	DVD'S-LIBRARY	80.69	Library
96013	8/3/2016	PENGUIN RANDOM HOUSE, LLC	BOOKS ON CD	75.65	Library
96053	8/9/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
96053	8/9/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	48.00	Library
96053	8/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	45.34	Library
95979	8/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	43.97	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	39.04	Library
96026	8/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	28.59	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	28.05	Library
96036	8/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	23.52	Library
96008	8/3/2016	GALE CENGAGE LEARNING	E-BOOKS	15.80	Library
Total Amount for 30 Line Item(s) from Library				\$8,575.62	

LMD #22

96096	8/11/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,412.88	LMD #22
95958	8/2/2016	ABSOLUTE	WEED ABATEMENT/DEBRIS REMOVAL	5,725.00	LMD #22
95958	8/2/2016	ABSOLUTE	WEED ABATEMENT/DEBRIS REMOVAL	5,350.00	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,170.00	LMD #22
96096	8/11/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,360.00	LMD #22
96096	8/11/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,895.00	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,887.50	LMD #22



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 6 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,232.00	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,442.03	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,265.00	LMD #22
95958	8/2/2016	ABSOLUTE	WEED ABATEMENT/DEBRIS REMOVAL	1,100.00	LMD #22
96021	8/9/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	960.00	LMD #22
96096	8/11/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	732.64	LMD #22
95958	8/2/2016	ABSOLUTE	WEED ABATEMENT/DEBRIS REMOVAL	700.00	LMD #22
96096	8/11/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	250.00	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	212.00	LMD #22
96068	8/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	175.00	LMD #22
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	74.14	LMD #22
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	73.47	LMD #22
Total Amount for 19 Line Item(s) from LMD #22				\$44,016.66	
<u>LMD #24</u>					
96066	8/9/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,134.00	LMD #24
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	5.30	LMD #24
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	5.25	LMD #24
Total Amount for 3 Line Item(s) from LMD #24				\$1,144.55	
<u>LMD #27</u>					
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	911.92	LMD #27
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	1.32	LMD #27
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	1.31	LMD #27
Total Amount for 3 Line Item(s) from LMD #27				\$914.55	
<u>LMD #32</u>					
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	1.32	LMD #32
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	1.31	LMD #32
Total Amount for 2 Line Item(s) from LMD #32				\$2.63	

LMD 22 - Common Benefit Area



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 7 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
95986	8/2/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
96065	8/9/2016	VALLEY CREST TREE COMPANY	LANDSCAPE MAINTENANCE	900.00	LMD 22 - Common Benefit Area
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	86.02	LMD 22 - Common Benefit Area
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	85.56	LMD 22 - Common Benefit Area
Total Amount for 4 Line Item(s) from LMD 22 - Common Benefit Area				\$12,801.58	
Media Operations					
96033	8/9/2016	GRANICUS INC.	WEB ARCHIVING SERVICE	750.00	Media Operations
95980	8/2/2016	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
96000	8/2/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	50.03	Media Operations
Total Amount for 3 Line Item(s) from Media Operations				\$1,378.80	
Non-Departmental					
96077	8/11/2016	DEPARTMENT OF HOUSING &	UNEXPENDED 11-HRPP-7792 FUNDS	22,176.64	Non-Departmental
96020	8/9/2016	ART SOUP LA	ART RENTAL	2,024.13	Non-Departmental
96026	8/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MEQ05335	636.77	Non-Departmental
96078	8/11/2016	EMPLOYMENT DEVELOPMENT	UNEMPLOYMENT INSURANCE	543.00	Non-Departmental
96073	8/11/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- TQH05599	524.81	Non-Departmental
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	317.39	Non-Departmental
95997	8/2/2016	U.S. POSTAL SERVICE	BUS REPLY PERMIT FEE - #55000	215.00	Non-Departmental
95970	8/2/2016	CR PRINT	BUSINESS CARDS	122.08	Non-Departmental
96069	8/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	108.96	Non-Departmental
96073	8/11/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MEQ05335	21.33	Non-Departmental
95973	8/2/2016	FEDERAL EXPRESS CORP.	COURIER SERVICE	11.97	Non-Departmental
Total Amount for 11 Line Item(s) from Non-Departmental				\$26,702.08	
Payroll					
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	4,435.24	Payroll
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	4,351.75	Payroll
95991	8/2/2016	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- AUG 16	72.00	Payroll
Total Amount for 3 Line Item(s) from Payroll				\$8,858.99	



