



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, DECEMBER 14, 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.**

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Cadet Troop 1786
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:10 P.M.

- Adjourn in Memory

ORAL COMMUNICATION – PUBLIC COMMENT – 7:40 P.M.

CONSENT ITEMS – 7:50 P.M.

1. [Approval of meeting minutes from November 9 and November 30, 2016](#)
2. [Approval of professional services agreement with Newsem AG, Inc. \(DBA Greene Tree Care\) in the amount of \\$186,460 for tree removal and vegetation management of Las Virgenes Creek Restoration Project – Phase II](#)
3. [October 2016 Sheriff's crime report](#)

4. Adoption of Resolution No. 2016-1539, requesting the Board of Supervisors of the Los Angeles County Flood Control District to accept on behalf of said District the transfer and conveyance of the storm drain improvements known as Private Drain No. 1795 in the City of Calabasas for future operation, maintenance, repair and improvement, and authorize the transfer and conveyance hereof
5. Adoption of Resolution No. 2016-1537, rescinding Resolution No. 2015-1480 and approving a salary schedule for hourly employees
6. Adoption of Resolution No. 2016-1536 declaring the results of the November 8, 2016, Special Municipal Election
7. Recommendation to approve a purchase order for an amount not to exceed \$200,000 for fiscal year 2017-2018 with Malibu Canyon Shell (Ventoro Properties) for the fueling of transit vehicles
8. Recommendation to award a contract in an amount not to exceed \$80,000 to Newbury Park Tree Service, Inc. for public streets tree maintenance in the City of Calabasas
9. Adoption of Resolution No. 2016-1538, rescinding Resolution No. 2005-966 and establishing the amount and procedure for health benefit reimbursement for management retirees

PUBLIC HEARING – 8:00 P.M.

10. Adoption of Resolution No. 2016-1534, revising the citywide fee schedule and approving an ongoing change to the rates in the schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County

11. [Introduction of Ordinance No. 2016-343 to amend Chapter 17.11, Table 2.2 of the Calabasas Municipal Code \(CMC\) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office \(CO\) Zone, accessory to a primary use; and consideration of Resolution No. 2016-1540 approving File No. 160002778, a request for a Conditional Use Permit to allow for research and development training and education uses accessory to a primary office use, and an Administrative Plan Review to operate a 250 square-foot accessory retail store for a proposed new cosmetics firm headquarters to occupy 97,000 square-feet of an existing 227,741 square-foot office building located at 4500 Park Granada, within the Commercial, Office \(CO\) Zoning District. Staff has determined that the project is exempt from the California Environmental Quality Act \(CEQA\) pursuant to Sections 15061\(B\)\(3\), 15301, and 15303 of the CEQA Guidelines. The Planning Commission recommended approval of this project via adoption of Planning Commission Resolution No. 2016-628](#)

OLD BUSINESS – 9:00 P.M.

12. [Adoption of Resolution No. 2016-1531 in support of the City enrolling in the National Wildlife Federation's Community Wildlife Habitat Certification Program](#)

NEW BUSINESS – 9:20 P.M.

13. [Introduction of an amended Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code to include parking regulations for City-owned and City-operated off-street parking facilities](#)
14. [Discussion and consideration of a letter to the Los Angeles County Registrar Recorder in regard to election anomalies](#)

INFORMATIONAL REPORTS – 9:40 P.M.

15. [Check Register for the period of November 2-December 1, 2016](#)

TASK FORCE REPORTS – 9:45 P.M.

CITY MANAGER'S REPORT – 9:50 P.M.

FUTURE AGENDA ITEMS – 9:55 P.M.

ADJOURN – 10:00 P.M.

The City Council will adjourn in memory of former Calabasas Klubhouse teacher, Ms. Sue Ellen French to their next regular meeting scheduled on Wednesday, January 11, 2017 at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, NOVEMBER 9, 2016**

Mayor Bozajian called the Closed Session to order at 6:05 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

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

Absent: Councilmember Gaines

CLOSED SESSION

1. Conference with Legal Counsel-Existing Litigation-One Case: Gov't. Code Section 54956.9(d)(1)
D'Egidio Brothers et al. vs. City of Calabasas, Superior Court Case number BC 626700

2. Conference with Real Property Negotiator: Gov't. Code Section 54956.8

Property: Non-exclusive access easement for ingress and egress, approximately 20' wide, 141.5' long over eastern portion of land owned by D'Egidio Brothers III, LLC in the City of Calabasas, CA, identified as Los Angeles County Assessor's Parcel Number 2068-002-023, and located at 25600 Calabasas Road

Agency Negotiator: Robert Yalda, Jennifer Pancake, Esq., and Scott Howard, Esq.

Negotiating Parties: D'Egidio Brothers III, LLC, Carol D'Egidio, Joe Dzida, Esq.

Under Negotiation: Price and Terms

The Council convened to Open Session in the Council Chambers at 7:02 p.m.

Mr. Howard announced that the Council authorized the City Attorney to continue to defend the City and to make a final offer to the plaintiffs noted on the Closed Session items.

ROLL CALL

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

Absent: None

Staff: Bingham, Coroalles, Hernandez, Howard, Jordan, Lysik, Rubin, Steller, Tamuri and Yalda.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Brownie Troop 1826.

APPROVAL OF AGENDA

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

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

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Shapiro:

- Attended the Armand Arabian Service Awards Luncheon where Patti Wolfson was honored.
- Congratulated CHS Girls' Volleyball Team who made it to the second round of CIF playoffs.
- The Literally Healing event will take place on December 7.
- Congratulated Councilmember Gaines for being named in the San Fernando Valley Journal as one of 200 most influential leaders in the San Fernando, Conejo and Santa Clarita and Antelope Valleys.
- Congratulated CFO Gary Lysik and his staff for the City's upgrade to AAA rating from Moody's, Standard & Poor's.
- Congratulated the Lost Hill Sheriff's Station for a wonderful 25th anniversary open house.
- Wished everyone a Happy Thanksgiving.

Councilmember Weintraub:

- Announced an opening on the Library Commission.
- Bay Laurel Elementary will host their first annual gala and casino night on December 3, at the AHCCC.
- CHS Alex' Lemonade Club will host a bake sale outside Ralph's at the Commons on November 13.
- Wished Happy Veterans' Day to all and expressed appreciation to all who have served in the military.

Mayor pro Tem Maurer:

- Echoed appreciation to all veterans who have served in the military.
- Echoed congratulations to the Sheriff's station for a great community event.
- The Senior Center will be hosting a pumpkin pie event on November 18.

Councilmember Gaines:

- Joined the Council in wishing everyone a happy Veterans' Day and echoed appreciation for all who served, including his father.
- Extended an invitation to the monthly Chamber breakfast on November 10.
- Congratulated CHS Football Team and Coach Clausen for being named the Camino League Champions for 2016.
- Congratulated those who were elected to office on November 8.

Mayor Bozajian:

- The post-election analysis will be taped on November 18.
- Also echoed appreciation for the Sheriff's Department for hosting their open house.
- Extended appreciation to the AHCCC staff for their Trunk or Treat event on October 31.
- Soul Cycle will be hosting a fundraiser to benefit The Foundation on November 12.
- Corner Bakery is hosting a fundraiser to benefit the Calabasas Clubhouse preschool on November 30.
- Extended an invitation to his State of the City Address on November 16 at the AHCCC.

PRESENTATIONS

- Recognition of Deanna Glassberg, as outgoing president for LVUSD The Foundation

Mayor Bozajian recognized Ms. Glassberg. Members of the Council expressed appreciation to Ms. Glassberg for her excellent work.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Clark Canfield, Joanne Suwara, John Suwara and Steve Goldstein spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from October 26, 2016
2. September 2016 Sheriff's Crime Report
3. Adoption of Resolution No. 2016-1517, rescinding Resolution No. 2015-1471 and approving a salary schedule for permanent employees

4. Adoption of Resolution No. 2016-1518, establishing employee flex credit amounts for 2017 and rescinding Resolution No. 2015-1472
5. Adoption of Ordinance No. 2016-341, adding Chapter 3.38 – Refund of Department Fees to Title 3, Revenue and Finance of the Calabasas Municipal Code
6. Adoption of Ordinance No. 2016-342, retroactively repealing Calabasas Municipal Code Sections 2.20.010 through 2.20.040 and replacing them with a new Section 2.20.010, relating to the City Attorney
7. Recommendation to increase amount of construction contract with Palp, Inc. DBA Excel Paving Company from \$4,338,260.40 to \$5,100,000.00 for the Las Virgenes Road Scenic Corridor Improvement Project, Specification No14-15-08

Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Consent Item Nos. 1-7. MOTION CARRIED 5/0 as follows:

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

PUBLIC HEARING

8. 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

Mayor Bozajian opened the public hearing.

Dr. Lysik presented the report.

Norma Citron spoke on Item No. 8.

Mayor Bozajian closed the public hearing.

After discussion, Councilmember Weintraub moved, seconded by Councilmember Gaines to approve Item No. 8. MOTION CARRIED 5/0 as follows:

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

INFORMATIONAL REPORTS

9. Check Register for the period of October 18-26, 2016

No action was taken on this item.

TASK FORCE REPORTS

Mayor pro Tem Maurer reported that a public engagement taskforce meeting will be scheduled in the near future regarding workshops for large projects.

Mayor Bozajian reported his attendance with Dennis Washburn to the retirement of Sam Olivito as Executive Director from the Contract Cities Association. He further reported his appointment to the Oversight Committee for the Liability Trust Fund for Contract Cities in the County.

Councilmember Weintraub reported her meeting with Terry Dipple and the Sheriff's Department to review emergency preparedness related to traffic management on the 101 Freeway.

CITY MANAGER'S REPORT

None.

FUTURE AGENDA ITEMS

Mayor Bozajian requested a future item regarding election anomalies, in particular, the fact that residents received official ballots prior to receiving their sample ballots.

Councilmember Gaines requested adjustments to the 2017 Council meeting calendar.

ADJOURN

The City Council adjourned at 8:43 p.m. to their next special meeting/ Council reorganization scheduled on Wednesday, November 30, 2016, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk

Mayor Bozajian expressed appreciation for the opportunity to serve.

➤ Election of Mayor

Councilmember Weintraub nominated Mayor pro Tem Maurer as Mayor. The nomination carried 5/0 as follows.

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

➤ Oath of Office to Mayor

Senator Pavley administered the Oath of Office to Mayor Maurer.

Mayor Maurer presented Senator Pavley with a certificate as a symbolic adoption of a mountain lion.

Mayor Maurer thanked the Council, staff and the community for the opportunity to serve.

Phillys Scher congratulated outgoing Mayor Bozajian and newly appointed Mayor Maurer for their service.

➤ Election of Mayor pro Tem

Councilmember Weintraub nominated Councilmember Gaines as Mayor pro Tem. The nomination carried 5/0 as follows.

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

➤ Oath of Office to Mayor pro Tem

Dallas Lawrence, LVUSD Board member administered the Oath of Office to Mayor pro Tem Gaines.

Mayor pro Tem Gaines expressed appreciation to all.

ADJOURN

The City Council adjourned at 7:59 p.m. to the next regular meeting on Wednesday, December 14, 2016, at 7:00 p.m.

Maricela Hernandez, MMC, City Clerk




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 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 PROFESSIONAL SERVICES AGREEMENT WITH NEWSEM AG, INC. (DBA GREENE TREE CARE) IN THE AMOUNT OF \$186,460.00 FOR TREE REMOVAL AND VEGETATION MANAGEMENT OF LAS VIRGENES CREEK RESTORATION PROJECT – PHASE II

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a professional services agreement with Newsem Ag, Inc. (DBA Greene Tree Care) in the amount of \$186,460.00 for vegetation management of Las Virgenes Creek Restoration Project – Phase II.

BACKGROUND AND DISCUSSION:

Phase II of the Las Virgenes Creek restoration project calls for construction of nearly 1.5 miles of 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.

Draft designs were presented to stakeholders and the general public on August 6, 2015 during a public workshop. Based on comments received, the updated design was presented to the Environmental Commission on September 1, 2015 and to the City Council on October 28, 2015. Residents and stakeholders had a second chance to review final designs during another workshop held on November 12, 2015. On December 9, 2015, the City Council Adopted the Resolution 2015-1479 approving the Mitigated Negative Declaration pursuant to CEQA.

The final designs were presented to all regulatory agencies including the California Department of Fish and Wildlife, Army Corp of Engineers, Regional Water Quality Control Board and County of Los Angeles Public Works Department for review and approval. Most regulatory permits have already been secured.

The first phase of tree removal and vegetation management was completed in October 2016. The 2nd phase includes removing small, medium and large invasive/non-native species, dead trees and bushes and removing debris from the creek bed and creek banks along 1.5 miles of the creek to prepare the ground for future construction.

City issued a Request for Proposal (RFP) on November 3, 2016 and received 3 proposals from the following contractors:

- Mariposa Landscapes, Inc. \$495,900.00
- Stay Green, Inc. \$190,130.00
- Greene Tree Care \$186,460.00

After careful review and evaluation, the lowest proposer was selected to perform the tasks outlined in the RFP.

FISCAL IMPACT/SOURCE OF FUNDING:

The funding for this contract is provided thru Account No. 40-319-6502-38, previously approved by the City Council. The funding for this project in the amount of \$2,797,435 is provided from the following sources:

- a) \$676,735 funded under Urban Stream Restoration Program administered by California Department of Water Resources,
- b) \$645,200 funded under Proposition 84 – Integrated Regional Water Management Plan,
- c) \$980,500 funded through Proposition 84 administered by the Santa Monica Mountains Conservancy, and

- d) \$495,000 from River Parkway Grant administered by the California Natural Resources Agency.

REQUESTED ACTION:

That the City Council approve a professional services agreement with Newsem Ag, Inc. (DBA Greene Tree Care) in the amount of \$186,460.00 for vegetation management of Las Virgenes Creek Restoration Project – Phase II.

ATTACHMENT:

Professional Services Agreement with Newsem Ag, Inc. (DBA Greene Tree Care)

ITEM 2 ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
Providing for Payment of Prevailing Wages
[City of Calabasas/ Newsem Ag, Inc. (DBA Greene Tree Care)]

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and Newsem Ag, Inc. (DBA Greene Tree Care) a California corporation (“Contractor”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a contractor: **Tree and debris removal from segments of Las Virgenes Creek per scope of work in the request for proposal Issued on November 3 2016 and Addendum No. 1 issued on November 18, 2016, attached hereto as Exhibit A.**
- 2.2 Contractor 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. Contractor 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 Contractor agree as follows:

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Contractor’s November 27, 2016 proposal to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Contractor’s November 28, 2016 fee schedule to City attached hereto as Exhibit C and incorporated herein by this reference.
- 3.3 “Commencement Date”: December 14, 2016.
- 3.4 “Expiration Date”: December 13, 2017.

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. CONTRACTOR'S SERVICES

- 5.1 Contractor 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 Contractor under this Agreement exceed the sum of **One Hundred Eighty Six Thousand and Four Hundred Sixty Dollars (\$186,460.00)** unless specifically approved in advance and in writing by City.
- 5.2 Contractor shall perform all work to the highest professional standards of Contractor's profession and in a manner reasonably satisfactory to City. Contractor 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, Contractor shall not perform any work for another person or entity for whom Contractor was not working at the Commencement Date if both (i) such work would require Contractor to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Contractor's performance of such work.
- 5.4 Contractor 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 Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **John Fleming** shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4', Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:
- (1) Material that the contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
 - (2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.
 - (3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in

work of the character provided for in the contract.

City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

6. COMPENSATION

- 6.1 City agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Contractor shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Contractor.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Contractor by City on a time-and-materials basis using Contractor's standard fee schedule. Contractor 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 Contractor be entitled to increase fees for services rendered before the thirtieth day after Contractor 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 Contractor issues an invoice to City for such services.
- 6.4 This Agreement is further subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.
- 6.5 To the extent applicable, at any time during the term of the Agreement, the Contractor may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code section 22300. At the request and expense of the contractor, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Contractor. Upon satisfactory completion of the contract,

the securities shall be returned to the Contractor.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Contractor 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. Contractor 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 Contractor.

8. RELATIONSHIP OF PARTIES

Contractor is, and shall at all times remain as to City, a wholly independent contractor. Contractor 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 Contractor or any of Contractor’s employees, except as set forth in this Agreement. Contractor 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 Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Contractor 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. Contractor acknowledges that City would not enter into this Agreement in the absence of Contractor’s commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Contractor 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 Contractor or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys’ fees due to counsel of City’s choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Contractor under this Agreement any amount due City from Contractor as a result of Contractor's failure to pay City promptly any indemnification arising under this Section 10 and related to Contractor'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 Contractor under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Contractor 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 Contractor in the performance of this Agreement. In the event Contractor fails to obtain such indemnity obligations from others as required herein, Contractor 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 Contractor's subcontractors or any other person or entity involved by, for, with or on behalf of Contractor 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 Contractor 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, Contractor 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 Contractor'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 contractors, personal injury, underground hazard, and explosion and collapse hazard where applicable.

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

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

Contractor shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of Contractor's employees employed at the site of improvement; and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by Contractor. Contractor and any of Contractor's subcontractors shall be required to provide City with a written statement acknowledging its obligation to secure payment of Worker's Compensation Insurance as required by Labor Code § 1861; to wit: 'I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

11.2 Contractor 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 Contractor 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 Contractor's expense, the premium thereon.

11.5 At all times during the term of this Agreement, Contractor 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. Contractor shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).

- 11.6 Contractor 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. Contractor 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 Contractor 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 Contractor's insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Contractor, and Contractor's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Contractor 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, Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond or other security acceptable to the City guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Contractor shall not be construed as a limitation of Contractor's liability or as full performance of Contractor's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

12. MUTUAL COOPERATION

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

13. RECORDS AND INSPECTIONS

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

14. PERMITS AND APPROVALS

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

15. NOTICES

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

If to City:

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

If to Contractor:

Newsem Ag, Inc. (DBA Greene Tree Care)
83 South Dawson Drive
Camarillo, CA 93012
Attn: John Fleming
Telephone: (805) 484-9900
Facsimile: (805) 384-8503

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 Contractor. Contractor shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Contractor 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 Contractor, then Contractor shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

- 18.1 Contractor 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 Contractor.
- 18.2 In the performance of this Agreement, Contractor shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 18.3 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4 The waiver by City or Contractor 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 Contractor unless in writing.
- 18.5 Contractor shall not be liable for any failure to perform if Contractor 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 Contractor.

- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable and actual court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Contractor 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 Contractor.
- 18.10 This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts

Code § 6109 which prohibits the Contractor from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19 **PREVAILING WAGES**

19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:

19.1.1 The Contractor shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Contractor shall forfeit as a penalty to City \$50.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Contractor.

19.1.2 Contractor shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Contractor is responsible for compliance with Section 1777.5 by all of its subcontractors.

19.1.3 Pursuant to Labor Code § 1776, Contractor and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Contractor shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Contractor or by any Subcontractor of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the provisions of the Labor Code.

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

“City”
City of Calabasas

“Contractor”
Newsem Ag, Inc. (DBA Greene Tree Care)

By: _____
Mary Sue Maurer, Mayor

By: _____
Leigh Fleming, Marketing Director

Date: _____

By: _____
Joan Gojkovich, Office Manager

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____

NON-COLLUSION AFFIDAVIT

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

_____, being first duly sworn, deposes and says that he or she is _____ of _____, the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.”

Signature of Bidder

Business Address

Place of Residence

Subscribed and sworn to before me this ___ day of _____, 20__.

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

My Commission Expires _____, 20__.

Initials: (City) _____ (Contractor) _____

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

(Contractor)

By:

(Signature)

(Title)

Attest:

By:

(Signature)

(Title)

Exhibit A



CITY of CALABASAS

**REQUEST FOR PROPOSALS (RFP)
FOR
TREE AND DEBRIS REMOVAL FROM SEGMENTS OF
LAS VIRGENES CREEK**

Issued on:

November 3, 2016

SUBMITTAL DEADLINE:

November 29, 2016 at 2:00 p.m.

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

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

The City is soliciting proposals from qualified tree removal contractors to remove trees and debris from segments of Las Virgenes Creek in the City of Calabasas. This effort is in preparation for the future restoration of the creek. Plans for the work area and identification of trees and debris removal are attached as "Exhibit A". Several photos of the trees and work area are attached as "Exhibit B".

Proposals must be submitted at or before 2:00 p.m. on Tuesday, November 29, 2016. Proposals and amendments to proposal received after the date and time specified above will NOT be considered. Faxed or electronically submitted Proposals will NOT be accepted.

The selected company must be willing to sign an agreement with the prevailing wages terms and conditions shown in the City model Agreement for Professional Services, attached as "Exhibit C". Contractors are encouraged to promptly notify the City of any apparent major inconsistencies, problems, or ambiguities in the Scope of Services.

PURPOSE: The City is seeking Contractors whose combination of experience, personnel and equipment will provide environmentally sound, timely, and cost-effective professional services to the City. Consideration will be given only to proposals from firms that are properly licensed, experienced in the class of work, and that can refer to projects of similar magnitude and character that have been completed. The selected contractor's responsibilities include:

- site preparation
- traffic controls
- tree removal
- stump grinding
- debris removal
- materials disposal and recycling/salvage
- wood chipping/mulching
- site cleanup and repair, as necessary
- photographic documentation
- posting city-furnished free-standing sign

INQUIRIES: In an effort to maintain fairness in the process, all inquiries concerning this procurement must be in writing and they are to be directed only to the Project Manager at the following address:

City of Calabasas – Public Works Department
100 Civic Center Way, Calabasas, CA 91302,
Attention: Alex Farassati, Project Manager
or via e-mail: afarassati@Cityofcalabasas.com.

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Contractors are specifically directed NOT to contact any City Council members or City personnel, other than specified personnel identified in this RFP, for meetings, conferences, site visit or technical discussions that are related to the RFP.

All inquiries must be submitted in writing and must be received at the City by **Monday, November 22, 2016 at 2:00 p.m.**

Please note that the City will not be responsible for mailing any addendums. All addenda and notifications will be made available on City's webpage:

<http://www.Cityofcalabasas.com/public-notices.html>.

Contractors are encouraged to check the website regularly since each contractor will bear sole responsibility for having the RFP and all addenda. No new addendum will be posted after close of business on **November 28, 2016**.

Confidential Matters: All data and information gathered by the contractor and its agents, including this RFP and all supplemental information shall be treated by the Contractor and its agents as confidential. The Contractor and its agents shall not disclose or communicate the aforesaid matters to a third party or use them in advertising, propaganda, and/or in another job or jobs, unless written consent is obtained from the City.

Modifications / Withdrawal of Proposals: Modifications to submitted proposal will be accepted by the City, and binding upon the responding company, where the modification:

- Is received by the City at the place designated for submission of RFP responses prior to the deadline; and
- Is sealed in an envelope clearly stating "Modification" and the name of the responding Contractor; and
- Is signed by the same individual who signed the original submittal.

At any time prior to the scheduled closing time for receipt of RFP submittals, any responding Contractor may withdraw their submittal, either personally or by written request. Proposals may be modified or withdrawn prior to the established opening date by delivering a written notice to the Project Manager.

Project Completion: Contractor shall possess all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional Tree and Debris Removal Services necessary for the Project and perform the work in a timely manner.

Proposal Format: Two (2) copies of the proposal shall be submitted to the City and contain the following information in the following order:



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
 REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

- a) **Cover Letter** – The cover letter shall identify that the contractor has a clear understanding of the project scope, timing, and a list of names of individuals who will be primary contacts. Additionally, contractors must acknowledge all addenda in the cover letter, provide the contractor license number and classification.
- b) **Technical Qualifications** - A list of qualifications and references relating to the contractor’s experience and knowledge in tree and debris removal. Provide at least 3 references, preferably with public agencies in Southern California, with scope of work similar to this project.
- c) **Fee Schedule** - Contractor shall submit a flat rate cost proposal based on the table provided in Exhibit D. All work to be completed on the project will be California Prevailing Wage. The Cost Proposal must be submitted in separate envelope clearly identified and marked.

Selection Process: All timely proposals will be reviewed by the City. The City reserves the right to award the contract to the firm that represents the proposal which, in the judgment of the City, best accomplishes the desired results, and shall include, but not be limited to, consideration for the professional service fee.

Disclaimer: The City reserves the right to accept, reject, and evaluate any and all proposals for a period of 90 days from submittal date, and to change the scope of this RFP if warranted by changing conditions. Any proposal submitted during this RFP process becomes the property of the City. The City will not be liable for nor pay costs incurred by the respondent in preparation of a response to this RFP or any other costs involved including travel.

Required License: Selected contractor must possess a valid D-49 license issued by the California State License Board at the time of submitting the proposal. A copy of the license must be attached to the proposal.

Schedule:

RFP Issues	November 3, 2016
Last day to submit written questions to City	November 22, 2016 @ 2:00PM
Last Day to Issue addendum	November 28, 2016
Proposal are due	November 29, 2016 @ 2:00PM
City Council awards the contract	December 14, 2016
Contract Execution	December 15, 2016
Issue Notice to Proceed	December 15, 2016
Project Completion	March 15, 2017

All dates are tentative and subject to change.



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Project Description

Location and Existing Conditions: The project site is a 1.5 mile reach of Las Virgenes Creek, a tributary of the Malibu Creek watershed and located within the City of Calabasas. The head waters of this tributary extend into Ventura County and flow south into the Santa Monica Mountains National Recreation Area (SMMNRA).

The project area begins South of Agoura Road and ends at the Lost Hills road culvert, it is a mix of publicly owned land and private land that has existing variable width creek banks. The project area is characterized by a single low-flow channel, terraces, and vegetated side slopes. In-stream vegetation lines the channel bed; small trees grow on the terrace, bank slopes, and up to the water's edge. Las Virgenes Creek has been significantly altered from its natural state, including realignment and straightening of the natural channel geometry to a trapezoidal channel.

In places, the banks are lined with concrete and/or rock rip rap. The channel is not geomorphically stable and failing in several areas. The steeper slopes of the east side of Las Virgenes Creek are areas of concern where previous occurrences of landslide movement and local topographic, geological, geotechnical and subsurface drainage conditions indicate a potential for future erosion. The future restoration project is aimed at stabilizing creek banks and removing barriers in the creek bed.

The project site is primarily riparian woodland. Invasive plant species have diminished the amount of usable habitat that was once provided for migratory bird species and other native animals. Currently, there are no known migratory fish within the project area. City of Calabasas has already secured all regulatory permits for invasive trees and plant removal as part of a comprehensive restoration and trail construction project.

Scope of Work: A break down and detailed number of trees to be removed are presented in Exhibit D. Contractor has the responsibility to:

- Remove designated trees.
- Thin vegetation and limb willows per Tri-County F.I.S.H. Team Guidelines
- Grind out selected stump as designated by City,
- Remove excess material and clean-up site,
- Guarantee that specifications be met,
- Keep work site safe at all times,
- Donate chipped wood to local schools and park as requested.

In the break down presented in Exhibit D, Mexican Fan Palm trees have been classified in five different categories:

- Very small



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

- Small
- Medium
- Large
- Extra large

Each classification was based on the size of the palm trees and the difficulty of removal based on its location. Descriptions and photo documentation of each category are explained in the photo documentation attached in Exhibit B.

Certain areas along the creek are impacting the flow due to dense vegetation or blockage from dead debris or slash. Part of the effort of this project is to increase the flow of the creek by removing these blockages. This will require the limbing of willows, thinning of vegetation and removal of any dead vegetation. Photos of some of these areas are shown in the photo documentation shown in Exhibit B.

Removal Specifications: Removals will include topping and other operations necessary to safely remove the assigned trees. No trees or trunks are felled onto pavement or fence. Adjacent sidewalks, lawns, streets, and gutters will be cleaned. All labor, supervision, equipment, materials, and supplies necessary for the execution of this work must be provided for by the contractor at no additional cost to the town. All debris disposal will be provided by the contractor at no additional cost to the town. The chosen contractor will be required to follow the ANSI Z-133 Standards for tree worker safety.

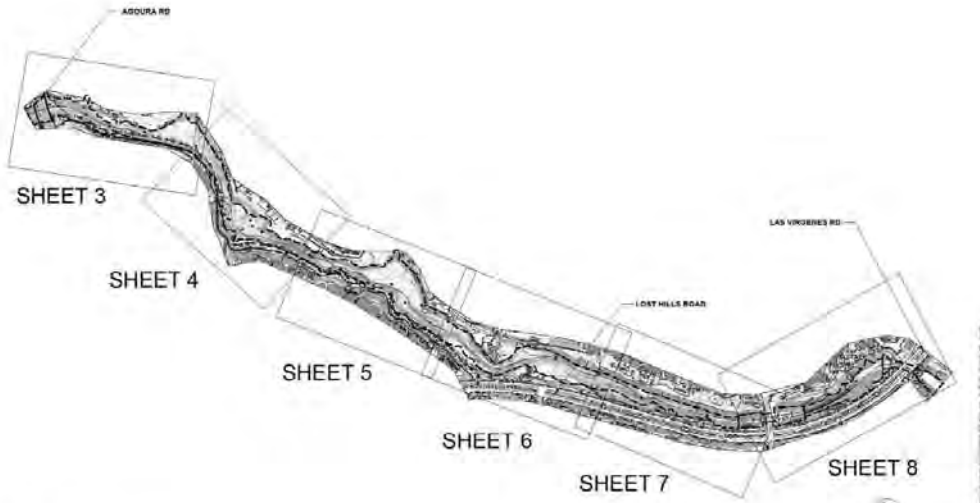
Grinding: The tree stump will be ground out to a depth of six (6) inches below the normal surface level including all surface roots. Immediately after grinding each stump, the grindings must be removed from the work area.

Traffic Control is total responsibility of Contractor and is coordinated with City's Senior Public Works Inspector. The contractor shall be solely responsible for pedestrian and vehicular safety and control within the work site and shall provide the necessary warning devices, barricades, and personnel needed to give safety, protection, and warning to persons and vehicular traffic within the work area. Blocking of public streets shall not be permitted unless prior arrangements have been made with the City. Traffic control is the responsibility of the Contractor and shall be accomplished in conformance with State, County, and Local highway construction codes.

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



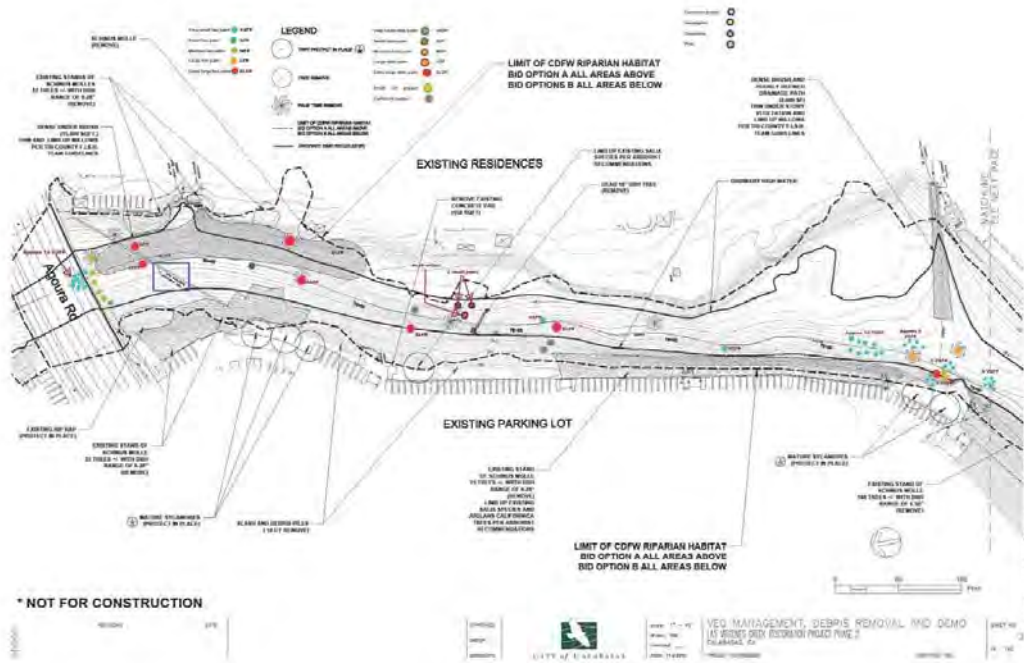
* NOT FOR CONSTRUCTION

City of Calabasas logo and project information including:
PROJECT: RESTORATION MANAGEMENT & DEMO DIVISION
RFP NO.: 15-0001
ISSUE DATE: 1/29/15
CITY OF CALABASAS, CA
PROJECT LOCATION: LAS VIRGENES CREEK

Initials: (City) _____ (Contractor) _____

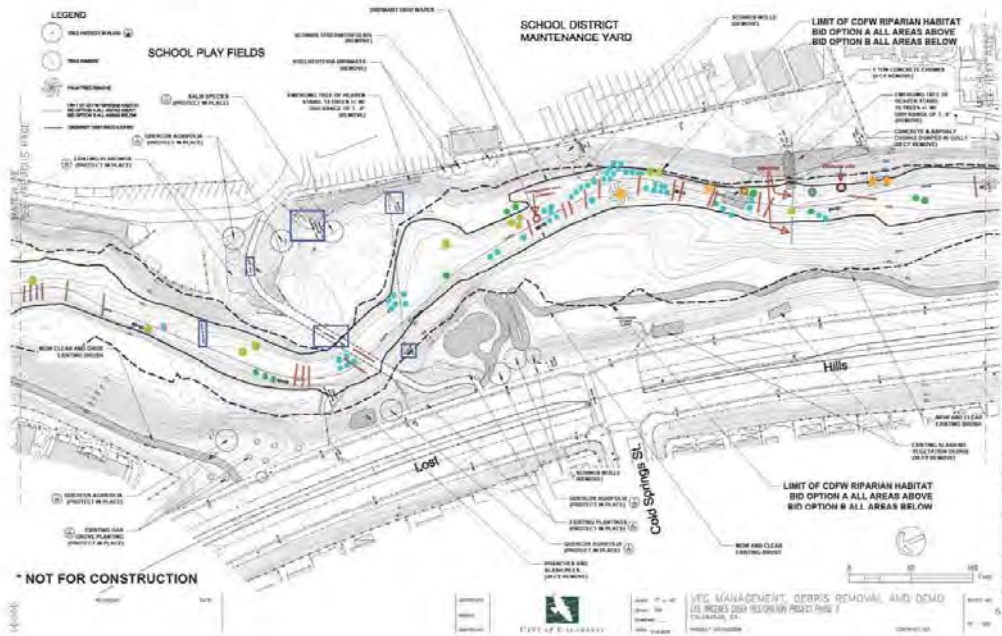


REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
 REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK





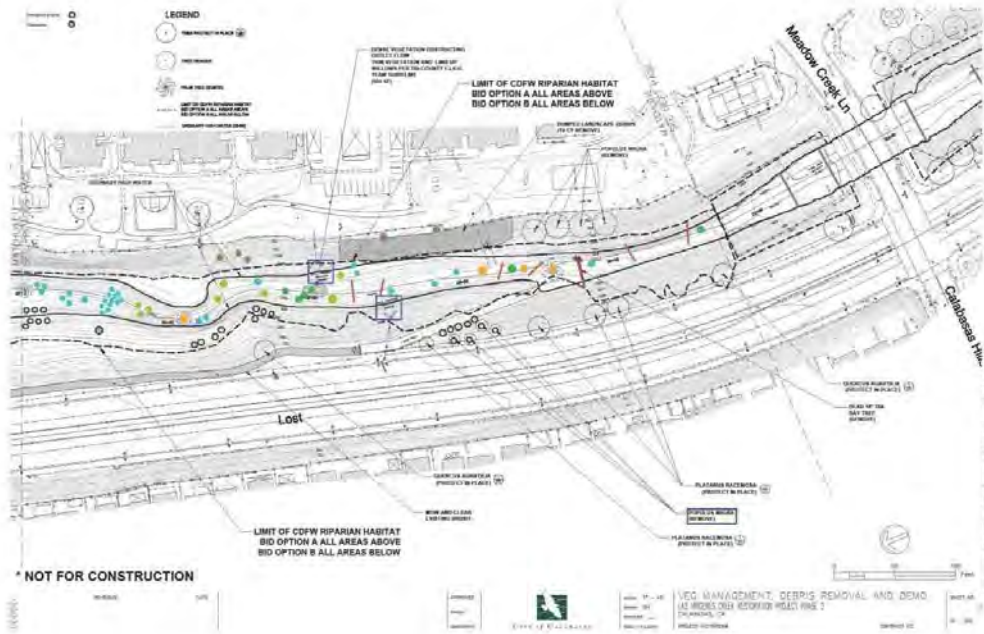
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Professional Services Agreement
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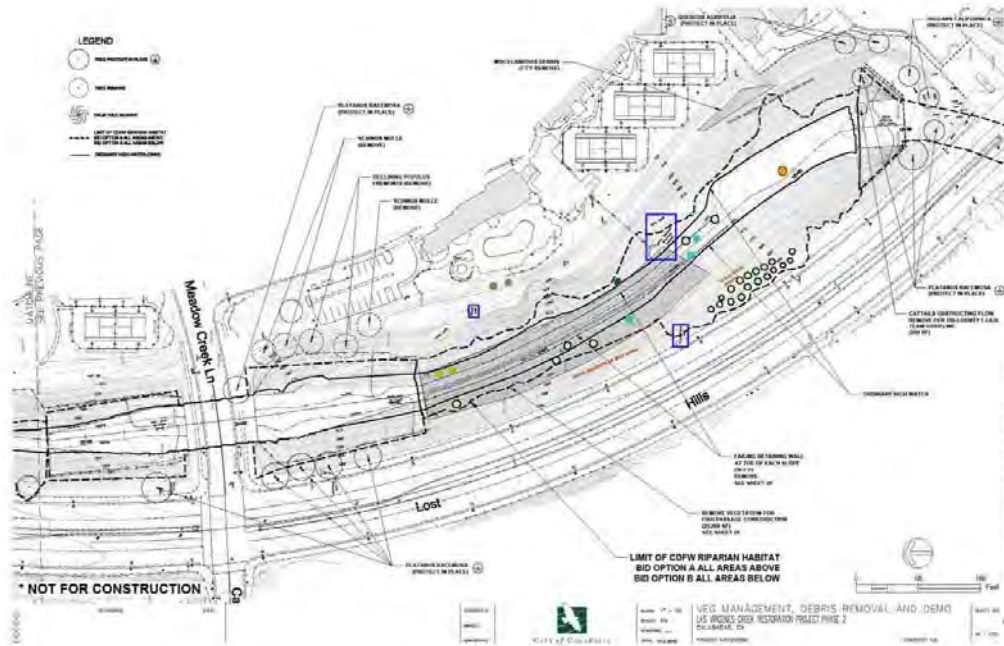
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 City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
 REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK





REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Exhibit B

Photo Documentation of Project Area



Extra Large Fan Palm Trees

Description:

Fully grown fan palm trees which are over 15 feet



*REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK*



Large Fan Palm Trees

Description:

These are large palm trees that have grown thick trunks and/or are grown up to 15 feet.



