



CITY *of* CALABASAS

CITY COUNCIL AGENDA - **UPDATED**
REGULAR MEETING - WEDNESDAY, DECEMBER 12, 2012
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
www.cityofcalabasas.com

MAYOR MAURER WILL PARTICIPATE VIA AUDIO TELECONFERENCE FROM

**22937 Maple Ave., Unit A
Torrance, CA 90505**

THE STARTING TIMES LISTED FOR EACH AGENDA ITEM SHOULD BE CONSIDERED A GUIDELINE ONLY. THE CITY COUNCIL RESERVES THE RIGHT TO ALTER THE ORDER OF DISCUSSION IN ORDER TO RUN AN EFFECTIVE MEETING. IF YOU WISH TO ASSURE YOURSELF OF HEARING A PARTICULAR DISCUSSION, PLEASE ATTEND THE ENTIRE MEETING. YOU MAY SPEAK ON A CLOSED SESSION ITEM PRIOR TO COUNCIL'S DISCUSSION. TO DO SO, PLEASE SUBMIT A SPEAKER CARD TO THE CITY CLERK AT LEAST 5 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, PLEASE SUBMIT ANY LETTERS OR EMAILS TO THE CITY CLERK'S OFFICE BEFORE 5:00 P.M. ON THE MONDAY PRIOR TO THE MEETING.

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:05 P.M.

- Certificate of Appreciation to Matt Heller in recognition for his service on the Parks, Recreation & Education Commission.

ORAL COMMUNICATIONS - PUBLIC COMMENT – 7:10 P.M.

CONSENT ITEMS – 7:20 P.M.

1. [Approval of meeting minutes from November 28, 2012.](#)

2. Recommendation to approve the appointment of Richard Cassel by Mayor pro tem Gaines to the Communications and Technology Commission, term ending March 31, 2013.
3. Recommendation to approve the appointment of Alicia Weintraub by Councilmember Shapiro to the Planning Commission, term ending March 31, 2013.
4. Adoption of Resolution No. 2012-1358, approving a salary range adjustment for the position of Community Services Director.
5. Recommendation to Extend the Dapeer, Rosenblit and Litvak, LLP Contract for an additional five-year term.

NEW BUSINESS – 7: 30 P.M.

6. Recommendation from the Library Commission regarding inter-library loan (ILL) and study room fees; and adoption of Resolution No. 2012-1357, approving said fees.

INFORMATIONAL REPORTS – 7:40 P.M.

7. Check Register for the period of November 20 to November 28, 2012.

TASK FORCE REPORTS – 7:43 P.M.

CITY MANAGER’S REPORT – 7:45 P.M.

FUTURE AGENDA ITEMS – 7:50 P.M.

ADJOURN – 8:00 P.M.

The City Council will adjourn in memory of Sandy Nelson, Councilmember Shapiro’s mother-in-law; Martin Seda, former Calabasas Chamber of Commerce Board Member; and Richard Maloney, long-time City resident to their next regular meeting scheduled on Wednesday, January 9, 2013 at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS,
CALIFORNIA, HELD WEDNESDAY, NOVEMBER 28, 2012**

Mayor Maurer called the meeting to order at 7:02 p.m. in the City Council Chambers, 100 Civic Center Way, Calabasas, California.

ROLL CALL Present: Mayor Maurer, Mayor pro Tem Gaines, Councilmembers Bozajian, Martin and Shapiro.
 Absent: None.
 Staff: Bartlett, Coroalles, Hernandez, Howard, Liebman, Rubin, Tamuri and Yalda.

Mayor Maurer announced that the Closed Session will be conducted at close of meeting.

The Pledge of Allegiance was led by Cub Scouts Pack 333.

APPROVAL OF AGENDA

Councilmember Shapiro moved, seconded by Mayor pro Tem Gaines to approve the agenda. MOTION CARRIED 5/0.

Mr. Howard reported that the correct Ordinance number scheduled for adoption under Item No. 3 should be 2012-303.

ANNOUNCEMENTS/INTRODUCTIONS

- Recognition of Roxsana Sepanlou for her service on the Historic Preservation Commission.

Presentation was made to Ms. Sepanlou, and she expressed appreciation for the recognition

- Recognition of Relay for Life 2012 participants.

Councilmember Shapiro presented proclamation to Relay for Life participants. Ms. Jennifer Bercy and Ms. Wendy Tipp expressed appreciation for this recognition.

Mr. Jeff Rudner provided an update on the recent food drive held in the City and said that 22,751 lbs. of food were collected for the West Valley Food Pantry. Members of the Council expressed appreciation to Mr. Rudner for such successful event.

Councilmember Shapiro announced the 1st Annual CHS Music Fun Run on Sunday, December 9. He reported his participation in the Rotary Club Senior Thanksgiving lunch with Councilmember Martin.

Councilmember Bozajian reported the availability of the new community recycling calendar. He announced the birth of his brother and sister-in-law's twins on November 28.

Mayor pro Tem Gaines reported his participation on a tour of the Calabasas landfill on November 27. He wished everyone Happy Holidays. He encouraged everyone to do their Christmas shopping in the City.

Mayor Maurer reported that the Starbuck's on Agoura Road will hold its grand opening on November 30.

Councilmember Martin reported her attendance to the Safe Routes to School ribbon cutting ceremony with Councilmember Shapiro on November 26. She also reported her attendance to the Las Virgenes Unified School District Performing Arts and Education Center update on November 26.

ORAL COMMUNICATIONS - PUBLIC COMMENT

The following spoke during public comment: Robert Hahn, Mitch and Julie Richmond, Audley Harrison and Bruce Boyer.

CONSENT ITEMS

1. Approval of meeting minutes from November 14, 2012.
2. Approval of Professional Services Agreement with G2 Construction, Inc. for fabrication and installation of full capture storm drain catch basin screens on public streets within the Las Virgenes Creek Sub-watershed.
3. Adoption of Ordinance 2012-303 amending Chapter 17.11 of the Calabasas Municipal Code by eliminating Multi-Family Residential, Residential Accessory Uses, Residential Care Homes, and Senior Residential Housing from the list of Conditionally Permitted Uses for the Commercial Retail (CR) Zoning District.
4. Recommendation to fund and re-establish the Mulholland Highway Permanent Restoration Project (Specification No. 09-10-03, Federal Aid Project No. ER-4207(004)) and to modify the budget accordingly.

Mayor pro Tem Gaines moved, seconded by Councilmember Bozajian to approve all Consent Items with the modification to Item No. 3 to change Ordinance number to 2012-303. MOTION carried 5/0.

NEW BUSINESS

5. Recommendation to proceed with design and construction of traffic mitigation projects in accordance with the Memorandum of Agreement, dated December 15, 2004 with the Calabasas Park Homeowners Association.

Mayor pro Tem Gaines moved, seconded by Councilmember Shapiro to approve Item No. 5. MOTION carried 5/0.

6. Recommendation from the Senior Task Force to approve moving forward with preliminary design and construction of a senior center on the Civic Center Property.

The following spoke during item No. 6: Sue Somberg, Bill Davis, Charlotte Meyer, Lillian Saroian, Marilyn Weiner, Ed Albrecht, and Carol Davis.

Following extensive discussion, Councilmember Shapiro moved, seconded by Mayor Maurer to approve moving forward with preliminary design of a senior center on the Civic Center property. MOTION carried 5/0.

INFORMATIONAL REPORTS

7. Check Register for the period of November 7-November 15, 2012.

No action was taken on this item.

TASK FORCE REPORTS

None.

CITY MANAGER'S REPORT

None.

FUTURE AGENDA ITEMS

Mayor Maurer requested a discussion on leaf blowers be included on a future agenda.

The meeting recessed to Closed Session at 8:34 p.m.

CLOSED SESSION

1. EXISTING LITIGATION, pursuant to G.C. 54956.9(a) –
City of Calabasas v. Kwi Hahn et al
Los Angeles Superior Court Case Number: Case No. BC 474429
2. EXISTING LITIGATION, pursuant to G.C. 54956.9(a)
City of Calabasas v. Hahn et al
Los Angeles Superior Court Case Number: Case No. SC111766

There were reportable actions from the Closed Session.

ADJOURN

The meeting adjourned at 10:31 p.m. to their next regular meeting to be held on Wednesday, December 12, 2012, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 3, 2012

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: RECOMMENDATION TO APPROVE THE APPOINTMENT OF RICHARD CASSEL BY MAYOR PRO TEM GAINES TO THE COMMUNICATION AND TECHNOLOGY COMMISSION, TERM ENDING MARCH 31, 2013.

MEETING DATE: DECEMBER 12, 2012

SUMMARY RECOMMENDATION:

That the City Council approve the appointment of Richard Cassel by Mayor pro Tem Gaines to the Communications and Technology Commission, term ending March 31, 2013.

BACKGROUND:

An unscheduled vacancy on the Communications and Technology Commission occurred recently. Pursuant to the City's Municipal Code, if a vacancy shall occur other than by expiration of a term, a new commissioner shall be appointed in the manner as set forth in the Code and shall serve the unexpired portion of the term.