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 8 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Public Works					
95999	8/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,765.14	Public Works
95958	8/2/2016	ABSOLUTE	WEED ABATEMENT/DEBRIS REMOVAL	5,200.00	Public Works
96038	8/9/2016	ISSAKHANI/MARINA//	ENVIRONMENTAL CONSULTING	3,696.00	Public Works
95994	8/2/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	3,385.73	Public Works
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,736.35	Public Works
96099	8/11/2016	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	1,140.00	Public Works
96099	8/11/2016	WILLDAN ASSOCIATES INC.	CHECK TRACT NO	731.25	Public Works
95975	8/2/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
96012	8/3/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	679.38	Public Works
95983	8/2/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96067	8/9/2016	VARELA/ADRIAN//	INSPECTION SERVICES	600.00	Public Works
95965	8/2/2016	CHAO/STEFFI YI-CHIAO//	CONSULTING SERVICES	560.00	Public Works
95965	8/2/2016	CHAO/STEFFI YI-CHIAO//	CONSULTING SERVICES	560.00	Public Works
96028	8/9/2016	CHAO/STEFFI YI-CHIAO//	CONSULTING SERVICES	560.00	Public Works
95983	8/2/2016	LEMUS/ALBA//	CONSULTING SERVICES	517.00	Public Works
96099	8/11/2016	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	380.00	Public Works
96066	8/9/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
96066	8/9/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
96066	8/9/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
96099	8/11/2016	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	282.00	Public Works
96099	8/11/2016	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	188.00	Public Works
95961	8/2/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	153.96	Public Works
96006	8/3/2016	COUNTY SANITATION DISTRICT	REFUSE FEES- JUN 2016	45.50	Public Works
Total Amount for 23 Line Item(s) from Public Works				\$39,400.31	

Recoverable / Refund / Liability

95977	8/2/2016	HOSOPO CORPORATION	REFUND BUILDING PERMIT	139.20	Recoverable / Refund / Liability
95977	8/2/2016	HOSOPO CORPORATION	REFUND BUILDING PERMIT	139.20	Recoverable / Refund / Liability
95974	8/2/2016	GONZALEZ/LIDIA//	ICMA REIMBURSEMENT	91.70	Recoverable / Refund / Liability
96061	8/9/2016	SULLY-MILLER CONTRACTING CO.	ANNUAL CITY RUBBERIZED OVERLAY	-8,737.04	Recoverable / Refund / Liability
Total Amount for 4 Line Item(s) from Recoverable / Refund / Liability				\$-8,366.94	

Senior Center Construction

96100	8/11/2016	WOOD GRAPHICS UNLIMITED INC.	SENIOR CENTER SIGNS	4,026.00	Senior Center Construction
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Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 9 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96009	8/3/2016	GEODYNAMICS	SENIOR CENTER ENGINEERING	3,878.50	Senior Center Construction
96095	8/11/2016	TWINING LABORATORIES	FIELD INSPECTIONS- SR CTR	3,687.30	Senior Center Construction
96100	8/11/2016	WOOD GRAPHICS UNLIMITED INC.	SENIOR CENTER SIGNS	3,242.75	Senior Center Construction
96100	8/11/2016	WOOD GRAPHICS UNLIMITED INC.	SENIOR CENTER SIGNS	784.80	Senior Center Construction
96100	8/11/2016	WOOD GRAPHICS UNLIMITED INC.	SENIOR CENTER SIGNS	654.00	Senior Center Construction
Total Amount for 6 Line Item(s) from Senior Center Construction				\$16,273.35	

Tennis & Swim Center

95992	8/2/2016	PEAK ADVENTURES	RECREATION INSTRUCTOR	4,467.22	Tennis & Swim Center
96049	8/9/2016	PEAK ADVENTURES	RECREATION INSTRUCTOR	2,867.02	Tennis & Swim Center
96010	8/3/2016	ICHKOVA/SVETLANA//	RECREATION INSTRUCTOR	1,354.50	Tennis & Swim Center
95957	8/2/2016	A RENTAL CONNECTION	EQUIPMENT RENTAL - FUN RUN	1,170.25	Tennis & Swim Center
95989	8/2/2016	MITY-LITE, INC.	REPLACEMENT TABLE-T&SC	906.58	Tennis & Swim Center
95967	8/2/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	835.92	Tennis & Swim Center
95989	8/2/2016	MITY-LITE, INC.	REPLACEMENT TABLE-T&SC	781.26	Tennis & Swim Center
96010	8/3/2016	ICHKOVA/SVETLANA//	RECREATION INSTRUCTOR	616.00	Tennis & Swim Center
95967	8/2/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	511.97	Tennis & Swim Center
96010	8/3/2016	ICHKOVA/SVETLANA//	RECREATION INSTRUCTOR	489.12	Tennis & Swim Center
96051	8/9/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	457.82	Tennis & Swim Center
95960	8/2/2016	AIRGAS- WEST	TC HELIUM	412.72	Tennis & Swim Center
96029	8/9/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	398.94	Tennis & Swim Center
96001	8/2/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	343.90	Tennis & Swim Center
96001	8/2/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	310.81	Tennis & Swim Center
95987	8/2/2016	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	284.03	Tennis & Swim Center
96027	8/9/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	257.32	Tennis & Swim Center
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	199.94	Tennis & Swim Center
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	199.94	Tennis & Swim Center
95966	8/2/2016	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- T&SC	120.00	Tennis & Swim Center
95963	8/2/2016	BCC	LIFE & DISABILITY INS- JUL 16	77.68	Tennis & Swim Center
96004	8/3/2016	BCC	LIFE & DISABILITY INS- JUN 16	77.68	Tennis & Swim Center
96002	8/3/2016	AIRGAS- WEST	TC HELIUM	29.90	Tennis & Swim Center
Total Amount for 23 Line Item(s) from Tennis & Swim Center				\$17,170.52	