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Medium Fan Palm Trees

Description:

Slender palm trees with trunks that are about 2 to 3 feet tall.



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Small Fan Palm Trees

Description:

Palm trees that are beginning to branch out from small trunks.



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Very Small Fan Palm Trees

Description:

Palm trees that are at the initial stages also known as stems.



Dead Tree Trunks



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Dead Tree Trunks



Large Date Palm



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Example of Debris Removal and Thinning of Willows



*REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK*



Example of Debris Removal and Thinning of Willows



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Examples of Cattail Removals



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK



Stump grinding



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Exhibit C

Sample Professional Services Agreement with Prevailing Wages

PROFESSIONAL SERVICES AGREEMENT
Providing for Payment of Prevailing Wages

(City of Calabasas/ Company or Individual)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of Calabasas, a California municipal corporation ("City"), and _____ [enter consultant (company's) name] a _____ [insert consultant's state of incorporation], _____ [enter consultant's legal status e.g., corporation, nonprofit public benefit corporation, limited liability company] ("Consultant").

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: _____ [insert description of consultant's services].
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 "Scope of Services": Such professional services as are set forth in Consultant's _____ [enter consultant's proposal date] proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 "Approved Fee Schedule": Such compensation rates as are set forth in Consultant's _____ [insert date fee schedule submitted to City] fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 "Commencement Date": _____
- 3.4 "Expiration Date": _____

Initials: (City) _____ (Contractor) _____

Page 1 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

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 _____ Dollars (\$_____) 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. [enter name of Consultant's Staff] shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4', Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:

Initials: (City) _____ (Contractor) _____

Page 2 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

(1) Material that the contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

(2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.
- 6.4 This Agreement is further subject to the provisions of Article 1.7 (commencing at

Initials: (City) _____ (Contractor) _____

Page 3 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code section 22300. At the request and expense of the consultant, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Consultant. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

8. RELATIONSHIP OF PARTIES

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

9. CONFIDENTIALITY

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

Initials: (City) _____ (Contractor) _____

Page 4 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice.
- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's

Initials: (City) _____ (Contractor) _____

Page 5 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

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:

[The risk for each agreement should be evaluated and the insurance limits should correspond to such risk as determined by the City's Risk Manager.]

- 11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
- 11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
- 11.1.3 Worker's Compensation insurance as required by the laws of the State of California, including but not limited to California Labor Code § 1860 and 1861 as follows:

Contractor shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of Contractor's employees employed at the site of improvement; and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by Contractor.

Initials: (City) _____ (Contractor) _____

Page 6 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

Contractor and any of Contractor's subcontractors shall be required to provide City with a written statement acknowledging its obligation to secure payment of Worker's Compensation Insurance as required by Labor Code § 1861; to wit: 'I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

11.1.4 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

Initials: (City) _____ (Contractor) _____

Page 7 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

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 or other security acceptable to the City guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

12. MUTUAL COOPERATION

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

13. RECORDS AND INSPECTIONS

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this

Initials: (City) _____ (Contractor) _____

Page 8 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities with respect to this Agreement.

14. PERMITS AND APPROVALS

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

15. NOTICES

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

If to City:

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: **[City Project Coordinator]**
Telephone: (818) 224-1600
Facsimile: (818) 225-XXXX

If to Consultant:

Name of Consultant
Street Address or P.O. Box
City, State Zip Code
Attn: **[Consultant]**
Telephone: () - ____
Facsimile: () - ____

With courtesy copy to:

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

16. SURVIVING COVENANTS

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

Initials: (City) _____ (Contractor) _____

Page 9 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

17. TERMINATION

- 17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 17.2. If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

- 18.1. Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2. In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 18.3. The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4. The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in

Initials: (City) _____ (Contractor) _____

Page 10 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

writing.

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

Initials: (City) _____ (Contractor) _____

Page 11 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

- 18.10 This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19 **PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:
- 19.1.1 The Consultant shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$50.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Consultant.
- 19.1.2 Consultant shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Consultant is responsible for compliance with Section 1777.5 by all of its subcontractors.

Initials: (City) _____ (Contractor) _____

Page 12 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

19.1.3 Pursuant to Labor Code § 1776, Consultant and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Consultant in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Consultant shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Consultant's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the provisions of the Labor Code.

Initials: (City) _____ (Contractor) _____

Page 13 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of 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"
Name of Company or Individual

By: _____
Name, Title

By: _____
Name, Level of Officer e.g., Vice President

Date: _____

Date: _____

By: _____
Co-Authorized Signer, Level of Officer

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____

Page 14 of 18
v. 1.0 (Last Update: 1/29/15)

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

EXHIBIT A
SCOPE OF WORK

86091

A-1

Page 15 of 18

Page 39

Initials: (City) _____ (Contractor) _____

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

EXHIBIT B
APPROVED FEE SCHEDULE

86091

B-1

Page 16 of 18

Page 40

Initials: (City) _____ (Contractor) _____

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

NON-COLLUSION AFFIDAVIT

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

_____, being first duly sworn, deposes and says that he or she is _____ of _____ the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham, that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract, that all statements contained in the bid are true, and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid."

Signature of Bidder

Business Address

Place of Residence

Subscribed and sworn to before me this ___ day of _____, 20__

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

My Commission Expires _____, 20__

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Professional Services Agreement
Providing for Payment of Prevailing Wages
City of Calabasas//**Name of Consultant**

WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

(Contractor)

By: _____
(Signature)

(Title)

Attest:

By: _____
(Signature)

(Title)

Page 18 of 18
v. 1.0 (Last Update: 1/29/15)

Page 42

Initials: (City) _____ (Contractor) _____

Page 57 of 68
v. 1.0 (Last Update: 1/29/15)



CITY of CALABASAS

ADDENDUM NO. 1

**REQUEST FOR PROPOSALS (RFP) FOR
TREE AND DEBRIS REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK**

Date: November 18, 2016

SUBJECT: Updated Exhibit D: Fee Schedule

All Proposers are required to note and sign page 1 of this Addendum and include with their sealed proposal. Proposals are due on Tuesday, November 29, 2016 at 2:00 pm.

City of Calabasas
Alex Farassati
Project Manager

Acknowledgment of Addendum No. 1

COMPANY / AGENCY NAME: _____

COMPANY ADDRESS: _____

REPRESENTATIVE'S NAME: _____

SIGNATURE: _____ Date: _____



Addendum No. 1 Issued on 11/18/2016

Exhibit D: Fee Schedule

Table A: City and Tech Center Properties					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
1	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	133	EA.		
	1.1.2 Small	13	EA.		
	1.1.3 Medium	16	EA.		
	1.1.4 Large	16	EA.		
	1.1.5 Extra Large	33	EA.		
	1.2 California Peppers				
	1.2.1 California Peppers	59	EA.		
	1.3 Pine	2	EA.		
	1.4 Willow	1	EA.		
	1.2 European Poplars	44	EA.		
	1.3 Date Palm				
	1.3.1 Very Small	2	EA.		
	1.3.2 Medium	2	EA.		
	1.3.3 Large	1	EA.		
	1.3.4 Very Large	1	EA.		
	1.4 Eucalyptus Globulus	8	EA.		
	1.5 Eucalyptus Regrowth	2	EA.		
2	Thin and limb up willows/ Debris and Slash removal	47,000	SF.		
3	Dead Tree removal	19	EA.		
4	Stump Grinding for Trail Placement				
	4.1 Small stumps	2	EA.		
	4.2 Large stumps	14	EA.		
5	Cattails removal	1,800	SF.		
Total of Table A					\$

Initials: (City) _____ (Contractor) _____

Professional Services Agreement
 Providing for Payment of Prevailing Wages
 City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



Addendum No. 1 Issued on 11/18/2016

Table B: Steeplechase Property					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
1	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	66	EA.		
	1.1.2 Small	32	EA.		
	1.1.3 Medium	21	EA.		
	1.1.4 Large	10	EA.		
	1.1.5 Extra Large	8	EA.		
	1.2 California Peppers				
	1.2.1 Small California Peppers re-growth	10	EA.		
	1.2.2 California Peppers	9	EA.		
	1.3 Date Palm				
	1.3.1 Small	1	EA.		
	1.3.2 Medium	2	EA.		
	1.4 Eucalyptus Globulus	6	EA.		
	1.5 Eucalyptus re-growth	1	EA.		
	1.5 Alder	1	EA.		
	1.6 Pine	1	EA.		
	1.7 Chinese Elm	1	EA.		
	1.8 European Poplar	24	EA.		
	1.9 Casuarina	1	EA.		
2	Dead Tree removal	48	EA.		
3	Thin and limb up willows/ Debris and slash removal	5,500	SF.		
Total of Table B					\$
Grand Total (Table A + Table B)					\$

End of Addendum No. 1

Initials: (City) _____ (Contractor) _____

Professional Services Agreement
 Providing for Payment of Prevailing Wages
 City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)



REQUEST FOR PROPOSALS (RFP) FOR TREE AND DEBRIS
 REMOVAL FROM SEGMENTS OF LAS VIRGENES CREEK

Exhibit D
Fee Schedule

City and Tech Center Properties					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
1	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	133	EA		
	1.1.2 Small	15	EA		
	1.1.3 Medium	13	EA		
	1.1.4 Large	21	EA		
	1.1.5 Extra Large	40	EA		
	1.2 California Peppers				
	1.2.1 California Peppers	60	EA		
	1.2.2 Small California Peppers	1	EA		
	1.3 Pine	3	EA		
	1.4 Willow	1	EA		
	1.2 European Poplars	27	EA		
	1.3 Date Palm				
	1.3.1 Small	1			
	1.3.2 Large	1			
	2	Thin and limb up willows/ Debris and Slash removal	47,000	SF	
3	Dead Tree removal	16	EA		
4	Stump Grinding for Trail Placement				
	4.1 Small stumps	2	EA		
	4.2 Large stumps	14	EA		
5	Catbals removal	1,800	SF		

Steeplechase Property					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
1	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	81	EA		
	1.1.2 Small	20	EA		
	1.1.3 Medium	21	EA		
	1.1.4 Large	9	EA		
	1.1.5 Extra Large	3	EA		
	1.2 California Peppers	18	EA		
	1.3 Date Palm				
	1.3.1 Small	1	EA		
	1.3.2 Medium	2	EA		
	1.4 Eucalyptus Globulus	7	EA		
	1.5 Alder	1	EA		
	1.6 Pine	1	EA		
	1.7 Chinese Palm	1	EA		
	1.8 European Poplar	15	EA		
	1.9 Casuarina	1	EA		
2	Dead Tree removal	48	EA		
3	Thin and limb up willows/ Debris and slash removal	5,500	SF		

Item#	Summary Description From Above Tables	Total
1	City-Owned and Tech Center Properties	\$
2	Steeplechase HOA Property	\$
	Grand Total	\$

Exhibit B



83 SOUTH DAWSON DRIVE
CAMARILLO, CA 90312
phone (805) 484-9900
fax (805) 384-8503
treecare@greentreecare.com
Licensed, Bonded, Insured

November 27, 2016

The City of Calabasas
Public Works Department
100 Civic Center Way
Calabasas, CA 91302

Attention: Mr. Alex Farassati, Project Manager

Dear Mr. Farassati,

re: Response by Newsem Ag, Inc. dba Greene Tree Care ("GTC") to the Request for Proposals ("RFP") dated November 3, 2016 for Tree and Debris Removal from Segments of Las Virgenes Creek ("LVC")

Thank you for the opportunity to submit this proposal in response to the RFP described above. We have noted that the RFP includes Addendum No. 1 dated November 18, 2016.

As stated above, the RFP is for Tree and Debris Removal from Segments of Las Virgenes Creek ("LVC"). The effort to do this will be referred to in this proposal as **"the Project"**.

In addition to this cover letter that covers some of the requirements listed in the RFP, GTC's proposal package includes the following items:

- **Copy of valid D-49 license.** GTC's C61 / D49 contractor license number is 967652, and its expiration date, whereupon it will be renewed, is November 30, 2017.
- **Addendum No. 1 which includes signed Acknowledgment along with Exhibit D: Fee Schedule.**
- **Special Power of Attorney granted by John Fleming to Joan Gojkovich and Leigh Fleming respectively during the absence of John Fleming between Monday, November 28 and Wednesday, December 14, 2016 inclusive.**

Project Scope and Timing

We understand that the City of Calabasas's Public Works Department requires the Project to be executed and completed between the dates of December 16, 2016 and March 15, 2017. GTC would be able to meet this requirement.

With respect to scope, GTC has surveyed in detail the targeted vegetation along the relevant stretch of the LV Creek bed and barranca between the Agoura Road bridge and the Lost Hills Road culvert.

GTC has been privileged to work for the City of Calabasas on the initial phase of the LVC Restoration Project Phase 2. We are well-acquainted with the Project area and work zones, the various adjacent properties on the east and west sides, and in many cases the people associated with such properties.

Professional Arborist and Related Services to Commercial, Industrial, Government and Residential Clients

Primary Contacts

If GTC is awarded the Project based on a responsible and acceptable proposal, primary contacts for the Project during and after the period of its execution will be:

- John Fleming, Managing Director fleming@greentreecare.com 805-341-2193 (mobile)
- Joan Gojkovich, Director of Operations treecare@greentreecare.com 805-484-9900

Technical Qualifications

With respect to tree and debris removal, GTC has executed other contracts with scope of work similar to the subject Project. We provide below a list of three relevant references for your information:

1. The City of Calabasas, Public Works Department
Contact: Mr. Alex Farassati 818-224-1680 afarrassati@cityofcalabasas.com
2. Ventura Regional Sanitation District
Contact: Mr. Mark Potter 805-658-4677 markpotter@vrsd.com
3. Junior Blind of America, Camp Bloomfield
Contact: Mr. Mike Bloomfield 323-295-6389 mbloomfield@juniorblind.org

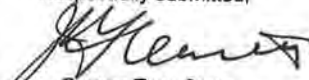
Based on familiarity with the work zones associated with the Project, GTC has formulated plans as to how the targeted vegetation will best be removed and disposed of safely and most expeditiously.

Conclusion

Thank you again for your attention and the opportunity to submit this proposal, which we hope will meet with a positive response. Based on recent execution of the initial phase of the LVC Restoration Project Phase 2, as well as a detailed survey of the Project's targeted vegetation, GTC is very familiar with the site conditions and scope of the Project. We are most enthusiastic about the possibility of doing more work for the City of Calabasas, and thereby playing our part in what we foresee as a wonderful mission: the regeneration of the natural beauty of the Las Virgenes Creek for the community to appreciate and enjoy in future.

Please contact us at any time with any questions, comments and clarifications.

Respectfully submitted,


Greene Tree Care
John Fleming, Managing Director

cc. Joan Gojkovich
Leigh Fleming

Attachments: Copy of valid D-49 license
Addendum No. 1 and Exhibit D: Fee Schedule
Special Power of Attorney documents

GREENE TREE CARE



To: City of Calabasas, c/o Mr. Alex Farassati
From: Newsem Ag, Inc. dba Greene Tree Care (GTC)
Re: Copy of contractor license number and classification



Specific Power of Attorney

BE IT ACKNOWLEDGED that I, John Fleming (Managing Director and CEO of
Newsem Ag, Inc. dba Greene Tree Care), the undersigned, do hereby grant a limited
and specific power of attorney to Joan Gojkovich
of 83 S. Dawson Drive, Camarillo, CA 93012 (805) 484-9900
as my attorney-in-fact.

Said attorney-in-fact shall have full power and authority to undertake and perform only the following acts on my behalf:


1. Amend and sign any contractual documents between the City of Calabasas and Newsem Ag, Inc. dba Greene Tree Care from the date of Monday, November 28, 2016 to Wednesday, December 14, 2016.
2. _____

The authority herein shall include such incidental acts as are reasonably required to carry out and perform the specific authorities granted herein.

My attorney-in-fact agrees to accept this appointment subject to its terms, and agrees to act and perform in said fiduciary capacity consistent with my best interest, as my attorney-in-fact in its discretion deems advisable.

This power of attorney is effective upon execution. This power of attorney may be revoked by me at any time, and shall automatically be revoked upon my death, provided any person relying on this power of attorney shall have full rights to accept and rely upon the authority of my attorney-in-fact until in receipt of actual notice of revocation.

Signed this 22nd day of NOVEMBER, 2016.



Signature



Specific Power of Attorney

BE IT ACKNOWLEDGED that I, John Fleming (Managing Director and CEO of
Newsem Ag, Inc. dba Greene Tree Care), the undersigned, do hereby grant a limited
and specific power of attorney to Leigh Fleming
of 83 S. Dawson Drive, Camarillo, CA 93012 (805) 341-2181
as my attorney-in-fact.

Said attorney-in-fact shall have full power and authority to undertake and perform only the following acts on my behalf:

1. Amend and sign any contractual documents between the City of Calabasas and Newsem Ag, Inc. dba Greene Tree Care from the date of Monday, November 28, 2016 to Wednesday, December 14, 2016.
2. _____

The authority herein shall include such incidental acts as are reasonably required to carry out and perform the specific authorities granted herein.

My attorney-in-fact agrees to accept this appointment subject to its terms, and agrees to act and perform in said fiduciary capacity consistent with my best interest, as my attorney-in-fact in its discretion deems advisable.

This power of attorney is effective upon execution. This power of attorney may be revoked by me at any time, and shall automatically be revoked upon my death, provided any person relying on this power of attorney shall have full rights to accept and rely upon the authority of my attorney-in-fact until in receipt of actual notice of revocation.

Signed this 22nd day of NOVEMBER, 2016.

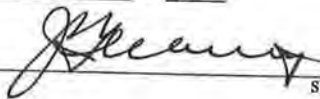

Signature

Exhibit C



Addendum No. 1 Issued on 11/18/2016

Exhibit D: Fee Schedule

Table A: City and Tech Center Properties					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	133	EA.	10	1330
	1.1.2 Small	13	EA.	75	975
	1.1.3 Medium	16	EA.	200	3200
	1.1.4 Large	16	EA.	600	9600
	1.1.5 Extra Large	33	EA.	1150	37,950
1	1.2 California Peppers				
	1.2.1 California Peppers	59	EA.	300	17,700
	1.3 Pine	2	EA.	750	1500
	1.4 Willow	1	EA.	500	500
	1.2 European Poplars	44	EA.	275	12,100
	1.3 Date Palm				
	1.3.1 Very Small	2	EA.	10	20
	1.3.2 Medium	2	EA.	200	400
	1.3.3 Large	1	EA.	650	650
	1.3.4 Very Large	1	EA.	1250	1250
	1.4 Eucalyptus Globulus	8	EA.	2000	16,000
	1.5 Eucalyptus Regrowth	2	EA.	50	100
2	Thin and limb up willows/ Debris and Slash removal	47,000	SF.	0.20	9,400
3	Dead Tree removal	19	EA.	500	9,500
	Stump Grinding for Trail Placement				
4	4.1 Small stumps	2	EA.	125	250
	4.2 Large stumps	14	EA.	250	3,500
5	Cattails removal	1,800	SF.	0.50	900
Total of Table A					\$126,825.

Professional Services Agreement
 Providing for Payment of Prevailing Wages
 City of Calabasas/Newsem Ag, Inc. (DBA Greene Tree Care)

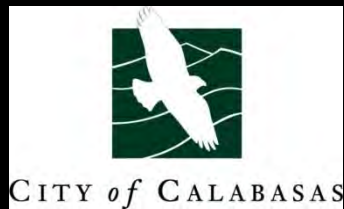


Addendum No. 1 Issued on 11/18/2016

Table B: Steeplechase Property					
Item #	Description	Est. Qty.	Unit	Unit Price	Total
1	Tree Removal				
	1.1 Mexican Fan Palm				
	1.1.1 Very small	66	EA.	10	660
	1.1.2 Small	32	EA.	75	2,400
	1.1.3 Medium	21	EA.	200	4,200
	1.1.4 Large	10	EA.	650	6,500
	1.1.5 Extra Large	8	EA.	1150	9,200
	1.2 California Peppers				
	1.2.1 Small California Peppers re-growth	10	EA.	50	500
	1.2.2 California Peppers	9	EA.	325	2,925
	1.3 Date Palm				
	1.3.1 Small	1	EA.	75	75
	1.3.2 Medium	2	EA.	200	400
	1.4 Eucalyptus Globulus	6	EA.	1500	9,000
	1.5 Eucalyptus re-growth	1	EA.	50	50
	1.5 Alder	1	EA.	125	125
	1.6 Pine	1	EA.	750	750
	1.7 Chinese Elm	1	EA.	375	375
	1.8 European Poplar	24	EA.	275	6,600
1.9 Casuarina	1	EA.	375	375	
2	Dead Tree removal	48	EA.	300	14,400
3	Thin and limb up willows/ Debris and slash removal	5,500	SF.	0.20	1,100
Total of Table B					\$ 59,635
Grand Total (Table A + Table B)					\$186,460

End of Addendum No. 1

Initials: (City) _____ (Contractor) _____



Lost Hills Sheriff's **Crime Report**

October 2016



Crimes Against Persons

Type of Crime	OCTOBER 2016	YTD 2016	YTD 2015	Change
Homicide	0	0	0	0
Rape	0	1	3	-2
Robbery	0	1	6	-5
Assault	0	11	0	11
Domestic Violence- Felony	0	0	0	0
Domestic Violence- Misdemeanor	0	21	24	-3

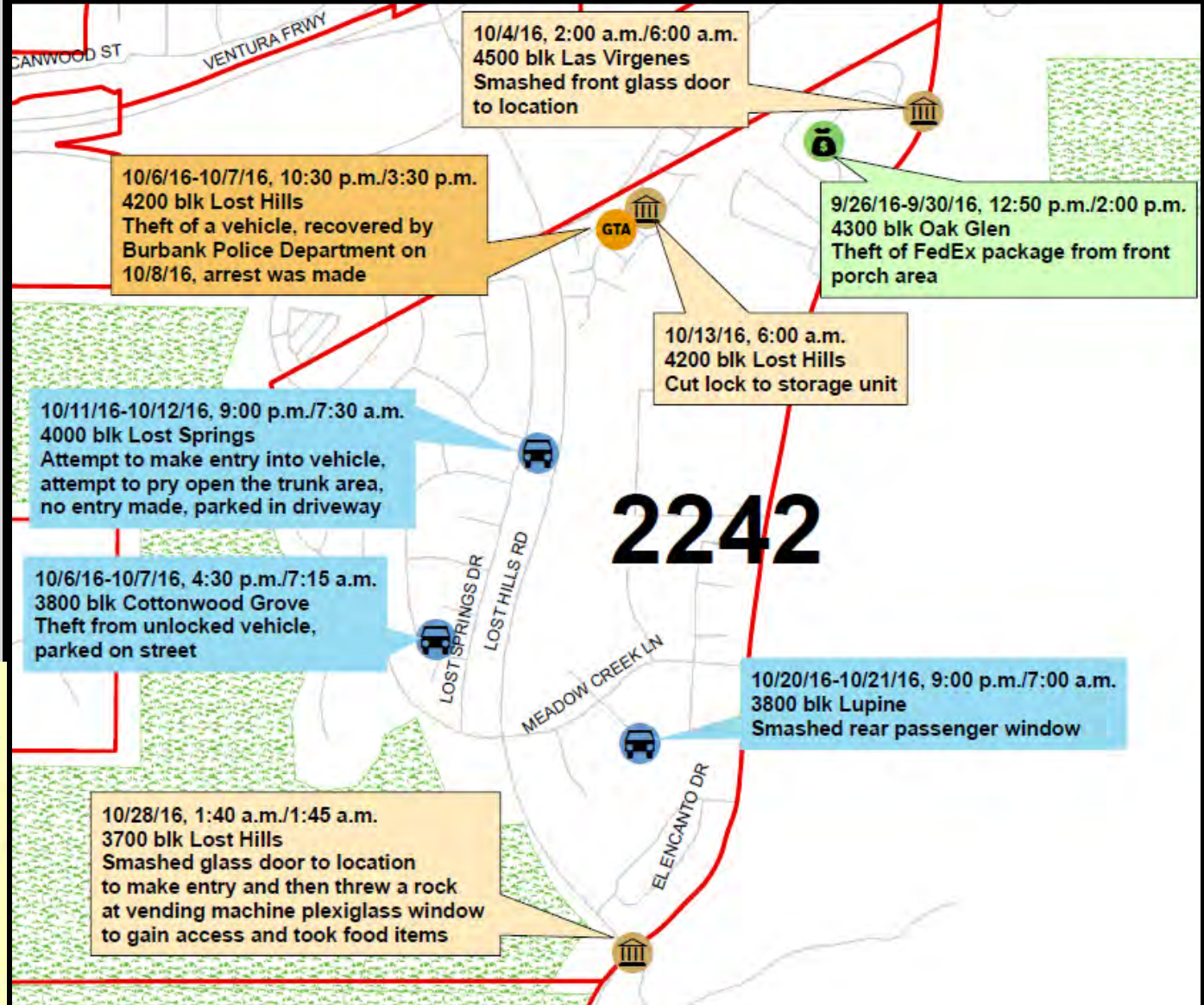
Crimes Against Property

Type of Crime	OCTOBER 2016	YTD 2016	YTD 2015	Change
Arson	0	2	2	0
Grand Theft Auto	3	14	17	-3
Burglary- Residential	3	39	25	14
Burglary- Business	6	19	11	8
Burglary- Garage/ Out-Building	4	9	13	-4
Burglary- Vehicle (Locked)	6	28	36	-8
Theft- Grand (over \$950)	3	16	36	-20
Theft- Petty	3	38	46	-8
Theft- Unlocked Vehicle	8	39	58	-19

CRIME	CURRENT MTH	YTD 2016	YTD 2016	CHANGE
Total Part I Crimes	36	217	253	-36
Percent Change				-14.2%



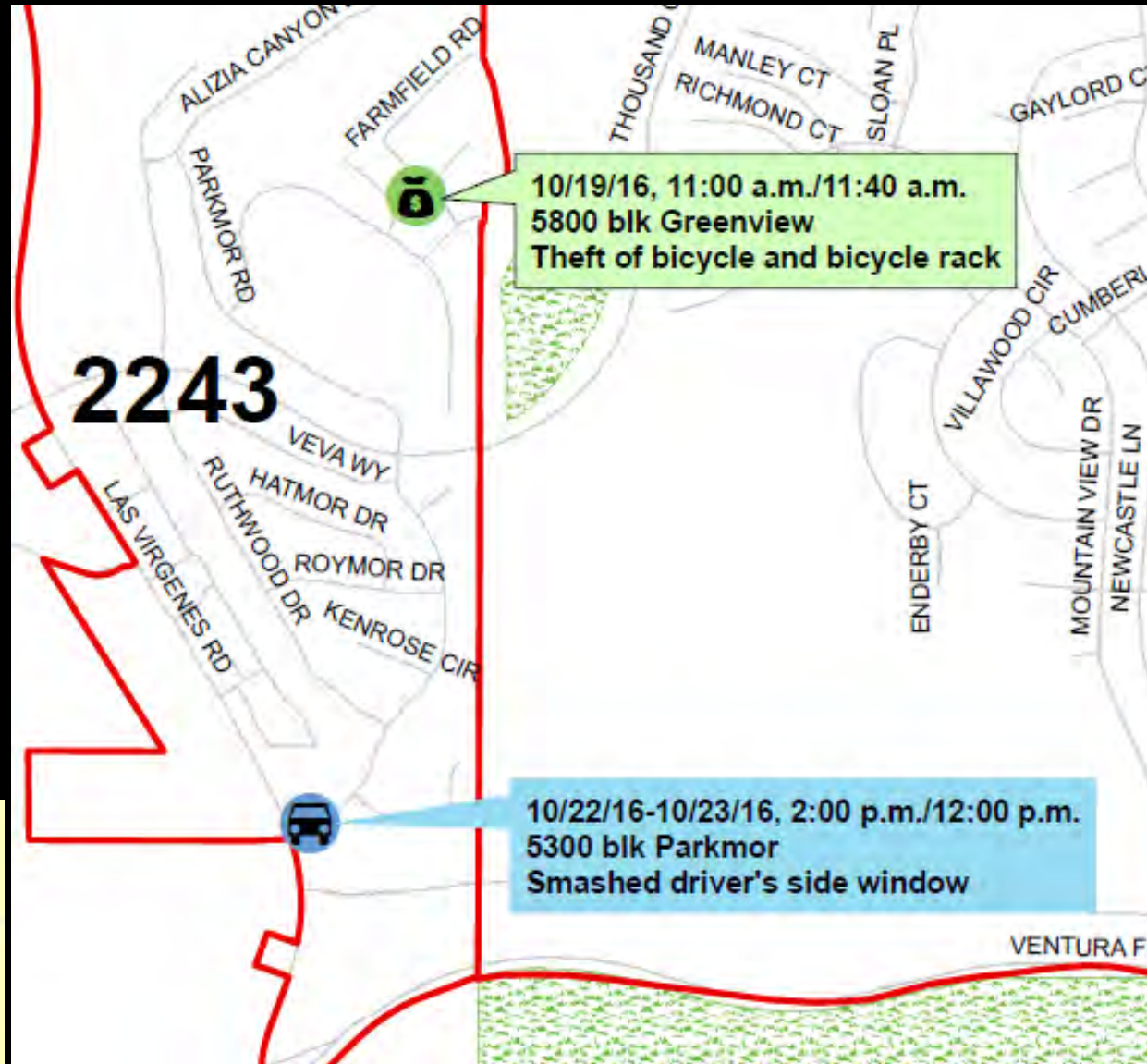
Part I Crimes October 2016





Legend

-  Other Burglary
-  Vehicle Burglary
-  Theft
-  Theft of Vehicle

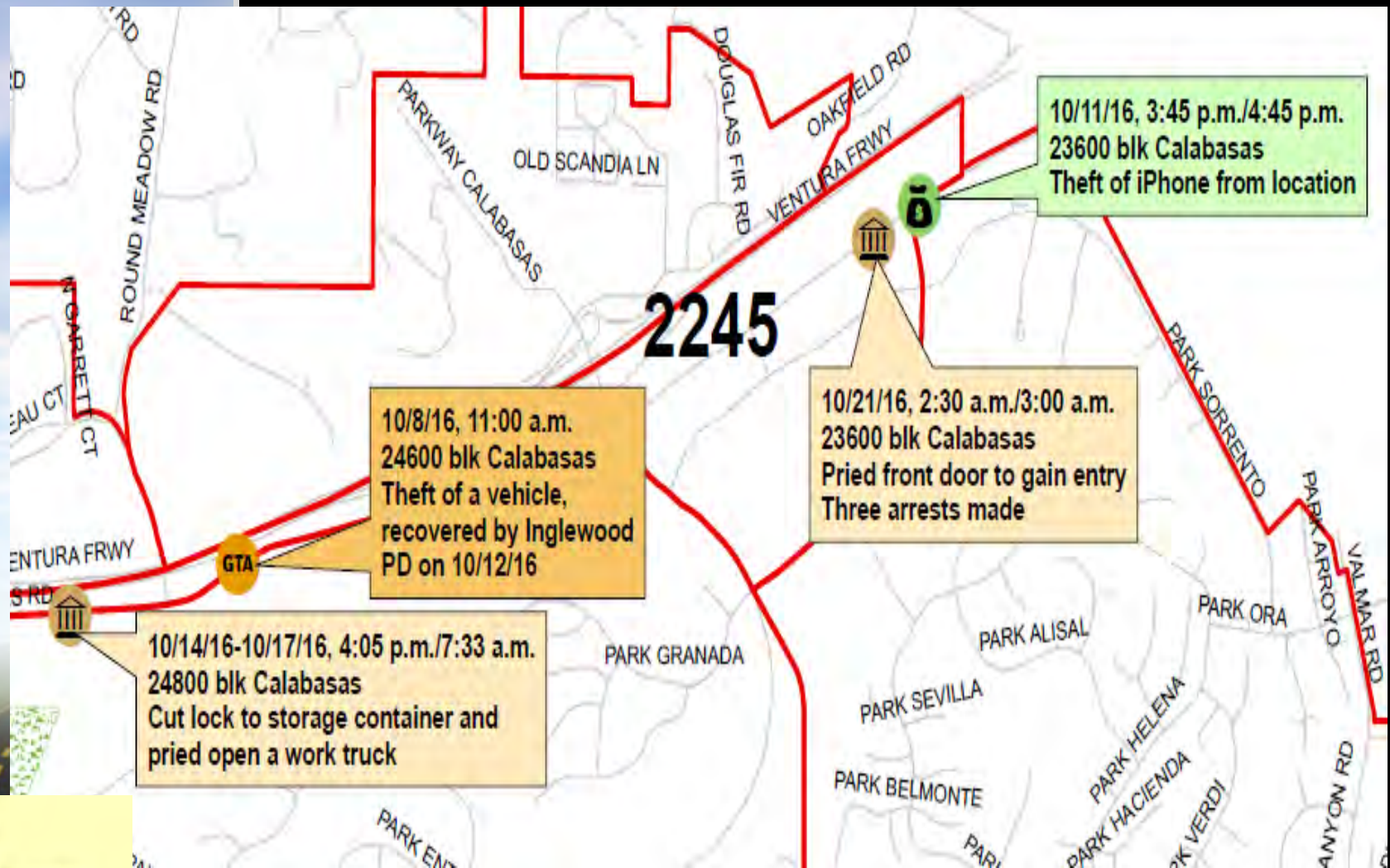
Part I Crimes October 2016



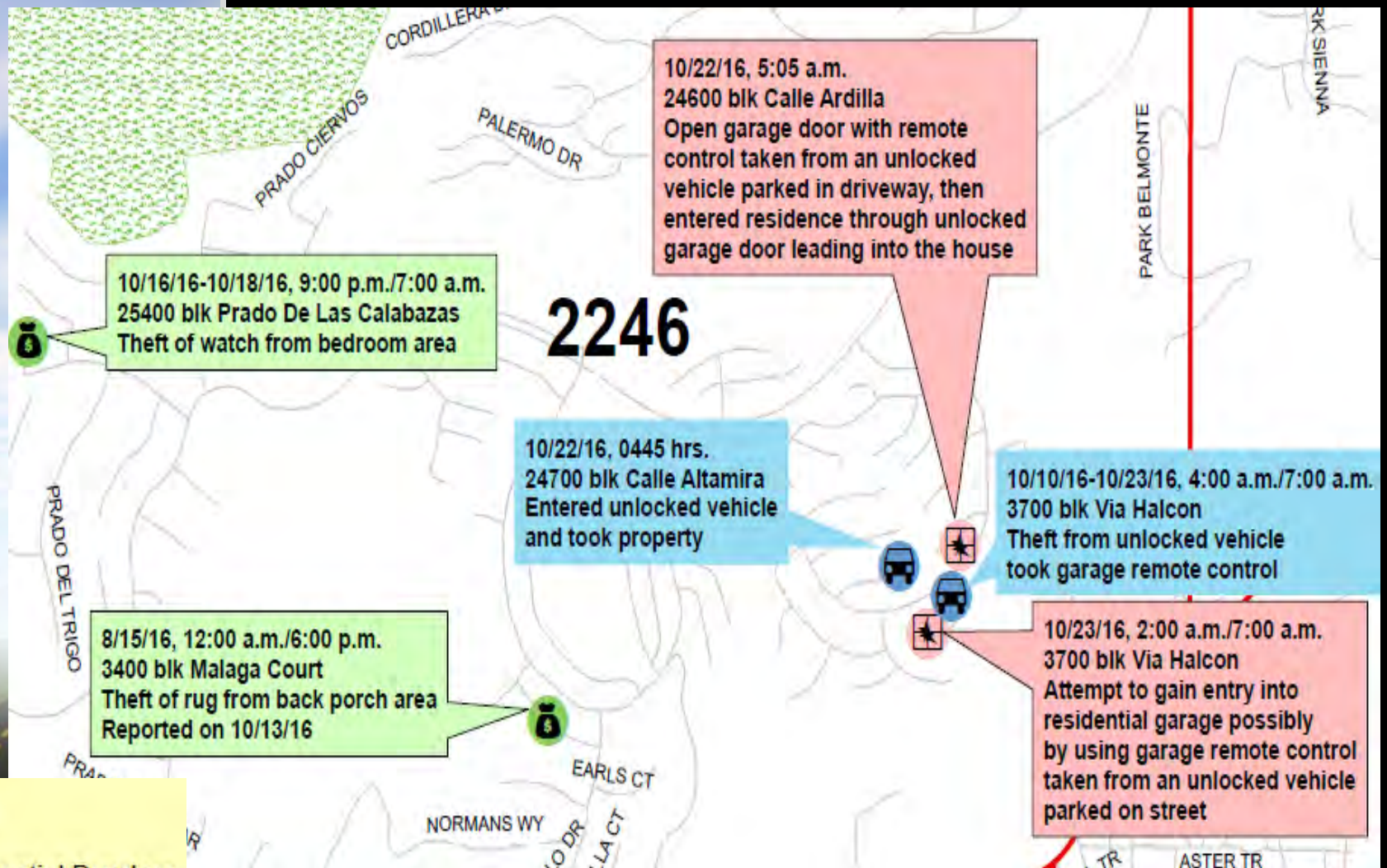
Legend

-  Vehicle Burglary
-  Theft




Part I Crimes October 2016



Part I Crimes October 2016



Legend

-  Residential Burglary
-  Vehicle Burglary
-  Theft

Part I Crimes October 2016

2248

10/14/16, 3:41 a.m.
4700 blk Park Granada
Pried front door to gain entry

10/2/16-10/4/16, 10:00 p.m./9:50 a.m.
4700 blk Park Granada
Pried front door to gain entry