REQUESTED ACTION:

Approve the appointment Richard Cassel by Mayor pro Tem Gaines to Communications and Technology Commission, term ending March 31, 2013.

ATTACHMENTS: Commission application.



RECEIVED

2012 NOV 21 PM 3:36

CITY of CALABASAS

CITY OF CALABASAS
CITY CLERK

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

- COMMUNICATIONS AND TECHNOLOGY COMMISSION
- ENVIRONMENTAL COMMISSION
- HISTORIC PRESERVATION COMMISSION
- LIBRARY COMMISSION
- PARKS, RECREATION & EDUCATION COMMISSION
- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: **Richard Cassel**

ADDRESS: [REDACTED]

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX: [REDACTED]

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Colorist**

EMPLOYER: **Self-employed**

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Television post-production**

EDUCATION:

B.A. Communication Studies, 1979, University of Missouri - Kansas City.

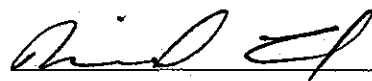
CIVIC AFFILIATIONS:

COMMUNITY INTERESTS:

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

The City needs commission members who can make balanced assessments of the many competing interests regarding improvements to telecommunication, television and internet delivery services to its residents. As one who has endured both wireless and terrestrial telephone problems during my 18 years as a Calabasas resident, I think that I am well-qualified to serve on the Communications and Technology Commission. While I am not an engineer, I have worked for over 30 years in both the technical and creative areas of television post-production. When evaluating proposed improvements to telecom and cable infrastructure, it is important to remember that the end users are ultimately consumers who deserve representation before the Council when these issues are debated.

DATE: 11/19/12



SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

INDIVIDUALS WITH DISABILITIES REQUIRING ANY ACCOMMODATION TO PARTICIPATE IN THE APPLICATION AND SELECTION PROCESS MUST INFORM THE CITY OF CALABASAS AT THE TIME THIS APPLICATION IS SUBMITTED. INDIVIDUALS NEEDING SUCH ACCOMMODATIONS MUST DOCUMENT THE NEED FOR SUCH ACCOMMODATION INCLUDING THE TYPE AND EXTENT OF ACCOMMODATIONS NEEDED TO COMPLETE THE APPLICATION FORM, PARTICIPATE IN THE SELECTION PROCESS OR PERFORM THE VOLUNTEER DUTIES/JOB FOR WHICH THEY ARE APPLYING.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 4, 2012

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: RECOMMENDATION TO APPROVE THE APPOINTMENT OF ALICIA WEINTRAUB BY COUNCILMEMBER SHAPIRO TO THE PLANNING COMMISSION, TERM ENDING MARCH 31, 2013.

MEETING DATE: DECEMBER 12, 2012

SUMMARY RECOMMENDATION:

That the City Council approve the appointment of Alicia Weintraub by Councilmember Shapiro to the Planning Commission, term ending March 31, 2013.

BACKGROUND:

An unscheduled vacancy on the Planning Commission occurred recently. Pursuant to the City's Municipal Code, if a vacancy shall occur other than by expiration of a term, a new commissioner shall be appointed in the manner as set forth in the Code and shall serve the unexpired portion of the term.

REQUESTED ACTION:

Approve the appointment of Alicia Weintraub by Councilmember Shapiro to Planning Commission, term ending March 31, 2013.

ATTACHMENTS: Commission application.



RECEIVED

CITY of CALABASAS

2012 AUG 27 AM 9: 59

APPLICATION FOR APPOINTMENT

CITY OF CALABASAS
CITY CLERK

AS A MEMBER OF:

- COMMUNICATIONS AND TECHNOLOGY COMMISSION
- ENVIRONMENTAL COMMISSION
- HISTORIC PRESERVATION COMMISSION
- LIBRARY COMMISSION
- PARKS, RECREATION & EDUCATION COMMISSION
- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET? YES NO

If yes, when:

NAME: **Alicia Weintraub**

ADDRESS: [REDACTED]

Check one: Calabasas, 91302 Calabasas, 91301 Topanga, 90290

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Public Policy Consultant**

EMPLOYER: **Self**

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Consultant**

EDUCATION:

See attached sheet

CIVIC AFFILIATIONS:

See attached sheet

COMMUNITY INTERESTS:

See attached sheet

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

see attached sheet

DATE: 8-25-12

Alicia Wentz

SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

INDIVIDUALS WITH DISABILITIES REQUIRING ANY ACCOMMODATION TO PARTICIPATE IN THE APPLICATION AND SELECTION PROCESS MUST INFORM THE CITY OF CALABASAS AT THE TIME THIS APPLICATION IS SUBMITTED. INDIVIDUALS NEEDING SUCH ACCOMMODATIONS MUST DOCUMENT THE NEED FOR SUCH ACCOMMODATION INCLUDING THE TYPE AND EXTENT OF ACCOMMODATIONS NEEDED TO COMPLETE THE APPLICATION FORM, PARTICIPATE IN THE SELECTION PROCESS OR PERFORM THE VOLUNTEER DUTIES/JOB FOR WHICH THEY ARE APPLYING.

NAME: Alicia Weintraub

*ADDRESS: [REDACTED]

Check one: 91302

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: _____

HOME FAX: _____

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX: _____

OCCUPATION: Public Policy Advisor (Part Time)

EMPLOYER: Self

BUSINESS ADDRESS:

TYPE OF BUSINESS: Public Policy

EDUCATION:

PEPPERDINE UNIVERSITY, School of Public Policy, Malibu, CA,
Master of Public Policy, Specialization in Economics and Regional and Local Policy, May 2002.

UNIVERSITY OF CALIFORNIA, LOS ANGELES, Los Angeles, CA
Bachelor of Arts, Sociology and Minor in Education, June 1999.

CIVIC AFFILIATIONS:

Board Member, Bay Laurel Elementary School

Board Member, THE Foundation for Las Virgenes Schools

Co Chair, Measure G Oversight Committee for Las Virgenes Schools

City of Calabasas Environmental Commissioner 2011-Present

Vice Chair- Environmental Commission 2012-Present

Board of Directors Temple Aliyah, 2011-Present

City of Calabasas Bicycle Advisory Committee 2010-2011

City of Calabasas, Intern to the City Manager 2001-2002

Past Speaker, California Redevelopment Association

Member, Urban Land Institute

COMMUNITY INTERESTS:

I am truly interested in all aspects of the City of Calabasas and am committed to maintaining the integrity of our community. I am concerned not only with public safety, education and the environment, but also with the future of the community as it relates to land use and development.

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I have spent my entire professional career, over 15 years, working to improve communities throughout Southern California (including Culver City, Burbank, San Fernando and years ago as an intern during graduate school right here in Calabasas). With a master's degree in public policy, I have worked on community development projects, and have specialized on the land use and zoning side, including EIR review. Therefore I have the technical and practical skills to understand the projects that come before the Planning Commission. I have had experience working on contentious projects and have found success being open minded, a consensus builder, and thorough in my analysis of projects, both from a technical review and a community perspective. As a Planning Commissioner, I would leverage my education and work experience to help effectively serve the duties of the Planning Commission.

As a member of the City of Calabasas Bicycle Advisory Committee and City of Calabasas Environmental Commission, I have been involved in projects that directly impact the residents and have always advocated for outreach and involvement from the entire community.

In addition to my education, training, and experience, I regularly attend City Council meetings and am well versed with the current issues facing our community as well as understand the background on these issues. Thus, I believe I could fill the vacancy and start right away in deliberating thoughtfully about the items that come before the Planning Commission.

I would be honored to serve on the Planning Commission with the goal of making our community an even better place to live.

Approved by City Manager:




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 29, 2012

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ANTHONY M. COROALLES, CITY MANAGER 

SUBJECT: ADOPTION OF RESOLUTION NO. 2012-1358, APPROVING A SALARY RANGE ADJUSTMENT FOR THE POSITION OF COMMUNITY SERVICES DIRECTOR.

**MEETING
DATE:** DECEMBER 12, 2012

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2012-1358, amending Resolution No. 2012-1342, by approving a salary range adjustment for the position of Community Services Director.

DISCUSSION/ANALYSIS:

I am recommending that the City Council approve a 10 percent increase in salary for the Community Services Director due to the increased responsibilities of the position pursuant to City Council direction to move forward with the design and construction of a senior center.

The salary range for this position is currently a P197 (\$10,183 - \$12,705); the proposed salary range is P207 (\$11,238 - \$14,034).

REQUESTED ACTION:

It is requested that the City Council approve Resolution No. 2012-1358.

ATTACHMENTS:

Resolution No. 2012-1358

RESOLUTION NO. 2012-1358

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING RESOLUTION NO. 2012-1342, BY ADJUSTING THE SALARY RANGE FOR THE POSITION OF COMMUNITY SERVICES DIRECTOR.

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

WHEREAS, this Resolution No. 2012-1358 is adopted in order to amend Resolution No. 2012-1342, the existing resolution on compensation and benefits, by adjusting the salary range for the position of Community Services Director.