Transportation

96057	8/9/2016	SECURITY PAVING COMPANY INC	LOST HILLS INTERCHANGE PROJ	569,752.06	Transportation
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Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 08/02/2016 to 08/11/2016

Date: 8/14/2008
 Time: 1:32:21PM
 Page 10 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96061	8/9/2016	SULLY-MILLER CONTRACTING CO.	ANNUAL CITY RUBBERIZED OVERLAY	174,741.00	Transportation
96023	8/9/2016	BANK OF SACRAMENTO	LOST HILLS PROJ- RETENTION	29,986.95	Transportation
96084	8/11/2016	MALIBU CANYON SHELL	FUEL CHARGES- OCT 2015	9,146.14	Transportation
96084	8/11/2016	MALIBU CANYON SHELL	FUEL CHARGES- MAR 2016	7,216.54	Transportation
96084	8/11/2016	MALIBU CANYON SHELL	FUEL CHARGES- FEB 2016	7,166.94	Transportation
96084	8/11/2016	MALIBU CANYON SHELL	FUEL CHARGES- JAN 2016	6,414.08	Transportation
96076	8/11/2016	CROSSTOWN ELECTRICAL	TRAFFIC LIGHTING SERVICES	4,289.73	Transportation
96075	8/11/2016	CONVERSE CONSULTANTS	CONSULTING SERVICES	1,887.50	Transportation
96045	8/9/2016	MARVIN E. LOPATA & ASSOCIATES	LAND APPRAISAL FEES	1,500.00	Transportation
95981	8/2/2016	LAS VIRGENES UNIFIED SCHOOL	BUS PASS PROCESSING	354.30	Transportation
96063	8/9/2016	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- AUG 2016	258.92	Transportation
Total Amount for 12 Line Item(s) from Transportation				\$812,714.16	
GRAND TOTAL for 252 Line Items				\$1,097,098.69	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

14-Sep

CC	Presenation	Community Choice Aggregation Program
AS	Consent	Adoption of Resolution No. 2016-1517, rescinding Resolution No. 2014-1471 and approving a salary schedule for permanent employees
AS	Consent	Adoption of Resolution No. 2016-1518, establishing employee flex credit amounts for 2017 and rescinding Resolution No. 2015-1472
PW	Consent	Recommendation to award a professional service agreement to MV Transportation as the City's transit service provider to operate Calabasas fixed-route services for the duration of five years subject to terms and conditions
Finance	Public Hearing	Adoption of Resolution No. 2016-1512, approving the operating and capital improvement budgets for July 1, 2016 through June 30, 2018, providing for the appropriations and expenditures for all sums set forth in said budget; and adoption of Resolution No. 2016-1516, establishing the appropriations limit for Fiscal Year 2016-2017
PS	New Business	Introduction of Ordinance No. 2016-338 regarding LA County Code Title 13

Future Items

CC	Presenation	SoCal Gas Company briefing regarding natural gas system and the importance of the Aliso Canyon Storage Field
CD	New Business	Plaque recommendations by the HPC
PW	New Business	Introduction of Ordinance, No. 2016-336, amending Title 10 of the City's Municipal Code regarding parking regulations for City-owned and City-operated off-street parking facilities
CS	New Business	Joint agreements with LVUSD
PW	Consent	Hydrating stations
CD	Public Hearing	2016 California Building Standards
CD	Consent	Housing Element Report
CD	New Business	Recommendation from Planning Commission regarding appeals' fees
CD/PW/Media	Consent	CPI fees increase
CD	New Business	Introduction of Ordinance for New 2016 California Building Codes
PW	New Business	Environmental Commission review of programs/ordinances (smoking, plastic bag, coyote, styrofoam, car wash, rodenticide, etc.)
PW	New Business	Business recognition program for environmental efforts
PW	New Business	Public Works project process
CC	New Business	Noticing procedures/newspaper publications

2016 Meeting Dates

Sep 28	Nov 23 - Canceled - Thanksgiving Eve
Oct 12 - Canceled - Yom Kippur	Nov 30 - Council Reorganization
Oct 26	Dec 14
Nov 9	Dec 28 - Canceled