10/11/16-10/12/16, 11:30 p.m./8:30 a.m.
4700 blk Park Granada
Smashed front door window and
pried the security gate to make entry

10/13/16, 7:30 a.m./2:30 p.m.
4500 blk Park Verona
Smashed rear sliding glass door,
no entry made

10/24/16, 4:30 p.m./5:45 p.m.
22400 blk De Grasse
Removed bathroom window
screen and entered through
unlocked/opened window

10/22/16, 12:00 p.m.
22200 blk Mulholland Hwy
Theft of wallet, taken from
shopping card, possibly was
distracted by a male Hispanic
who left location with a female
White

10/16/16-10/17/16, 4:30 p.m./7:35 a.m.
4200 blk Bon Homme
Theft from unlocked vehicle

10/12/16-10/17/16, 3:30 p.m./10:00 a.m.
22600 blk Town Crier
No signs of forced entry
Arrest made

10/19/16-10/20/16, 11:00 p.m./7:00 a.m.
22800 blk Sparrow Dell
No signs of forced entry

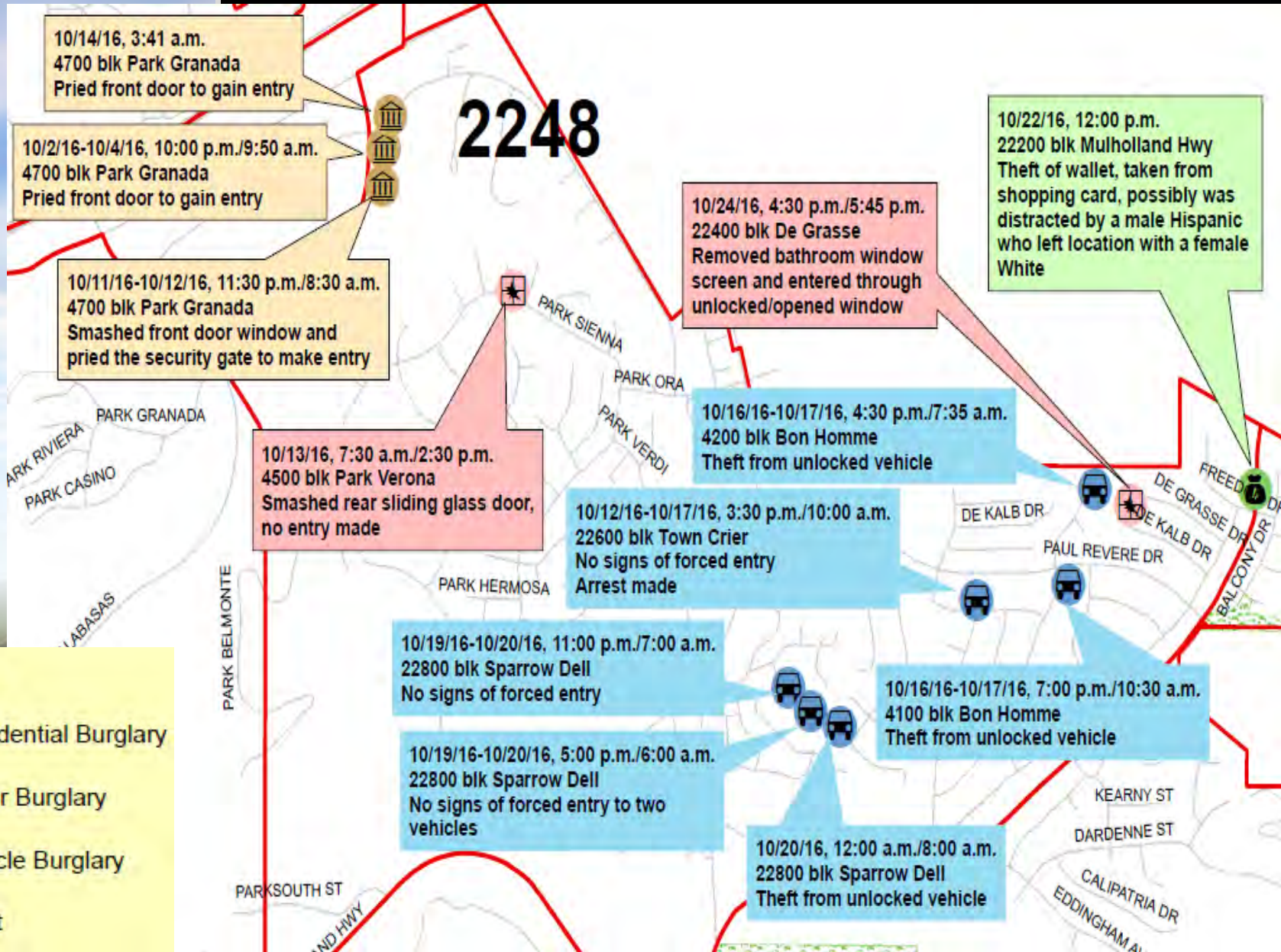
10/16/16-10/17/16, 7:00 p.m./10:30 a.m.
4100 blk Bon Homme
Theft from unlocked vehicle

10/19/16-10/20/16, 5:00 p.m./6:00 a.m.
22800 blk Sparrow Dell
No signs of forced entry to two
vehicles

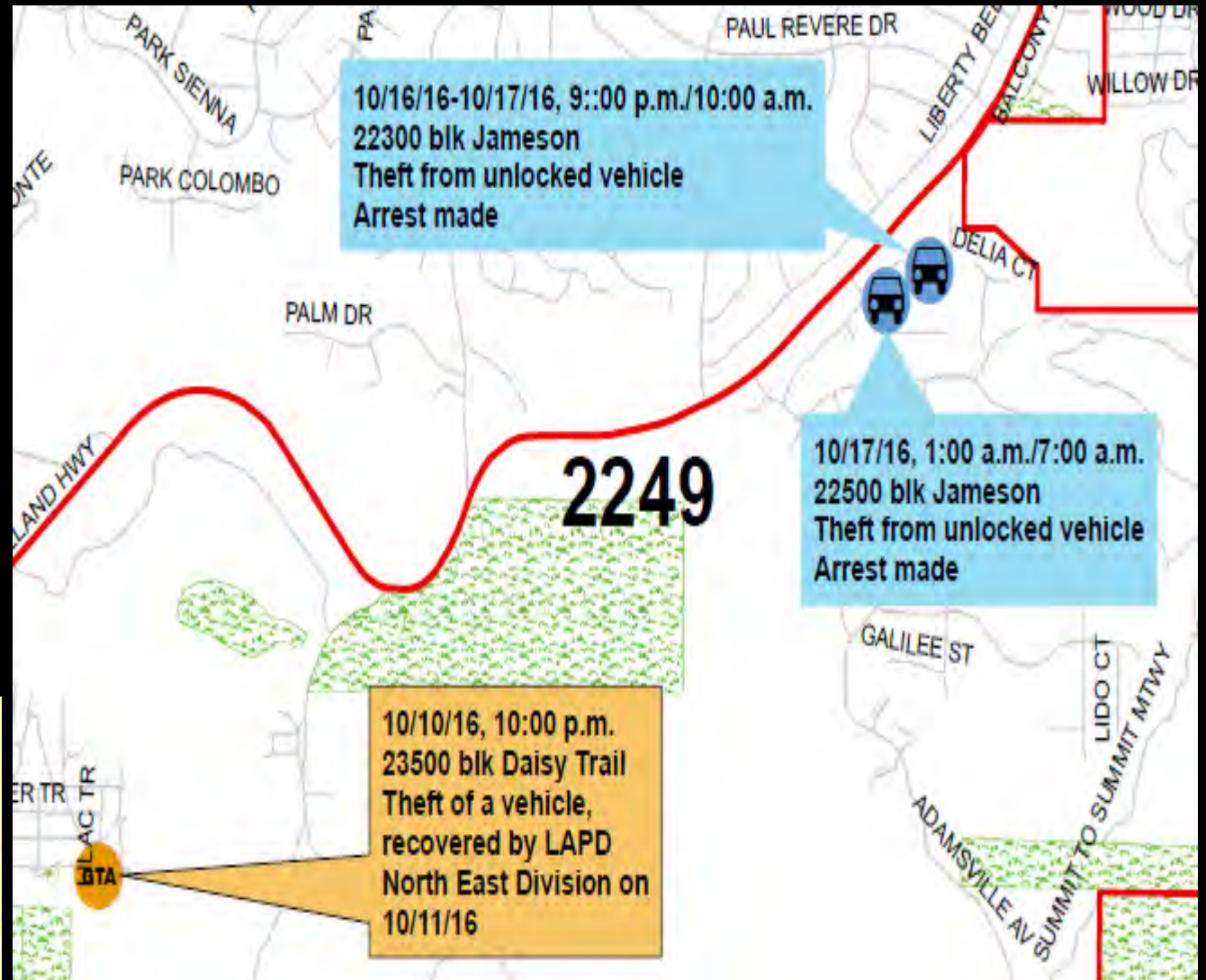
10/20/16, 12:00 a.m./8:00 a.m.
22800 blk Sparrow Dell
Theft from unlocked vehicle

Legend

-  Residential Burglary
-  Other Burglary
-  Vehicle Burglary
-  Theft



Part I Crimes October 2016



Legend



Vehicle Burglary



Theft of a Vehicle

October 2016 Arrest Stats



ARREST MADE



	Adult	Juv
Burglary	3	0
Grand Theft Auto	2	1
Sex Offenses, Felonies	1	0
Sex Offenses, Misdemeanors	1	0
Non-Aggravated Assaults	2	0
Narcotics	6	0
Drunk/Alcohol/Drugs	1	0
Drunk Driving Vehicle/Boat	6	0
Vehicle/Boating Laws	4	0
Warrants	5	0
ARREST TOTALS	31	1

October 2016 Traffic Stats

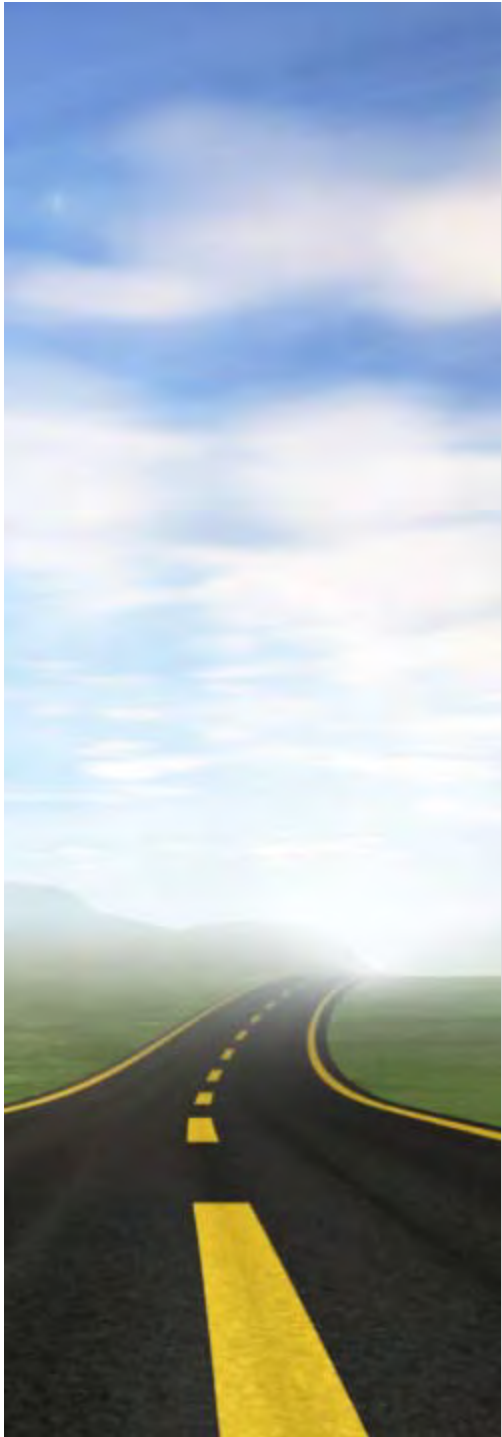


Number of Traffic Collisions	19
- Injury Collisions	6
- Non-Injury Collisions	13
Number of Citations Issued	194
- Total Hazardous Cites	132
- Total Non-Hazardous Cites	62

Most frequent citations issued:

- Disobey Signs
- Failure to Stop at a Stop Sign





Noteworthy October Incidents

Two residential garage burglaries were reported this month. One incident occurred in the 24600 block of Calle Ardilla. The victim's unlocked vehicle, parked in the driveway, was entered and the garage remote control was stolen. The stolen remote control was used to open the garage door and make entry. Once inside the garage, suspect(s) unknown entered the residence through the unlocked garage door leading into the house. The alarm sensor went off and no property was taken. A similar incident occurred in the 3700 block of Via Halcon. Suspect(s) unknown entered an unlocked vehicle parked on the street near the residence and took a garage remote control. Suspect(s) unknown used the remote control to open the garage door but were possibly scared away when the suspect(s) heard the victim's dog in the garage and it began to bark.

(16-05863, 05973)



Noteworthy October Incidents

Three suspects, residents of of Gardena, Inglewood and Hawthorne, were arrested for a restaurant burglary in the 23600 block of Calabasas Road. The front door was pried open to gain entry and three cash register drawers were taken. One of the cash drawers was recovered near the 101 Freeway/Valley Circle area. The investigation indicates that these suspects are responsible for several similar burglaries in the cities of Agoura Hills, Westlake Village and Thousand Oaks.

(16-05847)



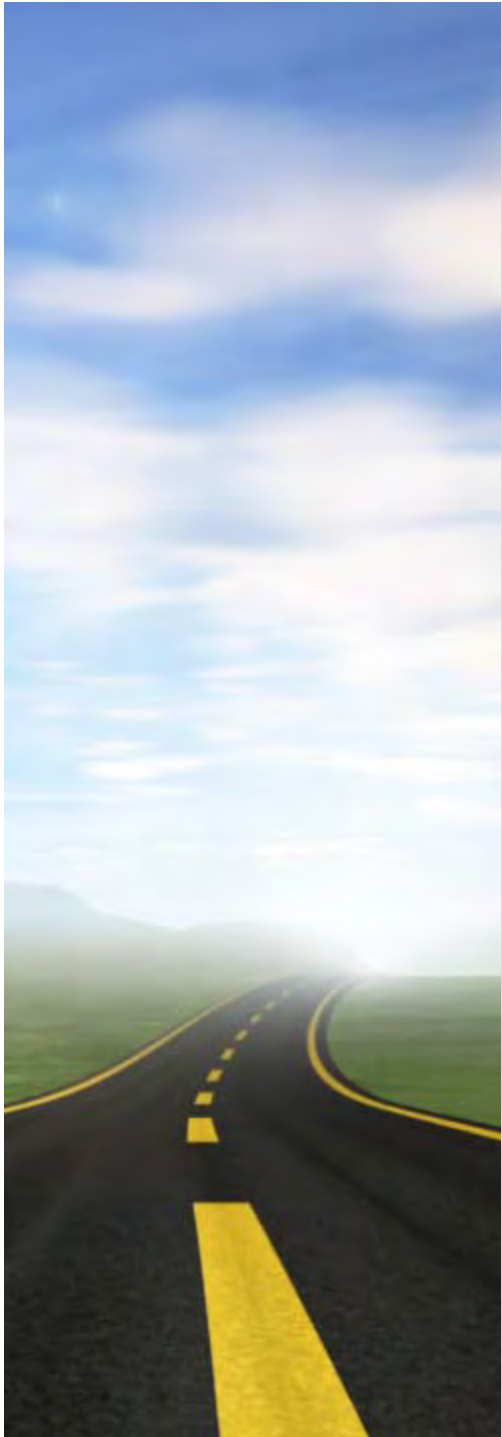
Noteworthy October Incidents

A resident of Burbank was arrested for theft of a vehicle that occurred in the 5300 block of Lake Crest in the city of Agoura Hills. During the investigation, stolen property taken from several unlocked vehicles in the cities of Calabasas and Malibu were recovered inside the stolen vehicle. The stolen property was taken from unlocked vehicles in the 4100 and 4200 blocks of Bon Homme Road, 22500 block of Jameson Drive and the 22600 block of Town Crier Road in the city of Calabasas. (16-05772, 05773, 05774, 05787, 05788)



Noteworthy October Incidents

A Canoga Park resident was arrested for possession of a stolen vehicle and evading in the area of Lost Hills Road and Calabasas Hills Road. The vehicle was stolen from the jurisdiction of the Los Angeles Police Department's Topanga Division. (16-05791)



Crime Tips

Malibu/Lost Hills Sheriff Station

LostHillsTips@lasd.org

818-878-1808

Crime Stoppers

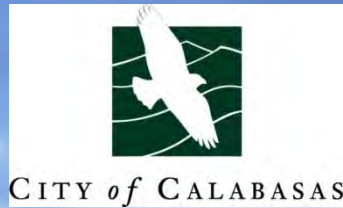
800-222-TIPS (8477)

Web Tips

www.lacrimestoppers.com



CITY of CALABASAS



Connect with US!

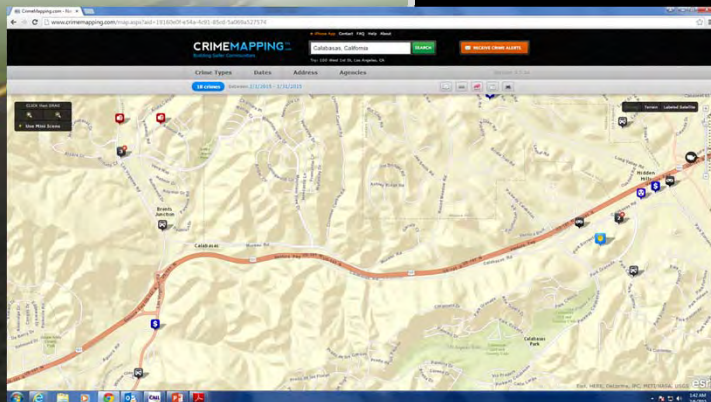
www.LostHills.lasd.org

twitter.com/LHSLASD



**NIXLE: Text your ZIP CODE to 888777
to receive local alerts through SMS!**

www.facebook.com/LostHillsSheriffsStation



www.CrimeMapping.com



Questions? More Information?

City of Calabasas

LostHills@LASD.org

Service Area Lieutenant

A.J. Rotella

818-878-1808

Detective Team

Detective Ginni Alvarez

818-878-5584

Detective Jill Greenwood

818-878-5541

Detective Justin Solomon

818-878-5542



Approved by City Manager: 

CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1539, REQUESTING THE BOARD OF SUPERVISORS OF THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT TO ACCEPT ON BEHALF OF SAID DISTRICT THE TRANSFER AND CONVEYANCE OF THE STORM DRAIN IMPROVEMENTS KNOWN AS PRIVATE DRAIN NO. 1795 IN THE CITY OF CALABASAS FOR FUTURE OPERATION, MAINTENANCE, REPAIR AND IMPROVEMENT, AND AUTHORIZE THE TRANSFER AND CONVEYANCE HEREOF

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends to adopt Resolution No. 2016-1539 requesting the Board of Supervisors of the Los Angeles County Flood Control District to accept on behalf of said District the transfer and conveyance of the storm drain No. 1795 in the City of Calabasas for future operation, maintenance, repair and improvement, and authorize the transfer and conveyance hereof.

BACKGROUND:

In April 1992, the City and the Los Angeles County Flood Control District (LACFCD) entered into an agreement to allow the transfer of storm drains to LACFCD for future operation, maintenance, repair and improvement.

Shea Homes developed the property to the east of Las Virgenes Road known as Colony at Calabasas, thereby connecting into the arch pipe and PD 1795. It is now Shea

Home's responsibility to coordinate the transfer of the subject PD to the Los Angeles County Flood Control District (LACFCD). Therefore, Shea Homes is requesting that the PD be transferred to LACFCD and a Resolution approving such be adopted by the Calabasas City Council.

DISCUSSION/ANALYSIS:

An arch pipe was constructed in Las Virgenes Road (approx. 320' south of Agoura Road) when Las Virgenes Road was constructed in order to drain the natural site situated to the east of Las Virgenes Road onto the natural site located west of Las Virgenes Road, which eventually sheet flowed further west into Los Virgenes Creek.

PD 1795 was approved on 10/10/1984, prior to City's incorporation, in association with Tract 36896, the property formerly described as the natural site located to the west of Las Virgenes Road. PD 1795 was prepared in order to convey flow from said arch pipe located in Las Virgenes Road directly into the existing Las Virgenes Creek; the storm drain is approximately 423' in length. Additionally, a catch basin and pipe are located in Agoura Road (approximately 191' west of Las Virgenes Road) for the purpose of directing flow from Agoura Road and are included as part of PD 1795.

A majority of PD 1795 was deeded to the LACFCD via easement deed 87-1489011 dated 9/17/87. However, the County of Los Angeles Department of Public Works is currently in the process of quitclaiming to the City of Calabasas an easement for the portion of the storm drain that was recorded via Tract No. 36896 (Instrument No. 84-1509476). Once it's been quitclaimed to the City of Calabasas it should be subsequently quitclaimed from the City to LACFCD. Additionally, an easement was dedicated by the County to the City of Calabasas extending the existing storm drain easement (#20160337294).

Attachment B shows location of the drainage facility to be transferred. The Los Angeles County Flood Control Maintenance District is ready to accept the facility upon adoption of the attached resolution by the City Council. A "Certificate of Acceptance" will be provided by the County upon their acceptance of resolution No. 2016-1539. The storm drain facility will then be owned and maintained by the Los Angeles County Flood Control Maintenance District under the existing county-wide storm drain benefits assessment district.

FISCAL IMPACT/SOURCE OF FUNDING:

Adoption of the Resolution No. 2016-1539 poses no fiscal impact.

REQUESTED ACTION:

Staff recommends to adopt Resolution No. 2016-1539 requesting the Board of Supervisors of the Los Angeles County Flood Control District to accept on behalf of said District the transfer and conveyance of the storm drain No. 1795 in the City of Calabasas for future operation, maintenance, repair and improvement, and authorize the transfer and conveyance hereof.

ATTACHMENTS:

Attachment A: Resolution No. 2016-1539

Attachment B: Storm Drain Location Map

ITEM 4 ATTACHMENT A

RESOLUTION NO. 2016-1539

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT OF THE STATE OF CALIFORNIA TO ACCEPT, ON BEHALF OF SAID DISTRICT, THE TRANSFER AND CONVEYANCE OF THE STORM DRAIN IMPROVEMENTS KNOWN AS PRIVATE DRAIN NO. 1795 IN THE CITY OF CALABASAS FOR FUTURE OPERATION, MAINTENANCE, REPAIR, AND IMPROVEMENT, AND AUTHORIZE THE TRANSFER AND CONVEYANCE THEREOF.

WHEREAS, there have been dedicated to, or the City of Calabasas has otherwise acquired, the storm drain improvements and drainage system known as Private Drain (PD) No. 1795, depicted on Los Angeles County Flood Control District Drawing No. 361-F39 1-3 on file with the Director of Public Works for the County Los Angeles; and

WHEREAS, the City is authorized and empowered to transfer and convey to the Los Angeles County Flood Control District (hereinafter referred to as District) any storm drain improvements and drainage systems for future operation, maintenance, repair, and improvement; and

WHEREAS, the City and the District entered into an Agreement dated April 7, 1992, and recorded April 30, 1992, as Document No. 92-780219, of the Official Records in the Registrar-Recorder/County Clerk's office, whereby the City made certain warranties about its future transfers and conveyances of flood control facilities to the District; and

WHEREAS, the best public interest will be served by transfer and conveyance of said storm drain improvements and drainage system from the City to the District for future operation, maintenance, repair, and improvement.

NOW, THEREFORE, BE IT RESOLVED, that the City does hereby request the District to accept the transfer and conveyance of the storm drain improvements and drainage system depicted on District Drawing No. 361-F39 1-3 on file with the Director of Public Works for the County of Los Angeles.

BE IT FURTHER RESOLVED that, subject to the acceptance thereof of the Board of Supervisors of the District, the City Engineer is directed and ordered to prepare all necessary instruments and documents to effectuate the transfer and

conveyance and that the Mayor is authorized and instructed to execute said documents and other instruments. The District shall have no obligation or responsibility to maintain the storm drain, improvements, and drainage until all rights of way for the drain now vested in the City and all other necessary rights of way have been conveyed to and accepted by the District.

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

PASSED, APPROVED AND ADOPTED this 14th day of December 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney

Storm Drain Location Map



PD 1795



139 ft

CityGIS



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ANTHONY COROALLES, CITY MANAGER
DR. GARY LYSIK, CHIEF FINANCIAL OFFICER
JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1537, RESCINDING RESOLUTION 2015-1480 AND APPROVING A SALARY SCHEDULE FOR HOURLY EMPLOYEES

MEETING

DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2016-1537 and the associated salary matrix.

DISCUSSION/ANALYSIS:

The City currently has 155 hourly employees who are an integral and vital part of the staffing with many primarily working the evenings and weekends for many City services. It is now necessary to adjust salary ranges to reflect the increase in California minimum wage requirement to \$10.50 per hour effective January 1, 2017. The updated salary matrix will eliminate the salary ranges that start lower than \$10.50 per hour. Resolution No. 2016-1537 does not provide for any new positions or delete any current positions.

FISCAL IMPACT/SOURCE OF FUNDING:

The estimated annual cost increase for the hourly employees is less than \$1,000.00; this increase has already been included in the 2016-2017 fiscal year budget.

REQUESTED ACTION:

That the City Council adopt Resolution No. 2016-1537 and its associated salary matrix.

ATTACHMENTS:

Resolution No. 2016-1537 and Hourly Salary Matrix

**ITEM 5 ATTACHMENT
RESOLUTION NO. 2016-1537**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, RESCINDING RESOLUTION 2015-1480 AND APPROVING POSITION TITLES AND A SALARY SCHEDULE FOR HOURLY EMPLOYEES.

This resolution is adopted in order to set forth compensation procedures for hourly employees and shall be effective as of January 1, 2017.

SECTION 1. DEFINITION

Hourly Employees. An hourly employee is hired on a seasonal, temporary, or as needed basis and is limited to working less than 1,000 hours in a fiscal year (July 1 to June 30). Hourly employees do not have a probationary period, an anniversary date, or regularly scheduled performance evaluations or merit reviews. They are not eligible for retirement, health or leave benefits, except as otherwise required by law. The following salary ranges and allocated positions in the budget are hereby established.

HOURLY EMPLOYEE SALARY RANGES

Public Safety & Emergency Preparedness Director	H183	1
Fitness Instructor III	H131	8
Assistant Landscape Manager	H124	1
Public Information Officer	H114	1
Fitness Instructor II	H106	35
Building Inspector	H103	1
Assistant Transportation Planner	H100	2
Librarian	H100	5
Recreation Coordinator	H100	5
Building Assistant	H93	2
Media Production Specialist	H93	3
Events Specialist	H92	8
Executive Assistant	H88	2
Fitness Instructor I	H81	10
Swim Coach	H81	5
Facility Maintenance Technician	H70	8
Recreation Specialist	H68	6
Library Assistant	H46	2
Assistant Aquatics Coordinator	H29	10
Preschool Teacher	H29	15

Maintenance Assistant	H23	12
Library Clerk II	H21	3
Recreation Leader II	H14	8
Fleet Maintenance Assistant	H12	1
Engineering Assistant	H12	2
Production Assistant	H12	2
Child Watch	H6	5
Head Lifeguard	H6	15
Teacher Aid	H6	16
Water Safety Instructor	H6	25
Fitness Staff	H4	10
Library Clerk I	H1	6
Lifeguard	H1	45
Intern	H1	6
Recreation Leader I	H1	25
Camp Counselor	H1	8

SECTION 2. ESTABLISHMENT OF COMPENSATION PROCEDURE

- A. The City Manager shall recommend to the City Council the prescribed salary ranges for all classifications.
- B. Employees may be considered eligible for an increase in salary on the recommendation of the department head and with the approval of the City Manager.

Resolution No. 2015-1480, and any conflicting provisions previously adopted, are hereby rescinded.

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 14th day of December, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney

**CITY OF CALABASAS
HOURLY POSITIONS
HOURLY WAGE RANGE / STEP SCHEDULE
Effective January 1, 2017**

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
H1	10.50	10.76	11.03	11.31	11.59	11.88	12.18	12.48	12.79	13.11
H2	10.61	10.87	11.14	11.42	11.71	12.00	12.30	12.61	12.92	13.24
H3	10.71	10.98	11.25	11.53	11.82	12.12	12.42	12.73	13.05	13.38
H4	10.82	11.09	11.37	11.65	11.94	12.24	12.55	12.86	13.18	13.51
H5	10.93	11.20	11.48	11.77	12.06	12.36	12.67	12.99	13.31	13.65
H6	11.04	11.31	11.59	11.88	12.18	12.49	12.80	13.12	13.45	13.78
H7	11.15	11.42	11.71	12.00	12.30	12.61	12.93	13.25	13.58	13.92
H8	11.26	11.54	11.83	12.12	12.43	12.74	13.06	13.38	13.72	14.06
H9	11.37	11.65	11.95	12.24	12.55	12.86	13.19	13.52	13.85	14.20
H10	11.48	11.77	12.07	12.37	12.68	12.99	13.32	13.65	13.99	14.34
H11	11.60	11.89	12.19	12.49	12.80	13.12	13.45	13.79	14.13	14.48
H12	11.71	12.01	12.31	12.62	12.93	13.25	13.59	13.92	14.27	14.63
H13	11.83	12.13	12.43	12.74	13.06	13.39	13.72	14.06	14.42	14.78
H14	11.95	12.25	12.55	12.87	13.19	13.52	13.86	14.20	14.56	14.92
H15	12.07	12.37	12.68	13.00	13.32	13.66	14.00	14.35	14.71	15.07
H16	12.19	12.49	12.81	13.13	13.46	13.79	14.14	14.49	14.85	15.22
H17	12.31	12.62	12.94	13.26	13.59	13.93	14.28	14.64	15.00	15.38
H18	12.44	12.75	13.06	13.39	13.73	14.07	14.42	14.78	15.15	15.53
H19	12.56	12.87	13.20	13.53	13.86	14.21	14.57	14.93	15.30	15.69
H20	12.69	13.00	13.33	13.66	14.00	14.35	14.71	15.08	15.46	15.84
H21	12.81	13.13	13.46	13.80	14.14	14.50	14.86	15.23	15.61	16.00
H22	12.94	13.26	13.60	13.94	14.28	14.64	15.01	15.38	15.77	16.16
H23	13.07	13.40	13.73	14.07	14.43	14.79	15.16	15.54	15.92	16.32
H24	13.20	13.53	13.87	14.22	14.57	14.93	15.31	15.69	16.08	16.49
H25	13.33	13.67	14.01	14.36	14.72	15.08	15.46	15.85	16.24	16.65
H26	13.47	13.80	14.15	14.50	14.86	15.24	15.62	16.01	16.41	16.82
H27	13.60	13.94	14.29	14.65	15.01	15.39	15.77	16.17	16.57	16.98
H28	13.74	14.08	14.43	14.79	15.16	15.54	15.93	16.33	16.74	17.15
H29	13.87	14.22	14.58	14.94	15.31	15.70	16.09	16.49	16.90	17.33
H30	14.01	14.36	14.72	15.09	15.47	15.85	16.25	16.66	17.07	17.50
H31	14.15	14.51	14.87	15.24	15.62	16.01	16.41	16.82	17.24	17.67
H32	14.29	14.65	15.02	15.39	15.78	16.17	16.58	16.99	17.42	17.85
H33	14.44	14.80	15.17	15.55	15.94	16.33	16.74	17.16	17.59	18.03
H34	14.58	14.95	15.32	15.70	16.09	16.50	16.91	17.33	17.77	18.21
H35	14.73	15.10	15.47	15.86	16.26	16.66	17.08	17.51	17.94	18.39
H36	14.87	15.25	15.63	16.02	16.42	16.83	17.25	17.68	18.12	18.58
H37	15.02	15.40	15.78	16.18	16.58	17.00	17.42	17.86	18.30	18.76
H38	15.17	15.55	15.94	16.34	16.75	17.17	17.60	18.04	18.49	18.95
H39	15.33	15.71	16.10	16.50	16.92	17.34	17.77	18.22	18.67	19.14
H40	15.48	15.87	16.26	16.67	17.09	17.51	17.95	18.40	18.86	19.33
H41	15.63	16.02	16.42	16.84	17.26	17.69	18.13	18.58	19.05	19.52
H42	15.79	16.18	16.59	17.00	17.43	17.86	18.31	18.77	19.24	19.72
H43	15.95	16.35	16.75	17.17	17.60	18.04	18.49	18.96	19.43	19.92
H44	16.11	16.51	16.92	17.35	17.78	18.22	18.68	19.15	19.62	20.12
H45	16.27	16.67	17.09	17.52	17.96	18.41	18.87	19.34	19.82	20.32
H46	16.43	16.84	17.26	17.69	18.14	18.59	19.05	19.53	20.02	20.52
H47	16.59	17.01	17.43	17.87	18.32	18.78	19.24	19.73	20.22	20.72
H48	16.76	17.18	17.61	18.05	18.50	18.96	19.44	19.92	20.42	20.93
H49	16.93	17.35	17.79	18.23	18.69	19.15	19.63	20.12	20.63	21.14
H50	17.10	17.53	17.96	18.41	18.87	19.34	19.83	20.32	20.83	21.35
H51	17.27	17.70	18.14	18.60	19.06	19.54	20.03	20.53	21.04	21.57
H52	17.44	17.88	18.32	18.78	19.25	19.73	20.23	20.73	21.25	21.78
H53	17.62	18.06	18.51	18.97	19.44	19.93	20.43	20.94	21.46	22.00
H54	17.79	18.24	18.69	19.16	19.64	20.13	20.63	21.15	21.68	22.22

**CITY OF CALABASAS
HOURLY POSITIONS
HOURLY WAGE RANGE / STEP SCHEDULE
Effective January 1, 2017**

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
H55	17.97	18.42	18.88	19.35	19.84	20.33	20.84	21.36	21.89	22.44
H56	18.15	18.60	19.07	19.55	20.03	20.53	21.05	21.57	22.11	22.67
H57	18.33	18.79	19.26	19.74	20.23	20.74	21.26	21.79	22.33	22.89
H58	18.51	18.98	19.45	19.94	20.44	20.95	21.47	22.01	22.56	23.12
H59	18.70	19.17	19.65	20.14	20.64	21.16	21.69	22.23	22.78	23.35
H60	18.89	19.36	19.84	20.34	20.85	21.37	21.90	22.45	23.01	23.59
H61	19.08	19.55	20.04	20.54	21.06	21.58	22.12	22.67	23.24	23.82
H62	19.27	19.75	20.24	20.75	21.27	21.80	22.34	22.90	23.47	24.06
H63	19.46	19.95	20.44	20.95	21.48	22.02	22.57	23.13	23.71	24.30
H64	19.65	20.14	20.65	21.16	21.69	22.24	22.79	23.36	23.95	24.54
H65	19.85	20.35	20.85	21.38	21.91	22.46	23.02	23.60	24.19	24.79
H66	20.05	20.55	21.06	21.59	22.13	22.68	23.25	23.83	24.43	25.04
H67	20.25	20.76	21.27	21.81	22.35	22.91	23.48	24.07	24.67	25.29
H68	20.45	20.96	21.49	22.02	22.57	23.14	23.72	24.31	24.92	25.54
H69	20.66	21.17	21.70	22.24	22.80	23.37	23.95	24.55	25.17	25.80
H70	20.86	21.38	21.92	22.47	23.03	23.60	24.19	24.80	25.42	26.05
H71	21.07	21.60	22.14	22.69	23.26	23.84	24.44	25.05	25.67	26.31
H72	21.28	21.81	22.36	22.92	23.49	24.08	24.68	25.30	25.93	26.58
H73	21.49	22.03	22.58	23.15	23.73	24.32	24.93	25.55	26.19	26.84
H74	21.71	22.25	22.81	23.38	23.96	24.56	25.18	25.81	26.45	27.11
H75	21.93	22.47	23.04	23.61	24.20	24.81	25.43	26.06	26.72	27.38
H76	22.15	22.70	23.27	23.85	24.44	25.06	25.68	26.32	26.98	27.66
H77	22.37	22.93	23.50	24.09	24.69	25.31	25.94	26.59	27.25	27.93
H78	22.59	23.16	23.73	24.33	24.94	25.56	26.20	26.85	27.52	28.21
H79	22.82	23.39	23.97	24.57	25.19	25.82	26.46	27.12	27.80	28.50
H80	23.05	23.62	24.21	24.82	25.44	26.07	26.73	27.39	28.08	28.78
H81	23.28	23.86	24.45	25.07	25.69	26.33	26.99	27.67	28.36	29.07
H82	23.51	24.10	24.70	25.32	25.95	26.60	27.26	27.94	28.64	29.36
H83	23.74	24.34	24.95	25.57	26.21	26.86	27.54	28.22	28.93	29.65
H84	23.98	24.58	25.19	25.82	26.47	27.13	27.81	28.51	29.22	29.95
H85	24.22	24.83	25.45	26.08	26.73	27.40	28.09	28.79	29.51	30.25
H86	24.46	25.07	25.70	26.34	27.00	27.68	28.37	29.08	29.81	30.55
H87	24.71	25.33	25.96	26.61	27.27	27.95	28.65	29.37	30.10	30.86
H88	24.95	25.58	26.22	26.87	27.55	28.23	28.94	29.66	30.40	31.16
H89	25.20	25.83	26.48	27.14	27.82	28.52	29.23	29.96	30.71	31.48
H90	25.46	26.09	26.74	27.41	28.10	28.80	29.52	30.26	31.02	31.79
H91	25.71	26.35	27.01	27.69	28.38	29.09	29.82	30.56	31.33	32.11
H92	25.97	26.62	27.28	27.96	28.66	29.38	30.11	30.87	31.64	32.43
H93	26.23	26.88	27.56	28.24	28.95	29.67	30.42	31.18	31.96	32.75
H94	26.49	27.15	27.83	28.53	29.24	29.97	30.72	31.49	32.28	33.08
H95	26.75	27.42	28.11	28.81	29.53	30.27	31.03	31.80	32.60	33.41
H96	27.02	27.70	28.39	29.10	29.83	30.57	31.34	32.12	32.92	33.75
H97	27.29	27.97	28.67	29.39	30.13	30.88	31.65	32.44	33.25	34.08
H98	27.57	28.25	28.96	29.68	30.43	31.19	31.97	32.77	33.59	34.43
H99	27.84	28.54	29.25	29.98	30.73	31.50	32.29	33.09	33.92	34.77
H100	28.12	28.82	29.54	30.28	31.04	31.81	32.61	33.43	34.26	35.12
H101	28.40	29.11	29.84	30.58	31.35	32.13	32.94	33.76	34.60	35.47
H102	28.68	29.40	30.14	30.89	31.66	32.45	33.27	34.10	34.95	35.82
H103	28.97	29.70	30.44	31.20	31.98	32.78	33.60	34.44	35.30	36.18
H104	29.26	29.99	30.74	31.51	32.30	33.11	33.93	34.78	35.65	36.54
H105	29.55	30.29	31.05	31.83	32.62	33.44	34.27	35.13	36.01	36.91
H106	29.85	30.60	31.36	32.14	32.95	33.77	34.62	35.48	36.37	37.28
H107	30.15	30.90	31.67	32.47	33.28	34.11	34.96	35.84	36.73	37.65
H108	30.45	31.21	31.99	32.79	33.61	34.45	35.31	36.19	37.10	38.03