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

SECTION 1. Resolution No. 2012-1342 is hereby amended by adjusting the salary range for the position of Community Services Director as noted in the salary ranges for the Permanent Full Time Employees, Management Classification, set forth in Section A:

PERMANENT FULL TIME EMPLOYEES

A. Management Classification

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Community Services Director	P207	1

SECTION 2. All other provisions of Resolution No. 2012-1342 continue in full force and effect.

SECTION 3. To the extent the provisions of Resolution No. 2012-1342, as amended by this Resolution No. 2012-1358, are substantially the same as any other resolution or action of the City Council, the provisions of Resolution No. 2012-1342 as amended hereby, shall be construed as continuations of these other enactments, and not as new enactments.

SECTION 4. The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED AND ADOPTED this 12th day of December, 2012.

ATTEST:

Mary Sue Maurer, Mayor

Maricela Hernandez, MMC
City Clerk


APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney

Approved by City Manager:



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 27, 2012
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR 
SUBJECT: RECOMMENDATION TO EXTEND THE DAPEER, ROSENBLIT AND LITVAK, LLP CONTRACT FOR AN ADDITIONAL FIVE YEAR TERM.

MEETING
DATE: DECEMBER 12, 2012

SUMMARY RECOMMENDATION:

That the City Council approves an extension to the Dapeer, Rosenblit and Litvak, LLP contract for an additional 5 year term.

BACKGROUND:

The firm of Dapeer, Rosenblit and Litvak, LLP was selected by the City Council in 2008 to provide City Prosecutor services. The contract was approved for a five year term without a contract cap and is set to expire on January 16, 2013. Staff is requesting its renewal for an additional five year period. A draft amendment reflecting a contract extension to January 16, 2018 is attached as Attachment C. The contract has been amended once since its inception.

FISCAL IMPACT/SOURCE OF FUNDING:

The City Prosecutors budget is established as part of the annual budget cycle and is drawn from the City's General Fund. The Prosecutors office is primarily utilized to review Notices of Violation prior to their issuance, and to assist staff in obtaining compliance with those orders. On occasion, they assist the City on special projects such as code reviews, issuance of warrants and representation in appeal

hearings, such as those conducted when there are violations of the tobacco retailer registration program.

CMC 1.18.020 Attorneys fees, only permits the City to recoup the cost of attorney services when the City is the prevailing party in any administrative, civil or equitable judicial action to abate, or cause the abatement of, a violation or public nuisance under the code.

At this juncture, \$779,754.86 has been expended under the Contract, for which recovery actions are underway for a portion of those funds. The City has been the prevailing party on ten matters filed by Dapeer, Rosenblit and Litvak LLP; collection on eight cases has concluded, and is being pursued on two others.

Fine collections for violations of orders contained in a Notice of Violation are grounds for issuance of an Administrative Citation, which permits the City to levy fines and to lien property or pursue other legal means for their collection. Fines collected through this action are deposited in the General Fund and offset the overall costs to the City of the Code Enforcement program.

REQUESTED ACTION:

That the City Council approves an extension to the Dapeer, Rosenblit and Litvak LLP contract for an additional 5 year term.

- Attachment A: Original Retainer Agreement
- Attachment B: Amendment No. 1
- Attachment C: Proposed Amendment No. 2

AGREEMENT

This Agreement is made and entered into this 16th day of January, 2008 by and between the City of Calabasas, hereafter referred to as "City," and Dapeer, Rosenblit & Litvak, LLP, a California limited liability partnership, hereafter referred to as "Firm."

Witnesseth

Whereas, City desires to engage Firm to provide legal services as hereafter described; and,

Whereas, the members of Firm are attorneys duly licensed under the laws of the State of California and experienced in the field of code enforcement and general litigation.

Now, Therefore, the parties hereto agree as follows:

1. Description of Work. City engages Firm as follows:
 - A) To provide code enforcement services that shall include, without limitation, review of alleged municipal code violations, exercise of the city's administrative, civil or criminal remedies in connection therewith, training of staff and the review and analysis of municipal ordinances. Firm may also be involved in permit processes and represent City's interests before deciding or reviewing authorities, including the City Council.
 - B) To provide any other legal service as requested by the City.

2. Data Furnished to Firm. All codes, ordinances, information, data, reports, and records in the possession of City, and necessary for carrying out Firm's work, shall be furnished to Firm without charge by City.

3. Term. This Agreement shall continue in force and effect unless terminated pursuant to Paragraph Eight (8) herein. Firm may, at the discretion of the City, complete any work in progress or matter pending on the date this Agreement expires. This Agreement shall expire five (5) years after the date of its execution by the City unless renewed by the Council.

4. Personnel.

A) Firm represents that it employs, or will employ at its own expense, all personnel required to perform the services required under this Agreement. Such personnel shall not be employees of, or have any contractual relationship with, City.

B) All services required hereunder will be performed by Firm, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted by law to perform such services.

5. Commencement and Completion of Work. The execution of the Agreement by the parties hereto does not constitute an authorization to proceed. The services of Firm in connection with any action are to commence only when a City official shall have assigned a matter to Firm.

6. City Representative. Firm shall work closely and cooperate fully with the City and its designated representatives.

7. Fees and Costs.

A) City shall pay legal fees to the Firm at the hourly rate of \$160.00 for attorney time when utilizing the criminal remedy and for pre-litigation services. Services concerning: (i) code/ordinance changes or reviews to promote effective enforcement practices and/or to improve compliance results, (ii) administrative hearings before a reviewing authority, (iii) civil/injunctive/mandamus court and related actions, and for (iv) appeals concerning any matter before an appellate or

higher court, shall have an additional surcharge of \$25.00 per hour for attorney time. Payment for services shall be made within thirty (30) days following receipt of a monthly statement from Firm and its approval by the City.

B) Firm may, where appropriate, utilize a paralegal for support services in connection with this Agreement. City shall pay Firm an hourly rate of \$100.00 for paralegal time.

C) City also agrees to reimburse the Firm for the following costs/expenses:

- Attorney service charges, as incurred, for service of arraignment notices and subpoenas, procurement of documents from courts and other entities, document certification fees, and for other related services.
- Any court reporter fees, as incurred, for the procurement of a transcript of a court or other proceeding.
- Any charges, as incurred, to prepare, duplicate or enlarge exhibits for any proceeding.
- \$15.00 for each use of commercial database providers (including Choicepoint, Infotek, Dataquick or Courthouse Data) for investigational or background purposes in a matter. This charge is exclusive of any attorney time in reviewing this information (to be billed hourly), or other charges to the Firm by said information providers (which shall also be billed to the City).
- On-Line Legal Research Charges - as incurred.
- Copier charges - 20 cents a page; Faxes - 25 cents a page.
- Postage - as incurred.
- Extraordinary expenses, with prior City approval for:
 - Any third party expert witness or consulting fee.
 - Any court reporter or transcript fees.
 - Any exhibit preparation expense.

8. Termination for Convenience. City may terminate this Agreement at any time without cause by thirty (30) days advance written notice to Firm of such termination. In this event, all finished or unfinished documents and other materials shall, at the option of City, become its property. If this Agreement is terminated by City as provided in this section, Firm will be paid for all services rendered by it up to the date of termination. Firm may terminate this Agreement at any time without cause by giving sixty (60) days written notice to City of such termination and specifying the effective date thereof.

9. Transfer of Files. In the event of termination, City and Firm shall cooperate in the orderly transfer of pending matters and cases to City, or to another attorney as designated by City.

10. Contract Changes. No change in the character, extent, or duration of Firm's services shall be made except upon approval by the City Council and execution of a supplemental agreement in writing between City and the Firm. The supplemental agreement shall set forth the changes of work, the extensions of time and any adjustments in fees to be paid by City to Firm.

11. Responsible Attorneys. The individuals responsible for the Firm's performance under this Agreement are Steven H. Rosenblit, Kenneth B. Dapeer, William Litvak and James Eckart.

12. Insurance. The Firm shall procure and maintain in force a legal malpractice (errors and omissions) policy in an amount of not less than \$1,000,000.00 per claim and worker's compensation insurance in accordance with Section 3700 of the Labor Code. The Firm shall also procure and maintain automobile liability insurance covering all automobiles utilized by attorneys and its employees in providing the services hereunder in an amount of not less than \$300,000.00 aggregate limit.

13. Indemnification. The Firm 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 solely from any alleged intentional, reckless, or negligent acts, errors or omissions of the Firm in the performance of this Agreement.

14. Independent Contractor. Firm shall be independent contractors and shall not incur, nor have the power to incur, any debt, obligation or liability whatever for or against City.

15. Interests of Firm. Firm affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the services contemplated by this Agreement. No person having such interest shall be employed by or associated with Firm.

16. Compliance with Laws. Firm shall comply with all state and local laws and ordinances applicable to its services under this Agreement and shall perform its services in a manner consistent with the highest level of professional care and ethical responsibility as required by applicable professional standards and rules of conduct.

17. Compliance with Federal Law. If applicable, Firm shall comply with all requirements of a federally funded contractor, including those laws and regulations pertaining to the HUD CDBG Program.