CITY OF CALABASAS
HOURLY POSITIONS
HOURLY WAGE RANGE / STEP SCHEDULE
Effective January 1, 2017

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
H109	30.75	31.52	32.31	33.12	33.95	34.80	35.66	36.56	37.47	38.41
H110	31.06	31.84	32.63	33.45	34.29	35.14	36.02	36.92	37.85	38.79
H111	31.37	32.16	32.96	33.78	34.63	35.49	36.38	37.29	38.22	39.18
H112	31.69	32.48	33.29	34.12	34.97	35.85	36.75	37.66	38.61	39.57
H113	32.00	32.80	33.62	34.46	35.32	36.21	37.11	38.04	38.99	39.97
H114	32.32	33.13	33.96	34.81	35.68	36.57	37.48	38.42	39.38	40.37
H115	32.65	33.46	34.30	35.16	36.03	36.94	37.86	38.81	39.78	40.77
H116	32.97	33.80	34.64	35.51	36.40	37.30	38.24	39.19	40.17	41.18
H117	33.30	34.13	34.99	35.86	36.76	37.68	38.62	39.59	40.58	41.59
H118	33.63	34.48	35.34	36.22	37.13	38.05	39.01	39.98	40.98	42.01
H119	33.97	34.82	35.69	36.58	37.50	38.44	39.40	40.38	41.39	42.43
H120	34.31	35.17	36.05	36.95	37.87	38.82	39.79	40.78	41.80	42.85
H121	34.65	35.52	36.41	37.32	38.25	39.21	40.19	41.19	42.22	43.28
H122	35.00	35.88	36.77	37.69	38.63	39.60	40.59	41.60	42.64	43.71
H123	35.35	36.23	37.14	38.07	39.02	40.00	41.00	42.02	43.07	44.15
H124	35.70	36.60	37.51	38.45	39.41	40.40	41.41	42.44	43.50	44.59
H125	36.06	36.96	37.89	38.83	39.80	40.80	41.82	42.87	43.94	45.04
H126	36.42	37.33	38.27	39.22	40.20	41.21	42.24	43.29	44.38	45.49
H127	36.79	37.71	38.65	39.61	40.60	41.62	42.66	43.73	44.82	45.94
H128	37.15	38.08	39.03	40.01	41.01	42.04	43.09	44.16	45.27	46.40
H129	37.53	38.46	39.43	40.41	41.42	42.46	43.52	44.61	45.72	46.86
H130	37.90	38.85	39.82	40.81	41.84	42.88	43.95	45.05	46.18	47.33
H131	38.28	39.24	40.22	41.22	42.25	43.31	44.39	45.50	46.64	47.81
H132	38.66	39.63	40.62	41.64	42.68	43.74	44.84	45.96	47.11	48.28
H133	39.05	40.03	41.03	42.05	43.10	44.18	45.28	46.42	47.58	48.77
H134	39.44	40.43	41.44	42.47	43.53	44.62	45.74	46.88	48.05	49.25
H135	39.83	40.83	41.85	42.90	43.97	45.07	46.20	47.35	48.53	49.75
H136	40.23	41.24	42.27	43.33	44.41	45.52	46.66	47.82	49.02	50.24
H137	40.63	41.65	42.69	43.76	44.85	45.97	47.12	48.30	49.51	50.75
H138	41.04	42.07	43.12	44.20	45.30	46.43	47.59	48.78	50.00	51.25
H139	41.45	42.49	43.55	44.64	45.75	46.90	48.07	49.27	50.50	51.77
H140	41.87	42.91	43.99	45.08	46.21	47.37	48.55	49.77	51.01	52.28
H141	42.28	43.34	44.43	45.54	46.67	47.84	49.04	50.26	51.52	52.81
H142	42.71	43.78	44.87	45.99	47.14	48.32	49.53	50.77	52.03	53.34
H143	43.13	44.21	45.32	46.45	47.61	48.80	50.02	51.27	52.56	53.87
H144	43.57	44.65	45.77	46.92	48.09	49.29	50.52	51.79	53.08	54.41
H145	44.00	45.10	46.23	47.38	48.57	49.78	51.03	52.30	53.61	54.95
H146	44.44	45.55	46.69	47.86	49.06	50.28	51.54	52.83	54.15	55.50
H147	44.89	46.01	47.16	48.34	49.55	50.78	52.05	53.36	54.69	56.06
H148	45.33	46.47	47.63	48.82	50.04	51.29	52.57	53.89	55.24	56.62
H149	45.79	46.93	48.11	49.31	50.54	51.81	53.10	54.43	55.79	57.18
H150	46.25	47.40	48.59	49.80	51.05	52.32	53.63	54.97	56.35	57.75
H151	46.71	47.88	49.07	50.30	51.56	52.85	54.17	55.52	56.91	58.33
H152	47.18	48.35	49.56	50.80	52.07	53.37	54.71	56.08	57.48	58.92
H153	47.65	48.84	50.06	51.31	52.59	53.91	55.26	56.64	58.05	59.50
H154	48.12	49.33	50.56	51.82	53.12	54.45	55.81	57.20	58.63	60.10
H155	48.60	49.82	51.07	52.34	53.65	54.99	56.37	57.78	59.22	60.70
H156	49.09	50.32	51.58	52.87	54.19	55.54	56.93	58.35	59.81	61.31
H157	49.58	50.82	52.09	53.39	54.73	56.10	57.50	58.94	60.41	61.92
H158	50.08	51.33	52.61	53.93	55.28	56.66	58.07	59.53	61.01	62.54
H159	50.58	51.84	53.14	54.47	55.83	57.22	58.66	60.12	61.63	63.17
H160	51.08	52.36	53.67	55.01	56.39	57.80	59.24	60.72	62.24	63.80
H161	51.60	52.89	54.21	55.56	56.95	58.38	59.83	61.33	62.86	64.44
H162	52.11	53.41	54.75	56.12	57.52	58.96	60.43	61.94	63.49	65.08

**CITY OF CALABASAS
HOURLY POSITIONS
HOURLY WAGE RANGE / STEP SCHEDULE
Effective January 1, 2017**

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
H163	52.63	53.95	55.30	56.68	58.10	59.55	61.04	62.56	64.13	65.73
H164	53.16	54.49	55.85	57.25	58.68	60.14	61.65	63.19	64.77	66.39
H165	53.69	55.03	56.41	57.82	59.26	60.75	62.26	63.82	65.42	67.05
H166	54.23	55.58	56.97	58.40	59.86	61.35	62.89	64.46	66.07	67.72
H167	54.77	56.14	57.54	58.98	60.46	61.97	63.52	65.10	66.73	68.40
H168	55.32	56.70	58.12	59.57	61.06	62.59	64.15	65.75	67.40	69.08
H169	55.87	57.27	58.70	60.17	61.67	63.21	64.79	66.41	68.07	69.77
H170	56.43	57.84	59.29	60.77	62.29	63.84	65.44	67.08	68.75	70.47
H171	56.99	58.42	59.88	61.38	62.91	64.48	66.09	67.75	69.44	71.18
H172	57.56	59.00	60.48	61.99	63.54	65.13	66.76	68.42	70.14	71.89
H173	58.14	59.59	61.08	62.61	64.17	65.78	67.42	69.11	70.84	72.61
H174	58.72	60.19	61.69	63.24	64.82	66.44	68.10	69.80	71.54	73.33
H175	59.31	60.79	62.31	63.87	65.46	67.10	68.78	70.50	72.26	74.07
H176	59.90	61.40	62.93	64.51	66.12	67.77	69.47	71.20	72.98	74.81
H177	60.50	62.01	63.56	65.15	66.78	68.45	70.16	71.91	73.71	75.56
H178	61.10	62.63	64.20	65.80	67.45	69.13	70.86	72.63	74.45	76.31
H179	61.72	63.26	64.84	66.46	68.12	69.83	71.57	73.36	75.19	77.07
H180	62.33	63.89	65.49	67.13	68.80	70.52	72.29	74.09	75.95	77.84
H181	62.96	64.53	66.14	67.80	69.49	71.23	73.01	74.83	76.71	78.62
H182	63.59	65.18	66.80	68.47	70.19	71.94	73.74	75.58	77.47	79.41
H183	64.22	65.83	67.47	69.16	70.89	72.66	74.48	76.34	78.25	80.20
H184	64.86	66.49	68.15	69.85	71.60	73.39	75.22	77.10	79.03	81.01
H185	65.51	67.15	68.83	70.55	72.31	74.12	75.97	77.87	79.82	81.82
H186	66.17	67.82	69.52	71.25	73.04	74.86	76.73	78.65	80.62	82.63
H187	66.83	68.50	70.21	71.97	73.77	75.61	77.50	79.44	81.42	83.46
H188	67.50	69.18	70.91	72.69	74.50	76.37	78.28	80.23	82.24	84.29
H189	68.17	69.88	71.62	73.41	75.25	77.13	79.06	81.04	83.06	85.14
H190	68.85	70.58	72.34	74.15	76.00	77.90	79.85	81.85	83.89	85.99
H191	69.54	71.28	73.06	74.89	76.76	78.68	80.65	82.66	84.73	86.85
H192	70.24	71.99	73.79	75.64	77.53	79.47	81.45	83.49	85.58	87.72
H193	70.94	72.71	74.53	76.39	78.30	80.26	82.27	84.33	86.43	88.59
H194	71.65	73.44	75.28	77.16	79.09	81.07	83.09	85.17	87.30	89.48
H195	72.37	74.18	76.03	77.93	79.88	81.88	83.92	86.02	88.17	90.38
H196	73.09	74.92	76.79	78.71	80.68	82.69	84.76	86.88	89.05	91.28
H197	73.82	75.67	77.56	79.50	81.48	83.52	85.61	87.75	89.94	92.19
H198	74.56	76.42	78.33	80.29	82.30	84.36	86.47	88.63	90.84	93.11
H199	75.30	77.19	79.12	81.09	83.12	85.20	87.33	89.51	91.75	94.05
H200	76.06	77.96	79.91	81.91	83.95	86.05	88.20	90.41	92.67	94.99
H201	76.82	78.74	80.71	82.72	84.79	86.91	89.09	91.31	93.60	95.94
H202	77.59	79.53	81.51	83.55	85.64	87.78	89.98	92.23	94.53	96.89
H203	78.36	80.32	82.33	84.39	86.50	88.66	90.88	93.15	95.48	97.86
H204	79.15	81.12	83.15	85.23	87.36	89.55	91.78	94.08	96.43	98.84
H205	79.94	81.94	83.98	86.08	88.24	90.44	92.70	95.02	97.40	99.83
H206	80.74	82.76	84.82	86.94	89.12	91.35	93.63	95.97	98.37	100.83
H207	81.54	83.58	85.67	87.81	90.01	92.26	94.57	96.93	99.35	101.84
H208	82.36	84.42	86.53	88.69	90.91	93.18	95.51	97.90	100.35	102.86
H209	83.18	85.26	87.39	89.58	91.82	94.11	96.47	98.88	101.35	103.88
H210	84.01	86.12	88.27	90.47	92.74	95.06	97.43	99.87	102.36	104.92
H211	84.86	86.98	89.15	91.38	93.66	96.01	98.41	100.87	103.39	105.97
H212	85.70	87.85	90.04	92.29	94.60	96.97	99.39	101.87	104.42	107.03
H213	86.56	88.72	90.94	93.22	95.55	97.94	100.38	102.89	105.47	108.10
H214	87.43	89.61	91.85	94.15	96.50	98.91	101.39	103.92	106.52	109.18
H215	88.30	90.51	92.77	95.09	97.47	99.90	102.40	104.96	107.59	110.28
H216	89.18	91.41	93.70	96.04	98.44	100.90	103.43	106.01	108.66	111.38

**CITY OF CALABASAS
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RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
H217	90.08	92.33	94.64	97.00	99.43	101.91	104.46	107.07	109.75	112.49
H218	90.98	93.25	95.58	97.97	100.42	102.93	105.50	108.14	110.85	113.62
H219	91.89	94.18	96.54	98.95	101.42	103.96	106.56	109.22	111.95	114.75
H220	92.80	95.12	97.50	99.94	102.44	105.00	107.63	110.32	113.07	115.90
H221	93.73	96.08	98.48	100.94	103.46	106.05	108.70	111.42	114.20	117.06
H222	94.67	97.04	99.46	101.95	104.50	107.11	109.79	112.53	115.35	118.23
H223	95.62	98.01	100.46	102.97	105.54	108.18	110.89	113.66	116.50	119.41
H224	96.57	98.99	101.46	104.00	106.60	109.26	112.00	114.79	117.66	120.61
H225	97.54	99.98	102.48	105.04	107.66	110.36	113.12	115.94	118.84	121.81
H226	98.51	100.98	103.50	106.09	108.74	111.46	114.25	117.10	120.03	123.03
H227	99.50	101.99	104.54	107.15	109.83	112.57	115.39	118.27	121.23	124.26
H228	100.49	103.01	105.58	108.22	110.93	113.70	116.54	119.46	122.44	125.50
H229	101.50	104.04	106.64	109.30	112.04	114.84	117.71	120.65	123.67	126.76
H230	102.51	105.08	107.70	110.40	113.16	115.99	118.89	121.86	124.90	128.03
H231	103.54	106.13	108.78	111.50	114.29	117.15	120.07	123.08	126.15	129.31
H232	104.57	107.19	109.87	112.62	115.43	118.32	121.27	124.31	127.41	130.60
H233	105.62	108.26	110.97	113.74	116.59	119.50	122.49	125.55	128.69	131.91
H234	106.68	109.34	112.08	114.88	117.75	120.69	123.71	126.81	129.98	133.22
H235	107.74	110.44	113.20	116.03	118.93	121.90	124.95	128.07	131.27	134.56
H236	108.82	111.54	114.33	117.19	120.12	123.12	126.20	129.35	132.59	135.90
H237	109.91	112.66	115.47	118.36	121.32	124.35	127.46	130.65	133.91	137.26
H238	111.01	113.78	116.63	119.54	122.53	125.60	128.74	131.95	135.25	138.63
H239	112.12	114.92	117.79	120.74	123.76	126.85	130.02	133.27	136.61	140.02
H240	113.24	116.07	118.97	121.95	125.00	128.12	131.32	134.61	137.97	141.42
H241	114.37	117.23	120.16	123.17	126.25	129.40	132.64	135.95	139.35	142.83
H242	115.52	118.40	121.36	124.40	127.51	130.70	133.96	137.31	140.74	144.26
H243	116.67	119.59	122.58	125.64	128.78	132.00	135.30	138.68	142.15	145.71
H244	117.84	120.78	123.80	126.90	130.07	133.32	136.66	140.07	143.57	147.16
H245	119.02	121.99	125.04	128.17	131.37	134.66	138.02	141.47	145.01	148.63
H246	120.21	123.21	126.29	129.45	132.68	136.00	139.40	142.89	146.46	150.12
H247	121.41	124.44	127.55	130.74	134.01	137.36	140.80	144.32	147.92	151.62
H248	122.62	125.69	128.83	132.05	135.35	138.74	142.20	145.76	149.40	153.14



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 18, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1536, RECITING THE FACT OF THE SPECIAL MUNICIPAL ELECTION HELD ON NOVEMBER 8, 2016, DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

MEETING

DATE: DECEMBER 14, 2016

SUMMARY:

On December 2, 2016, the Los Angeles County Registrar Recorder certified the results of the November 8, 2016, Special Municipal Election in regard to Measure F.

Pursuant to California Elections Code Section 9241, since a majority of the voters voting on the ordinance did not vote in its favor; the ordinance was not adopted and shall not again be enacted by the legislative body for a period of one year after the date (November 8, 2016) of disapproval by the voters.

Resolution No. 2016-1536 certifies the results of the November 8, 2016, Special Municipal Election. Attached to the resolution is Exhibits A and B providing details regarding the number of votes cast by precinct, total votes received and total ballots cast in the election.

RECOMMENDATION:

It is recommended that City Council adopt Resolution No. 2016-1536, reciting the fact of the Special Municipal Election held on November 8, 2016, declaring the result and such other matters as provided by law.

ATTACHMENTS:

Resolution No. 2016-1536 and accompanying Exhibits A and B

**ITEM 6 ATTACHMENT
RESOLUTION NO. 2016-1536**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, RECITING THE FACT OF THE SPECIAL MUNICIPAL ELECTION HELD ON NOVEMBER 8, 2016, DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW.

WHEREAS, a Special Municipal Election was held and conducted in the City of Calabasas, California, on Tuesday, November 8, 2016, as required by law; and

WHEREAS, notice of the election was given in time, form and manner as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvassed and the returns made and declared in the time, form and manner as required by the provisions of the Elections Code of the State of California for the holding of elections in general law cities; and

WHEREAS, the Los Angeles County Elections Department canvassed the returns of the election and has certified the results to this City Council, the results are received, attached and made a part hereof as Exhibit A.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the whole number of ballots cast in the precincts, except vote by mail ballots was 6,921.

That the whole number of vote by mail cast in the City was 5,324 making a total of 12,245 ballots cast in the City.

SECTION 2. That the City of Calabasas Measure voted upon at the election is as follows:

1. Measure F

SECTION 3. That the number of votes given at each precinct and the number of votes given in the City for and against the Measure are as listed in Exhibit B.

SECTION 4. That the result of the election is that a majority of the voters voting on Measure F considering adoption of Ordinance No. 2016-333 did not vote in favor of it, and that the Measure was not carried and shall not be deemed adopted and ratified. As a result, Ordinance No. 2016-333 was not adopted and Resolution No. 2016-1507 will not take effect by its own terms.

SECTION 5. The City Clerk shall enter on the records of the City Council of the City of Calabasas, a statement of the result of the election, showing:

- 1) The whole number of ballots cast in the City;
- 2) The Measure voted upon;
- 3) The number of votes given at each precinct for and against the Measure; and
- 4) The total number of votes given for and against the Measure.

SECTION 6. 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 14th day of December, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



EXHIBIT A

DEAN C. LOGAN
Registrar-Recorder/County Clerk

December 2, 2016

Maricela Hernandez, City Clerk
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Dear Ms. Hernandez:

Enclosed are the Official Canvass Certificate and the Official Statement of Votes Cast by precinct for the City of Calabasas Special Municipal Election consolidated with the General Election held on November 8, 2016.

Please call the Election Planning Section at (562) 462-2317, if you have any questions.

Sincerely,

DEAN C. LOGAN
Registrar-Recorder/County Clerk

FRANCIS GUIJARO, Head
Election Planning Section

Enclosures
Official Canvass Certificate
Official Statement of Votes Cast

*Los Angeles County
Registrar-Recorder/County Clerk*

Certificate of the Canvass of the Election Returns

I, DEAN C. LOGAN, Registrar-Recorder/County Clerk of the County of Los Angeles, of the State of California, DO HEREBY CERTIFY that pursuant to the provisions of Section 15300 et seq. of the California Elections Code, I did canvass the returns of the votes cast for each elective office and/or measure(s) for

Calabasas City

at the General Election, held on the 8th day of November 2016.

I FURTHER CERTIFY that the Statement of Votes Cast, to which this certificate is attached, shows the total number of ballots cast in said jurisdiction, and that the whole number of votes cast for each candidate and/or measure(s) in said jurisdiction in each of the respective precincts therein, and the totals of the respective columns and the totals as shown for each candidate and/or measure(s) are full, true and correct.

*IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this
2nd day of December 2016.*



Dean Logan
DEAN C. LOGAN
Registrar-Recorder/County Clerk
County of Los Angeles

City of Calabasas
Special Election
November 8, 2016
Measure F



CITY of CALABASAS

I, Maricela Hernandez, City Clerk of the City of Calabasas, certify that, per the Los Angeles County Registrar Recorder's Certificate of Canvass of the Election Results, the returns of the Special Municipal Election held on November 8, 2016, were certified, and find that the number of votes given at each precinct and the number of votes given in the City for Measure F are as follows:

Precinct No.	Precinct Location	MEASURE F	Total Votes Cast	Total Votes	Voter Turnout	Total Voter Turnout	Total Registered Voters*	Voter Turnout %
1, 12, 77	Bay Laurel Elementary School	Ballots at Polls	1,490	2,546	1,270	2,202	3,219	68%
		Vote by Mail (VBM) Ballots	1,056		932			
		2nd Count/Provisionals	180					
4, 219, 220, 299	Vote by Mail	Vote by Mail (VBM)	150	150	134	134	190	71%
6, 33	Calabasas Senior Center	Votes at Polls	1,011	2,004	836	1,727	2,497	69%
		Vote by Mail (VBM)	993		891			
		2nd Count/Provisionals	151					
7, 9	Agoura Hills/Calabasas Community Center	Votes at Polls	991	1,600	885	1,438	1,970	73%
		Vote by Mail (VBM)	609		553			
		2nd Count/Provisionals	151					
8, 16	AC Stelle Middle School	Votes at Polls	1,101	1,975	966	1,742	2,424	72%
		Vote by Mail (VBM)	874		776			
		2nd Count/Provisionals	128					
10, 11	Church of the Canyons	Votes at Polls	673	1,187	600	1,066	1,515	70%
		Vote by Mail (VBM)	514		466			
		2nd Count/Provisionals	125					
13	Lupin Hill Elementary School	Votes at Polls	590	943	526	844	1,291	65%
		Vote by Mail (VBM)	353		318			
		2nd Count/Provisionals	125					
75	Calabasas Village Mobile Home Park	Votes at Polls	486	794	443	728	989	74%
		Vote by Mail (VBM)	308		285			
		2nd Count/Provisionals	61					
76	Tennis & Swim Center	Votes at Polls	579	1,046	492	904	1,306	69%
		Vote by Mail (VBM)	467		412			
		2nd Count/Provisionals	17					
				12,245		10,785	15,401	70%

Total Votes at Precincts	6,921
Total VBM Votes	5,324
Total Votes Cast	12,245

Total Votes Cast	12,245
Registered Voters	15,401
% of Votes Cast	79.51%

2nd Count/Provisionals * included in Total Votes Cast Total	938
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Maricela Hernandez

Maricela Hernandez, MMC, City Clerk
Dated: December 14, 2016

City of Calabasas
November 8, 2016
Official Election Results
Measure F

PRECINCT	LOCATION	REGISTRATION	BALLOTS CAST			YES VOTES		NO VOTES	
			Precinct	VBM	2nd Count Provisionals	Precinct	VBM	Precinct	VBM
1000001E	Bay Laurel Elementary	1,303							
1000012A		961	562	451	93	214	186	256	216
1000077A		955	465	317	46	153	128	247	156
		3,219	463	288	41	175	117	225	129
			1,490	1,056	180	542	431	728	501
				2,546			973		1,229
1000004A	VOTE BY MAIL	190	-	146	-	-	30		101
9990219A		-	-	-	-	-	-		-
9990220A		-	-	2	-	-	-		1
9990299A		-	-	2	-	-	1		1
		190	-	150	-	-	30		101
				150			31		103
1000006A	Calabasas Senior Center	1,478	574	654	85	159	227	331	368
1000033A		1,019	437	339	66	132	123	214	173
		2,497	1,011	993	151	291	350	545	541
				2,004			641		1,086
1000007A	Agoura Hills/Calabasas Community Center	1,384	698	424	121	161	114	462	268
1000009A		586	293	185	30	47	32	215	139
		1,970	991	609	151	208	146	677	407
				1,600			354		1,084
1000008A	A.C. Stelle Middle School	1,181	526	428	67	205	169	258	210
1000016A		1,243	575	446	61	191	184	312	213
		2,424	1,101	874	128	396	353	570	423
				1,975			749		993
1000010A	Church of the Canyon	876	365	331	76	75	59	252	244
1000011A		639	308	183	49	58	54	215	109
		1,515	673	514	125	133	113	467	353
				1,187			246		820
1000013A	Lupin Hill Elementary	1,291	590	353	125	162	96	364	222
			590	353	125	162	96	364	222
		1,291		943			258		586

City of Calabasas
 November 8, 2016
 Official Election Results
 Measure F

PRECINCT	LOCATION	REGISTRATION	BALLOTS CAST			YES VOTES		NO VOTES	
			Precinct	VBM	2nd Count Provisionals	Precinct	VBM	Precinct	VBM
1000075A	Calabasas Mobile Home Park	989	486	308	61	120	90	323	195
		989	486	308	61	120	90	323	195
			794			210		518	
1000076A	Calabasas Tennis & Swim Center	1,306	579	467	17	201	132	291	280
		1,306	579	467	17	201	132	291	280
			1,046			333		571	
TOTALS									
		REGISTRATION	TOTAL BALLOTS CAST		2ND COUNT PROVISIONALS	YES VOTES		NO VOTES	
		15,401	12,245		938	3,795		6,990	




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 1, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P. E., T. E., DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
HALI AZIZ GOKTAPEH, ASSISTANT TRANSPORTATION PLANNER**

SUBJECT: RECOMMENDATION TO APPROVE A PURCHASE ORDER FOR AN AMOUNT NOT TO EXCEED \$200,000 FOR 2017-2018 WITH MALIBU CANYON SHELL (VENTORO PROPERTIES) FOR THE FUELING OF TRANSIT VEHICLES.

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends the City Council approve a Purchase Order for an amount not to exceed \$200,000 for 2017-2018 with Malibu Canyon Shell for the fueling of transit vehicles.

BACKGROUND:

In 2012, the City entered into an agreement with Ventoro Properties as part of a pilot program to fuel the City's transit vehicles. Ventoro Properties was chosen due to the diesel fuel capabilities and the nearness to the transit fleet yard. Malibu Canyon Shell dedicates administrative time to collect data and to keep record of City vehicles' mileage and fuel purchase; therefore, Staff finds it necessary to allow for 1% Administration Fee and 1.5% Late Fee on their monthly statements.

DISCUSSION/ANALYSIS:

The fueling Purchase Order with Ventoro Properties has resulted in significantly reduced administrative time required for reviewing and approving fueling invoices. Furthermore, the invoices and documentation received achieve the goals of the City Auditors in providing transparency of city funds and expenses. Another benefit of the Purchase Order stems from the ease of reporting the information for the drivers, limiting the “down-time” of drivers while re-fueling.

The Purchase Order ensures that the majority of fuel purchases for City vehicles is within the City of Calabasas, and provides a simple and easy to use process for all staff and transit drivers who are fueling vehicles.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact associated with this decision. The fueling cost is covered by Proposition A and Proposition C and Measure R Local Return funds.

REQUESTED ACTION:

The City Council approve a Purchase Order for an amount not to exceed \$200,000 for 2017-2018 with Malibu Canyon Shell for the fueling of transit vehicles.

ATTACHMENTS:

Exhibit A: Purchase Order No.4351

Exhibit B: Sample Statement



CITY of CALABASAS

100 Civic Center Way / Calabasas, CA 91302-4112
Phone: (818) 224-1600 / Fax: (818) 225-7324

ITEM 7 EXHIBIT A

PURCHASE ORDER

For supplies, materials, and equipment only

DATE	DATE REQ'D	P.O. NUMBER	PAGE

VENDOR

SHIP TO

ACCOUNT NO.	QUANTITY	UOM	DESCRIPTION	UNIT COST	TOTAL PRICE

REMARKS	SUBTOTAL	
	SALES TAX	
	SHIPPING & HANDLING	
	OTHER	
	TOTAL	

APPROVALS:

Requestor Date

City Manager (\$25-50K) Date

Department Head – required for all purchases Date

City Council (over \$50K) Date

Purchasing Officer (\$10-25K) Date

Malibu Canyon Shell

**ITEM 7 EXHIBIT B
Fee Schedule**

INVOICE # 10043

12/31/2013

4831 Las Virgenes Rd
 Calabasas, CA 91302
 Phone: (818) 880-4264
 email: satpalmac@gmail.com

Bill to:
 City of Calabasas,
 100 Civic Center Drive,
 Calabasas, CA 91302
 Phone: (818) 224-1600

Bi-monthly Billing Period	12/15/2013 -12/31/2013
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Date	Pump #	Gas/Diesel /Oil	Vehicle Plate	Odometer Reading	Driver's Name	Unit Price	Gallons	Credit Amount	Amount
12/16/2013	#3	Gas	#5	189026	TimAvko	\$3.76	30.6		\$115.06
12/16/2013	#8	Gas	#9	226862	Matt	\$3.76	20.7		\$77.77
12/16/2013	#6	Gas	#10	649630	Matt	\$3.76	16.9		\$63.40
12/16/2013	#3	Gas	#11L1	60830	Lila	\$3.76	20.0		\$75.33
12/16/2013	#7	Diesel	#8	113221	Tania L	\$3.76	25.9		\$107.66
12/17/2013	#7	Gas	#11L1	61001	Lila	\$3.74	30.4		\$113.76
12/17/2013	#5	Gas	#4	209153	linda	\$3.74	30.0		\$112.18
12/17/2013	#1	Gas	#10	650630	Florian G	\$3.74	20.1		\$75.00
12/18/2013	#4	Gas	#5	204284	linda	\$3.70	24.1		\$89.10
12/18/2013	#2	Gas	#514	284543	James G	\$3.74	10.7		\$40.09
12/18/2013	#8	Gas	#3	189164	Matt	\$3.74	24.4		\$91.07
12/18/2013	#4	Gas	#4	195222	ali	\$3.74	23.5		\$88.00
12/18/2013	#5	Gas	Shop Truck	135602	Richard F	\$3.70	19.8		\$73.20
12/18/2013	#3	Diesel	#7	166472	Don A	\$4.14	44.9		\$186.00
12/19/2013	#1	Gas	#10L5	651550	Jim Casey	\$3.70	15.7		\$58.13
12/19/2013	#8	Gas	#3	189585	Matt	\$3.76	20.1		\$74.44
12/19/2013	#7	Diesel	#8	113406	Tania L	\$4.14	26.3		\$108.81
12/19/2013	#4	Gas	#4	204412	linda	\$3.70	25.1		\$92.66
12/19/2013	#4	Gas	#11L1	611190	Lila	\$3.70	25.9		\$95.86
12/20/2013	#4	Gas	#5	195336	ali	\$3.74	18.7		\$70.00
12/23/2013	ROA		CK#xxxxxx						-\$2,881.05
12/23/2013	#8	Gas	#3	189583	linda	\$3.74	18.0		\$67.32
12/30/2013	#5	Gas	#11L1	61747	Lila	\$3.84	28.9		\$110.87
12/30/2013	#4	Gas	#4	214843	linda	\$3.84	25.0		\$96.12
LINE TOTALS							545.75	-\$2,881.05	\$2,081.83

SAMPLE STATEMENT
AND INVOICE

TERMS: TOTAL DUE UPON RECEIPT OF INVOICE:

THANK YOU FOR YOUR BUSINESS !

Previous Balance	\$7,412.21
Purchases this Statement	\$2,081.83
Administrative Charge @ 1%	\$20.82
Late Charges 1.5% per month	
Total New Charges	\$2,102.65
Total Credits	-\$2,881.05
Balance Due	\$6,633.81



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER
HEATHER MELTON, LANDSCAPE DISTRICT MANAGER**

SUBJECT: RECOMMENDATION TO AWARD A CONTRACT IN AN AMOUNT NOT TO EXCEED \$80,000 TO NEWBURY PARK TREE SERVICE, INC. FOR PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Recommend to award a contract in an amount not to exceed \$80,000 to Newbury Park Tree Service, Inc. for public streets tree maintenance in the City of Calabasas.

BACKGROUND:

The City has determined it requires continuing tree care services for the city parks, public street right-of-way, and street medians and parkways. The required services include: tree installation; tree trimming and thinning; tree crown cleaning; tree removal; tree stump grinding; tree spraying for disease; and tree spraying for pests.

FISCAL IMPACT/SOURCE OF FUNDING:

Budgeted funding exists in Fund 10: Division 321, Public Works General Landscape Maintenance: pest abatement, tree planting, tree trimming and tree removal.

Accounts:

10-321-525280	Tree Trimming
10-321-571600	Pest Abatement
10-321-572200	Tree Removal
10-321-650236	Tree Planting

REQUESTED ACTION:

Recommend to award a contract in an amount not to exceed \$80,000 to Newbury Park Tree Service, Inc. for public streets tree maintenance in the City of Calabasas.

ATTACHMENTS:

Professional Services Agreement

ITEM 8 ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
Providing for Payment of Prevailing Wages

(City of Calabasas/ *Newbury Park Tree Service, Inc.*)

1. IDENTIFICATION

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

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: **Public Street Tree Maintenance: Planting, trimming, removal, pest abatement and disease control.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s *March 2016* proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Consultant’s *March 2016* fee schedule to City attached hereto as Exhibit B and incorporated herein by this reference.
- 3.3 “Commencement Date”: December 14, 2016.
- 3.4 “Expiration Date”: August 30, 2017.

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 **Eighty thousand Dollars (\$80,000.00)** 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. **Dean A. Lappinga** shall be Consultant’s project administrator and shall have direct responsibility for management of Consultant’s performance under this Agreement. No change shall be made in Consultant’s project administrator without City’s prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4’, Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:

(1) Material that the contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with

provisions of existing law.

(2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.
- 6.4 This Agreement is further subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment

requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

- 6.5 To the extent applicable, at any time during the term of the Agreement, the Consultant may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public Contract Code section 22300. At the request and expense of the consultant, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Consultant. Upon satisfactory completion of the contract, the securities shall be returned to the Consultant.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

8. RELATIONSHIP OF PARTIES

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

9. CONFIDENTIALITY

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

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees due to counsel of City's choice.
- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's

subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.6 City does not, and shall not, waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

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

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

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

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

Contractor shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of Contractor's employees employed at the site of improvement; and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by Contractor. Contractor and any of Contractor's subcontractors shall be required to provide City with a written statement acknowledging its obligation to secure payment of Worker's Compensation Insurance as required by

Labor Code § 1861; to wit: 'I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds. Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of

cancellation imposes no obligation, and to delete the word “endeavor” with regard to any notice provisions.

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

12. MUTUAL COOPERATION

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

13. RECORDS AND INSPECTIONS

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

14. PERMITS AND APPROVALS

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

15. NOTICES

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

If to City:

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: **Heather Melton**
Telephone: (818) 224-1600
Facsimile: (818) 225-7338

If to Consultant:

*Newbury Park Tree Service,
Inc.
3595 Old Conejo Road
Newbury Park, CA 91320
Attn: Dean A. Lappinga
Telephone: (805) 498-7841
Facsimile: (805) 832-6449*

With courtesy copy to:

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

16. SURVIVING COVENANTS

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

17. TERMINATION

- 17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.
- 17.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

- 18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.
- 18.2 In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.
- 18.3 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).
- 18.4 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in

writing.

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

- 18.10 This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Consultant from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19 **PREVAILING WAGES**

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:
- 19.1.1 The Consultant shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Consultant shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Consultant shall forfeit as a penalty to City \$50.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Consultant or by any subcontractor of Consultant in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Consultant.
- 19.1.2 Consultant shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that Consultant is responsible for compliance with Section 1777.5 by all of its subcontractors.

19.1.3 Pursuant to Labor Code § 1776, Consultant and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Consultant in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Consultant shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Consultant's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Consultant shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Consultant or by any Subcontractor of Consultant, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the provisions of the Labor Code.

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

“City”
City of Calabasas

“Consultant”
Name of Company or Individual

By: _____
Mary Sue Maurer, Mayor

By: _____
Dean A. Lappinga, President

Date: _____

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____

March 2016



T&M HOURLY LABOR RATES
FOR ON-CALL MAINTENANCE AND EMERGENCY SERVICES:
Public Works – City of Calabasas Street trees

<u>CREW SIZE</u>	<u>CHIPPER CREWS</u> (Per Hour)	<u>BUCKET LIFT CREWS</u> (Per Hour)
1	\$ 85	-----
2	\$ 150	\$ 175
3	\$ 205	\$ 230
4	\$ 260	\$ 285
5	\$ 315	\$ 340
6	\$ 370	\$ 395
7	\$ 425	\$ 450
8	\$ 480	\$ 505
9	\$ 540	\$ 560
10	\$ 600	\$ 615
11	\$ 660	\$ 670
12	\$ 720	\$ 725

- Add \$60/hour for each additional crew worker exceeding a 12-person crew size.
- The above hourly rates are for non-emergent scheduled maintenance work performed during **regular business hours between 7:00am and 3:30pm Monday through Friday.** These represent standard hourly labor rates for typical work involving tree trimming and removals and stumpgrinding services.
- For **Emergency calls** requiring a response time within 1-2 hours during regular business hours, apply a **1.5x multiplier** to the above rates.
(ie: Multiply the above rate x 1.5. For example: 4-man bucket crew for 1-hour would be \$285 x 1.5 = \$427.50).
- For **Emergency calls** requiring work during **overtime hours** (outside of regular business hours, as specified above, or on Holidays), apply a **2x multiplier** to the above rates.
(ie: Multiply the above rate x 2. For example: 3-man chipper crew for 1-hour would be \$205 x 2 = \$410).
- For any **special services**, other than tree trimming and removals and stumpgrinding (such as insecticide spraying/pest control, or fertilization), pricing will be determined on a case-specific basis.

Please feel free to call, if you have any questions.

Sincerely,

Dean A. Lappinga
 (ISA Certified Arborist LIC # WE-2336A)

Office: (805) 498-7841 / Fax: (805) 832-6449
 Website: www.newburyparktree.com

NON-COLLUSION AFFIDAVIT

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

_____, being first duly sworn, deposes and says that he or she is _____ of _____, the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.”

Signature of Bidder

Business Address

Place of Residence

Subscribed and sworn to before me this ___ day of _____, 20__.

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

My Commission Expires _____, 20__.

WORKERS' COMPENSATION INSURANCE
CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

(Contractor)

By:

(Signature)

(Title)

Attest:

By:

(Signature)

(Title)



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 30, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DR. GARY J. LYSIK, CHIEF FINANCIAL OFFICER

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1538, RESCINDING RESOLUTION NO. 2005-966 AND ESTABLISHING THE AMOUNT AND PROCEDURE FOR HEALTH BENEFIT REIMBURSEMENT FOR MANAGEMENT RETIREES.

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends that Council adopts Resolution No. 2016-1538, rescinding Resolution No. 2005-966 and establishing the amount and procedure for health benefit reimbursement for management retirees.

BACKGROUND:

In November 2016, Council liaisons and staff met to discuss revamping the current health benefit reimbursement policy for Management Retirees. To ensure the intent of the original policy, the discussion resulted in five main policy enhancements:

1. Eligibility requirements for both Councilmembers and other Management Retirees were clarified;

2. The benefit would commence when the Management Retiree retires from PERS. Under the revised policy, there would no longer be a requirement for concurrent retirement from both the City and PERS;
3. The previous minimum age requirement of 55 has been removed. Under the revised policy, only retirement from PERS is required, without any other age restrictions being applied;
4. The benefit amount will be adjusted annually to reflect the actual Medicare rate for PERS Choice, for "employee & 1 dependent", as identified in the *Monthly Premiums for Contracting Agencies* report distributed by PERS; and
5. Following the death of a Management Retiree, the benefit amount paid to the surviving dependent, if one exists, will reflect the actual Medicare rate for PERS Choice, for "employee only", as identified in the *Monthly Premiums for Contracting Agencies* report distributed by PERS, until the time of his/her death, or until he/she marries.

FISCAL IMPACT / SOURCE OF FUNDING:

Based on the monthly premiums for 2017, there would be a total cost increase to the City in the amount of \$131.32 per month.

This benefit is currently, and will remain an expense of the General Fund.

REQUESTED ACTION:

Adopt Resolution No. 2016-1538, rescinding Resolution No. 2005-966 and establishing the amount and procedure for health benefit reimbursement for management retirees.

ATTACHMENTS:

Resolution No. 2016-1538

ITEM 9 ATTACHMENT

RESOLUTION NO. ~~2005-966~~ 2016-1538

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ~~AMENDING RESOLUTION NO. 2000-611~~, RESCINDING RESOLUTION ~~NO. 2005-966~~2004-899, AND ESTABLISHING THE AMOUNT AND PROCEDURE FOR HEALTH BENEFIT REIMBURSEMENT FOR MANAGEMENT RETIREES.

~~WHEREAS, the City desires to pay medical insurance premiums for Management Retirees who meet certain eligibility requirements. provide health insurance premiums for retirees.~~

~~NOW THEREFORE, effective January 1, 2006~~December 14, 2016, Resolution No. ~~2004-899~~2005-966 is rescinded and ~~Resolution No. 2000-611 is hereby~~ amended, as follows:

Section 1. Definitions.

a. City. The City of Calabasas.

b. Dependent. The term used synonymously with the Internal Revenue Service's (IRS's) definition of a "spouse" or a "permanently disabled" person. Proper legal documentation verifying a legal marriage, or a permanent and total disability is required. Recognition of a "dependent" is determined at the time the Management Retiree ends employment with the City.

c. Management Retiree. An individual who held one of the following job classifications and who is no longer working for the City: There is a classification of "Management Employees." All of the following listed employees and officers of the City are designated Management Employees:-

- a) ~~i) City Councilmember;~~
 - ii) City Manager;
 - iii) Chief Financial Officer;
 - iv) Community Development Director;
 - v) Community Services Director;
 - vi) Media, ~~Operations~~Library and Information Services Director; and
 - vii) Public Works Director
- b) ~~e) Assistant City Manager-~~

- ~~d) Public Works Director/City Engineer~~
- ~~e) Chief Financial Officer~~
- ~~f) Community Services Director~~
- ~~g) Media Operations Director~~
- ~~h) Community Development Director~~
- ~~i) Transportation & Intergovernmental Relations Director~~

d. PERS. Public Employees Retirement System.

Section 2. ~~Management Employees shall be eligible for the following retirement benefits:~~Eligibility to receive medical insurance premium payments after retiring from PERS.

Councilmember.

A past Councilmember is eligible to receive medical insurance premium payments from the City if he/she:

- a. Is no longer a Councilmember for the City;
- b. Did not vacate his/her elected or appointed position as Councilmember prematurely before the end of a term;
- c. Completed more than six (6) consecutive years as a Councilmember for the City; and
- d. Retired from the PERS retirement system.

Management Retiree.

A Management Retiree is eligible to receive medical insurance premium payments if he/she:

- a. Has been employed by the City for a minimum of eight (8) consecutive years;
- b. Ended his/her full-time employment with the City while holding one of the above listed job classifications;
- c. Ended his/her full-time employment with the City in good-standing; and
- d. Retired from the PERS retirement system.

-

Section 3. Provision for Medical Insurance Premium Payments after Retiring from PERS.

~~A. Provision of Insurance Benefits After Retirement from City. The City shall contribute an amount in accordance with the City's contract with the Public Employees' Retirement System ("PERS") toward the full cost of medical insurance plans for certain Management Employees who retire from the City. The following Management Employees will be eligible for post-retirement/termination medical insurance:—~~

- ~~(1) City Council Members who have retired from the City with not less than eight (8) years of PERS service credit with the City.—~~

- ~~(2) — Management Employees who have retired from the City with not less than eight (8) years of PERS service credit with the City.~~
- ~~(3) — City Managers who have retired from the City with not less than eight (8) years of PERS service credit with the City.~~

~~B. — Benefits After Retirement Limited. The City's reimbursement contribution toward the full cost of medical insurance plans after the Management Employees' retirement pursuant to this Resolution shall be limited to:~~

- ~~(1) — Management Employees who have reached the age of 55; and~~
- ~~(2) — A maximum monthly contribution of \$688.50 per month (which covers the retiree, plus one dependent, for most basic care premiums in the Los Angeles/Ventura County area).~~

~~C. — Reduction of Benefits Upon Qualification for Medicare Coverage. The post-retirement benefits received by any Management Employee pursuant to this Resolution shall be reduced when the Management Employee qualifies for Medicare benefits. The City's contribution shall be reduced by the amount of the Management Employees' eligible Medicare benefits.~~

The City shall provide payment to the eligible Management Retiree in an amount equal to the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee & 1 Dependent" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: *Monthly Premiums for Contracting Agencies, Los Angeles Area Region* provided by PERS.

In the event that the Management Retiree dies, the qualifying dependent, if one exists, shall receive a reduced medical insurance premium payment in an amount equal to the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee Only" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: *Monthly Premiums for Contracting Agencies, Los Angeles Area Region* provided by PERS until the time of his/her death, or until he/she marries.

As these rates are adjusted by PERS, likewise will the payment amount to the Management Retiree, or his/her qualifying dependent be adjusted so that the amount paid and the cost identified by PERS are identical.

The benefit payment will be made by the City directly to the Management Retiree or his/her qualifying Dependent on at least a quarterly basis. Neither concurrent retirement from PERS and the City, nor a minimum age requirement is necessary to receive this benefit.

~~**Section 3.** Reimbursement payments will be made on a quarterly basis. Retirees shall submit copies of invoice statements for the quarterly period showing payment(s) for medical benefits.~~

Section 4. Conflict with Other Employment Documents.

Should any provision herein conflict with any applicable memorandum of understanding or employment agreement, the provisions of those other documents shall prevail. All other and former retirement, health and welfare benefits contrary to, or inconsistent with any provisions hereof are amended to conform herewith.

~~**Section 5.** The provisions of this resolution are severable. If any provisions of this resolution or its application is held invalid, that invalidity shall not affect other provisions or applications that can be given effect without the invalid provision or application.~~

Section 65. 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 ~~21st~~^{14th} day of ~~September,~~
~~2005~~December, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney

**ITEM 9 ATTACHMENT
RESOLUTION NO. 2016-1538**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, RESCINDING RESOLUTION
NO. 2005-966 AND ESTABLISHING THE AMOUNT AND
PROCEDURE FOR HEALTH BENEFIT REIMBURSEMENT
FOR MANAGEMENT RETIREES.**

WHEREAS, the City desires to pay medical insurance premiums for Management Retirees who meet certain eligibility requirements.

NOW THEREFORE, effective December 14, 2016, Resolution 2005-966 is rescinded and amended as follows:

Section 1. Definitions.

- a. City. The City of Calabasas.
- b. Dependent. The term used synonymously with the Internal Revenue Service's (IRS's) definition of a "spouse" or a "permanently and totally disabled" person. Proper legal documentation verifying a legal marriage, or a permanent and total disability, is required. Recognition of a "dependent" is determined at the time the Management Retiree ends employment with the City.
- c. Management Retiree. An individual who held one of the following job classifications and who is no longer working for the City:
 - i) City Councilmember;
 - ii) City Manager;
 - iii) Chief Financial Officer;
 - iv) Community Development Director;
 - v) Community Services Director;
 - vi) Media, Library and Information Services Director; and
 - vii) Public Works Director.
- d. PERS. Public Employees Retirement System.

Section 2. Eligibility to receive medical insurance premium payments after retiring from PERS.

Councilmember.

A past Councilmember is eligible to receive medical insurance premium payments from the City if he/she:

- a. Is no longer a Councilmember for the City;
- b. Did not vacate his/her elected or appointed position as Councilmember prematurely before the end of a term;
- c. Completed more than six (6) consecutive years as a Councilmember for the City; and
- d. Retired from the PERS retirement system.

Management Retiree.

A Management Retiree is eligible to receive medical Insurance premium payments if he/she:

- a. Has been employed by the City for a minimum of eight (8) consecutive years;
- b. Ended his/her full-time employment with the City while holding one of the above listed job classifications;
- c. Ended his/her full-time employment with the City in good-standing; and
- d. Retired from the PERS retirement system.

Section 3. Provision for Medical Insurance Premium Payments after Retiring from PERS.

The City shall provide payment to the eligible Management Retiree in an amount equal to the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee & 1 Dependent" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: *Monthly Premiums for Contracting Agencies, Los Angeles Area Region* provided by PERS.

In the event that the Management Retiree dies, the qualifying dependent, if one exists, shall receive a reduced medical insurance premium payment in an amount equal to the "Supplement/Managed Medicare Monthly Rate (M)" listed under "Employee Only" for the "PERS Choice Medical Supplement" coverage identified on the rate sheet entitled: *Monthly Premiums for Contracting Agencies, Los Angeles Area Region* provided by PERS until the time of his/her death, or until he/she marries.

As these rates are adjusted by PERS, likewise will the payment amount to the Management Retiree, or his/her qualifying dependent be adjusted so that the amount paid and the cost identified by PERS are identical.

The benefit payment will be made by the City directly to the Management Retiree or his/her qualifying Dependent on at least a quarterly basis. Neither concurrent retirement from PERS and the City, nor a minimum age requirement is necessary to receive this benefit.

Section 4. Conflict with Other Employment Documents.

Should any provision herein conflict with any applicable memorandum of understanding or employment agreement, the provisions of those other documents shall prevail. All other and former retirement health benefits contrary to, or inconsistent with any provisions hereof are amended to conform herewith.

Section 5. 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 14th day of December, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



CITY of CALABASAS

Health Benefit Coverage for Management Retirees

<u>Category</u>	<u>Resolution 2005-966</u>	<u>Resolution 2016-1538</u>
Service Years		
Councilmember	8 years	6 consecutive years
Employee	8 years	8 consecutive years
Age	55 years	No restriction
Benefit	PERS Choice	No change
Coverage Amount	\$688.50 / month. Fixed.	Cost, less Medicare Supplement. (Currently \$707.26 / month). Updated Annually.
Covered	Employee & 1 Dependent	No change
Coverage Period	Until Retiree Dies	Until Retiree Dies, then ½ to Dependent until He/She Dies or Marries.

Comparative Summary for Management Retiree Health Benefit Coverage



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 30, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DR. GARY J. LYSIK, CHIEF FINANCIAL OFFICER *Gary J. Lysik*

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1534, REVISING THE CITYWIDE FEE SCHEDULE AND APPROVING AN ONGOING CHANGE TO THE RATES IN THE SCHEDULE IN ACCORDANCE WITH THE ANNUAL CONSUMER PRICE INDEX (CPI) ADJUSTMENT FOR LOS ANGELES COUNTY

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends that Council adopt Resolution No. 2016-1534, revising the Citywide Fee Schedule and approving an ongoing change to the rates in the Schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County.

BACKGROUND:

When the City of Calabasas incorporated in 1991, it established a schedule of fees for building, planning, and public works by assuming the schedule of fees being used by the County of Los Angeles. Since that point in time, numerous resolutions were passed by the City Council either adding, deleting, or modifying the schedule of fees being utilized by the City.

As such, there are over ten different resolutions which have to be referenced to correctly discern an accurate fee amount. Further, there is no vehicle currently in place to automatically adjust these rates to help keep them in line with the cost of inflation for Los Angeles County.

The process for establishing a comprehensive Citywide Fee Schedule included referencing each of the previously approved fee resolutions. No changes or modifications to the previously approved fees were made with the exception of applying a CPI adjustment of 0.91%, and making rounding adjustments as necessary to the amount of the previously approved fees.

By approving resolution 2016-1534, City Council will be:

1. approving the application of the CPI adjustment for FY 2016 to the previous existing set of rates; and
2. approving an ongoing adjustment to the rates commensurate with the annual adjustment to the CPI for Los Angeles County without further Council approval or action.

FISCAL IMPACT:

The fees reflected in the Citywide Fee Schedule are established to approximate recovery of the costs for the City to conduct regular governmental activities. Thus, it is important for the rates in the Schedule of Fees to be adjusted as the costs for performing those activities change, which is why the annual CPI adjustment is being requested.

Approving Resolution 2016-1534 will greatly aid in keeping the cost for providing community services neutral for taxpayers.

REQUESTED ACTION:

Adopt Resolution No. 2016-1534, revising the Citywide Fee Schedule and approving an ongoing change to the rates in the Schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County.

ATTACHMENTS:

- A. Resolution No. 2016-1534 and Citywide Fee Schedule

**ITEM 10 ATTACHMENT A
RESOLUTION NO. 2016-1534**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, REVISING THE CITYWIDE FEE SCHEDULE AND APPROVING AN ONGOING CHANGE TO THE RATES IN THE SCHEDULE IN ACCORDANCE WITH THE ANNUAL CONSUMER PRICE INDEX (CPI) ADJUSTMENT FOR LOS ANGELES COUNTY.

WHEREAS, the City of Calabasas' Municipal Code authorizes the City Council to establish a schedule of fees for regular governmental activities; and

WHEREAS, with certain limited exceptions, these fees have not been adjusted since 1991; and

WHEREAS, the City of Calabasas does not have a centralized reference location for all of the fees it maintains; and

WHEREAS, it is the desire of City Council to establish a single, comprehensive Citywide Fee Schedule for ease of reference and understanding; and

WHEREAS, it is also the desire of City Council for those fees to be adjusted henceforth in accordance with the annual change in the Consumer Price Index (CPI) for Los Angeles County; and

WHEREAS, on December 14, 2016, the City Council held a duly noticed public hearing at which all persons could present oral and written testimony regarding the Citywide Fee Schedule.

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

1. The fees set forth in Attachment A to this resolution represent the comprehensive Citywide Fee Schedule for the City of Calabasas; and
2. The fees found in the Citywide Fee Schedule can henceforth be adjusted in accordance with the annual change in the Consumer Price Index (CPI) for Los Angeles County without further City Council action.

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

PASSED, APPROVED AND ADOPTED this 14^h day of December 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



Citywide Fee Schedule

----- 2016 UPDATE -----

1. PUBLIC WORKS FEE SCHEDULE

1.1. Map and Related Document Processing Deposits

1.1.1 Tract and Parcel Maps	\$3,030.00 +	\$30 per parcel
1.1.2 Deferred Monuments	\$450.00	
1.1.3 Certificate of Correction	\$450.00	
1.1.4 Certificate of Compliance		
1.1.4.1 Document Analysis, Clearance, and Processing	\$500.00	
1.1.4.2 Verification of Compliance with Conditions of Approval	\$400.00	
1.1.5 Lot Line Adjustment	\$1,510.00 +	\$173 per parcel
1.1.6 Grant of Waiver	\$1,310.00 +	\$150 per parcel
1.1.7 Miscellaneous Documents	\$710.00	

1.2 Improvement Processing Base Deposits

1.2.1 Plan Check	\$730.00 +	7.2% of the first \$50,000 of the cost of the improvement + 5.75% of the next \$100,000 of the cost of the improvement + 4.30% thereafter of the estimated cost of the improvement
1.2.2 Traffic Plans and Studies		
1.2.2.1 Traffic control plans; signing and striping plans	\$1,820.00	per sheet
1.2.2.2 Traffic study review	\$810.00 +	\$200 per intersection
1.2.2.3 Signal plan check	\$1,510.00	
1.2.2.4 Signing and striping plan check	\$1,010.00	
1.2.2.5 Major traffic control plan review	\$500.00	
1.2.3 Inspections	\$730.00 +	7.2% of the first \$50,000 of the cost of the improvement + 5.75% of the next \$100,000 of the cost of the improvement + 4.30% thereafter of the estimated cost of the improvement
1.2.4 Time Extension of Agreement	\$1,010.00	
1.2.5 Deferred Construction Agreement Fee	\$1,010.00	
1.2.6 Guarantee Period		Actual cost plus a \$1,000 deposit.

1.3 Encroachment Permits

1.3.1 Issuance Fee	\$30.00 +	\$500 deposit for an engineering review.
1.3.2 Permit / Inspection Fee		
1.3.2.1 Construction of curb, gutter, or sidewalk (<= 100 linear feet)	\$50.00	
1.3.2.2 Construction of curb, gutter, or sidewalk (> 100 linear feet)	\$50.00 +	\$0.50 per linear foot over 100 linear feet.
1.3.2.3 Construction of residential driveway	\$50.00	each opening
1.3.2.4 Construction of commercial driveway	\$130.00	each opening
1.3.2.5 Asphalt or concrete highway paving (<=100 sq. ft.)	\$76.00	
1.3.2.6 Asphalt or concrete highway paving (>100 sq. ft.)	\$76.00 +	\$0.75 per sq. ft. over 100 sq. ft.
1.3.2.7 Use of City Right-of-Way	\$50.00	
1.3.2.8 Use of City Right-of-Way (annual blanket permit)	\$180.00	
1.3.2.9 Use of City Right-of-Way (each occurrence under blanket permit)	\$25.00	
1.3.2.10 Major tree trimming, tree removal, stump removal	\$50.00	



Citywide Fee Schedule

----- 2016 UPDATE -----

1.3.2.11 Major tree trimming, tree removal, stump removal (annual blanket permit)	\$180.00	
1.3.2.12 Major tree trimming, tree removal, stump removal (each occurrence under blanket permit)	\$25.00	
1.3.2.13 Approved landscaping	\$50.00	
1.3.2.14 Surveying and traffic counting	\$100.00	per year
1.3.2.15 Placement / relocation of power or telephone poles (annual blanket permit)	\$180.00	per year
1.3.2.16 Placement / relocation of power or telephone poles (each occurrence under blanket permit)	\$25.00	
<u>1.4 Excavation Permits</u>		
1.4.1 Issuance Fee	\$30.00	+ \$500 deposit for an engineering review.
1.4.2 Permit / Inspection Fee		
1.4.2.1 Evacuations (<= 100 linear feet)	\$130.00	
1.4.2.2 Evacuations (101 to 1,000 linear feet)	\$180.00	
1.4.2.3 Evacuations (1,001 to 3,000 linear feet)	\$230.00	
1.4.2.4 Evacuations (3,001 to 5,000 linear feet)	\$330.00	
1.4.2.5 Evacuations (>5,000 linear feet)	\$330.00	+ \$0.10 per linear foot over 5,000 linear feet.
1.4.2.6 Utility trenches not exceeding two feet in width (annual blanket permit)	\$180.00	
1.4.2.7 Utility trench (each occurrence under blanket permit)	\$25.00	
<u>1.5 Moving Permits</u>		
1.5.1 Issuance Fee	\$30.00	+ \$500 deposit for an engineering review.
1.5.2 Permit Fee	\$30.00	per vehicle, per trip
1.5.3 Annual Blanket Permit	\$100.00	per vehicle, per year
<u>1.6 Movie and Television Filming</u>		
1.6.1 Permit Fee (per 24-hour period)	\$400.00	+ \$500 deposit for an engineering review.
1.6.2 Inspection Fee		Actual cost of inspector
<u>1.7 Extraordinary Inspection Costs and Charges for Labor and Materials</u>		
		Actual cost
<u>1.8 Emergency "Call Outs"</u>		
		Actual cost
<u>1.9 Time Extension Fee</u>		
	\$260.00	per extension
<u>1.10 Reproduction Fee</u>		
1.10.1 Photocopy of 11 x 17 or less, per page	\$0.25	
1.10.2 Photocopy of documents from microfilm	\$0.25	
1.10.3 Photocopy (oversize documents or those requiring special processing)		Actual cost + 15%
1.10.4 Clerical costs, per hour	\$31.00	
1.10.5 Postage charges		Actual cost
1.10.6 Retrieval and return costs		Actual cost
1.10.7 Certified copies	\$1.00	
1.10.8 Scanning and archiving fee	\$25.00	



Citywide Fee Schedule

----- 2016 UPDATE -----

1.11 Storm Water Protection

1.11.1 Local Storm Water Pollution Prevention Plan	\$200.00
1.11.2 State Storm Water Pollution Prevention Plan	\$500.00
1.11.3 Standard Urban Storm Water Mitigation Plan	\$250.00

1.12 Land Development Plan Check

1.12.1 Hydrology	
1.12.1.1 Conceptual Design Review	\$810.00
1.12.1.2 Final Design Review - SFR (up to 500 cubic yards)	\$530.00
1.12.1.3 Final Design Review - SFR (over 500 cubic yards)	\$1,030.00
1.12.2 Geology / Geotechnical	
1.12.2.1 Conceptual Design Review	\$1,310.00
1.12.2.2 Final Design Review - SFR	\$1,740.00
1.12.3 Grading Plan Review	
1.12.3.1 Conceptual Design Review	\$1,510.00
1.12.3.2 Final Design Review - SFR <= 500 cubic yards, rough grading	\$1,030.00
1.12.3.3 Final Design Review - SFR <= 500 cubic yards, precise grading & drainage	\$2,140.00
1.12.3.4 Final Design Review - SFR > 500 cubic yards, rough grading	\$1,870.00
1.12.3.5 Final Design Review - SFR > 500 cubic yards, precise grading & drainage	\$2,320.00
1.12.4 Other Plan Reviews	
1.12.4.1 On-site Septic Review	\$2,140.00
1.12.4.2 Segmented Gravity Retaining Wall	\$1,030.00

1.13 Mapping and Related Document Fees

1.13.1 Tract and Parcel Maps	
1.13.1.1 Tact and Parcel Maps	\$3,480.00 + \$35/lot
1.13.1.2 Each map check after 3rd submittal	\$410.00
1.13.2 Deferred Monuments - Review	\$520.00
1.13.3 Certificate of Correction - Document Analysis, Clearance, and Processing	\$520.00
1.13.4 Certificate of Compliance	
1.13.4.1 Document analysis, clearance, and processing	\$580.00
1.13.4.2 Verification of Compliance with Conditions of Approval or Certificate of Compliance	\$460.00
1.13.5 Lot Line Adjustment - Document analysis, verification of compliance	\$1,510.00 + \$173/parcel
1.13.6 Grant of Waiver - Document analysis, verification of compliance	\$1,510.00 + \$173/parcel
1.13.7 Miscellaneous documents - Socument analysis, clearance and processing	\$810.00

1.14 Meeting, Change Orders, and As-Built Reviews

1.14.1 Change Order reviews, as-built plan reviews, and meeting requested by applicant	Hourly fee rate plus 15%
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1.15 Improvement Processing Base Deposits

1.15.1 Plan chackand inspection services	Actual cost plus 15%
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Citywide Fee Schedule

----- 2016 UPDATE -----

2. PLANNING

2.1 Environmental Fees

2.1.1 Exempt Projects	\$400.00	
2.1.2 Negative Declaration	\$1,190.00	
2.1.3 Mitigated Negative Declaration	\$7,020.00	
2.1.4 Environmental Impact Report	\$8,950.00	
2.1.5 Environmental Consultants		Cost plus 15%

2.2 Zoning Fees

2.2.1 Animal Permit	\$250.00	
2.2.2 Conditional Use Permit		
2.2.2.1 Single-family (1 unit)	\$1,730.00	
2.2.2.2 Other	\$3,460.00	
2.2.2.3 Amendment - Single family (1 unit)	\$790.00	
2.2.2.4 Amendment - Other	\$1,580.00	
2.2.3 Development Agreement		
2.2.3.1 Development Agreement	\$6,110.00	
2.2.3.2 Development Code Amendment	\$4,160.00	
2.2.3.3 Development Plan Review	\$8,050.00	
2.2.4 Oak Tree Permit	\$200.00	
2.2.4.1 Single-family (1 unit)	\$1,440.00	
2.2.4.2 Other	\$2,880.00	
2.2.5 General Plan Amendment	\$5,620.00	
2.2.6 Administrative Review		
2.2.6.1 Single family (1 unit)	\$860.00	
2.2.6.2 Other	\$1,720.00	
2.2.7 Zone Changes		
2.2.7.1 Zone Change	\$3,860.00	
2.2.7.2 Zoning Clearances	\$150.00	
2.2.8 Site Plan Review		
2.2.8.1 Single-family (1 unit)	\$1,800.00	
2.2.8.2 Other	\$3,590.00	
2.2.9 Specific Plans	\$11,900.00	
2.2.10 Standards District	\$500.00 +	\$25 per residential unit or commercial / industrial acre
2.2.11 Variance	\$2,520.00	
2.2.12 Minor Use Permit		
2.2.12.1 Single-family (1 unit)	\$1,060.00	
2.2.12.2 Other	\$2,120.00	
2.2.13 Temporary Use Permit	\$310.00	
2.2.14 Parking Requirement Variance	\$2,520.00	
2.2.15 Sphere of Influence Amendment	\$1,510.00 +	LAFCO Fees
2.2.16 Annexation / SOI Amendment	\$12,460.00 +	LAFCO Fees



Citywide Fee Schedule

----- 2016 UPDATE -----

2.2.17 Sign Permit	\$300.00	
2.2.17.1 Temporary Banners	\$56.00	
2.2.17.2 Other	\$320.00	
2.2.17.3 Sign program	\$2,060.00	
2.2.18 Board of Appeals fee	\$510.00	
2.2.19 Certificate of Appropriateness (Historic Properties Only)		
2.2.19.1 Single Family (1unit)	\$460.00	
2.2.19.2 Other	\$920.00	
2.2.20 Home Occupation Permit	\$91.00	
2.2.21 Scenic Corridor Permit		
2.2.21.1 Single-family (1 unit)	\$380.00	
2.2.21.2 Other	\$760.00	
2.2.22 Street Vacation	\$4,440.00	
2.2.23 Public hearing Notification Service	\$160.00	+ \$0.58 for each property within 500 feet
2.2.24 Scanning and Archiving Fee		
2.2.24.1 Permits requiring public hearings	\$280.00	
2.2.24.2 Permits not requiring public hearings	\$76.00	
2.2.24.3 Scanning Costs		Invoiced Cost
2.2.25 Mills Act Contract Applications	\$1,210.00	

2.3 Subdivision Fee Schedule

2.3.1 Tentative Parcel Map	\$4,950.00
2.3.2 Tentative Tract Map	\$6,090.00
2.3.3 Tract or Parcel Map Revision	\$3,060.00

2.4 Pre-application Fees

2.4.1 Processing fee for review for consistency with City ordinances	\$1,000.00
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2.5 Engineering and Building and Safety Fees

2.5.1 Engineering and building and safety review	25% of the fees required for processing
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2.6 Wireless Transmission Facility

2.6.1 RF Consultant	Cost + 15%
2.6.2 Variance - Single-family (1 unit)	\$1,140.00
2.6.3 Variance - Other	\$2,280.00
2.6.4 Variance - more than 1 variance - Single-family (1 unit)	\$410.00
2.6.5 Variance - more than 1 variance - Other	\$810.00
2.6.6 Wireless facility minor modification permit fee	\$1,950.00

3. BUILDING PERMIT FEES

3.1 Issuance Fee

3.1.1 Valuation \$0 to \$700	\$52.00
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Citywide Fee Schedule

----- 2016 UPDATE -----

3.1.2 Valuation \$700.01 to \$1,000	\$78.00
3.1.3 Valuation \$1,000.01 to \$25,000	\$78.00 + (Valuation - \$1,000) / 1,000 x 20.00
3.1.4 Valuation \$25,000.01 to \$50,000	\$558.00 + (Valuation - \$25,000) / 1,000 x 15.70
3.1.5 Valuation \$50,000.01 to \$100,000	\$950.50 + (Valuation - \$50,000) / 1,000 x 11.60
3.1.6 Valuation \$100,000.01 and over	\$1,530.50 + (Valuation - \$100,000) / 1,000 x 7.70

3.2 Plan Check Fees

3.2.1 Plan Check Fee (basic)	85% of the building permit fee, with a minimum of \$82.00
3.2.2 Energy plan check fee	10% of the building permit fee
3.2.3 Handicapped plan check fee	5% of the building permit fee
3.2.4 Standard plans	\$150.00 or plan check fees, whichever is greater

3.3 Strong Motion Fees

3.3.1 Group R occupancy	0.010% of total valuation, with a minimum of \$0.50
3.3.2 All other occupancies	0.021% of total valuation, with a minimum of \$0.50

3.4 Exceptions

3.4.1 Combined swimming pool permit	2 times the building permit fee
3.4.2 Combined building permit	1.6 times the building permit fee

3.5 Other Fees

3.5.1 Issuance fee for each inspection application receipt	\$33.00
3.5.2 Site inspection not otherwise covered herein by a fee and which is regulated by a County Ordinance	\$500.00
3.5.3 Inspection of any use, occupancy, or change in use or occupancy - Group R or M occupancies	\$260.00
3.5.4 Occupancy groups other than R or M	
3.5.4.1 Less than 5,000 square feet	\$650.00
3.5.4.2 Between 5,001 and 10,000 square feet	\$780.00
3.5.4.3 Between 10,001 and 100,000 square feet	\$1,290.00
3.5.4.4. Above 100,000 square feet	\$1,960.00
3.5.5 Inspection of the repair or rehabilitation of a building or structure declared substandard	\$460.00
3.5.6 Inspection of the demolition of a building	\$200.00
3.5.7 Inspection or reinspection of Group A, Division 4 structures (each)	\$260.00
3.5.8 Inspection of structures or devices regulated by Chapter 66 (first structure or device)	\$200.00
3.5.9 Inspection of structures or devices regulated by Chapter 66 (for each additional structure or device)	\$31.00
3.5.10 Application and investigation for relocation building permits as required by Chapter 68	
3.5.10.1 Less than 2,500 square feet	\$520.00
3.5.10.2 Greater than 2,500 square feet	\$1,040.00
3.5.11 Investigation and/or permit for trailer coaches required by Chapter 69	\$195.00
3.5.12 Inspections outside of normal business hours, per hour	\$120.00
3.5.13 Inspections for which no fee is specifically indicated, per hour	\$120.00
3.5.14 Search of office records and a single copy of a microfilmed permit (first search)	
3.5.14.1 First search and copy	\$26.00
3.5.14.2 For each additional search and copy	\$3.25



Citywide Fee Schedule

----- 2016 UPDATE -----

3.5.15 Approval in concept review pursuant to the 1976 Coastal Act (Sec. 30,000 et. seq.)	\$160.00
3.5.16 Processing geology or engineering reports submitted pursuant to Sec. 308, 309, or 7005	
3.5.16.1 Engineering geology report	\$500.00
3.5.16.2 Geotechnical engineering report (Soils engineering report)	\$500.00
3.5.16.3 Geotechnical report (Combination soils engineering and Engineering geology report)	\$710.00
3.5.16.4 Geotechnical site review without reports	\$500.00
3.5.17 Processing Coastal engineering reports	\$460.00
3.5.18 Determining occupant load for purposes of parking requirements pursuant to Title 22	\$130.00
3.5.19 Reproduction of microfilmed plans	\$51.00
3.5.19 Each additional sheet to be reproduced	\$1.25
3.5.20 Assignment of house numbers	\$65.00
3.5.21 Additional plan review required by changes, additions, or revision of approved plans, per hour	\$130.00
3.5.22 Additional review required beyond the initial and second check of plans or reports, per hour	\$130.00
3.5.23 Issuance of Certificate of Occupancy	\$130.00
3.5.24 Issuance of a Temporary Certificate of Occupancy	\$180.00
3.5.25 Each extension of a Temporary Certificate of Occupancy	\$120.00
3.5.26 Special Inspection Examination	
3.5.26.1 Original	\$290.00
3.5.26.2 with I.C.B.O. Certification	\$180.00
3.5.26.3 Special Inspector Certificate renewal	\$120.00
3.5.27 Written application for use of an alternate material or method of construction	
3.5.27.1 Total amount for review of less than two hours	\$260.00
3.5.27.2 Hourly rate for review taking longer than two hours	\$130.00
 <u>3.6 Grading Fees</u>	
3.6.1 Issuance fee	\$33.00
3.6.2 Fee	
3.6.2.1 Cubic yards (1 - 50)	\$192.00
3.6.2.2 Cubic yards (51 - 1,000)	\$286.00 + \$97.00/100 cubic yards in excess of 100 cubic yards
3.6.2.3 Cubic yards (1,001 - 10,000)	\$1,159.00 + \$81.00/1,000 cubic yards in excess of 1,000 cubic yards
3.6.2.4 Cubic yards (10,001 - 100,000)	\$1,888.00 + \$51.80/10,000 cubic yards in excess of 10,000 cubic yards
3.6.2.5 Cubic yards (greater than 100,000)	\$6,550.00 + \$129.40/100,000 cubic yards in excess of 100,000 cubic yards
 <u>3.7 Rehabilitation Processing Fee</u>	
3.7.1 Investigation and processing	\$390.00
3.7.2 Preparation of Job Specifics	\$520.00
3.7.3 Board of Supervisors or City Council Approval	\$265.00
3.7.4 Contract Performance Inspection	\$210.00
3.7.5 Billing	\$160.00
3.7.6 Record Special Assessment	\$160.00
3.7.7 Filing of Special Assessment	\$265.00
 <u>3.8 Electrical Permit Fees</u>	



Citywide Fee Schedule

	----- 2016 UPDATE -----
3.8.1 Issuance Fee	\$33.00
3.8.2 New residential buildings	
3.8.2.1 New, multi-family residential buildings having three or more living units, per sq. foot	\$0.11
3.8.2.2 New, single- and two-family residential buildings, per sq. foot	\$0.13
3.8.3 Private swimming pools	
3.8.3.1 New, private, residential, in-groundswimming pools for single or multi-family occupancies	\$97.00
3.8.3.2 Other swimming pools, therapeutic whirlpools, spas, hot tubs, and alterations to existing pools	\$65.00
3.8.4 Carnivals and Circuses	
3.8.4.1 Electric generator and ecectrically driven rides, each	\$47.00
3.8.4.2 Mechanically driven rides and walk-through attractions having lighting, each	\$20.00
3.8.4.3 System of area and booth lighting, each	\$20.00
3.8.5 Temporary Power Service	
3.8.5.1 Temporary power pole or pedestal	\$52.00
3.8.5.2 Temporary distribution system and temporary lighting and receptacle outlets	\$26.00
3.8.6 Branch Circuit Fees	
3.8.6.1 For 15 or 20 ampere 120 volt lighting (1-10 branch circuits, each)	\$21.00
3.8.6.2 For 15 or 20 ampere 120 volt lighting (11-40 branch circuits, each)	\$17.00
3.8.6.3 For 15 or 20 ampere 120 volt lighting (more than 41 branch circuits each)	\$16.00
3.8.6.4 For 15 or 20 ampere 208 volt to 277 volt lighting, each	\$33.00
3.8.7 Recetacle, Switch, Lighting, or Other	
3.8.7.1 First 20, each	\$2.50
3.8.7.2 Additional outlets, each	\$2.00
3.8.9 Lighting Fixtures	
3.8.9.1 First 20, each	\$2.50
3.8.9.2. Additional fixtures, each	\$2.00
3.8.9.3 Pole or platform mounted lighting fixtures, each	\$3.00
3.8.9.4 Theatrical-type lighting fixtures or assemblies, each	\$3.00
3.8.10 Residential Appliances of Three Horsepower or Less	\$13.00
3.8.11 Other Applicances of Three Horsepower or Less	\$18.00
3.8.12 Power Apparatus	
3.8.12.1 Rating over 3 and not over 10, each	\$24.00
3.8.12.2 Rating over 10 and not over 50, each	\$55.00
3.8.12.3 Rating over 50 and not over 100, each	\$105.00
3.8.12.4 Rating over 100, each	\$170.00
3.8.13 Busways, each 100' or fraction thereof	\$31.00
3.8.14 Signs, Outline Lighting, and Marquees	
3.8.14.1 Signs, outline lighting systems, or marquees from one branch circuit, each	\$47.00
3.8.14.2 For each additional branch circuit, each	\$15.50
3.8.15 Services, Switchboards, Switchboard Sections, Motor Control Centers, and Panelboards	
3.8.15.1 For 600 volts or less and over 399 amperes in rating, each	\$47.00
3.8.15.2 For 600 volts or less or over 399 amperes to 1,000 amperes, each	\$91.00
3.8.15.3 For 600 volts or over 1,000 amperes in rating, each	\$195.00
3.8.16 Miscellaneous Apparatus, Conduits, and Conductors	\$78.00