18. Nondiscrimination. Firm shall not discriminate against any employee or applicant for employment because of race, sex, creed, color or national origin. Firm shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, sex, creed, color or national origin. Such action shall include, but not be limited to, the following: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoffs or termination; rates of pay or other forms of compensation and selection for training, including apprenticeship. Firm agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth provisions of this nondiscrimination clause.

19. Findings Confidential. All of the reports, information, data, or other documents prepared or assembled by Firm under this Agreement are confidential and Firm agrees that it shall not make same available to any individual or organization without the prior written approval of City.

20. Assignability. No interest in this Agreement may be assigned to another person without the prior written consent of both parties hereto. Claims for money due or to become due Firm from City under this Agreement may be assigned to a bank, trust company or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to City.

21. Notice. Any notice or notices required or permitted to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:


Dapeer, Rosenblit & Litvak, LLP
11500 W. Olympic Blvd., Suite 550
Los Angeles, CA 90064-1524

City of Calabasas
26135 Mureau Road
Calabasas, California 91302

22. Oral Modification. This Agreement supersedes all prior proposals and understandings between the parties and may not be changed or terminated orally, and no change, termination, or attempted waiver of any of the provisions hereof shall be binding, unless in writing and signed by the party against whom the same is sought to be enforced.

In Witness Whereof, the parties hereto have executed this Agreement as of the date first hereinabove written.

City of Calabasas

By: 
Mayor

Attest:

City Clerk

Dapeer, Rosenblit & Litvak, LLP

By: 
Steven H. Rosenblit



CITY of CALABASAS

OATH OF OFFICE

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF CALABASAS)

I, Steven Rosenblit, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Steven Rosenblit

Gwen Peirce, CMC
Assistant City Clerk

Dated: January 16, 2008

26135 Mureau Road
Calabasas, CA 91302-3172
(818) 878-4225
Fax (818) 878-4215

AMENDMENT No. 1 TO RETAINER AGREEMENT
(City of Calabasas and Dapeer, Rosenblit & Litvak, LLP)

This Amendment No. 1 ("Amendment") to Retainer Agreement ("Agreement") is made on this 16th day of June, 2010 at Calabasas, California, by and between the City of Calabasas, a municipal corporation, 100 Civic Center Way, Calabasas, California 91302 ("City") and Dapeer, Rosenblit & Litvak, LLP, 11500 W. Olympic Blvd., Suite 590, Los Angeles, CA 90064 ("Contractor").

This "Amendment" modifies the original "Agreement" between the "City" and the "Contractor" dated January 16, 2008 in the following fashion:

- A. "City" and "Contractor" desire to amend the "Agreement" by modifying section 7 - Fees and Costs, as set forth in "Consultant's" May 19, 2010 fee schedule to "City" attached hereto as Exhibit A and incorporated herein by this reference.

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

"City"
City of Calabasas
By: [Signature]
Maureen Tamuri, AIA, AICP
Community Development Director

Date: 5-27-10

Attest:
By: [Signature]
Gwen Peirce, CMC, City Clerk

Date: 6/16/10

Approved as to form:
By: [Signature] 6/12/10
Michael G. Colantuono, City Attorney

"Consultant"
Dapeer, Rosenblit & Litvak, LLP
By: [Signature]
Steven H. Rosenblit, Partner

Date: 5-31-10

By: [Signature]
William Litvak, Partner

Date: 5/31/10

DAPEER ROSENBLIT LITVAK LLP
LAWYERS

STEVEN H. ROSENBLIT
KENNETH B. DAPEER
WILLIAM LITVAK
JAMES C. ECKART
ANITA ZUCKERMAN
PATRICIA H. FITZGERALD
NORMA COPADO WELLS
CAROLINE K. CASTILLO
JOCELYN CORBETT
MEHRNOOSH ZAHIRI
CHARLENE J. WYNDER

PLEASE DIRECT MAIL TO:
WEST LOS ANGELES OFFICE

WRITER'S EMAIL
SROSENBLIT@DRLLAW.COM

RECEIVED

MAY 24 2010

COMMUNITY DEVELOPMENT
PLANNING DEPT.

METROPOLITAN CITIES OFFICE:
2770 E. SLAUSON AVENUE
HUNTINGTON PARK, CA 90255-3099
TELEPHONE (323) 587-5221
FACSIMILE (323) 587-4190

WEST LOS ANGELES OFFICE:
11500 W. OLYMPIC BLVD., SUITE 550
LOS ANGELES, CA 90064-1524
TELEPHONE (310) 477-5575
FACSIMILE (310) 477-7090

SAN DIEGO OFFICE
12555 HIGH BLUFF DR., SUITE 215
SAN DIEGO CA 92130-2056
TELEPHONE (858) 259-1199
FACSIMILE (858) 259-0099

May 19, 2010

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302

Attn: Maureen Tamuri, Community Development Director
Sparky Cohen, Building Official

Re: Request for Compensation Increase

Dear Ms. Tamuri and Mr. Cohen:

Our firm is dedicated to providing our clients with high quality legal services in the most economical manner possible. To that end, we have sought to keep our rates extremely competitive.

We have experienced substantial increases in our operating expenses since we began providing code enforcement services to your city in 2008. Our current compensation rate and structure (\$160.00 an hour code enforcement/criminal matters and \$185.00 an hour for code drafting, administrative hearings and civil litigation) have remained the same during this period.

We propose, effective June 1, 2010, to modify our rates as follows:

- General code enforcement / criminal services: \$185.00 per hour;
- Administrative proceedings and code drafting: \$200.00 per hour;
- Civil litigation services and appeals would be billed at the rate of \$275.00 an hour, but the city would pay a maximum of the discounted institutional rate of \$225.00 an hour for work performed by our firm. The difference in fee rate would only be applied if recovered from an opposing third party with the City first being fully reimbursed for fees already paid to our firm.

City of Calabasas

Attn: Maureen Tamuri, Community Development Director
Sparky Cohen, Building Official

Re: Request for Compensation Increase

May 19, 2010

Page Two

The proposed higher rates for non-criminal work reflects the greater level of support services and the increased supervision of attorneys that are required in such matters.

We deeply appreciate the City's patronage over these several years. Please let me know if the foregoing proposals are acceptable. If you require any additional information, or if you would like to discuss this matter in greater detail, please do not hesitate to contact me.

Sincerely,



Steven Rosenblit

Cc: Addressees / Via Email

AMENDMENT NO. 2 TO RETAINER AGREEMENT
(City of Calabasas and Dapeer, Rosenblit & Litvak, LLP.)

This Amendment No. 2 (“Amendment”) to Professional Services Retainer Agreement (“Agreement”) is made on this _____ day of December, 2012 at Calabasas, California, by and between the City of Calabasas, a municipal corporation, 100 Civic Center Way, Calabasas, California 91302 (“City”) and Dapeer, Rosenblit & Litvak, LLP, 11500 W. Olympic Blvd., Suite 550, Los Angeles, CA 90064-1524 (“Contractor”).

This “Amendment” modifies the original “Agreement” between the “City” and the “Contractor” dated January 16, 2008 in the following fashion.

- A. “City” and “Contractor” desire to amend the “Agreement” by modifying section 3 – Term of the “Agreement” to read as follows:

“Expiration Date”: January 16, 2018.

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”
Dapeer, Rosenblit & Litvak, LLP

By: _____
Mary Sue Maurer
Mayor

By: _____
Steven Rosenblit,
Partner

Date: _____

Date: _____

By: _____

Date: _____

Professional Services Agreement
City of Calabasas/Dapeer, Rosenblit & Litvak, LLP

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, Interim City Attorney

Date: _____



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 28, 2012

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ROBIN PARKER, ADMINISTRATIVE SERVICES DIRECTOR *R. Parker*

SUBJECT: RECOMMENDATION FROM THE LIBRARY COMMISSION REGARDING INTERLIBRARY LOAN (ILL) AND STUDY ROOM FEES; AND ADOPTION OF RESOLUTION NO. 2012-1357, APPROVING SAID FEES.

MEETING DATE: DECEMBER 12, 2012

SUMMARY RECOMMENDATION:

That the City Council approve the Library Commission's recommendation to implement fees for ILL requests and for use of the study rooms.

BACKGROUND:

At their April 16, 2012 meeting, the Library Commission formed a sub-committee to review the possibility of a non-resident usage fee for the Library. The sub-committee consisted of Vice President Karen Brown, Commissioner Bob Hill, Student Member Nava Esmailzadeh, and staff members Barbara Lockwood, Library Manager, and Robin Parker, Administrative Services Director.

The sub-committee met on May 16 and September 20, 2012 to discuss the possibility of additional fees for ancillary library services. Staff provided library fee information from over 60 libraries in Southern California with the focus on non-resident fees, reserve fees, interlibrary loan fees, and meeting room fees. Also provided was library patron counts information. Both documents are attached for your review.