Citywide Fee Schedule

----- 2016 UPDATE -----

3.8.17 Other Inspections	
3.8.17.1 Extra inspection resulting from defective workmanship or materials, each	\$39.00
3.8.17.2 Electrical equipment for which no fee is herein, first 1/2 hour	\$66.00
3.8.17.3 Electrical equipment for which no fee is herein, each hours, or fraction thereof	\$130.00
3.8.17.4 Single hazardous location larger than 2,000 square feet	\$260.00
3.8.17.5 Investigation of alternate materials and methods. Initial filing fee	\$260.00
3.8.17.6 Investigation of alternate materials and methods. Each hour in excess of two	\$130.00
3.8.17.7 Investigation and review of test reports. 1-10 electrical items	\$300.00
3.8.17.8 Investigation and review of test reports. 11-20 electrical items	\$610.00
3.8.17.9 Investigation and review of test reports. 21-50 electrical items	\$910.00
3.8.17.10 Investigation and review of test reports. More than 50 electrical items	\$1,010.00
3.8.17.11 Investigation and review of test reports. High voltage, each	\$610.00
3.8.18 Plan Check Fees	
3.8.18.1 General fee	\$130.00
3.8.18.2 Tenant improvement plan check, per 1,000 sq. feet	\$66.00
3.8.18.3 Investigation fee for work without a permit, R-3 occupancies	\$200.00
3.8.18.4 Investigation fee for work without a permit, other occupancies	\$400.00
3.8.18.4 Non-compliance fee, one- and two-family dwelling occupancies	\$120.00
3.8.18.5 non-compliance fee, other occupancies	\$240.00
3.8.19 Photovoltaic System	
3.8.19.1 Under 10KW systems - Plan Check	\$120.00
3.8.19.2 Under 10KW systems - Permit	\$180.00
3.8.19.3 Systems between 10KW to 30KW - Plan Check	\$650.00
3.8.19.4 Systems between 10KW to 30KW - Permit	\$400.00
3.8.19.5 Over 30KW systems - Plan Check	\$990.00
3.8.19.6 Over 30KW systems - Permit	\$790.00
4. PLUMBING PERMIT FEES	
<u>4.1 Plumbing Permit Fees</u>	
4.1.1 Issuance of a permit	\$33.00
4.1.2 Plumbing fixture, each	\$20.00
4.1.3 Permanent-type dishwasher, each	\$20.00
4.1.4 Future stacks or branches, each	\$20.00
4.1.5 Roof drain, each	\$20.00
4.1.6 Drainage or sewer backwater valve	\$56.00
4.1.7 Industrial waster pretreatment interceptor	\$20.00
4.1.8 Swimming pool drainage trap and receptor	\$20.00
4.1.9 Gas piping system	
4.1.9.1 Low pressure system, five outlets or less	\$20.00
4.1.9.2 Low pressure system, each additional outlet over five	\$5.00
4.1.9.3 Medium or high pressure system, each system	\$81.00
4.1.9.4 Medium or high pressure system, each outlet	\$5.00
4.1.9.5 Gas meter not under control and maintenance of the serging gas supplier, each	\$20.00



Citywide Fee Schedule

----- 2016 UPDATE -----

4.1.9.6 Gas pressure regulator other than appliance regulators, each	\$20.00
4.1.10 Water heater and/or vent	\$20.00
4.1.11 Repair or alteration of drainage and/or vent piping, each fixture	\$20.00
4.1.12 Water treatment equipment, each piece	\$20.00
4.1.13 Water pressure regulator	\$20.00
4.1.14 Potable water not covered elsewhere	
4.1.14.1 Potable water not covered elsewhere, 1 1/2" and smaller	\$20.00
4.1.14.2 Potable water not covered elsewhere, 2" to 3"	\$61.00
4.1.14.3 Potable water not covered elsewhere, over 3"	\$130.00
4.1.15 Replacing water piping in a building, each fixture	\$8.00
4.1.16 Sprinkler systems on one meter	\$20.00
4.1.17 Backflow-prevention device on unprotected water supplies, pools, tanks, vats, etc	\$20.00
4.1.18 Trap primer	\$20.00
4.1.19 Solar potable water-heating system, including water heater and vent	\$123.00
4.1.20 Investigation fee for work without a permit	
4.1.20.1 R-3 occupancies	\$200.00
4.1.20.2 Other occupancies	\$400.00
4.1.21 Non-compliance fee	
4.1.21.1 R-3 occupancies	\$120.00
4.1.21.2 Other occupancies	\$240.00
4.1.22 Board of Appeals fee	\$510.00
4.1.23 Alternate material fee	\$260.00
4.1.23.1 Alternate material fee, per hour	\$130.00
 <u>4.2 Sewer Permit Fees</u>	
4.2.1 Issuance Fee	\$33.00
4.2.2 Connection of a house sewer to a public sewer	\$58.00
4.2.3 House sewer manhole, each	\$56.00
4.2.4 Installation of a section of house sewer for future use	\$36.00
4.2.5 Connection of each additional building or additional work to a house sewer	\$36.00
4.2.6 Connection of a house sewer to a private sewer disposal system	\$36.00
4.2.7 Private sewage disposal system, each	\$115.00
4.2.8 Cesspool, overflow seepage pit, percolation test pit, swimming pool drywell, or drainfield extension	\$56.00
4.2.9 Disconnection, abandonment, alteration or repair of any house sewer	\$36.00
 <u>4.3 Plan Check Fees (Plumbing)</u>	
4.3.1 Issuance Fee	\$130.00
4.3.2 Combination waste and vent system	\$300.00
4.3.3 Gas system containing an earthquake actuated shut-off valve	\$100.00
4.3.4 Chemical waste system	\$61.00
4.3.5 Rainwater system	\$200.00
4.3.6 Additional work, per hour	\$130.00



Citywide Fee Schedule

----- 2016 UPDATE -----

5. MECHANICAL PERMIT FEES

5.1 Mechanical Permit Fees

5.1.1 Issuance Fee	\$33.00
5.1.2 Installation, alteration, or relocation of refrigeration, compressor, or absorption unit	
5.1.2.1 Up to and including 100,000 BTU	\$31.00
5.1.2.2 More than 100,000 BTU and up to and including 500,000 BTU	\$63.00
5.1.2.3 More than 500,000 BTU	\$160.00
5.1.3 Air inlet and air outlet served by air-conditioning system	\$5.00
5.1.4 Air inlets and outlets are unknown, for each 1,000 sq. ft.	\$44.00
5.1.5 Installation, relocation, or replacement of each appliance vent not included in an appliance permit	\$16.00
5.1.6 Installation or alteration of each air handling unit for air conditioning	
5.1.6.1 Up to and including 2,000 CFM, each unit up to 10	\$16.00
5.1.6.2 Up to and including 2,000 CFM, each unit over 10	\$6.00
5.1.6.3 More than 2,000 CFM and up to and including 10,000 CFM, each	\$47.00
5.1.6.4 More than 10,000 CFM, each	\$78.00
5.1.7 Evaporative cooler other than portabe type	\$26.00
5.1.8 Ventilation fans which serve a single register	
5.1.8.1 Each fan up to 10	\$19.00
5.1.8.2 Each fan over 10	\$7.00
5.1.9 Ventilation system which is not a portion of any air conditioning system	\$39.00
5.1.10 Installation of each commercial hood, spray booth, or product conveying duct system	\$78.00
5.1.11 Installation of each fire damper	\$13.00
5.1.12 Alteration of an existing duct system for which a permit is not required in this Code	\$31.00
5.1.13 Investigation fee for work without permit	
5.1.13.1 R-3 occupancies	\$200.00
5.1.13.2 Other occupancies, minimum	\$400.00
5.1.14 Noncompliance fee	
5.1.14.1 R-3 occupancies	\$120.00
5.1.14.2 Other occupancies	\$240.00
5.1.15 Board of Appeals fee	\$510.00
5.1.16 Alternate material fee	
5.1.16 Alternatate material fee, mandatory	\$260.00
5.1.16.2 Alternate material fee, hourly	\$130.00
5.1.17 Surcharge	
5.1.17.1 Commercial Type I or II Hood, included in proposed work	\$200.00
5.1.17.2 Garage ventilation system, included in proposed work	\$200.00
5.1.17.3 Stairs pressurization system, included in proposed work	\$200.00
5.1.17.4 Product conveying systems, included in proposed work	\$200.00
5.1.17.5 Commercial Type I or II Hood, individual system	\$300.00
5.1.17.6 Garage ventilation system, individual system	\$300.00
5.1.17.7 Stairs pressurization system, individual system	\$300.00
5.1.17.8 Product conveying system, individual system	\$300.00



Citywide Fee Schedule

----- 2016 UPDATE -----

6. COMMUNITY SERVICES FEES

6.1 Senior Center

6.1.1 Resident membership, annually	\$100.00	
6.1.2 Resident couple membership, annually	\$130.00	
6.1.3 Non-resident membership, annually	\$150.00	
6.1.4 Non-resident couple membership, annually	\$180.00	
6.1.5 Single-day resident use	\$3.00	
6.1.6 Single-day non-resident use	\$5.00	
6.1.7 Class / Program fees		20% surcharge for non-residents
6.1.8 Multipurpose Room		
6.1.8.1 Full, member/resident, M-F, hourly	\$79.00	
6.1.8.2 Full, member/resident Sa-Su, hourly	\$105.00	
6.1.8.3 Full, non-member, M-F, hourly	\$95.00	
6.1.8.4 Full, non-member, Sa-Su, hourly	\$125.00	
6.1.8.5 Half, member/resident, M-F, hourly	\$54.00	
6.1.8.6 Half, member/resident Sa-Su, hourly	\$79.00	
6.1.8.7 Half, non-member, M-F, hourly	\$66.00	
6.1.8.8 Half, non-member, Sa-Su, hourly	\$95.00	
6.1.9 Patio		
6.1.9.1 Member/resident, hourly	\$79.00	
6.1.9.2 Non-member, hourly	\$95.00	
6.1.10 Conference Room		
6.1.10.1 Member/resident, hourly	\$36.00	
6.1.10.2 Non-member, hourly	\$43.00	

6.2 DeAnza Park

6.2.1 Multipurpose room, hourly	\$61.00
6.2.2 Conference room, hourly	\$36.00
6.2.3 Multi & conference , hourly	\$91.00
6.2.4 Group picnic shelter, hourly	\$61.00
6.2.5 Picnic shelter	
6.2.5.1 Picnic shelter (1/3), hourly	\$24.00
6.2.5.2 Picnic shelter (2/3), hourly	\$36.00
6.2.6 Basketball court	
6.2.6.1 Basketball court (1), hourly	\$12.00
6.2.6.2 Basketball court with lights, hourly	\$18.00
6.2.7 Multipurpose court	
6.2.7.1 Multipurpose court (1), hourly	\$61.00
6.2.7.2 Multipurpose court with lights, hourly	\$85.00

6.3 Tennis & Swim Center

6.3.1 Fireside room, hourly	\$48.00
6.3.2 Centre Court room, hourly	\$61.00



Citywide Fee Schedule

----- 2016 UPDATE -----

6.3.3 Fireside & Centre Court room, hourly	\$91.00
6.3.4 Pool / Pool area, hourly	\$120.00
<u>6.4 Gates Canyon, Grape Arbor & Creekside Parks</u>	
6.4.1 Gates Canyon picnic shelter, hourly	\$24.00
6.4.2 Grape Arbor picnic shelter (1), hourly	\$36.00
6.4.3 Grape Arbor picnic shelter (1/2), hourly	\$24.00
6.4.4 Gates Canyon, Grape Arbor, and Creekside Fields, hourly	\$24.00
<u>6.5 Civic Center</u>	
6.5.1 Amphitheater, hourly	\$67.00
6.5.2 Founder's Hall	
6.5.2.1 Founders Hall, full room, M-F, hourly	\$79.00
6.5.2.2 Founder's Hall, full room, Sa-Su, hourly	\$105.00
6.5.2.3 Founder's Hall, meeting room only, M-F, hourly	\$54.00
6.5.2.4 Founder's Hall, meeting room only, Sa-Su, hourly	\$79.00
6.5.3 Plaza, hourly	\$79.00
<u>6.6 A.C. Stelle Middle School</u>	
6.6.1 Gym (full)	
6.6.1.1 Non-profit, hourly	\$48.00
6.6.1.2 Commercial, hourly	\$77.00
6.6.2 Gym (half)	
6.6.2.1 Non-profit, hourly	\$24.00
6.6.2.2 Commercial, hourly	\$38.00
6.6.3 Upper Field (1 & 2)	
6.6.3.1 Non-profit, hourly	\$28.00
6.6.3.2 Commercial, hourly	\$46.00
6.6.4 Lower / 1 Upper Field	
6.6.4.1 Non-profit, hourly	\$20.00
6.6.4.2 Commercial, hourly	\$28.00
<u>6.7 A.E. Wright Middle School</u>	
6.7.1 Gym (full)	
6.7.1.1 Non-profit, hourly	\$48.00
6.7.1.2 Commercial, hourly	\$77.00
6.7.2 Gym (half)	
6.7.2.1 Non-profit, hourly	\$24.00
6.7.2.2 Commercial, hourly	\$38.00
<u>6.8 Security Deposits</u>	
6.8.1 Rentals up to 75 people	\$200.00
6.8.2 Rentals for 75 people or more	\$400.00



Citywide Fee Schedule

----- 2016 UPDATE -----

6.9 Non-Profits

6.9.1 Discount

25%

6.10 Calabasas Klubhouse Pre School

6.10.1 Two-year old room

6.10.1.1 Five full days, resident, monthly	\$950.00
6.10.1.2 Five full days, non-resident, monthly	\$1,050.00
6.10.1.3 Five half days, resident, monthly	\$730.00
6.10.1.4 Five half days, non-resident, monthly	\$810.00
6.10.1.5 Four full days, resident, monthly	\$760.00
6.10.1.6 Four full days, non-resident, monthly	\$840.00
6.10.1.7 Four half days, resident, monthly	\$640.00
6.10.1.8 Four half days, non-resident, monthly	\$700.00
6.10.1.9 Three full days, resident, monthly	\$660.00
6.10.1.10 Three full days, non-resident, monthly	\$730.00
6.10.1.11 Three half days, resident, monthly	\$580.00
6.10.1.12 Three half days, non-resident, monthly	\$640.00

6.10.2 Three-, Four-, and Five-year old rooms

6.10.2.1 Five full days, resident, monthly	\$910.00
6.10.2.2 Five full days, non-resident, monthly	\$1,000.00
6.10.2.3 Five half days, resident, monthly	\$700.00
6.10.2.4 Five half days, non-resident, monthly	\$770.00
6.10.2.5 Four full days, resident, monthly	\$730.00
6.10.2.6 Four full days, non-resident, monthly	\$800.00
6.10.2.7 Four half days, resident, monthly	\$610.00
6.10.2.8 Four half days, non-resident, monthly	\$670.00
6.10.2.9 Three full days, resident, monthly	\$630.00
6.10.2.10 Three full days, non-resident, monthly	\$690.00
6.10.2.11 Three half days, resident, monthly	\$550.00
6.10.2.12 Three half days, non-resident, monthly	\$610.00



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TOM BARTLETT, CITY PLANNER *TB*
KRYSTIN RICE, ASSOCIATE PLANNER

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2016-343 TO AMEND CHAPTER 17.11, TABLE 2.2 OF THE CALABASAS MUNICIPAL CODE (CMC) TO ALLOW "RESEARCH AND DEVELOPMENT SERVICES/LABORATORIES" AS A CONDITIONALLY PERMITTED USE IN THE COMMERCIAL, OFFICE (CO) ZONE, ACCESSORY TO A PRIMARY USE; AND CONSIDERATION OF RESOLUTION NO. 2016-1540 APPROVING FILE NO. 160002778, A REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW FOR RESEARCH AND DEVELOPMENT, TRAINING, AND EDUCATION USES ACCESSORY TO A PRIMARY OFFICE USE, AND AN ADMINISTRATIVE PLAN REVIEW TO OPERATE A 250 SQUARE-FOOT ACCESSORY RETAIL STORE FOR A PROPOSED NEW COSMETICS FIRM HEADQUARTERS TO OCCUPY 97,000 SQUARE-FEET OF AN EXISTING 227,741 SQUARE-FOOT OFFICE BUILDING LOCATED AT 4500 PARK GRANADA, WITHIN THE COMMERCIAL, OFFICE (CO) ZONING DISTRICT. STAFF HAS DETERMINED THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTIONS 15061(B)(3), 15301, AND 15303 OF THE CEQA GUIDELINES. THE PLANNING COMMISSION RECOMMENDED APPROVAL OF THIS PROJECT VIA ADOPTION OF PLANNING COMMISSION RESOLUTION NO. 2016-628.

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

That the City Council approve a motion to introduce Ordinance No. 2016-343 (Attachment A) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial Office zoning district accessory to a primary use; and adopt City Council Resolution No. 2016-1540 (Attachment B) approving File No. 160002778, consistent with the recommendation of the Planning Commission as presented in Planning Commission Resolution No. 2016-628 (Attachment C).

BACKGROUND:

The subject site is located at 4500 Park Granada (APN: 2069-001-023) within the Commercial, Office (CO) zoning district. The 20.1-acre property was previously developed in 1986 with an approximately 202,182 square-foot, three-story office building surrounding a central open-air atrium and two levels of subterranean parking. A separate 25,559 square-foot, one-story "annex" building is connected to the main building via a basement level. To the north of the annex building is a four-level parking structure, three levels of which are subterranean. A conservation easement restricts development on 9.27 acres of the southern portion of the site. The buildings onsite have historically been used as office space; originally for the Lockheed Corporation, then Countrywide, and most recently, Bank of America.

On August 17, 2016, Tyson Strutzenberg with Rising Realty submitted an application for a Development Code Amendment, Conditional Use Permit, and Administrative Plan Review to allow a cosmetics firm to occupy 97,000 square feet of the existing 227,741 square-foot office building located at 4500 Park Granada, within the Commercial, Office (CO) zoning district. A Notice of Application Incompleteness was sent to the applicant on September 16, 2016. The proposed project was reviewed by the Development Review Committee on September 20, 2016. Project plans were resubmitted by the applicant on September 26, 2016. On October 5, 2016, the project application was deemed complete and the applicant was duly notified.

On October 20, 2016, the Planning Commission reviewed the project at a noticed public hearing. At this hearing, no members of the public spoke regarding the project, other than the project team. After a thorough review and discussion, the Planning Commission unanimously voted to adopt Resolution No. 2016-628, recommending to City Council approval of File No. 160002778.

DISCUSSION/ANALYSIS:

A detailed analysis of the project is provided in the Planning Commission Staff Report, attached as Attachment D. Following is a brief summary of the associated project permits, for which City Council approval is requested.

A **Development Code Amendment** is being requested by the applicant to amend Chapter 17.11, Table 2.2 of the Calabasas Municipal Code (CMC) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) zone. The amendment also includes the addition of a footnote to Table 2.2 requiring the following standards: Research and Development Services/Laboratories are allowed in the CO zone only as accessory to an office use, and as follows: (a) the use shall not exceed ten (10) percent of the total building(s) floor area; and (b) the use shall be limited to properties having a building(s) with a minimum floor area of 100,000 square-feet (Section 17.76.050 of the CMC).

A **Conditional Use Permit** is required to conduct research and development (contingent on whether the City Council approves the proposed Development Code amendment, discussed above), and to allow ancillary customer training/education uses (Section 17.62.060 of the CMC).

An **Administrative Plan Review** permit is required to allow limited retail sales as an accessory ancillary use directly related to, and in support of the primary office use, in the Commercial Office (CO) zoning district (Section 17.12.020 of the CMC).

REQUIRED FINDINGS:

The findings required in 17.76.050(B)(Development Code Amendment) of the CMC are contained in Ordinance No. 2016-343. The findings required in Section 17.62.060(E)(Conditional Use Permit) and Section 17.62.090(Administrative Plan Review) of the CMC, are contained in Resolution No. 2016-1540.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(B)(3)(Review for Exemption) of the California CEQA Guidelines because the proposed code amendment will not result in additional development opportunities or foreseeable environmental impact, this project is exempt. The project is also exempt from CEQA pursuant to Section 15301 (Existing Facilities) because the project will not add any new building area, and only involves interior alterations of an existing building. Furthermore, the project is exempt from CEQA pursuant to Section 15303 (New Construction or Conversion

of Small Structures) because the proposed project does not substantially alter the use of the existing building.

FISCAL IMPACT/SOURCE OF FUNDING:

The processing of this application was paid for by the owner of the property via Planning application fees, as established by the current fee schedule. No negative fiscal impacts or City costs are associated with this project.

REQUESTED ACTION:

That the City Council introduce Ordinance No. 2016-343 (Attachment A) and adopt City Council Resolution No. 2016-1540 (Attachment B) approving File No. 160002778, consistent with the recommendation of the Planning Commission as presented in Planning Commission Resolution No. 2016-628 (Attachment C).

ATTACHMENTS:

- Attachment A: Ordinance No. 2016-343
- Attachment B: City Council Resolution No. 2016-1540
- Attachment C: Planning Commission Resolution No. 2016-628
- Attachment D: Planning Commission Staff Report
- Attachment E: Site Plans & Floor Plans
- Attachment F: Photographs of Site

ORDINANCE NO. 2016-343

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING A DEVELOPMENT CODE AMENDMENT ASSOCIATED WITH FILE NO. 160002778, AMENDING CHAPTER 17.11, TABLE 2.2 OF THE CITY OF CALABASAS LAND USE AND DEVELOPMENT CODE TO ALLOW FOR RESEARCH AND DEVELOPMENT SERVICES/LABORATORIES USE AS AN ACCESSORY USE IN THE COMMERCIAL, OFFICE (CO) ZONING DISTRICT.

WHEREAS, the City Council of the City of Calabasas, California ("the City Council") has considered all of the evidence including, but not limited to, the Planning Commission Resolution, Planning Division staff reports and attachment, and public testimony from Planning Commission meeting on October 20, 2016, and City Council meeting on December 14, 2016, before making a final decision on December 14, 2016; and

WHEREAS, the City Council finds that the Land Use and Development Code Amendment is consistent with the goals, policies, and actions of the General Plan and will not conflict with the General Plan; and

WHEREAS, the City Council finds that the Land Use and Development Code Amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City; and

WHEREAS, the proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because the project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and pursuant to Sections 15061(B)(3), 15301, and 15303 of the CEQA Guidelines; and

WHEREAS, the Land Use and Development Code Amendment reflects the input of residents, stakeholders, and public officials, and implements the General Plan's visions and desire for the community, is adopted in the public's interest, and is otherwise consistent with federal and state law.

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

SECTION 1. Based upon the foregoing the City Council finds:

1. Following a public hearing held on October 20, 2016, the Planning Commission adopted Resolution No. 2016-628 recommending to the City Council: (1) approval of File No. 160002778; and (2) adoption of Ordinance No. 2016-343,

amending Chapter 17.11, Table 2.2 of the City of Calabasas Land Use and Development Code.

2. Notice of the December 14, 2016, City Council public hearing was posted at Juan de Bautista Park, the Calabasas Tennis and Swim Center, the Agoura Hills/Calabasas Community Center, Gelson's Market and at Calabasas City Hall.

3. Notice of the December 14, 2016, City Council public hearing was posted in The Enterprise ten (10) days prior to the hearing.

4. Notice of the December 14, 2016, City Council public hearing was mailed or delivered at least ten (10) days prior to the hearing to property owners within 500 feet of the property as shown on the latest equalized assessment roll.

5. Notice of the December 14, 2016, City Council public hearing included the information set forth in Government Code Section 65009 (b)(2).

SECTION 2. In view of all the evidence and based on the foregoing findings, the City Council concludes as follows:

Section 17.76.050(B) Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve a Development Code Amendment provided that the following findings are made:

1. The proposed amendment is consistent with the goals, policies, and actions of the General Plan;

The subject property's General Plan land use designation is Business-Professional Office (B-PO), which accommodates land uses including business, professional, and medical offices, as well as ancillary services. The proposed code amendment allows for "Research and Development Services/Laboratories" as a conditionally permitted accessory use in the Commercial, Office (CO) zone, and only to the extent that the accessory research and development use will not occupy greater than ten percent (10%) of the floor area. Accordingly, the proposed project maintains the current office use as the primary proposed use, with research and development, and customer education/training as ancillary uses only. The proposed amendment meets this finding because it proposes uses allowed in, and compatible with, the "Business – Professional Office" land use designation, and it maintains and strengthens policies of the General Plan that are intended to preserve a mix of commercial uses. Furthermore, Policy II-11 of the Land Use Element of the General Plan states: "promote a mix of retail and service commercial, office, and business park areas that contribute to a sound local economic base." The proposed development code amendment promotes a broader mix of commercial uses in the CO zone. Therefore, the proposed project meets this finding.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City;*

The proposed development code amendment will allow “Research and Development Services/Laboratories” as a conditionally permitted use in the Commercial, Office (CO) zoning district, only as accessory to an office use, with restrictions on maximum floor area and minimum building(s) square-footages. The proposed code amendment has been reviewed by the Los Angeles County Sheriff Department and the Los Angeles County Fire Department, neither of which raised any health and safety or public interest concerns. The proposed ordinance does not contain substantive policy changes that will create a safety hazard or any condition that would negatively impact the public interest, health or welfare. In contrast, the proposed amendment strengthens the City’s ability to preserve a high quality of life for its citizens by allowing such use only as ancillary to a primary office use within the CO zoning district. Therefore, the proposed amendment meets this finding.

3. *The proposed amendment is in compliance with the provisions of the California Environmental Quality Act (CEQA);*

The proposed amendment is categorically exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines (General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment). The proposed amendment will not result in additional development opportunities or any foreseeable environmental impact. Therefore, the proposed project meets this finding.

4. *The proposed amendment is internally consistent with other applicable provisions of the Development Code.*

The proposed amendment identifies Research and Development Services/Laboratories as a conditionally permitted use in the CO zoning district. The amendment also includes the addition of a footnote to Chapter 17.11, Table 2-2 that states the following:

Research and development services/laboratories are allowed in the CO zone only as accessory to an office use, and as follows: (a) the use shall not exceed ten (10) percent of the total building(s) floor area; and (b) the use shall be limited to properties having a building(s) with a minimum floor area of 100,000 square-feet.

The introduction of research and development uses as an ancillary and accessory use to a primary office use does not conflict with any other provision of the Development Code. The change applies only to one zoning district, CO, and proposes no further amendment to any other zoning district or development code standard. The proposed amendment maintains internal consistency with other applicable provisions of the Code; therefore, it meets this finding.

SECTION 3. CODE AMENDMENT. Section 17.11.010 of the Calabasas Municipal Code, specifically Table 2-2, Land Use Table, is hereby amended in the following manner:

In the land use category labeled "Research and Development Services/Laboratories" of Table 2-2, Land Use Table, the annotation "A/C(4)" shall be added under the column heading "CO"; and, a new (fourth) footnote shall be added at the conclusion of Table 2-2, as follows: "(4) Research and Development Services/Laboratories are allowed in the CO zone only as accessory to an office use, as follows: (a) the use shall not exceed ten (10) percent of the total building(s) floor area; and (b) the use shall be limited to properties having a building(s) with a minimum floor area of 100,000 square feet."

SECTION 4. SEVERABILITY. Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect and, to that end, the provisions hereof are declared to be severable.

SECTION 5. EFFECTIVE DATE. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

SECTION 6. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted according to law.

PASSED, APPROVED AND ADOPTED this ____ day of January, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
City Attorney

RESOLUTION NO. 2016-1540

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING FILE NO. 160002778, A REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW FOR RESEARCH AND DEVELOPMENT SERVICES/LABORATORIES, TRAINING, AND EDUCATION USES ACCESSORY TO A PRIMARY OFFICE USE, AND AN ADMINISTRATIVE PLAN REVIEW TO OPERATE A 250 SQUARE-FOOT ACCESSORY RETAIL STORE FOR A PROPOSED NEW COSMETICS FIRM HEADQUARTERS TO OCCUPY 97,000 SQUARE FEET OF AN EXISTING 227,741 SQUARE-FOOT OFFICE BUILDING LOCATED AT 4500 PARK GRANADA, WITHIN THE COMMERCIAL, OFFICE (CO) ZONING DISTRICT.

Section 1. The City Council of the City of Calabasas has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda reports prepared by the Community Development Department.
2. Staff presentation at the public hearing held on December 14, 2016, before the City Council.
3. Staff presentation at the public hearing held on October 20, 2016, before the Planning Commission.
4. Planning Commission Resolution No. 2016-628 recommending approval to the City Council approval to the City Council of File No. 160002778.
5. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
6. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request.
7. Testimony and/or comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearings.
8. All related documents received and/or submitted at or prior to the City Council meeting.

Section 2. Based on the foregoing evidence, the City Council finds that:

1. The applicant submitted an application for File No. 160002778, on August 17, 2016.
2. On September 16, 2016, a Notice of Application Incompleteness was sent to the applicant.
3. The proposed project was reviewed by the Development Review Committee (DRC) on September 20, 2016.
4. Project plans were resubmitted by the applicant on September 26, 2016.
5. The proposed project was deemed complete on October 5, 2016, and the applicant was notified.
6. On October 20, 2016, the Planning Commission reviewed the project at a public hearing and voted 4-0 to adopt Resolution No. 2016-628, recommending to the City Council: (1) approval of File No. 160002778; and (2) adoption of Ordinance No. 2016-343.
7. Notice of the December 14, 2016, City Council public hearing as posted at Juan de Anza Bautista Park, the Calabasas Tennis and Swim Center, Gelson's market, Agoura/Calabasas Community Center and at Calabasas City Hall.
8. Notice of the December 14, 2016, City Council public hearing was posted in The Enterprise ten (10) days prior to the hearing.
9. Notice of the December 14, 2016, City Council public hearing was mailed or delivered at least ten (10) days prior to the hearing to property owners within 500 feet of the property as shown on the latest equalized assessment role.
10. Notice of the December 14, 2016, City Council public hearing included in the notice requirements set forth in Government Code Section 65009(b)(2).
11. The subject property is zoned Commercial, Office (CO).
12. The land use designation for the subject property under the City's adopted General Plan is Business-Professional Office (B-PO).
13. Properties surrounding the site are Residential, Single-Family (RS), Residential, Multi-Family (RM), and Open Space – Development Restricted (OS-DR).

Section 3. In view of all of the evidence and based on the foregoing findings, the City Council concludes as follows:

FINDINGS

Section 17.62.060(E) of the Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve a **Conditional Use Permit** provided that the following findings are made:

- 1. The proposed use is conditionally permitted within the subject zoning district and complies with all of the applicable provisions of this development code;*

The applicant is seeking approval for a cosmetic firm to occupy 97,000 square feet of a 227,741 square-foot building with a primary office use, and ancillary uses including research and development, and customer education/training. The project requires a Conditional Use Permit for two of the proposed uses: (1) research and development services/laboratories; and (2) customer education and training. Contingent upon adoption of the proposed code amendment, "Research and Development Services/Laboratories" will be conditionally permitted only as accessory to a primary office use per Section 17.11.010 of the Land Use and Development Code. The research and development use will occupy 10,000 square feet, or 4.4% of the total building floor area. The proposed customer education/training use will occupy 16,000 square feet of the annex building. All activities will take place within the leased tenant space and no additional parking spaces are required for the proposed project. In fact, introduction of the research & development and customer education/training uses creates an improved parking situation for the project site because both new uses demand and require fewer parking spaces than an office use (existing use). The proposed uses are in compliance with all other applicable provisions of the Development Code. Contingent upon adoption of the development code amendment, the proposed project meets this finding.

- 2. The proposed use is consistent with the General Plan and any applicable specific plan or master plan;*

The subject property's general land use designation is Business-Professional Office (B-PO) which accommodates office uses and appropriate land uses including business, professional, and medical offices, as well as ancillary services. The proposed research and development, and customer education/training uses are ancillary uses to the primary office use, which is consistent with the City of Calabasas General Plan. The proposed amendment meets this finding because it proposes uses allowed in, and compatible with, the "Business – Professional Office" land use designation, and it maintains and strengthens policies of the General Plan that are intended to preserve a mix of

commercial uses. Furthermore, Policy II-11 of the Land Use Element of the General Plan states: “promote a mix of retail and service commercial, office, and business park areas that contribute to a sound local economic base.” Contingent upon the adoption of the development code amendment, the proposed research and development use will be a conditionally allowed use. Furthermore, the project is consistent with the objectives of maintaining Calabasas as a predominantly residential community with commercial, office, and business park uses playing a secondary role. For these reasons, the request for a Conditional Use Permit to allow for the operation of research and development and customer education/training uses meets this finding.

3. The approval of the conditional use permit for the proposed use is in compliance with the California Environmental Quality Act (CEQA); and

The proposed amendment is Categorical Exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed amendment will not result in additional development opportunities or any foreseeable environmental impact. The project is also Categorical Exempt from the CEQA pursuant to Section 15301 (Existing Facilities). Per this exemption, projects consisting of interior alterations to an existing building are exempt from provisions of CEQA. This project is also exempt pursuant to Section 15303 (New Construction or Conversion of Small Structures) which allows for the conversion of an existing structure from one use to another use, where only minor modifications are made. Therefore, the proposed project meets this finding.

4. The location and operating characteristics for the proposed use are compatible with the existing and anticipated future land uses in the vicinity.

The site is located at 4500 Park Granada with frontage along Parkway Calabasas, Park Granada, and Park Capri. Surrounding land uses include residential, single-family homes to the west and south, vacant land zoned open space to the north, and residential, multi-family homes to the east. The proposed uses include primarily office with ancillary research and development, and customer education/training uses. The location and operating characteristics of the requested conditional use permit are compatible with the existing and anticipated future land uses in the vicinity because all activities will take place entirely within the leased interior tenant space. As a result, the proposed project meets this finding.

Section 17.62.090(E) of the Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve an **Administrative Plan Review Permit** provided that the following findings are made:

1. *The proposed project complies with all applicable provisions of this development code;*

The proposed project required an Administrative Plan Review permit to allow for a 250 square-foot accessory retail store within the main level of the annex building. Retail sales and services are allowed when accessory to a primary use where authorized by Article II. In compliance with Section 17.12.020 of the CMC, the proposed retail use will be accessory to the primary office use and will have no external evidence of any commercial activity, nor access to any space used for the accessory retail use other than from within the structure. Additionally, the accessory retail store is not open to the public. Therefore, the proposed project complies with all applicable provisions of this development code and meets this finding.

2. *The proposed project is consistent with the General Plan, any applicable specific plan, and any special design theme adopted by the city for the site and vicinity;*

The land use of the subject site is Business-Professional Office, which accommodates office uses. Appropriate land uses include business, professional, and medical offices, as well as ancillary service functions. Allowing a 250 square-foot accessory retail store available only to employees and trainees to purchase company products, within the existing office building does not change the use of the subject site. No specific plan or special design theme is applicable to the subject site. Therefore, the project meets this finding.

3. *The approval of the administrative plan review is in compliance with the California Environmental Quality Act (CEQA);*

The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities). Per this exemption, projects consisting of interior alterations to an existing building are exempt from provisions of CEQA. This project is also exempt pursuant to Section 15303 (New Construction or Conversion of Small Structures) which allows for the conversion of an existing structure from one use to another use, where only minor modifications are made. Therefore, the proposed project meets this finding.

4. *The proposed structures, signs, site development, grading and/or landscaping are compatible in design, appearance and scale, with existing uses, development, signs, structures and landscaping for the surrounding area;*

The subject property is an 876,167 square-foot lot (20.1 acres) developed with a three-story office building surrounding an atrium with two subterranean

parking levels, a one-story annex building with one usable basement level, and a four-story parking structure. The existing property is surrounded by residential, single-family homes to the west and south, open space to the north, and residential, multi-family homes to the east. A 250 square-foot area for the accessory retail store is proposed within the main level of the annex building to allow for trainees and employees to purchase company products and the store will not be open to the public. There are no changes proposed to the exterior of the existing buildings, and all existing landscaping will remain. Therefore, the proposed project meets this finding.

5. *The site is adequate in size and shape to accommodate the proposed structures, yards, walls, fences, parking landscaping, and other development features; and*

The subject property is 876,168 square feet (20.1 acres) in size and contains ample space to accommodate the proposed 250 square-foot accessory retail store to be located within the main level of the annex building. No changes are proposed to any structures, yards, walls, fences, parking landscaping, or other development features. Therefore, the proposed project meets this finding.