At their October 15, 2012 the Library Commission reviewed the sub-committee's recommendation and unanimously approved the following:

Library Cards

- No charge for a library card as long as the applicant is a California resident.
- A Calabasas library card is not available for non-California residents.

Study Rooms

- Implement a \$15.00 per hour fee, with a two hour limit per day for use of study rooms.
- No charge for Calabasas residents, students attending Las Virgenes Unified School District schools, or students attending a school in Calabasas.
- A study room may be reserved only by groups for after 3:00 p.m. during the week and all day on Saturday and Sunday.

Inter-Library Loan (ILL) Fees

- Residents will be charged \$2.00 per item plus any lending library charges.
- Non-residents will be charged \$10.00 per item plus any lending library charges.

DISCUSSION/ANALYSIS

Inter-Library Loans

ILL requests require staff to request books from other libraries if we don't have the book in our collection. This type of service requires staff time in researching, contacting the lending libraries, preparing the materials for checkout, preparing to send the materials back, and if necessary, going to the post office and paying postage.

Materials from Southern California libraries can be shipped back through the Southern California Library Consortium (SCLC) delivery service. But, materials from universities or out-of-state libraries must be mailed back. Mailing costs average \$2,400 per year; in addition, the cost of the ILL database is \$3,300 per year. Pepperdine University did a recent study that estimated the cost of providing ILL service, including staff time, is \$33.00 per item.

Calabasas Library patrons request an average of 800 ILLs a year and 40% are for patrons who are not residents of Calabasas. We are one of the very few libraries in Southern California that doesn't charge an ILL fee. Many patrons from other library service areas use our library for the free ILL service. The new fees will help recover some of the costs and lessen the impact on staff time.

Study Rooms

The Library has three study rooms that were meant for group study - a place where students can work on projects and hold study sessions so they don't disturb other

patrons. We are one of the few libraries in the area that has study rooms available. The Agoura Hills Library and Topanga Library have study rooms, but none of the Los Angeles Public Libraries in the surrounding area do. Our study rooms have been hot commodities for people wanting to have a place to tutor, run a business, write a book, or generally have free, private office space. Because they are in such high demand, we have limited single users to times before students are out of school. Only groups of two or more can use the room after 3:00 p.m. and weekends. People come from far and wide for the rooms, often limiting the use for Calabasas residents. The librarians spend much of their time coordinating the room use and dealing with complaints. Fees to non-resident patrons should mitigate the constant demand for the rooms so they will be available for students in the school district, private Calabasas schools and residents of Calabasas. However, if a non-resident wants to use this extra value added service, the fee will be applicable.

On a typical weekday the rooms are used twelve times with average use by non-residents at seven.

FISCAL IMPACT/SOURCE OF FUNDING:

By imposing the recommended fee structure, the Calabasas Library is expected to minimally increase the amount of revenue it receives. Given the current demand for both Inter-Library Loans and Study Rooms by non-residents, and assuming the patrons willingness to pay the proposed fees, the City could potentially receive the following increase in annual revenue:

Inter-Library Loans -	\$4,160
Study Rooms -	<u>21,840</u>
Total Increase	\$26,000

However, staff anticipates that demand for such services would diminish due to the imposition of a fee, so only a small fraction of the \$26,000 amount would actually be expected.

REQUESTED ACTION:

That the City Council adopt Resolution No. 2012-1357, approving the implementation of Inter-Library Loan and Study Room Fees for the Calabasas Library.

ATTACHMENTS:

- A. Resolution No. 2012-1357
- B. Library Fee Data
- C. Patron Counts

RESOLUTION NO. 2012-1357

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, IMPLEMENTING INTER-LIBRARY LOAN (ILL) AND STUDY ROOM USE FEES AT THE CALABASAS LIBRARY.

WHEREAS, the City currently does not impose inter-library loan (ILL) and study room use fees; and

WHEREAS, on October 15, 2012, the Library Commission held a duly noticed meeting at which the members unanimously approved making a recommendation to the City Council to move forward with the implementation of such fees; and

WHEREAS, the proposed inter-library loan and study room use fees would be imposed; and

WHEREAS, the City Council desires to adopt the Library Commission's recommendation to implement the proposed fees.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Calabasas approves the following:

Library Cards

- No charge for a library card as long as the applicant is a California resident.
- A Calabasas library card is not available for non-California residents.

Study Rooms

- Implement a \$15.00 per hour fee, with a two hour limit per day for use of study rooms.
- No charge for Calabasas residents, students attending Las Virgenes Unified School District schools, or students attending a school in Calabasas.
- A study room may be reserved only by groups after 3:00 p.m. during the week and all day on Saturday and Sunday.

Inter-Library Loan (ILL) Fees

- Residents will be charged \$2.00 per item plus any lending library charges.
- Non-residents will be charged \$10.00 per item plus any lending library charges.

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

PASSED, APPROVED and ADOPTED this 12th day of December, 2012.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney

SOUTHERN CALIFORNIA LIBRARY COOPERATIVE (SCLC)				
City/County Library	N/R Fee	Reserve Fee	ILL Fee	Comments
Alhambra	No	\$0.50-\$1.00	\$10.00	Does not offer card to non-CA residents.
Altadena	No	\$0.50	R:\$1.00 NR: \$2.00	Does not offer card to non-CA residents.
Anaheim	No	See Comments	\$5.00 + lending library fee	Free with self check; \$0.50 with staff checkout. Does not offer card to non-CA residents
Arcadia	No	\$1.00	\$3.00 + lending library fee	Does not offer card to non-CA residents.
Azusa	No	\$0.50	\$2.00	
Beverly Hills	Yes/free to SCLC members only	\$0.75	\$.75 + \$5.00	\$241 fee to residents of jurisdictions which are not members of SCLC. For requests outside delivery area and fees of lending library.
Buena Park	No	\$0.75	\$1.00	Does not offer card to non-CA residents.
Burbank	No	\$1.00	\$3.00	Does not offer card to non-CA residents.
Calabasas	No	NC	NC/lending library fee	
Commerce	No	NC	NR: \$2.00	Free non-CA residents guest card for use of Internet computer only.
County of LA	No	NC	\$3.00	Does not offer card to non-CA residents.
Covina	No	NC	\$3.00	Does not offer card to non-CA residents.
Crowell (San Marino)	No	\$0.50	\$3.00	Does not offer card to non-CA residents.
Downey	No	NC	\$2.00	Does not offer card to non-CA residents.
El Segundo	Yes/free to SCLC members only	NC	See Comments	\$40 fee to residents of jurisdictions which are not members of SCLC. Business/corporate card: \$103/yr. SCLC lender: \$1.00; non SCLC lender: \$2.00 plus postage
Fullerton	No	NC	\$0.75 + postage	Does not offer card to non-CA residents.
Glendale	No	NC	NC	Does not offer card to non-CA residents.
Glendora	No	NC	\$1.00	Does not offer card to non-CA residents.
Inglewood	No	N/A	N/A	Does not offer card to non-CA residents.

City/County Library	N/R Fee	Reserve Fee	ILL Fee	Comments
Irwindale	No	NC	NC	Does not offer card to non-CA residents.
Long Beach	No	\$1.05	\$2.05	Does not offer card to non-CA residents.
Los Angeles	No	\$1.00 if not p/u	\$10.00 + lending library fees	\$50 annual fee for non-CA residents. \$10 flat fee plus all applicable charges assessed by the loaning library.
Mission Viejo	Yes/free to SCLC members only	NC	\$5.00	\$25 for non-members of SCLC
Monrovia	No	\$1.00	\$1.00	
Monterey Park	No	See Comments	\$5.00	NC to make reserve but \$.50 charge if item is not picked up
Moorpark	No	NC	Varies depending on lending library	\$25 annual fee for non-CA resident
Newport Beach	No	NC	\$5.00	\$10 per year fee for non-CA resident
Oxnard	No	NC	\$1.00	Does not offer card to non-CA residents.
Palmdale	No	NC	\$2.00	Does not offer card to non-CA residents.
Palos Verdes	No	\$1.00 if hold is not p/u or canceled	NC/\$5.00 fee if ILL is not picked up	Does not offer card to non-CA residents.
Pasadena	No	NC	\$2.00	Does not offer card to non-CA residents.
Placentia	No	\$0.50	\$5.00	Does not offer card to non-CA residents.
Pomona	No for SCLC members	\$0.50	\$2.00	\$5 per month or \$30 per year fee to residents of jurisdictions which are not members of SCLC.
Redondo Beach	No	NC-\$2.00 if not picked up	\$3.00 to place; \$5.00 if not picked up	\$10 fee for non-CA residents
Santa Fe Springs	No	NC	\$2.00	Does not offer card to non-CA residents.

City/County Library	N/R Fee	Reserve Fee	ILL Fee	Comments
Santa Monica	No	NC	\$2.00 + lending library charges	Does not offer card to non-CA residents.
Sierra Madre	No	\$1.00	\$2.00	Does not offer card to non-CA residents.
Signal Hill	No	\$0.25	\$3.00	Does not offer card to non-CA residents.
South Pasadena	No	NC	\$2.00	
Thousand Oaks	No	NC	Loaning library charge	Does not offer card to non-CA residents.
Torrance	No	Adult: \$0.75 Child: \$0.15	\$5.00	Does not offer card to non-CA residents.
Ventura County	No	NC	\$0.50 per day overdue	Does not offer card to non-CA residents.
Whittier	No	\$1.00	\$5.00	Does not offer card to non-CA residents.
Yorba Linda	No	\$0.50	\$0.50 + postage	Does not offer card to non-CA residents.
BLACK GOLD LIBRARY SYSTEM				
Lompoc	No	\$1.00	\$10.00	\$0.50 charge if hold is not picked up.
Paso Robles	No	\$1.00	\$2.00	\$0.50 charge if hold is not picked up.
San Luis Obispo	No	\$1.00	\$3.00	\$0.50 charge if hold is not picked up.
Santa Barbara	No	\$1.00	\$15.00	\$0.50 charge if hold is not picked up.
Santa Paula	No	\$1.00	\$5.00	\$0.50 charge if hold is not picked up.
Santa Maria	No	\$1.00	\$4.00	\$0.50 charge if hold is not picked up.
Serra Cooperative Library System				
Brawley	No	NC	NC	
Camarena	No	NC	NC	
Carlsbad	No	\$.50 - \$1.00	\$2.00 - \$5.00	Adults-\$1/children-.50/only if material not picked up. Adults-\$5/children-\$2
Chula Vista	No	NC	\$5.00 plus postage	Adults-.50/children-.25

City/County Library	N/R Fee	Reserve Fee	ILL Fee	Comments
Coronado	No	\$.25 - \$.50	\$.50 - \$2.00 + lending library cost	Adult-\$2/children-\$.50
El Centro	No	NC	\$3.00 + lending library cost	
Escondido	No	NC	\$5.00 - \$2.00	Adults-\$5/children-\$2. Both are waived if students.
Imperial County	No	NC	Lending library cost only	
Imperial Public	No	NC	NC	
Oceanside	No	NC	\$5.00	
San Diego County	No	NC	NC	
San Diego Public	No	NC	\$5.00	\$1 fee if item not picked up.

Calabasas Library Patron Counts			
City/County Library	Active Patrons	Inactive Patrons	Total
Calabasas	16222	3266	19488
Hidden Hills	730	112	842
Mountainview	149	70	219
Los Angeles Public Library	12479	836	13315
Los Angeles County Library	2314	366	2680
Santa Clarita	89	8	97
Thousand Oaks	303	56	359
Ventura County Library	650	56	706
Alhambra Public Library	16	1	17
Altadena	6	1	7
Anaheim Public Library M603 Ana	6	1	7
Arcadia Public Library M604 Arc	2	0	2
Bakersfield	4	0	4
Berkeley Public Library M607 Berk	3	0	3
Beverly Hills Public Library M608 Bev	48	1	49
Buena Park Library District M610 Bpk	1	0	1
Burbank Public Library M611 Bur	62	4	66
Camarillo Public Library M879 Caml	61	5	66
Carlsbad City Library M616 Carl	3	0	3
Cerritos Public Library M618 Cerr	4	0	4
Commerce Public Library	1	0	1
Corona Public Library M625 Coro	3	0	3
Covina Public Library M626 Cov	2	0	2
Downey City Library M630 Dow	4	0	4
El Segundo Public Library M633 ELS	2	0	2
Escondido Public Library M634 Esc	1	0	1
Fullerton Public Library M637 Full	2	0	2
Glendale Public Library M638 Gdl	37	6	43
Glendora	2	0	2
Inglewood Public Library M645 Ing	11	2	13
Long Beach Public Library M657 LBch	14	3	17
Mission Viejo Public Library M902 MisV	2	0	2
Monrovia	4	0	4
Monterey Park Bruggemeyer Library M671 MontP	3	0	3
Moorpark City Library M173 Moor	44	6	50
Newport Beach Public Library	6	0	6
Orange County (O C) Public Library M680 OrgC	42	3	45
Orange Public Library M681 Org	1	0	1
Other	385	289	674
Oxnard Public Library M683 Oxn	41	3	44
Palm Springs Public Library M686 PmS	1	0	1
Palmdale City Library M685 Palm	23	2	25
Palo Verde Valley Library District M689 PVV	2	0	2

Palos Verdes Library District M688 PVP	1	0	1
Pasadena Public Library M690 Pas	21	2	23
Pomona Public Library M694 Pom	3	0	3
Rancho Cucamonga Public Library M877 RnchC	3	0	3
Rancho Mirage Public Library M884 RnchM	3	0	3
Redlands	2	0	2
Redondo Beach Public Library M696 Red	3	0	3
Riverside County Library System M911 RivC	6	0	6
Riverside Public Library M699 RivP	2	0	2
Sacramento	6	0	6
San Bernardino County Library M705 SnBC	5	0	5
San Diego County Library M708 SnDC	9	1	10
San Diego Public Library M709 SnD	19	2	21
San Francisco	14	0	14
San Jose	13	1	14
San Luis Obispo	7	0	7
San Marino	5	1	6
Santa Barbara Public Library M720 StB	16	5	21
Santa Monica Public Library M726 SaM	67	5	72
South Pasadena Public Library M734 SPas	4	0	4
Torrance Public Library M742 Tor	8	0	8
Upland Public Library M747 Upl	2	0	2
Whittier Public Library M750 Whi	1	0	1
Staff	25	21	46
Restricted	18	0	18
Total	34048	5135	39183



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/20/2012 to 11/28/2012

Date: 12/3/2012
 Time: 4:55:01PM
 Page 1 of 10

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Administrative Services					
82436	11/20/2012	PAPER RECYCLING & SHREDDING	ARCHIVAL RECORD DESTRUCTION	143.00	Administrative Services
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	81.89	Administrative Services
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	54.58	Administrative Services
82493	11/28/2012	PAPER RECYCLING & SHREDDING	ARCHIVAL RECORD DESTRUCTION	38.50	Administrative Services
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	21.04	Administrative Services
82503	11/28/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	14.86	Administrative Services
Total Amount for 6 Line Item(s) from Administrative Services				\$353.87	
City Attorney					
82401	11/20/2012	COLANTUONO, LEVIN PC	GENERAL SERVICES	11,714.17	City Attorney
82401	11/20/2012	COLANTUONO, LEVIN PC	COUNTRY INN TOT	6,846.60	City Attorney
82401	11/20/2012	COLANTUONO, LEVIN PC	ASSESSMENTS & PROP 218	50.00	City Attorney
82401	11/20/2012	COLANTUONO, LEVIN PC	MISC SPECIAL COUNSEL PROJ	50.00	City Attorney
Total Amount for 4 Line Item(s) from City Attorney				\$18,660.77	
City Council					
82457	11/20/2012	ROTARY CLUB OF CALABASAS	DONATION- THANKSGIVING DINNER	1,000.00	City Council
82466	11/28/2012	BOZAJIAN/JAMES R.//	REIMB TRAVEL EXP- CCCA MTG	167.94	City Council
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	124.44	City Council
82396	11/20/2012	CALABASAS CHAMBER OF COMMERCE	CHAMBER BREAKFAST	20.00	City Council
Total Amount for 4 Line Item(s) from City Council				\$1,312.38	
Civic Center O&M					
82451	11/20/2012	VORTEX INDUSTRIES INC	DOOR REPAIRS - CITY HALL	345.25	Civic Center O&M
82444	11/20/2012	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	334.13	Civic Center O&M
82444	11/20/2012	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	308.42	Civic Center O&M
82472	11/28/2012	DALE HOFFER ELECTRIC	ELECTRICAL REPAIRS	300.00	Civic Center O&M
82472	11/28/2012	DALE HOFFER ELECTRIC	ELECTRICAL REPAIRS	300.00	Civic Center O&M
82451	11/20/2012	VORTEX INDUSTRIES INC	DOOR REPAIRS - CITY HALL	254.98	Civic Center O&M
82438	11/20/2012	REGENCY ENTERPRISES INC.	FACILITY LIGHTING	13.81	Civic Center O&M



APPROVED BY CITY MANAGER:

AGENDA ITEM NO. 7



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Total Amount for 7 Line Item(s) from Civic Center O&M				\$1,856.59	
<u>Community Development</u>					
82473	11/28/2012	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	5,904.06	Community Development
82397	11/20/2012	CALABASAS CREST LTD	R.A.P.- DEC 2012	5,460.00	Community Development
82473	11/28/2012	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	4,851.52	Community Development
82420	11/20/2012	JOHN K. INNES LANDSCAPE	ARBORIST SERVICES	250.00	Community Development
82420	11/20/2012	JOHN K. INNES LANDSCAPE	ARBORIST SERVICES	200.00	Community Development
82403	11/20/2012	CROSBY/ GEORGE//	R.A.P.- DEC 2012	186.00	Community Development
82411	11/20/2012	FLEYSHMAN/ALBERT//	R.A.P.- DEC 2012	186.00	Community Development
82428	11/20/2012	MEDVETSKY/LINA//	R.A.P.- DEC 2012	186.00	Community Development
82416	11/20/2012	HENDERSON/LYN//	R.A.P.- DEC 2012	186.00	Community Development
82432	11/20/2012	NARANJO/ IVAN//	R.A.P.- DEC 2012	186.00	Community Development
82440	11/20/2012	SHAHIR/RAHIM//	R.A.P.- DEC 2012	186.00	Community Development
82441	11/20/2012	SHEAR/SUSAN M//	R.A.P.- DEC 2012	186.00	Community Development
82429	11/20/2012	MILES/AUDREY//	R.A.P.- DEC 2012	186.00	Community Development
82503	11/28/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	70.41	Community Development
Total Amount for 14 Line Item(s) from Community Development				\$18,223.99	
<u>Community Services</u>					
82469	11/28/2012	COMMAND PERFORMANCE CATERING	HOLIDAY PARTY- CATERING	7,928.68	Community Services
82434	11/20/2012	NOTIONIST	BROCHURE DESIGN- WINTER 2012	6,530.00	Community Services
82489	11/28/2012	NOTIONIST	POSTAGE-REC BROCHURE	2,348.00	Community Services
82465	11/28/2012	AUDICK/PATRICIA//	RECREATION INSTRUCTOR	1,254.60	Community Services
82498	11/28/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,242.50	Community Services
82502	11/28/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,008.78	Community Services
82491	11/28/2012	OSLER BISHOP & ASSOCIATES	RECREATION INSTRUCTOR	736.40	Community Services
82427	11/20/2012	MCCLINTOCK/MARGARET//	RECREATION INSTRUCTOR	695.80	Community Services
82390	11/20/2012	ALSTER/JONATHAN S.//	RECREATION INSTRUCTOR	638.40	Community Services
82485	11/28/2012	LABASH GUITAR INSTRUCTION	RECREATION INSTRUCTOR	633.50	Community Services
82498	11/28/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	480.16	Community Services
82408	11/20/2012	DIAL M PRODUCTIONS	ENTERTAINMENT- HOLIDAY GALA	300.00	Community Services
82407	11/20/2012	DIAL M PRODUCTIONS	ENTERTAINMENT- HOLIDAY GALA	300.00	Community Services
82464	11/28/2012	AT&T	TELEPHONE SERVICE	245.42	Community Services
82405	11/20/2012	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	224.00	Community Services

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82502	11/28/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	218.75	Community Services
82417	11/20/2012	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	103.49	Community Services
82448	11/20/2012	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
82393	11/20/2012	AT&T	TELEPHONE SERVICE	67.06	Community Services
82417	11/20/2012	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	64.14	Community Services
82419	11/20/2012	JAM FIRE PROTECTION	QUARTERLY MONITORING- CRKSIDE	36.00	Community Services
82448	11/20/2012	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
82448	11/20/2012	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
Total Amount for 23 Line Item(s) from Community Services				\$25,200.68	
Finance					
82386	11/20/2012	ADP, INC	PAYROLL PROCESSING	3,245.82	Finance
82460	11/28/2012	ADP, INC	PAYROLL PROCESSING	860.47	Finance
82386	11/20/2012	ADP, INC	PAYROLL PROCESSING	847.13	Finance
82386	11/20/2012	ADP, INC	PAYROLL PROCESSING	846.45	Finance
82459	11/28/2012	ACE BUSINESS MACHINES	INK UNIT-CHECK SIGNING MACHINE	189.95	Finance
82404	11/20/2012	DEPARTMENT OF CONSUMER AFFAIRS	CPA LICENSE RENEWAL	120.00	Finance
82386	11/20/2012	ADP, INC	PAYROLL PROCESSING	30.00	Finance
Total Amount for 7 Line Item(s) from Finance				\$6,139.82	
Klubhouse Preschool					
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	366.26	Klubhouse Preschool
82417	11/20/2012	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	241.49	Klubhouse Preschool
82421	11/20/2012	KATONA/JOE//	MILK/YOGURT DELIVERY	214.59	Klubhouse Preschool
82393	11/20/2012	AT&T	TELEPHONE SERVICE	156.47	Klubhouse Preschool
82417	11/20/2012	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	149.66	Klubhouse Preschool
82497	11/28/2012	SECURAL SECURITY CORP	SECURITY- THANKSGIVING FEAST	130.50	Klubhouse Preschool
82419	11/20/2012	JAM FIRE PROTECTION	QUARTERLY MONITORING- CRKSIDE	84.00	Klubhouse Preschool
82463	11/28/2012	ARROWHEAD	WATER SERVICE	63.88	Klubhouse Preschool
82448	11/20/2012	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
82448	11/20/2012	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
Total Amount for 10 Line Item(s) from Klubhouse Preschool				\$1,511.85	

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82480	11/28/2012	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	917.40	Library
82437	11/20/2012	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 12	832.50	Library
82490	11/28/2012	OCLC, INC.	MEMBERSHIP DUES-OCT 2012	606.95	Library
82464	11/28/2012	AT&T	TELEPHONE SERVICE	149.70	Library
82467	11/28/2012	BWI	BOOKS-LIBRARY	89.16	Library
82467	11/28/2012	BWI	BOOKS-LIBRARY	48.11	Library
82480	11/28/2012	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	18.63	Library
Total Amount for 7 Line Item(s) from Library				\$2,662.45	

LMD #22

82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	63,801.31	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	39,347.93	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	22,227.78	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	14,163.11	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	12,594.09	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	12,036.82	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,682.92	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,499.83	LMD #22
82449	11/20/2012	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	9,875.00	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,780.05	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,635.22	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,634.31	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,426.75	LMD #22
82394	11/20/2012	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	4,681.33	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,642.83	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,393.25	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,932.60	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,835.67	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,681.25	LMD #22
82394	11/20/2012	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	3,660.00	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,286.47	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,100.94	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,814.08	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,594.74	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,186.73	LMD #22
82394	11/20/2012	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,825.00	LMD #22



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82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,455.01	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,335.11	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,199.60	LMD #22
82394	11/20/2012	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,092.50	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,020.43	LMD #22
82449	11/20/2012	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	833.44	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	571.35	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	425.00	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	379.84	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	336.99	LMD #22
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	328.46	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	143.54	LMD #22
82437	11/20/2012	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 12	60.10	LMD #22
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	-1,016.00	LMD #22
Total Amount for 40 Line Item(s) from LMD #22				\$277,505.38	
<u>LMD #24</u>					
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7,661.57	LMD #24
82443	11/20/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.69	LMD #24
82443	11/20/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.36	LMD #24
82443	11/20/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.32	LMD #24
Total Amount for 4 Line Item(s) from LMD #24				\$7,737.94	
<u>LMD #32</u>					
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,608.35	LMD #32
Total Amount for 1 Line Item(s) from LMD #32				\$1,608.35	
<u>LMD 22 - Common Benefit Area</u>					
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	24,058.13	LMD 22 - Common Benefit Area
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,278.84	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,441.08	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,308.53	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,292.72	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,261.67	LMD 22 - Common Benefit Area



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82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,673.33	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,231.96	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,046.31	LMD 22 - Common Benefit Area
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	957.89	LMD 22 - Common Benefit Area
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	663.97	LMD 22 - Common Benefit Area
Total Amount for 11 Line Item(s) from LMD 22 - Common Benefit Area				\$52,214.43	
Media Operations					
82442	11/20/2012	SHI INTERNATIONAL CORP	APC BATTERY	841.67	Media Operations
82446	11/20/2012	TIME WARNER CABLE	CABLE MODEM- CITY HALL	336.80	Media Operations
82391	11/20/2012	AMERICOMP GROUP IMAGING	PRINTER REPAIRS	255.56	Media Operations
Total Amount for 3 Line Item(s) from Media Operations				\$1,434.03	
Non-Departmental - Finance					
82471	11/28/2012	CR PRINT	STOCK - ENVELOPES	1,196.25	Non-Departmental - Finance
82468	11/28/2012	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- GQM11196	671.22	Non-Departmental - Finance
82503	11/28/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	332.78	Non-Departmental - Finance
82468	11/28/2012	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- GPQ10817	126.86	Non-Departmental - Finance
82477	11/28/2012	FEDERAL EXPRESS CORP.	COURIER SERVICE	21.39	Non-Departmental - Finance
Total Amount for 5 Line Item(s) from Non-Departmental - Finance				\$2,348.50	
Payroll					
82437	11/20/2012	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 12	10,008.46	Payroll
82392	11/20/2012	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	195.00	Payroll
82492	11/28/2012	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- DEC 12	54.00	Payroll
Total Amount for 3 Line Item(s) from Payroll				\$10,257.46	
Police / Fire / Safety					
82484	11/28/2012	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- OCT 2012	336,316.69	Police / Fire / Safety
82484	11/28/2012	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- OCT 2012	13,825.40	Police / Fire / Safety
82483	11/28/2012	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- OCT 2012	3,436.19	Police / Fire / Safety