6. *The proposed project is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible.*

The proposed project is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible. The proposed 250 square-foot retail store is accessory to the primary office use to allow for trainees and employees to purchase company products and will not result in any impacts to the character of the community. Additionally, no exterior changes are proposed to the existing buildings. Therefore, the proposed project will integrate with the existing natural surrounding environment and meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council approves File No. 160002778 subject to the following agreements and conditions:

I. INDEMNIFICATION AGREEMENT

The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney fees, litigation expenses, court costs or any other costs arising out of or in any way related to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith. Accordingly, to the fullest extent permitted by law, Tyson Strutzenberg with Rising Realty

(applicant) and MK RRP 4500 Park Granada, LLC (owners) and their successors shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, related to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith Tyson Strutzenberg with Rising Realty (applicant) and MK RRP 4500 Park Granada, LLC (owners) and their successors shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

II. CONDITIONS OF APPROVAL

Community Development Department/Planning

1. The proposed project shall be occupied in compliance with the approved plans on file with the Planning Division.
2. All project conditions shall be imprinted on the title sheet of the construction drawings. One copy of the approved set of plans shall be retained on-site for the review of Building Inspectors. Prior to any use of the project site, all conditions of approval shall be completed to the satisfaction of the Director of Community Development.
3. The project approved herein is depicted on those sets of drawings, elevations, etc., stamped "Approved" by staff on the approval date. Any modifications to these plans must be approved by the Department of Community Development staff prior to the changes on the working drawings or in the field. Prior to issuance of building permits, plans shall be reviewed and approved by the Community Development Department to ensure compliance with the plans approved by the Planning Division. The plans shall comply with the conditions contained herein, the Calabasas Municipal Code, and all City Resolutions and Ordinances.
4. This grant shall not be effective for any purposes until after the applicant, or its successors, and the owner of the property involved (if other than the applicant) have recorded this resolution with the Los Angeles County

Recorder's Office, and a certified copy of the recorded document is filed with the Community Development Department.

5. The subject property shall be developed, maintained, and operated in full compliance with the conditions of this grant and any law, statute, ordinance or other regulation applicable to any development or activity on the subject property. Failure of the applicant or its successors to cease any development or activity not in full compliance shall be a violation of these conditions. Any violation of the conditions of approval may result in the revocation of this approval.
6. This approval shall be valid for one year and eleven days from the date of adoption of the resolution. The permit may be extended in accordance with Title 17 Land Use and Development Code, Article VI - Land Use and Development Permits.
7. All ground and roof-mounted equipment is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through either landscaping, walls or a combination thereof.
8. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. Lighting equivalent to 60 watts incandescent or less on residential projects is exempt by the Lighting Ordinance.
9. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
10. The project must comply with the building codes of Title 15.04 of the City of Calabasas Municipal Code at the time of building plan check submittal.
11. The project is located within a designated "Very High Fire Hazard Severity Zone". The requirements of Chapter 15.04.900 of the Calabasas Municipal Code must be incorporated into all plans.
12. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and the City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.

13. Construction Activities - Hours of construction activity shall be limited to:

- i. 7:00 a.m. to 6:00 p.m., Monday through Friday
- ii. 8:00 a.m. to 5:00 p.m., Saturday

Stacking of construction worker vehicles, prior to 7:00 a.m. in the morning will be restricted to areas that do not adversely affect adjacent residences or schools. The applicant or its successors shall notify the director of Public Works of the construction employee parking locations, prior to commencement of construction.

14. The use, handling, storage and transportation of hazardous substances shall comply with all applicable state laws (Government Code Section 65850.2 and Health and Safety Code Sections 25505, et seq.), and the Los Angeles County Hazardous Waste Management Plan.

Section 6. 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 14th day of December, 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney

P.C. RESOLUTION NO. 2016-628

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS TO ADOPT RESOLUTION NO. 2016-628, RECOMMENDING TO THE CITY COUNCIL: (1) APPROVAL OF FILE NO. 160002778; AND (2) ADOPTION OF ORDINANCE NO. 2016-343, AMENDING CHAPTER 17.11, TABLE 2.2 OF THE CITY OF CALABASAS LAND USE AND DEVELOPMENT CODE.

Section 1. The Planning Commission has considered all of the evidence submitted into the administrative record which includes, but is not limited to:

1. Agenda reports prepared by the Community Development Department, including the draft of Ordinance No. 2016-343.
2. Staff presentation at the public hearing held on October 20, 2016, before the Planning Commission.
3. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the request.
5. Testimony and/or comments from interested parties or organizations submitted to the City in both written and oral form at or prior to the public hearing.
6. All related documents received and/or submitted at or prior to the public hearing.

Section 2. Based on the foregoing evidence, the Planning Commission finds that:

1. On August 17, 2016, Tyson Strutzenberg representing Rising Realty submitted an application for a Development Code Amendment, Conditional Use Permit, and Administrative Plan Review.
2. On September 16, 2016, a Notice of Application Incompleteness was sent to the applicant.

3. The proposed project was reviewed by the Development Review Committee (DRC) on September 20, 2016.
4. Project plans were resubmitted by the applicant on September 26, 2016.
5. The project was deemed complete on October 5, 2016.
6. Notice of the October 20, 2016, Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market, the Agoura Hills/Calabasas Community center, and at Calabasas City Hall.
7. Notice of the October 20, 2016, Planning Commission public hearing was mailed to property owners within 500 feet of the property as shown on the latest equalized assessment roll.
8. Notice of the October 20, 2016, Planning Commission public hearing was mailed or delivered at least ten (10) days prior to the hearing.
9. Notice of the October 20, 2016, Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
10. Notice of the Planning Commission public hearing was published in The Enterprise newspaper.
11. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
12. The project site is currently zoned Commercial, Office (CO).
13. The land use designation for the project site under the City's adopted General Plan is Business-Professional Office (B-PO).

Section 3. In view of all of the evidence and based on the foregoing findings, the Planning Commission concludes as follows:

FINDINGS

Section 17.76.050(B) of the Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve a **Development Code Amendment** provided that the following findings are made:

1. *The proposed amendment is consistent with the goals, policies, and actions of the General Plan;*

The subject property's general land use designation is Business-Professional

Office, which accommodates office uses and appropriate land uses including business, professional, and medical offices, as well as ancillary services. The proposed project maintains a primary office use, with research and development, and customer education/training as ancillary uses. The proposed amendment meets this finding because it maintains and strengthens policies of the General Plan that are intended to preserve a mix of commercial uses. Specifically, Policy II-11 of the Land Use Element of the General Plan is to "promote a mix of retail and service commercial, office, and business park areas that contribute to a sound local economic base." The proposed code amendment allows for "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) zone only as accessory to an office. Therefore, the proposed project meets this finding.

2. *The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City;*

The proposed development code amendment will allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) zoning district only as accessory to an office use, with restrictions on maximum floor area and minimum building(s) square footages. The proposed code amendment has been reviewed by the Los Angeles County Sheriff Department and the Los Angeles County Fire Department and no health and safety or public interest concerns were raised. The proposed ordinance does not contain substantive policy changes that will create a safety hazard or any condition that would negatively impact the public interest, health or welfare. In contrast, the proposed amendment strengthens the City's ability to preserve a high quality of life for its citizens by allowing such use only as ancillary to a primary office use within the Commercial, Office zoning district. Therefore, the proposed amendment meets this finding.

3. *The proposed amendment is in compliance with the provisions of the California Environmental Quality Act (CEQA).*

The proposed amendment is categorically exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed amendment will not result in additional development opportunities or any foreseeable environmental impact. Therefore, the proposed project meets this finding.

4. *The proposed amendment is internally consistent with other applicable provisions of the Development Code.*

The proposed amendment identifies Research and Development Services/Laboratories as a conditionally permitted use in the CO zoning district and includes a footnote to Chapter 17.11, Table 2-2 requiring the following standards: (4) Research and development services/laboratories are allowed in the CO zone only as accessory to an office use, and as follows: (a) the use shall not exceed ten (10) percent of the total building(s) floor area; and (b) the use shall be limited to properties having a building(s) with a minimum floor area of 100,000 square-feet. The proposed amendment does not conflict with any other provision of the Development Code, and therefore, this project meets this finding.

Section 17.62.060(E) of the Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve a **Conditional Use Permit** provided that the following findings are made:

1. *The proposed use is conditionally permitted within the subject zoning district and complies with all of the applicable provisions of this development code;*

The applicant is seeking approval for a cosmetic firm to occupy 97,000 square feet of a 227,741 square-foot building with a primary office use, and ancillary uses including research and development, and customer education/training. The project requires a Conditional Use Permit for two of the proposed uses: (1) research and development; and (2) customer education and training. Contingent upon adoption of the proposed code amendment, "Research and Development Services/Laboratories" will be conditionally permitted only as accessory to a primary office use per Section 17.11.010 of the Land Use and Development Code. The research and development use will occupy 10,000 square feet, or 4.4% of the total building floor area. The proposed customer education/training use will occupy 16,000 square feet of the annex building. All activities will take place within the leased tenant space and no additional parking spaces are required for the proposed project. In fact, introduction of the research & development and customer education/training uses creates an improved parking situation for the project site because both new uses demand and require fewer parking spaces than an office use (existing use). The proposed uses are in compliance with all other applicable provisions of the Development Code. Contingent upon adoption of the development code amendment, the proposed project meets this finding.

2. *The proposed use is consistent with the General Plan and any applicable specific plan or master plan;*

The subject property's general land use designation is Business-Professional Office which accommodates office uses and appropriate land uses including business, professional, and medical offices, as well as ancillary services. The proposed research and development, and customer education/training uses

are ancillary uses to the primary office use, which is consistent with the City of Calabasas General Plan. The proposed amendment meets this finding because it maintains and strengthens policies of the General Plan that are intended to preserve a mix of commercial uses. Specifically, Policy II-11 of the Land Use Element of the General Plan is to "promote a mix of retail and service commercial, office, and business park areas that contribute to a sound local economic base." Contingent upon the adoption of the development code amendment, the proposed research and development use will be a conditionally allowed use. Furthermore, the project is consistent with the objectives of maintaining Calabasas as a predominantly residential community with commercial, office, and business park uses playing a secondary role. For these reasons, the request for a Conditional Use Permit to allow for the operation of research and development and customer education/training uses meets this finding.

3. *The approval of the conditional use permit for the proposed use is in compliance with the California Environmental Quality Act (CEQA); and*

The proposed amendment is Categorical Exempt from environmental review in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed amendment will not result in additional development opportunities or any foreseeable environmental impact. The project is also Categorical Exempt from the CEQA pursuant to Section 15301 (Existing Facilities). Per this exemption, projects consisting of interior alterations to an existing building are exempt from provisions of CEQA. This project is also exempt pursuant to Section 15303 (New Construction or Conversion of Small Structures) which allows for the conversion of an existing structure from one use to another use, where only minor modifications are made. Therefore, the proposed project meets this finding.

4. *The location and operating characteristics for the proposed use are compatible with the existing and anticipated future land uses in the vicinity.*

The site is located at 4500 Park Granada with frontage along Parkway Calabasas, Park Granada, and Park Capri. Surrounding land uses include residential, single-family homes to the west and south, vacant land zoned open space to the north, and residential, multi-family homes to the east. The proposed uses include primarily office with ancillary research and development, and customer education/training uses. The location and operating characteristics of the requested conditional use permit are compatible with the existing and anticipated future land uses in the vicinity because all activities will take place entirely within the leased interior tenant space. As a result, the proposed project meets this finding.

Section 17.62.090(E) of the Calabasas Municipal Code allows the Planning Commission to recommend and the City Council to approve an **Administrative Plan Review Permit** provided that the following findings are made:

1. *The proposed project complies with all applicable provisions of this development code;*

The proposed project required an Administrative Plan Review permit to allow for a 250 square-foot accessory retail store within the main level of the annex building. Retail sales and services are allowed when accessory to a primary use where authorized by Article II. In compliance with Section 17.12.020 of the CMC, the proposed retail use will be accessory to the primary office use and will have no external evidence of any commercial activity, nor access to any space used for the accessory retail use other than from within the structure. Additionally, the accessory retail store is not open to the public. Therefore, the proposed project complies with all applicable provisions of this development code and meets this finding.

2. *The proposed project is consistent with the General Plan, any applicable specific plan, and any special design theme adopted by the city for the site and vicinity;*

The land use of the subject site is Business-Professional Office, which accommodates office uses. Appropriate land uses include business, professional, and medical offices, as well as ancillary service functions. Allowing a 250 square-foot accessory retail store available only to employees and trainees to purchase company products, within the existing office building does not change the use of the subject site. No specific plan or special design theme is applicable to the subject site. Therefore, the project meets this finding.

3. *The approval of the administrative plan review is in compliance with the California Environmental Quality Act (CEQA);*

The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities). Per this exemption, projects consisting of interior alterations to an existing building are exempt from provisions of CEQA. This project is also exempt pursuant to Section 15303 (New Construction or Conversion of Small Structures) which allows for the conversion of an existing structure from one use to another use, where only minor modifications are made. Therefore, the proposed project meets this finding.

4. *The proposed structures, signs, site development, grading and/or landscaping are compatible in design, appearance and scale, with existing uses, development, signs, structures and landscaping for the surrounding area;*

The subject property is an 876,167 square-foot lot (20.1 acres) developed with a three-story office building surrounding an atrium with two subterranean parking levels, a one-story annex building with one usable basement level, and a four-story parking structure. The existing property is surrounded by residential, single-family homes to the west and south, open space to the north, and residential, multi-family homes to the east. A 250 square-foot area for the accessory retail store is proposed within the main level of the annex building to allow for trainees and employees to purchase company products and the store will not be open to the public. There are no changes proposed to the exterior of the existing buildings, and all existing landscaping will remain. Therefore, the proposed project meets this finding.

5. *The site is adequate in size and shape to accommodate the proposed structures, yards, walls, fences, parking landscaping, and other development features; and*

The subject property is 876,168 square feet (20.1 acres) in size and contains ample space to accommodate the proposed 250 square-foot accessory retail store to be located within the main level of the annex building. No changes are proposed to any structures, yards, walls, fences, parking landscaping, or other development features. Therefore, the proposed project meets this finding.

6. *The proposed project is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible.*

The proposed project is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible. The proposed 250 square-foot retail store is accessory to the primary office use to allow for trainees and employees to purchase company products and will not result in any impacts to the character of the community. Additionally, no exterior changes are proposed to the existing buildings. Therefore, the proposed project will integrate with the existing natural surrounding environment and meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the Planning Commission hereby adopts Planning Commission Resolution No. 2016-628, recommending City Council to approve File No. 160002778 and Ordinance No. 2016-343, amending the City of Calabasas Land Use and Development Code.

INDEMNIFICATION AGREEMENT

The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury,

damage, claim, lawsuit, expense, attorney fees, litigation expenses, court costs or any other costs arising out of or in any way related to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith. Accordingly, to the fullest extent permitted by law, Tyson Strutzenberg with Rising Realty (applicant) and MK RRP 4500 Park Granada, LLC (owners) and their successors shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, related to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 160002778 and the issuance of any permit or entitlement in connection therewith Tyson Strutzenberg with Rising Realty (applicant) and MK RRP 4500 Park Granada, LLC (owners) and their successors shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

PLANNING DIVISION CONDITIONS:

1. The proposed project shall be occupied in compliance with the approved plans on file with the Planning Division.
2. All project conditions shall be imprinted on the title sheet of the construction drawings. One copy of the approved set of plans shall be retained on-site for the review of Building Inspectors. Prior to any use of the project site, all conditions of approval shall be completed to the satisfaction of the Director of Community Development.
3. The project approved herein is depicted on those sets of drawings, elevations, etc., stamped "Approved" by staff on the approval date. Any modifications to these plans must be approved by the Department of Community Development staff prior to the changes on the working drawings or in the field. Prior to issuance of building permits, plans shall be reviewed and approved by the Community Development Department to ensure compliance with the plans approved by the Planning Division. The plans shall comply with the conditions contained herein, the Calabasas Municipal Code, and all City Resolutions and Ordinances.
4. This grant shall not be effective for any purposes until after the applicant, or its successors, and the owner of the property involved (if other than the

applicant) have recorded this resolution with the Los Angeles County Recorder's Office, and a certified copy of the recorded document is filed with the Community Development Department.

5. The subject property shall be developed, maintained, and operated in full compliance with the conditions of this grant and any law, statute, ordinance or other regulation applicable to any development or activity on the subject property. Failure of the applicant or its successors to cease any development or activity not in full compliance shall be a violation of these conditions. Any violation of the conditions of approval may result in the revocation of this approval.

6. This approval shall be valid for one year and eleven days from the date of adoption of the resolution. The permit may be extended in accordance with Title 17 Land Use and Development Code, Article VI - Land Use and Development Permits.

7. All ground and roof-mounted equipment is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through either landscaping, walls or a combination thereof.

8. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. Lighting equivalent to 60 watts incandescent or less on residential projects is exempt by the Lighting Ordinance.

9. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.

10. The project must comply with the building codes of Title 15.04 of the City of Calabasas Municipal Code at the time of building plan check submittal.

11. The project is located within a designated "Very High Fire Hazard Severity Zone". The requirements of Chapter 15.04.900 of the Calabasas Municipal Code must be incorporated into all plans.

12. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and the City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.

13. Construction Activities - Hours of construction activity shall be limited to:

i. 7:00 a.m. to 6:00 p.m., Monday through Friday

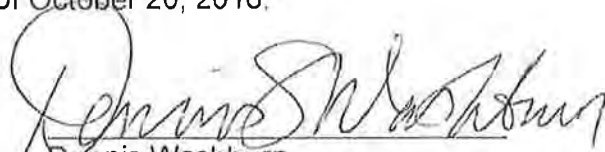
ii. 8:00 a.m. to 5:00 p.m., Saturday

Stacking of construction worker vehicles, prior to 7:00 a.m. in the morning will be restricted to areas that do not adversely affect adjacent residences or schools. The applicant or its successors shall notify the director of Public Works of the construction employee parking locations, prior to commencement of construction.

14. The use, handling, storage and transportation of hazardous substances shall comply with all applicable state laws (Government Code Section 65850.2 and Health and Safety Code Sections 25505, et seq.), and the Los Angeles County Hazardous Waste Management Plan.

Section 5. All documents described in Section 1 of PC Resolution No. 2016-628 are deemed incorporated by reference as set forth at length.


PLANNING COMMISSION RESOLUTION NO. 2016-628 PASSED,
APPROVED AND ADOPTED this 20th day of October 20, 2016.


Dennis Washburn,
Vice Chair

ATTEST:


(for) Maureen Tamuri, AIA, AICP, City Planner
Community Development Director

APPROVED AS TO FORM:


Assistant City Attorney

Planning Commission Resolution No. 2016-628, was adopted by the Planning Commission at a regular meeting held October 20, 2016, and that it was adopted by the following vote:

AYES: Vice Chair Washburn, Commissioners Kraut Sikand and Fassberg

NOES: None

ABSENT: Chair Mueller and Commissioner Roseman

ABSTAINED None

"The Secretary of the Planning Commission shall certify the adoption of this Resolution, and transmit copies of this Resolution to the applicant along with proof of mailing in the form required by law and enter a copy of this Resolution in the book of Resolutions of the Planning Commission. Section 1094.6 of the Civil Code of Procedure governs the time in which judicial review of this decision may be sought."



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
OCTOBER 20, 2016

TO: Members of the Planning Commission

FROM: Krystin Rice, Associate Planner

FILE NO.: 160002778

PROPOSAL: Request for the following permits and approvals to allow a cosmetics firm headquarters to occupy 97,000 square-feet of an existing 227,741 square-foot office building located at 4500 Park Granada, within the Commercial, Office (CO) zoning district. Proposed uses include: office use, research and development, education/training, and accessory retail. The proposed project requires the following: (1) amendment of Chapter 17.11, Table 2.2 of the Calabasas Municipal Code (CMC) to allow "Research and Development" as a conditionally permitted use in the CO zone, accessory to a primary office use, provided that such use does not exceed ten percent of the total building floor area; (2) a Conditional Use Permit to conduct research and development and customer training and education; and (3) an Administrative Plan Review to operate a retail store accessory to a primary office use.

APPLICANT: Tyson Strutzenberg, representative for Rising Realty

RECOMMENDATION: That the Commission adopt Resolution No. 2016-628, recommending to the City Council: (1) approval of File No. 160002778; and (2) adoption of Ordinance No. 2016-343, amending Chapter 17.11, Table 2.2 of the City of Calabasas Land Use and Development Code.

STAFF RECOMMENDATION:

Staff recommends that the Planning Commission adopt Resolution No. 2016-628, recommending to the City Council: (1) approval of File No. 160002778; and (2) adoption of

Ordinance No. 2016-343, amending Chapter 17.11, Table 2.2 of the City of Calabasas Land Use and Development Code.

REVIEW AUTHORITY:

The Planning Commission is reviewing this project because Section 17.76.030 of the Calabasas Municipal Code (CMC) stipulates that a development code amendment application requires review and recommendation by the Planning Commission to the City Council, who has final decision authority. Although the Administrative Plan Review and Conditional Use Permit applications are typically reviewed by the Planning Commission, Section 17.60.020 requires that for concurrent applications, the final review authority on all applications is the higher review authority. In this case, the City Council is the review authority for the development code amendment application, and is therefore also the final review authority for the accompanying permit applications.

BACKGROUND:

On August 17, 2016, Tyson Strutzenberg with Rising Realty submitted an application for a Development Code Amendment, Conditional Use Permit, and Administrative Plan Review to allow a cosmetics firm to occupy a portion of the existing office building located at 4500 Park Granada, within the Commercial, Office (CO) zoning district. A Notice of Application Incompleteness was sent to the applicant on September 16, 2016. The proposed project was reviewed by the Development Review Committee on September 20, 2016. Project plans were resubmitted by the applicant on August 26, 2016. On October 5, 2016, the project was deemed complete and the applicant was duly notified.

EXISTING CONDITIONS:

Developed in 1986, the 20.1-acre subject property has frontage along Park Granada to the north, Parkway Calabasas to the west, and Park Capri to the east. The site is developed with an approximately 202,182 square-foot, three-story office building surrounding a central open-air atrium and two levels of subterranean parking. A separate 25,559 square-foot, one-story "annex" building is connected to the main building via a basement level. To the north of the annex building is a four-level parking structure, three levels of which are subterranean. A conservation easement restricts development on 9.27 acres of the southern portion of the site. Primary access to the site is provided from a driveway on Park Granada, with secondary access from Park Capri. The buildings have historically been used as office space; originally for the Lockheed Corporation, then Countrywide, and most recently, Bank of America. Surrounding uses include single-family residences to the west and south, multi-family residences to the east, and open space to the north.

STAFF ANALYSIS:

- A. Proposed Uses:** The cosmetics firm, COTY, will occupy 97,000 square-feet of the existing 227,741 square-foot office building. Proposed uses include: approximately 70,750 square-feet of office space; 10,000 square-feet of research and development space; 16,000 square-feet devoted to customer education and training; and 250 square-feet of accessory retail (not open to the public). COTY will lease the first level of the main building for office and research & development uses. They will also be leasing the entire annex building for offices, customer training/education, and accessory retail. A portion of the usable basement level that connects the two buildings will also be used for office space. The second and third levels of the main building will remain vacant and available for a separate, future tenant.
- B. Development Code Amendment:** The applicant is requesting to amend Chapter 17.11, Table 2.2 of the Calabasas Municipal Code (CMC) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) zone. Currently, Research & Development Services/Laboratories are only permitted in the Commercial, Business Park (CB) zone and are not restricted in size. The proposed development code amendment would conditionally allow "Research and Development Services/Laboratories" uses as an accessory use in the CO zone. The amendment also includes the addition of a footnote to Table 2.2 requiring the following standards: Research and development services/laboratories are allowed in the CO zone only as accessory to an office use, and as follows: (a) the use shall not exceed ten (10) percent of the total building(s) floor area; and (b) the use shall be limited to properties having a building(s) with a minimum floor area of 100,000 square-feet. Other properties within the City that are zoned CO include: 4764 Park Granada; 23480 Park Sorrento; and the Oak Creek Condominiums on Park Sorrento. However, none of these properties contain building(s) with a minimum floor area of 100,000 square feet.
- C. Conditional Use Permit:** The applicant is requesting a conditional use permit to conduct research and development (contingent on adoption of the proposed code amendment), and to provide customer training/education. With approval of the proposed development code amendment, the cosmetics firm would occupy 10,000 square-feet of the first floor of the main building with research & development space to include product development and testing, a laboratory, testing equipment, waste storage areas, and a test salon. Approximately 4.4% of the total floor area of the building would be occupied by the research and development use. No manufacturing, warehousing, or distribution of products would occur at the site.

The cosmetics firm also proposes to occupy 16,000 square-feet of the annex building for their "Wella Studio", which focuses on customer education and training-related functions, including training classrooms, training salons, a photo/video studio, and

storage areas. Professionals working in the beauty, cosmetics, and skin care fields will come to the facility to receive education and training in the application of COTY's products. Education and training sessions will be held Thursday through Sunday from 10am to 9pm, with a maximum attendance of 50 people per session. Up to two events per month may be held for a maximum of 120 people during the hours of 6pm to 9pm, outside of the regular business hours. The regular business hours are Monday through Friday, 9am to 5pm, with a maximum of 315 employees. Thirty (30) of those employees will operate on a 7am to 4pm schedule. Non-regular events with up to 250 people may occur during evening and weekend hours, and will be scheduled to align with those hours when the parking garage is mostly vacant. These events will not be open to the public and require separate approval of a Temporary Use Permit for each event.

- D. Administrative Plan Review:** Per Section 17.12.020 of the CMC, accessory retail uses are allowed as accessory to a primary use where authorized by Article II. The CMC requires that there be no external evidence of any commercial activity other than the primary use of the site (e.g., no signs, or windows with merchandise visible from adjoining streets), and no access to any space used for the accessory retail other than from within the structure. The applicant is proposing to use 250 square-feet of the main level of the annex building as a retail store, where trainees and employees will be able to purchase company products. The retail store will not be open to the public and will operate in conformance with these CMC requirements.
- E. Parking:** In compliance with Section 17.28.040 (Table 3-11), a total of 285 parking spaces are required for the proposed uses. Thirty (30) parking spaces are provided for the research and development use, in compliance with the standard, which requires one (1) space per 333 square-feet of gross floor area. Thirty-three (33) parking spaces are provided for the customer training/education use, in compliance with the standard, which requires one (1) space per 1.5 trainees (total of 50 trainees). Additionally, one (1) parking space is provided for the accessory retail use, in compliance with the standard, which requires one (1) space per 250 square-feet of gross floor area. Because the proposed office use is occupying a vacant space previously occupied by office use, the legal-non-conforming parking standard continues to apply to this office portion. A total of 221 parking spaces are provided for the office use in compliance with the legal, non-conforming standard. Introduction of the research & development and education/training uses creates an improved parking situation for the project site because both new uses demand and require fewer parking spaces than an office use (existing use).

REQUIRED FINDINGS:

The findings required in Section 17.76.050(B)(Development Code Amendment), Section

17.62.060(E)(Conditional Use Permit), and Section 17.62.090(Administrative Plan Review) of the Calabasas Municipal Code are contained in the resolution attached as Exhibit A.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(B)(3)(Review for Exemption) of the California CEQA Guidelines (General Rule that CEQA is applied only to projects which have the potential for causing a significant effect on the environment). Because the proposed code amendment will not result in additional development opportunities or foreseeable environmental impact, this project is exempt. The project is also exempt from CEQA pursuant to Section 15301 (Existing Facilities) because the project will not add any new building area, and only involves interior alterations of an existing building. Furthermore, the project is exempt from CEQA pursuant to Section 15303 (New Construction or Conversion of Small Structures) because the proposed project does not substantially alter the use of the existing building.

CONDITIONS OF APPROVAL:

See conditions contained in the resolution attached as Exhibit A.

PREVIOUS REVIEWS:

Development Review Committee (DRC):

September 20, 2016 Minor comments

ATTACHMENTS:

- Exhibit A: Planning Commission Resolution No. 2016-628
- Exhibit B: Draft City Council Ordinance No. 2016-343
- Exhibit C: Revised Pages from Development Code
- Exhibit D: Site Plans & Floor Plan
- Exhibit E: Photographs of site and surrounding area

TECHNICAL APPENDIX

Location Map:



Items shown in Italics in the Development Standards section below are identified as issues which are further analyzed in the Staff Analysis section of the staff report

Surrounding Properties:

	Existing Land Use	Zoning	General Plan Designation
Site	Vacant Office Building	CO	Business-Professional Office
West	Westridge Community	RS	Residential-Single Family
East	Oak Park Condominiums	Residential, Multi-Family	Residential-Multiple Family(16)
North	Vacant Parcel	OS-DR	Open Space-Development Restricted
South	Calabasas Park Community	RS	Residential-Single Family

Attachment E: Site Plans & Floor Plans are available through the City Clerk or by the contacting the Planning Division at (818) 224-1600.

Item 11
Attachment F



Front Façade of Main Building

14



East Facing Facade of Main Building
with Underground Parking




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 5, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1531 IN SUPPORT OF THE CITY ENROLLING IN THE NATIONAL WILDLIFE FEDERATION'S COMMUNITY WILDLIFE HABITAT CERTIFICATION PROGRAM

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Recommendation to adopt Resolution No. 2016-1531 in support of the City enrolling in the National Wildlife Federation's Community Wildlife Habitat Certification Program.

BACKGROUND:

After an initial consideration on September 28, 2016, the City Council referred this item back to the Environmental Commission. The item was agendaized for the November 1, 2016 Environmental Commission meeting. All commissioners unanimously recommended the adoption of Resolution 2016-1531 to the City Council.

DISCUSSION AND ANALYSIS:

Community Wildlife Habitats provide habitat for wildlife throughout the community—where people live, learn, play and do business. Communities do this

by certifying individual backyards, school grounds and public areas like parks, community gardens and businesses, as National Wildlife Federation (NWF) Certified Wildlife Habitat. Each individual certified site within the community provides the four basic elements that all wildlife need: food, water, cover and places to raise young.

When a community becomes an NWF Community Wildlife Habitat, that community joins a select group of communities that have made gardening for wildlife a priority. By providing habitat, reducing chemicals, adding native plants, adjusting local policies to benefit pollinators and wildlife, reducing polluted runoff and conserving water, that community becomes a healthier place for wildlife and humans alike.

NWF communities also applied outreach methods to educate residents about sustainable gardening practices such as reducing or eliminating chemical fertilizers and pesticides, conserving water, planting native plants and trees, composting and more. The community hosts workshops about gardening for wildlife and holds community events such as stream clean-ups and invasive species removal to make the community healthier for people and wildlife alike. Local citizens become knowledgeable advocates for wildlife and sustainability.

What does Calabasas enrolling in this program mean? At this point, the National Wildlife Federation will just be announcing that City of Calabasas has enrolled and are working toward certification. It does not mean the City has to complete any of the requirements at this time. Some cities take six months, others can take two years.

To achieve certification through this program, the community must meet two sets of goals:

- a) A certain number of homes, schools and common areas must become NWF Certified Wildlife Habitats by providing the four basic elements that all wildlife need: food, water, cover and places to raise young. Certified Wildlife Habitats also require sustainable gardening practices such as using rain barrels, reducing water usage, removing invasive plants, using native plants or eliminating chemicals.
- b) Communities earn education and outreach points through a menu of options that include setting up tables at community events, having a native plant sale, organizing a stream clean-up, and inviting NWF.

The certification criteria are based on each city's population. City of Calabasas shall earn 225 points to become certified. To achieve 225 points, 150 homes, 4 common areas and 4 school campuses shall meet the NWF's requirements. So far, 10 homes have voluntarily enrolled and have been certified.

City staff will create a webpage and conduct outreach to encourage homeowners, schools and businesses to enroll in this program and will work with other City departments to identify 4 common areas to meet the requirements. This effort may take up to 2 years.

FISCAL IMPACT/SOURCE OF FUNDING:

At this time, there is a one-time enrollment fee that shall be provided through Public Works' public outreach account.

REQUESTED ACTION:

That the City Council adopt Resolution No. 2016-1531 in support of the City enrolling in the National Wildlife Federation's Community Wildlife Habitat Certification Program.

ATTACHMENT:

Resolution No. 2016-1531

Item 12 Attachment

RESOLUTION NO. 2016-1531

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, IN SUPPORT OF THE CITY ENROLLING IN THE NATIONAL WILDLIFE FEDERATION'S COMMUNITY WILDLIFE HABITAT CERTIFICATION PROGRAM

WHEREAS, The City of Calabasas and its Environmental Commission demonstrate leadership in the environment and sustainability issues, and advocate for sound environmental policy and action in the areas of air quality, land use, water quality, waste management, flora and fauna and resources (water & energy).

WHEREAS, The National Wildlife Federation's (NWF) Community Wildlife Habitat Certification program recognizes the leadership efforts of the City of Calabasas on a national scale and assists the City with its environmental goals.

WHEREAS The NWF's Community Wildlife Habitat Certification program makes a community a healthier place for wildlife and humans alike and provides the following benefits:

- Engages local citizens in meeting your local goals around pollinators, wildlife, water conservation and more
- Reduces polluted runoff
- Maintains attractive landscapes through use of drought-resistant native plants
- Beautifies your community through more trees, wildflowers and greenery
- Engages local volunteers for restoration projects

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CALABASAS HEREBY:

1. Supports the enrollment of the City of Calabasas in the NWF's Community Wildlife Habitat Certification Program and direct the Public Works Director or his designee
2. Appoints the Public Works Director or designee, as agent to submit all documents and enroll into the program and meet the eligibility requirements for the City of Calabasas to become a Certified Community Wildlife Habitat.

PASSED, APPROVED AND ADOPTED on this 14th day of December 2016.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 6, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF AN AMENDED ORDINANCE NO. 2016-344, ADDING
CHAPTER 10.22 TO TITLE 10 OF THE CITY'S MUNICIPAL CODE, TO
INCLUDE PARKING REGULATIONS FOR CITY-OWNED AND CITY-
OPERATED OFF-STREET PARKING FACILITIES

MEETING DATE: DECEMBER 14, 2016

SUMMARY RECOMMENDATION:

Staff recommends that the City Council introduce an amended Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code, to include parking regulations for City-owned and City-operated off-street parking facilities, of the Calabasas Municipal Code.

BACKGROUND:

Ordinance No. 2016-336 was adopted at the September 28, 2016, Council meeting. While staff was under the impression approval of the Board of Supervisors was necessary to fully implement the ordinance, it was later determined that such approval is not required. The only amendment to the ordinance is the deletion of the requirement for the Board of Supervisors approval. There are no substantive changes.

The ordinance was necessitated due to the Calabasas Park and Ride Parking Lot, located at 23577 Calabasas Road. This Park and Ride parking facility will eliminate a significant gap in the existing Park and Ride network north of Los Angeles, as existing lots are located 23 miles apart. The Calabasas Road Park and Ride Lot provides 63 off-street parking spaces for commuters. This facility could also be used to accommodate the increasing parking demand in Old Town Calabasas during weeknights and weekends. In compliance with funding requirements, and reflecting the City's vision of how the lot should function, an ordinance is required to regulate the operations of the City-owned public off-street parking facility. Vehicles parked at such facility that are in violation of the proposed ordinance, may then be penalized.

RECOMMENDATION:

Staff recommends that the City Council introduce an amended Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code, to include parking regulations for City-owned and City-operated off-street parking facilities, of the Calabasas Municipal Code.

ATTACHMENTS:

Attachment A: Amended Ordinance No. 2016-344

ITEM 13 ATTACHMENT A

ORDINANCE NO. 2016-344

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ADDING CHAPTER 10.22 TO TITLE 10 OF THE CALABASAS MUNICIPAL CODE TO INCLUDE REGULATING PARKING OF VEHICLES AND USES OF CITY-OWNED AND CITY-OPERATED OFF-STREET PARKING FACILITIES.

WHEREAS, the City has determined that it has the authority to prescribe regulations and rules for the stopping, standing and parking of vehicles and uses of City-owned and City-operated off-street parking facilities; and

WHEREAS, the City Council desires to adopt an ordinance to regulate the stopping, standing, parking and usage of vehicles on City-owned and City-operated off-street parking facilities within the City; and

WHEREAS, the City establishes parking restrictions on City-owned and City-operated off-street parking facilities pursuant to California Vehicle Code Sections 21113, 22519 and 22651; and

WHEREAS, the City Council authorizes the City Manager or the Director, to issue, on behalf of the City Council, parking regulations and restrictions related to the use of city owned and operated off-street parking facilities and tow services (when necessary), to implement the removal remedies in compliance with this ordinance; and

WHEREAS, the City Council desires to amend Title 10 (Vehicles and Traffic) of the Municipal Code to include regulations governing the operations and parking regulations of City-owned and City-operated off-street parking facilities; and

WHEREAS, the City has determined that adopting the ordinance will promote and protect the safety and welfare of the public using City-owned and City-operated off-street parking facilities.

THE CITY COUNCIL OF THE CITY OF CALABASAS DOES ORDAIN AS FOLLOWS:

SECTION 1. Chapter 10.22 is hereby added the Calabasas Municipal Code to read as follows:

10.22.010 - Title

10.22.020 - Definitions

The following definitions are applicable to provisions of this Ordinance:

"City" means the City of Calabasas

"Parking Facility" means any City-owned and City-operated off-street parking facility, including, but not limited to, a Park and Ride Lot.

"Director" means the Public Works Director or his/her designee.

"Vehicle" means an automobile or motorcycle, as defined in California Vehicle Code (CVC) Sections 465 and 400.

"Oversize Commercial vehicle" means a vehicle of a type required to be registered under the Vehicle Code, used or maintained for the transportation of persons for hire, compensation or profit, or designated, used or maintained primarily for the transportation of property, having a manufacturer's gross vehicle weight rating of ten thousand (10,000) pounds or more, at any time.

"Parking" means the parking or standing of a vehicle, whether occupied or not, other than temporarily for the purpose of loading or unloading merchandise or passengers.

"Camper" means a structure designed to be mounted onto a motor vehicle and to provide facilities for human habitation or for camping purposes.

"Recreational vehicle" means a vehicle or trailer capable of human habitation--- designed or used for recreational camping or for travel, whether self-propelled or mounted on or drawn by another vehicle, or any structure inspected, approved and designated to be a recreational vehicle by and bearing the insignia of the state of California or any other state or federal agency having the authority to approve recreational vehicles. "Recreational vehicle" includes, without limitation, any of the following: (1) camp trailer, as defined by California Vehicle Code Section 242; (2) fifth-wheel travel trailer, as defined by California Vehicle Code Section 324; (3) house car, as defined by California Vehicle Code Section 362; (4) trailer coach, as defined by California Vehicle Code Section 635; (5) mobile home, as defined by California Vehicle Code Section 396; (6) boat, watercraft, and/or a trailer for a boat or watercraft; (7) trailers designed to carry persons, property or animals on its own structure and drawn by a motor vehicle; and (8) recreational vehicle, as defined by California Health and Safety Code Section 18010.

“Utility trailer” means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor vehicle which is not designed for recreational purposes.