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Total Amount for 3 Line Item(s) from Police / Fire / Safety				\$353,578.28	
Public Works					
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	18,666.51	Public Works
82501	11/28/2012	TREE SPECIALIST	DEBRIS REMOVAL & CLEANUP	13,126.49	Public Works
82418	11/20/2012	HTS, INC.	STORM DRAIN SERVICES	10,600.00	Public Works
82424	11/20/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	9,737.23	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GRADING REVIEW	3,432.50	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GRADING REVIEW	3,368.75	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	3,325.00	Public Works
82454	11/20/2012	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	2,850.00	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	ENCAMPMENT SURVEY	2,802.50	Public Works
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,998.18	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	1,662.50	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GRADING REVIEW	1,487.50	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GRADING REVIEW	1,422.50	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GRADING REVIEW	835.00	Public Works
82456	11/20/2012	ZOLOTAREVA/ANNA//	ENGINEER CONSULTING	830.00	Public Works
82439	11/20/2012	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
82496	11/28/2012	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
82415	11/20/2012	GRAYSON/SIARA//	ENGINEER CONSULTING	440.00	Public Works
82452	11/20/2012	WALL/TIFFANY//	2013 RECYCLING CALENDAR	400.00	Public Works
82433	11/20/2012	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	370.00	Public Works
82455	11/20/2012	WILLDAN ASSOCIATES INC.	GEOLOGY REVIEW	366.25	Public Works
82402	11/20/2012	COUNTY OF LOS ANGELES	CONTRACT SERVICES	323.24	Public Works
82453	11/20/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	267.51	Public Works
82450	11/20/2012	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	229.21	Public Works
82503	11/28/2012	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	91.31	Public Works
82402	11/20/2012	COUNTY OF LOS ANGELES	CONTRACT SERVICES	17.38	Public Works
Total Amount for 26 Line Item(s) from Public Works				\$80,009.56	
Recoverable / Refund / Liability					
82458	11/28/2012	23500 PARK SORRENTO VENTURES	REFUND RECOVERABLE PROJECT	3,125.55	Recoverable / Refund / Liability
82476	11/28/2012	DRY CANYON RANCH LLC	REFUND RECOVERABLE PROJECT	1,400.00	Recoverable / Refund / Liability
82435	11/20/2012	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	849.50	Recoverable / Refund / Liability

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82492	11/28/2012	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	584.64	Recoverable / Refund / Liability
82481	11/28/2012	KAFKA/LYDIA//	REFUND RECOVERABLE PROJECT	462.50	Recoverable / Refund / Liability
82500	11/28/2012	STATE DISBURSMENT	WAGE GARNISHMENT- 11/16/12	289.74	Recoverable / Refund / Liability
82478	11/28/2012	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 11/16/12	201.22	Recoverable / Refund / Liability
82412	11/20/2012	FUJISHIN/KELLY//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82398	11/20/2012	CAMBERG/DEANA//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82445	11/20/2012	STAVINSKY/TAMMY//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82426	11/20/2012	MANSOUR/SAIDA//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82387	11/20/2012	AGIRRE/LYSANDRA//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82410	11/20/2012	FAUSNER/MARK//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82494	11/28/2012	PHILLIPS/GLENN//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82488	11/28/2012	MORONGELL/TRACY//	RECREATION REFUND	140.00	Recoverable / Refund / Liability
82430	11/20/2012	MOVICH/ROBIN//	RECREATION REFUND	100.00	Recoverable / Refund / Liability
82399	11/20/2012	CANNON/KIMBERLY//	RECREATION REFUND	68.00	Recoverable / Refund / Liability
82479	11/28/2012	JACOBY/ERIC//	REFUND BUILDING PERMIT	49.60	Recoverable / Refund / Liability
82413	11/20/2012	GANEY/JOAN//	RECREATION REFUND	10.00	Recoverable / Refund / Liability
Total Amount for 19 Line Item(s) from Recoverable / Refund / Liability				\$8,260.75	

Tennis & Swim Center

82470	11/28/2012	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	1,747.81	Tennis & Swim Center
82409	11/20/2012	DNA ELECTRIC	ELECTRICAL REPAIRS	1,447.49	Tennis & Swim Center
82498	11/28/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,434.75	Tennis & Swim Center
82414	11/20/2012	GAYLENE CASCIONE DANCE	RECREATION INSTRUCTOR	1,295.42	Tennis & Swim Center
82499	11/28/2012	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	1,245.54	Tennis & Swim Center
82400	11/20/2012	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	975.73	Tennis & Swim Center
82475	11/28/2012	DNA ELECTRIC	ELECTRICAL REPAIRS	898.00	Tennis & Swim Center
82470	11/28/2012	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	818.65	Tennis & Swim Center
82482	11/28/2012	KIEFER SPECIALTY FLOORING INC	REPLACEMENT MATS- T&SC	523.44	Tennis & Swim Center
82475	11/28/2012	DNA ELECTRIC	ELECTRICAL REPAIRS	480.00	Tennis & Swim Center
82495	11/28/2012	ROCKLIN/LORI E.//	RECREATION INSTRUCTOR	464.80	Tennis & Swim Center
82487	11/28/2012	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	455.14	Tennis & Swim Center
82504	11/28/2012	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	329.84	Tennis & Swim Center
82437	11/20/2012	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 12	286.35	Tennis & Swim Center
82499	11/28/2012	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	269.88	Tennis & Swim Center
82475	11/28/2012	DNA ELECTRIC	ELECTRICAL REPAIRS	268.77	Tennis & Swim Center
82385	11/20/2012	ACORN NEWSPAPER	LEGAL ADVERTISING	252.00	Tennis & Swim Center



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
82385	11/20/2012	ACORN NEWSPAPER	LEGAL ADVERTISING	252.00	Tennis & Swim Center
82447	11/20/2012	TOTAL GRAPHICS	MOTIVATIONAL POSTERS	168.56	Tennis & Swim Center
82400	11/20/2012	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	162.02	Tennis & Swim Center
82437	11/20/2012	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 12	104.31	Tennis & Swim Center
82388	11/20/2012	AIRGAS- WEST	TC HELIUM	24.49	Tennis & Swim Center
82461	11/28/2012	AIRGAS- WEST	TC HELIUM	19.48	Tennis & Swim Center
82388	11/20/2012	AIRGAS- WEST	TC HELIUM	19.15	Tennis & Swim Center
Total Amount for 24 Line Item(s) from Tennis & Swim Center				\$13,943.62	

Transportation

82425	11/20/2012	MALIBU CANYON SHELL	FUEL CHARGES- OCT 2012 (2/2)	6,890.15	Transportation
82389	11/20/2012	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,176.38	Transportation
82395	11/20/2012	BENNER & CARPENTER, INC.	SEWER SURVEY CONSULTING	4,050.00	Transportation
82474	11/28/2012	DIAMOND WEST ENGINEERING, INC	ENGINEER CONSULTING	4,025.00	Transportation
82443	11/20/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,072.30	Transportation
82389	11/20/2012	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	2,317.70	Transportation
82431	11/20/2012	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- OCT 2012	1,244.74	Transportation
82423	11/20/2012	L.A. COUNTY DEPT. OF	ROAD PERMIT APPLICATION FEE	633.00	Transportation
82422	11/20/2012	KOA CORPORATION	CALABASAS ON-CALL SERVICES	357.50	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
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82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82462	11/28/2012	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2012	328.66	Transportation
82406	11/20/2012	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNALS/LIGHTING	291.28	Transportation
82443	11/20/2012	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	290.27	Transportation
82406	11/20/2012	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNALS/LIGHTING	263.42	Transportation
82486	11/28/2012	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	253.16	Transportation
82422	11/20/2012	KOA CORPORATION	CALABASAS ON-CALL SERVICES	197.50	Transportation

Total Amount for 23 Line Item(s) from Transportation

\$31,020.34



CITY of CALABASAS

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GRAND TOTAL for 244 Line Items				<u>\$915,841.04</u>	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

9-Jan-13

	Presentation	JAM School Program
CC	New Business	Discussion on leaf blowers.
MOD	New Business	Communication and Technology Commission's recommendation on audio visual presentations by the public at City meetings.

Future Items:

	Presentation	Proclamation to Talbert Family Foundation in recognition of the 9th Annual Calabasas Classic 5K and 10K Run.
	Presentation	LVUSD Potential Impacts RE: Performing Arts Center
Council	New Business	Council Protocols
CC	Update	Records retention comparison
CC	Update	Electronic Document Management
CC	Consent	Establishment of a fee for filing notices of intent to circulate initiative petitions

2013 CITY COUNCIL MEETING DATES:

9-Jan	10-Jul	<i>Cancelled</i>
23-Jan	24-Jul	<i>Cancelled</i>
13-Feb	14-Aug	
27-Feb	28-Aug	
13-Mar	11-Sep	
27-Mar - <i>Council Reorg</i>	25-Sep	
10-Apr	9-Oct	
24-Apr	23-Oct	
8-May	13-Nov	
22-May	27-Nov	<i>Cancelled - First Day of Hanukkah</i>
12-Jun	11-Dec	
26-Jun	25-Dec	<i>Cancelled</i>