“Mobile Billboard” means an advertising display that is attached to a wheeled, mobile, non-motorized vehicle, that carries, pulls, or transports a sign or billboard, and is for the primary purpose of advertising.

10.22.030 - Parking Restrictions

1. No person shall park or leave standing in a parking facility any oversize commercial vehicle, recreational vehicle with or without camper and utility trailer.
2. No vehicle shall be parked or left standing adjacent to a red curb or line painted red.
3. No vehicle shall be parked or left standing in any parking space or area marked with a sign or diagonal white solid cross hatching pavement markings.
4. No vehicle shall be parked or left standing within two (2) or more designated parking spaces or in a manner that inhibits the use of adjacent parking space.
5. Parking of vehicles is permitted only in designated spots.
6. No person shall park or leave standing any vehicle in driveways.
7. No loitering in parking facility.
8. No person shall park or leave standing any vehicle overnight in the parking facility.
9. No parking of vehicles in violation of any applicable requirements of the California Vehicle Code, including without limitation, restrictions on parking in parking space for the exclusive use of those physically handicapped persons whose vehicles display the distinguishing license plates or placards issued to disabled persons pursuant to Section 22511.5 of the Vehicle Code, or to disabled veterans as specified in Section 5007 of the Vehicle Code.
10. No parking or leave standing a mobile billboard advertising display in parking facility.
11. Other general parking restrictions for the safety and welfare of the public as directed by the City Manager or Public Works Director.

10.22.040 - Loading and Unloading of Merchandise

Loading and unloading activity by any commercial vehicle shall be prohibited in the parking facility. Signage will be posted in the parking facility prohibiting this activity.

10.22.050 - Valet Service

Valet service shall not be permitted in the parking facility. Signage will be posted in the parking facility prohibiting such service.

10.22.060 - Posting of Notice

The parking restrictions set forth in section 10.22.040 this ordinance shall be posted on signs or on pavement markings, providing notice of all applicable regulations and restrictions, at the parking facility.

Any sign indicating that vehicles violating the parking restrictions may be removed at the owner's expense shall contain the telephone number of the local traffic law enforcement agency where a person, whose vehicle has been removed from the parking facility, may find out the status of the vehicle and the location to where it has been removed.

10.22.070 - Violation

It is unlawful for any person to park a vehicle or cause, allow, or permit to be parked, a vehicle in any parking facility in violation of signs erected and/or pavement markings pursuant to this ordinance.

It is unlawful for any person to cause, allow, or permit any vehicle to remain in or upon any parking facility for more than the time indicated by signs erected pursuant to this ordinance.

10.22.080 - Removal of Vehicle from Parking Facility

Pursuant to California Vehicle Code section 22651 (n), any peace officer, or the City's contracted vendor, who is engaged in enforcing parking laws and regulations for the City, may remove vehicles parked in the parking facility that violate the following:

1. The vehicle is parked or left standing adjacent to a red curb or line painted red
2. The vehicle is parked in stalls dedicated and designated by appropriate markings to the exclusive use of those physically handicapped persons or to disabled veterans.
3. In any area with posting of notice in accordance with CVC 22658.

10.22.090 - Parking Citation Procedures

Parking citations issued in the parking facility shall follow the ordinance codified in Chapter 10.04 in the City of Calabasas' Municipal Code.

10.22.100 - Mobile Billboard Advertising Display

Parking citations issued in the parking facility for this violation shall follow the ordinance codified in Chapter 10.20 in the City of Calabasas' Municipal Code.

10.22.110 - Severability

If any section, subsection, sentence, clause, phrase or portion of this ordinance is found to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining sections of this ordinance. The City Council declares that it has adopted this ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of any one or more sections, subsections, sentences, clauses, phrases or sections declared invalid or unconstitutional.

EFFECTIVE DATE. This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance

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

PASSED, APPROVED AND ADOPTED this ____ day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

Scott H. Howard, City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: NOVEMBER 22, 2016
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MARICELA HERNANDEZ, MMC, CITY CLERK *Mose*
SUBJECT: DISCUSSION AND CONSIDERATION OF A LETTER TO THE LOS ANGELES COUNTY REGISTRAR RECORDER IN REGARD TO ELECTION ANOMALIES

MEETING DATE: DECEMBER 14, 2016

SUMMARY:

At the request of Councilmember Bozajian, consideration of a letter to Los Angeles County Registrar Recorder, Dean C. Logan expressing the City's concerns regarding various election anomalies is being presented for Council discussion. The letter would address election related concerns for past elections as well as future, since the City's elections will now be consolidated with L.A. County effective November 2018 and beyond.

DISCUSSION:

During past elections and the most recent November 8, 2016, Special Municipal Election consolidated with Los Angeles County there have been several anomalies, which include:

1. The County Elections Department has oddly configured precinct lines, due to the unfamiliarity with City's geography. For example, residents of the Oaks were assigned to vote at the Community Center and the Mobile Home Park which did not have direct access from that community.

After bringing the matter up with the County, precincts maps were reconfigured changing the voting location for the Oaks' residents to Bay Laurel Elementary.

2. June 7, 2016 Primary Election:

- a. Poll workers scheduled to be at Civic Center precincts went to another location; hence, they started late and were unprepared. Mayor Maurer remained at the precinct until they were ready to begin accepting voters. There were lines of people waiting to vote.
- b. These same poll workers did not make available the list of write-in candidates and were incorrectly advising voters to write-in whomever they wished. Not taking into account that by writing the name of an unqualified write-in candidate would disqualify the vote. Councilmember Bozajian instructed them to look for the write-in candidate names in their tub of election materials. Fortunately, the write-in candidates' information was located at the bottom of the tub.

3. November 8, 2016 Presidential Election:

- a. The County Elections Department mailed official ballots about two weeks prior to mailing the sample ballots. This caused confusion amongst residents as they did not have any election materials to make an informed decision for voting, especially for local measures such as the City's Measure F.

The County's explanation was that there are more active voters than before and that the number of measures and contests on the ballot this year increased -- and thus production -- of the sample ballot.

- b. Certified election results provided by the County did not include second vote by mail or provisional ballots counts.

At the request of the City Clerk, the County offered to provide the information; however, it was not received in time to include with agenda report.

4. Since the incorporation of Mont Calabasas to the City, residents of that community have not been assigned a physical precinct due to the fact that the statewide redistricting commission ignored the Council's recommendation to have this community included within the 45th Assembly District (attached letter from former Mayor Bozajian dated June 20, 2011).

The County's explanation is that Mont Calabasas' number of voters at polls does not meet their requirement; hence, the community is only eligible for a vote by mail precinct.

Per Council direction, residents are invited to submit their concerns and/or attend the Council meeting to personally voice them.

RECOMMENDATION:

Discuss and consider a letter to Los Angeles County Registrar Recorder, Dean Logan expressing the City's concerns with the various anomalies during election periods.

ATTACHMENTS:

Letter to the Redistricting Commission from 2011.



CITY *of* CALABASAS

JAMES R. BOZAJIAN

Mayor

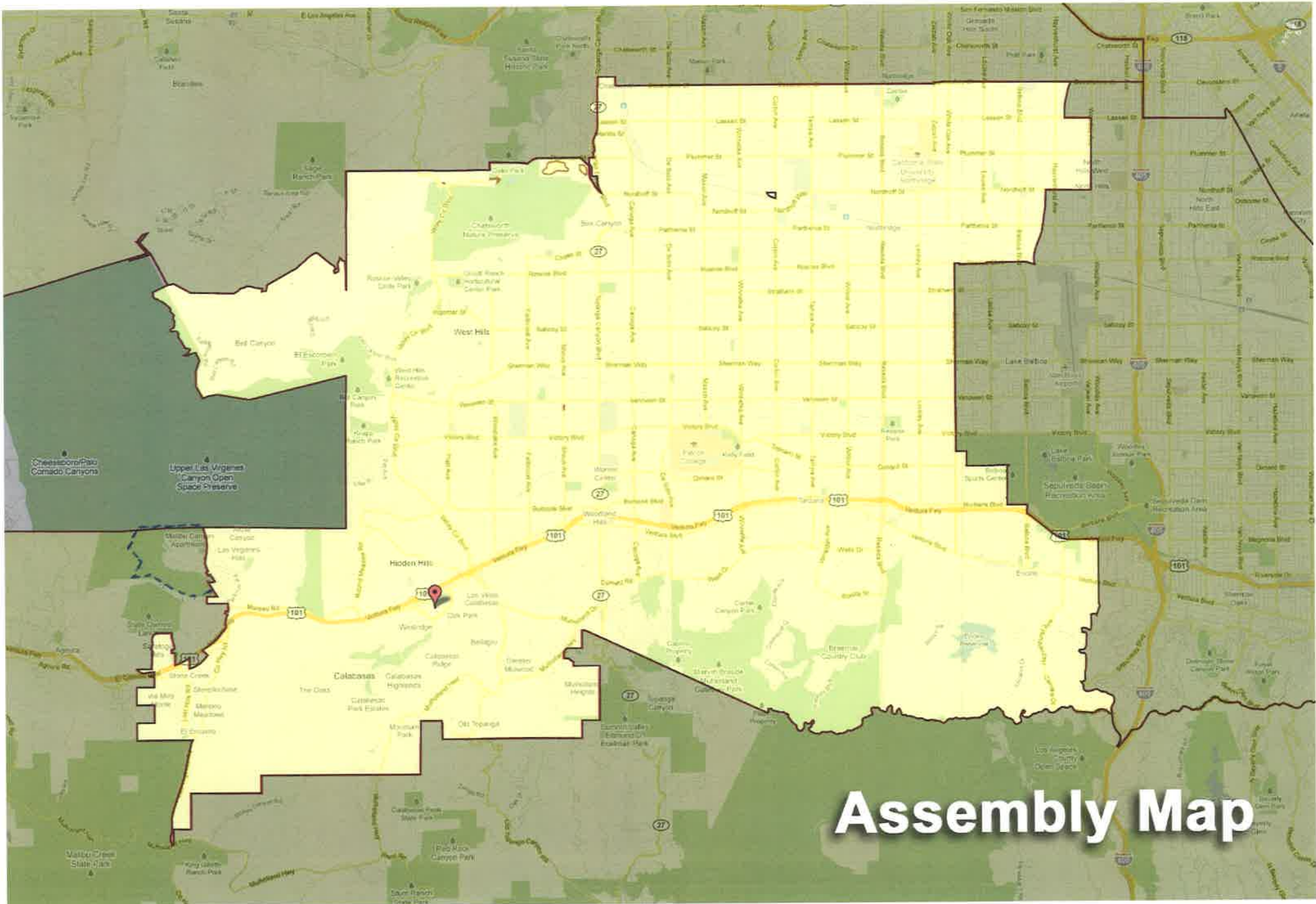
July 20, 2011

Dear Commissioners:

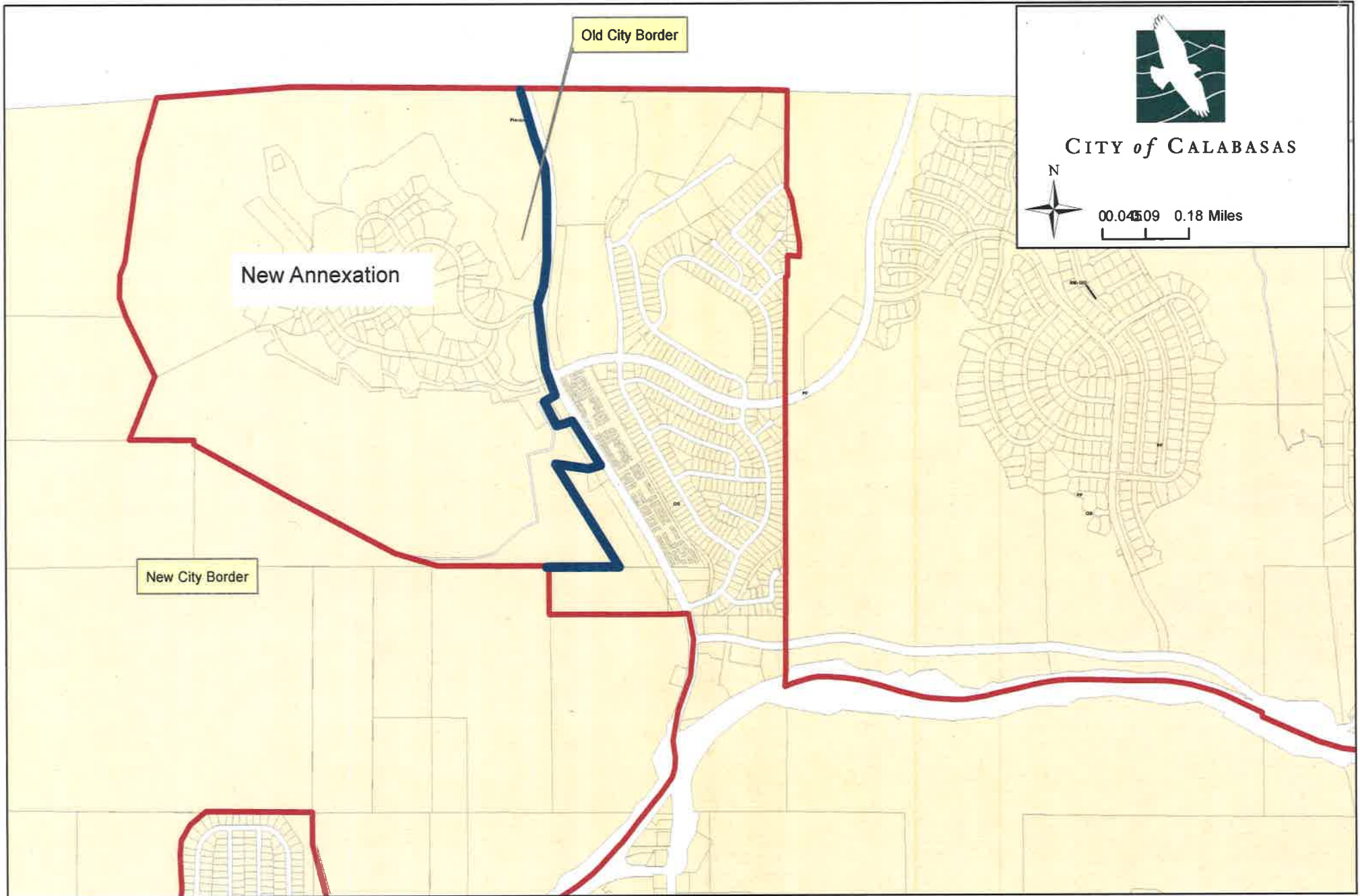
I write to make you aware that on July 13, 2011, the Los Angeles County Local Area Formation Commission ("LAFCO") approved the annexation of a community comprising nearly 500 acres of previously unincorporated land into the City of Calabasas. The area in question, known locally as "Mont Calabasas," includes 110 single family residences and a large surrounding swath of open space. The Commission's most recent visualization (2011-07-14) places the newly annexed territory in a completely different Assembly District than the other parts of our City. I am attaching to this letter the LAFCO staff report approving the annexation, as well as depictions of the annexed area on your proposed Assembly map. The City of Calabasas very much hopes that you can make this small but important adjustment to bring the affected region into the same Assembly District as the rest of our municipality. Thank you.

Sincerely,

James R. Bozajian
Mayor, City of Calabasas



Assembly Map



Old City Border

New Annexation

New City Border



CITY of CALABASAS



00.04509 0.18 Miles



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Date: 12/5/2016
 Time: 10:17:41AM
 Page 1 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Boards and Commissions					
96969	11/14/2016	US BANK	VISA- RALPHS	33.13	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				\$33.13	
City Attorney					
97026	11/22/2016	COLANTUONO, HIGHSMITH &	MALIBU CANYON ASSOCIATION	21,892.90	City Attorney
97026	11/22/2016	COLANTUONO, HIGHSMITH &	D'EGIDIO HOMES	19,211.00	City Attorney
97026	11/22/2016	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	15,817.26	City Attorney
96850	11/2/2016	HOPKINS & CARLEY	LEGAL SERVICES	2,416.62	City Attorney
97026	11/22/2016	COLANTUONO, HIGHSMITH &	2015 ANNEXATION	1,764.26	City Attorney
97043	11/22/2016	HOPKINS & CARLEY	LEGAL SERVICES	1,452.50	City Attorney
97026	11/22/2016	COLANTUONO, HIGHSMITH &	MISC SPECIAL COUNSEL PROJ	745.75	City Attorney
97026	11/22/2016	COLANTUONO, HIGHSMITH &	LABOR & EMPLOYMENT	63.00	City Attorney
Total Amount for 8 Line Item(s) from City Attorney				\$63,363.29	
City Clerk					
97106	12/1/2016	MARTIN & CHAPMAN CO.	ELECTION POSTCARDS	4,000.00	City Clerk
96840	11/2/2016	COUNTY CLERK, CO. OF L.A.	SIGNATURE VERIFICATIONS	1,800.21	City Clerk
96969	11/14/2016	US BANK	VISA- INT'L INST OF MUNI CLERK	200.00	City Clerk
96969	11/14/2016	US BANK	VISA- HOLIDAY INN	130.98	City Clerk
97088	11/28/2016	HERNANDEZ/MARICELA//	REIMB MILEAGE - NOV 2016	81.76	City Clerk
96958	11/9/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	City Clerk
96969	11/14/2016	US BANK	VISA- AMAZON.COM	35.90	City Clerk
96969	11/14/2016	US BANK	VISA- HYATT REGENCY	16.00	City Clerk
96969	11/14/2016	US BANK	VISA- ITUNES.COM	6.99	City Clerk
Total Amount for 9 Line Item(s) from City Clerk				\$6,316.84	
City Council					
96873	11/2/2016	SCOTT ROEB	CATERING- SOTC	4,512.60	City Council
96874	11/2/2016	SCOTT ROEB	CATERING- REORG	4,512.60	City Council
96969	11/14/2016	US BANK	VISA- HYATT REGENCY	700.13	City Council
96889	11/4/2016	STILLPOINT FAMILY RESOURCES	FUNDRAISING EVENT	700.00	City Council
97081	11/28/2016	A RENTAL CONNECTION	EQUIPMENT RENTAL - SOTC	445.11	City Council
96969	11/14/2016	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council





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 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 2 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- FRESH BROTHERS	139.95	City Council
97085	11/28/2016	CONEJO AWARDS	PLAQUE & GAVEL	112.82	City Council
96980	11/16/2016	CONEJO AWARDS	CITIZEN OF THE YEAR PLAQUE	93.53	City Council
96905	11/9/2016	CONEJO AWARDS	TILE PLAQUE	87.08	City Council
96969	11/14/2016	US BANK	VISA- EVENT BRITE	65.00	City Council
96969	11/14/2016	US BANK	VISA- EVENT BRITE	65.00	City Council
96969	11/14/2016	US BANK	VISA- GREATER CONEJO CHAMBER	45.00	City Council
96885	11/2/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	17.39	City Council
96839	11/2/2016	CONEJO AWARDS	KEY TO THE CITY PLATE	16.13	City Council
96905	11/9/2016	CONEJO AWARDS	KEY TO THE CITY PLATE	16.13	City Council
96969	11/14/2016	US BANK	VISA- PINGG.COM	10.00	City Council
Total Amount for 17 Line Item(s) from City Council				\$11,722.47	

City Management

96969	11/14/2016	US BANK	VISA- EMBASSY SUITES	810.48	City Management
96969	11/14/2016	US BANK	VISA- EMBASSY SUITES	607.86	City Management
96969	11/14/2016	US BANK	VISA- HYATT REGENCY	533.48	City Management
96967	11/9/2016	YALDA/ROBERT//	REIMB TRAVEL EXP- AIB	397.80	City Management
96969	11/14/2016	US BANK	VISA- FEDEX OFFICE	73.58	City Management
96969	11/14/2016	US BANK	VISA- AIB	40.00	City Management
96885	11/2/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	29.16	City Management
96969	11/14/2016	US BANK	VISA- ROSTI TUSCAN KITCHEN	22.82	City Management
Total Amount for 8 Line Item(s) from City Management				\$2,515.18	

Civic Center O&M

96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	6,434.26	Civic Center O&M
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	5,202.18	Civic Center O&M
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,676.20	Civic Center O&M
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,780.75	Civic Center O&M
96919	11/9/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,690.50	Civic Center O&M
96919	11/9/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,768.41	Civic Center O&M
97059	11/22/2016	PHOTO-SCAN OF LOS ANGELES, INC	SECURITY SOFTWARE	1,750.00	Civic Center O&M
97078	11/22/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	832.50	Civic Center O&M
96964	11/9/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	775.33	Civic Center O&M
96964	11/9/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	593.91	Civic Center O&M



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Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 3 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
97059	11/22/2016	PHOTO-SCAN OF LOS ANGELES, INC	SECURITY SOFTWARE	575.00	Civic Center O&M
96903	11/9/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
96903	11/9/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
97092	11/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	500.99	Civic Center O&M
96912	11/9/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CIVIC CTR	500.00	Civic Center O&M
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	486.25	Civic Center O&M
97092	11/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	405.06	Civic Center O&M
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	393.14	Civic Center O&M
97003	11/16/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	364.21	Civic Center O&M
96969	11/14/2016	US BANK	VISA- HOME DEPOT	355.97	Civic Center O&M
96827	11/2/2016	AMTECH ELEVATOR SERVICES	ELEVATOR SERVICES	342.57	Civic Center O&M
96827	11/2/2016	AMTECH ELEVATOR SERVICES	ELEVATOR SERVICES	342.57	Civic Center O&M
97003	11/16/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	294.47	Civic Center O&M
96912	11/9/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
97038	11/22/2016	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	219.23	Civic Center O&M
96969	11/14/2016	US BANK	VISA- WASHROOM DIRECT	82.22	Civic Center O&M
96969	11/14/2016	US BANK	VISA- ROCKLER	81.45	Civic Center O&M
96969	11/14/2016	US BANK	VISA- FASTSIGNS	51.26	Civic Center O&M
96969	11/14/2016	US BANK	VISA- FASTSIGNS	51.26	Civic Center O&M
96969	11/14/2016	US BANK	VISA- WALMART	32.16	Civic Center O&M
96969	11/14/2016	US BANK	VISA- HOME DEPOT	24.21	Civic Center O&M
96969	11/14/2016	US BANK	VISA- VINYL GIANT	7.30	Civic Center O&M
96969	11/14/2016	US BANK	VISA- VINYL GIANT	7.29	Civic Center O&M
96969	11/14/2016	US BANK	VISA- WALMART	6.96	Civic Center O&M
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3.53	Civic Center O&M
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2.85	Civic Center O&M
96964	11/9/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	-231.36	Civic Center O&M
Total Amount for 37 Line Item(s) from Civic Center O&M				\$34,769.63	

Community Development

96995	11/16/2016	M6 CONSULTING, INC.	PLAN CHECK SERVICES	60,348.93	Community Development
96995	11/16/2016	M6 CONSULTING, INC.	INSPECTION SERVICES	20,060.00	Community Development
96870	11/2/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	12,420.90	Community Development
97095	11/28/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	6,292.50	Community Development
97021	11/22/2016	CALABASAS CREST LTD	R.A.P.- DEC 2016	6,174.00	Community Development
96995	11/16/2016	M6 CONSULTING, INC.	PERMIT SERVICES	5,760.00	Community Development



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 Page 4 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- AIA PRODUCTS	799.00	Community Development
96985	11/16/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	232.50	Community Development
96969	11/14/2016	US BANK	VISA- ICC	220.00	Community Development
97053	11/22/2016	MILES/AUDREY//	R.A.P.- DEC 2016	210.00	Community Development
97037	11/22/2016	FLEYSHMAN/ALBERT//	R.A.P.- DEC 2016	210.00	Community Development
97051	11/22/2016	MEDVETSKY/LINA//	R.A.P.- DEC 2016	210.00	Community Development
97040	11/22/2016	HENDERSON/LYN//	R.A.P.- DEC 2016	210.00	Community Development
97064	11/22/2016	SHAHIR/RAHIM//	R.A.P.- DEC 2016	210.00	Community Development
97080	11/22/2016	YAZDINIAN/SUSAN//	R.A.P.- DEC 2016	210.00	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	174.84	Community Development
96969	11/14/2016	US BANK	VISA- ICC	163.00	Community Development
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	141.77	Community Development
96993	11/16/2016	LANDS' END BUSINESS OUTFITTERS	STAFF PANTS - COMM DEV	140.49	Community Development
96969	11/14/2016	US BANK	VISA- ICC	135.00	Community Development
97102	11/28/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	135.00	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	70.58	Community Development
96908	11/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	61.86	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	55.86	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	53.14	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	43.88	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	41.15	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	37.33	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
96908	11/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	35.15	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	35.15	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	35.15	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	33.25	Community Development
97089	11/28/2016	L.A. CO. ASSESSOR	MAPS AND POSTAGE	32.45	Community Development
96908	11/9/2016	CYBERCOPY	COPY/PRINTING SERVICE	32.16	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	31.88	Community Development
96969	11/14/2016	US BANK	VISA- LCC	25.00	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	23.16	Community Development
96843	11/2/2016	CYBERCOPY	COPY/PRINTING SERVICE	22.89	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	21.75	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	19.02	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	16.30	Community Development



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 5 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	16.08	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	11.94	Community Development
97030	11/22/2016	CYBERCOPY	COPY/PRINTING SERVICE	10.90	Community Development
97086	11/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	10.90	Community Development
Total Amount for 47 Line Item(s) from Community Development				\$115,307.90	

Community Services

96823	11/2/2016	A RENTAL CONNECTION	EQUIPMENT RENTAL- PUMPKIN FEST	7,973.74	Community Services
96823	11/2/2016	A RENTAL CONNECTION	EQUIPMENT RENTAL- PUMPKIN FEST	7,682.40	Community Services
97060	11/22/2016	R P BARRICADE INC	EQUIPMENT RENTAL- PUMPKIN	6,255.00	Community Services
96936	11/9/2016	NOTIONIST	BROCHURE DESIGN- WINTER 2016	5,500.00	Community Services
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,130.18	Community Services
96926	11/9/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FIREWORKS	3,090.00	Community Services
96955	11/9/2016	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	2,800.00	Community Services
96951	11/9/2016	SPORTS N MORE	RECREATION INSTRUCTOR	2,502.13	Community Services
96826	11/2/2016	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- PUMPKIN	2,462.00	Community Services
96953	11/9/2016	SUPER SOCCER STARS	RECREATION INSTRUCTOR	2,439.50	Community Services
96969	11/14/2016	US BANK	VISA- DAN'S SUPER SUBS	2,211.58	Community Services
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,053.50	Community Services
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,492.40	Community Services
97084	11/28/2016	CASTELLON/CIM//	REIMB SUPPLIES- CITY MUSEUM	1,471.34	Community Services
96933	11/9/2016	MODERN COLLECTORS, INC	RECREATION INSTRUCTOR	1,456.35	Community Services
96984	11/16/2016	ENGINEERING FOR KIDS	RECREATION INSTRUCTOR	1,342.60	Community Services
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,326.88	Community Services
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,290.61	Community Services
97010	11/16/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	1,285.82	Community Services
96919	11/9/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,258.23	Community Services
96969	11/14/2016	US BANK	VISA- HOME DEPOT	1,017.58	Community Services
96969	11/14/2016	US BANK	VISA- COSTCO	1,017.07	Community Services
96965	11/9/2016	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	990.50	Community Services
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	924.34	Community Services
96911	11/9/2016	EDU-CHESS	RECREATION INSTRUCTOR	924.00	Community Services
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	910.47	Community Services
96983	11/16/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	802.20	Community Services
96887	11/2/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	764.11	Community Services
96969	11/14/2016	US BANK	VISA- GANNA WALSKA	750.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 6 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96904	11/9/2016	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	708.05	Community Services
96969	11/14/2016	US BANK	VISA- GLENDALE CENTER	672.00	Community Services
96969	11/14/2016	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
97027	11/22/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	570.00	Community Services
97098	11/28/2016	SHOEMAKER/BONNIE//	RECREATION INSTRUCTOR	560.00	Community Services
96969	11/14/2016	US BANK	VISA- PARTY CITY	484.33	Community Services
96867	11/2/2016	QUALITY PARKING SERVICE, INC	PARKING SERVICE- PUMPKIN FEST	480.00	Community Services
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	478.51	Community Services
96892	11/9/2016	B & B PLUMBING & HEATING INC.	PLUMBING REPAIRS- DE ANZA	454.50	Community Services
97062	11/22/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES/GRP	431.42	Community Services
96875	11/2/2016	SHOEMAKER/BONNIE//	RECREATION INSTRUCTOR	420.00	Community Services
96969	11/14/2016	US BANK	VISA- HOME DEPOT	417.07	Community Services
96878	11/2/2016	SWING/JAMES//	RECREATION INSTRUCTOR	396.90	Community Services
96964	11/9/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	385.50	Community Services
96998	11/16/2016	NASSERY/HIFA//	RECREATION INSTRUCTOR	385.00	Community Services
97031	11/22/2016	DAVIS/WILLIAM//	RECREATION INSTRUCTOR	360.00	Community Services
96969	11/14/2016	US BANK	VISA- NORTON SIMON	350.00	Community Services
96945	11/9/2016	SCHULTZ/RONALD//	RECREATION INSTRUCTOR	346.50	Community Services
97063	11/22/2016	SENDOWSKI/SHULAMIT//	RECREATION INSTRUCTOR	322.00	Community Services
96969	11/14/2016	US BANK	VISA- RALPHS	306.58	Community Services
96969	11/14/2016	US BANK	VISA- HOME DEPOT	302.93	Community Services
96899	11/9/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
96969	11/14/2016	US BANK	VISA- HOME DEPOT	260.46	Community Services
96969	11/14/2016	US BANK	VISA- RUBBER STAMP	254.52	Community Services
96969	11/14/2016	US BANK	VISA- CA CHICKEN CAFE	237.50	Community Services
96969	11/14/2016	US BANK	VISA- STAPLES	234.86	Community Services
96969	11/14/2016	US BANK	VISA- PANDA EXPRESS	227.16	Community Services
96969	11/14/2016	US BANK	VISA- 7 ELEVEN	225.49	Community Services
96969	11/14/2016	US BANK	VISA- ADVANCED SIGN & BANNER	220.18	Community Services
96969	11/14/2016	US BANK	VISA- DOANS BAKERY	220.00	Community Services
96944	11/9/2016	RYEMON/ROBERT//	RECREATION INSTRUCTOR	217.00	Community Services
96969	11/14/2016	US BANK	VISA- MICHAELS STORE	214.46	Community Services
96969	11/14/2016	US BANK	VISA- SUPER CENTER	212.24	Community Services
97096	11/28/2016	ROBINS/ROBIN//	RECREATION INSTRUCTOR	210.00	Community Services
96969	11/14/2016	US BANK	VISA- PARTY CITY	199.74	Community Services
96981	11/16/2016	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	192.00	Community Services
96912	11/9/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 7 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96973	11/16/2016	ANAYA/FELIPE//	REIMB MILEAGE - SEP-OCT 16	174.96	Community Services
97047	11/22/2016	KARASIK/TRACIE//	RECREATION INSTRUCTOR	166.60	Community Services
96969	11/14/2016	US BANK	VISA- ARTIC GLACIER	166.12	Community Services
96837	11/2/2016	COHEN/SHELDON//	RECREATION INSTRUCTOR	161.70	Community Services
96969	11/14/2016	US BANK	VISA- KULLY SUPPLY	161.00	Community Services
96969	11/14/2016	US BANK	VISA- BOWERS	160.00	Community Services
97092	11/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	159.90	Community Services
96969	11/14/2016	US BANK	VISA- COFFEE WHOLESAL USA	156.40	Community Services
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	155.20	Community Services
96969	11/14/2016	US BANK	VISA- RALPHS	148.34	Community Services
96969	11/14/2016	US BANK	VISA- AMAZON.COM	146.08	Community Services
96946	11/9/2016	SECURAL SECURITY CORP	SECURITY- PARTY	142.00	Community Services
96969	11/14/2016	US BANK	VISA- DIY	137.79	Community Services
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- DEANZ	135.00	Community Services
96969	11/14/2016	US BANK	VISA- WALMART	133.99	Community Services
96969	11/14/2016	US BANK	VISA- MICHAELS PIZZA	120.00	Community Services
96969	11/14/2016	US BANK	VISA- SMART & FINAL	118.08	Community Services
97003	11/16/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	116.24	Community Services
96969	11/14/2016	US BANK	VISA- BAKER	115.00	Community Services
96939	11/9/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	113.80	Community Services
96969	11/14/2016	US BANK	VISA- TARGET	110.43	Community Services
96969	11/14/2016	US BANK	VISA- SNAPCHAT	101.16	Community Services
96921	11/9/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	100.92	Community Services
97007	11/16/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
97087	11/28/2016	DOCTORS HOUSE MUSEUM	SENIOR PROGRAM	100.00	Community Services
96969	11/14/2016	US BANK	VISA- SMART & FINAL	98.50	Community Services
97008	11/16/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	95.52	Community Services
96969	11/14/2016	US BANK	VISA- DIRECT TV	93.63	Community Services
96891	11/9/2016	AT&T	TELEPHONE SERVICE	93.50	Community Services
97018	11/22/2016	AT&T	TELEPHONE SERVICE	91.57	Community Services
96940	11/9/2016	R P BARRICADE INC	EQUIPMENT RENTAL- PUMPKIN	91.56	Community Services
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- SRCTR	90.00	Community Services
96969	11/14/2016	US BANK	VISA- AMAZON.COM	87.39	Community Services
97083	11/28/2016	BOZAJIAN/JAMES R.//	REIMB SUPPLIES- CITY MUSEUM	86.59	Community Services
96938	11/9/2016	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
96938	11/9/2016	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
96969	11/14/2016	US BANK	VISA- SOMIS NUT HOUSE	82.46	Community Services



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 8 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- COST PLUS	82.43	Community Services
96969	11/14/2016	US BANK	VISA- PETCO	81.72	Community Services
96858	11/2/2016	LUGO/SHARLENE//	RECREATION INSTRUCTOR	70.00	Community Services
96975	11/16/2016	AT&T	TELEPHONE SERVICE	66.74	Community Services
96969	11/14/2016	US BANK	VISA- COSTCO	65.93	Community Services
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	64.94	Community Services
96921	11/9/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	62.11	Community Services
96969	11/14/2016	US BANK	VISA- HOMEGOODS	60.15	Community Services
97007	11/16/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	55.00	Community Services
96969	11/14/2016	US BANK	VISA- HOME DEPOT	53.26	Community Services
96884	11/2/2016	WALLACE/TANESHA//	REIMB MILEAGE - OCT 16	49.25	Community Services
96969	11/14/2016	US BANK	VISA- APPLE STORE	49.05	Community Services
96969	11/14/2016	US BANK	VISA- DS SERVICES	49.03	Community Services
96969	11/14/2016	US BANK	VISA- WALMART	42.10	Community Services
96969	11/14/2016	US BANK	VISA- DIY	41.48	Community Services
96969	11/14/2016	US BANK	VISA- ALBERTSONS	40.47	Community Services
96969	11/14/2016	US BANK	VISA- CONSTANT CONTACT	40.00	Community Services
96969	11/14/2016	US BANK	VISA- 99 CENT STORE	37.63	Community Services
96969	11/14/2016	US BANK	VISA- STUMPS	32.49	Community Services
96969	11/14/2016	US BANK	VISA- KAKE KREATIONS	28.71	Community Services
96881	11/2/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- CRKSD	22.50	Community Services
97101	11/28/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
96969	11/14/2016	US BANK	VISA- STAPLES	22.32	Community Services
96969	11/14/2016	US BANK	VISA- JERSEY MIKES	21.11	Community Services
96969	11/14/2016	US BANK	VISA- DOLLAR TREE	20.43	Community Services
96910	11/9/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	20.16	Community Services
96969	11/14/2016	US BANK	VISA- COSTCO	16.98	Community Services
97062	11/22/2016	SECURAL SECURITY CORP	ALARM RESPONSE- CRKSIDE	16.38	Community Services
96969	11/14/2016	US BANK	VISA- ALBERTSONS	15.06	Community Services
96969	11/14/2016	US BANK	VISA- VONS	12.72	Community Services
96969	11/14/2016	US BANK	VISA- ETSY	10.99	Community Services
96969	11/14/2016	US BANK	VISA- PAVILIONS	8.68	Community Services
96851	11/2/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	8.33	Community Services
96969	11/14/2016	US BANK	VISA- 99 CENTS	5.45	Community Services
96948	11/9/2016	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	5.25	Community Services
97003	11/16/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	4.30	Community Services



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 9 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1.12	Community Services
96969	11/14/2016	US BANK	VISA- WALMART	-43.58	Community Services
Total Amount for 142 Line Item(s) from Community Services				\$85,959.53	
Finance					
96862	11/2/2016	MUNISERVICES, LLC	SALES TAX COLLECTION FEE	15,851.73	Finance
96890	11/9/2016	ADP, INC	PAYROLL PROCESSING	2,854.48	Finance
96890	11/9/2016	ADP, INC	PAYROLL PROCESSING	1,044.12	Finance
96862	11/2/2016	MUNISERVICES, LLC	SALES TAX REPORTING SYSTEM	500.00	Finance
96970	11/16/2016	ACE BUSINESS MACHINES	ANNUAL MAINTENANCE	450.00	Finance
96969	11/14/2016	US BANK	VISA- CSMFO	370.00	Finance
96969	11/14/2016	US BANK	VISA- SOUTHWEST AIRLINES	191.96	Finance
97010	11/16/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	40.94	Finance
96969	11/14/2016	US BANK	VISA- SUPER SHUTTLE	30.68	Finance
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	15.51	Finance
96969	11/14/2016	US BANK	VISA- RITE AID	7.63	Finance
Total Amount for 11 Line Item(s) from Finance				\$21,357.05	
Klubhouse Preschool					
97027	11/22/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	1,330.00	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- COSTCO	1,144.10	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- HOME DEPOT	1,029.60	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- TARGET	506.65	Klubhouse Preschool
96891	11/9/2016	AT&T	TELEPHONE SERVICE	503.28	Klubhouse Preschool
96855	11/2/2016	L.A. CO. FIRE DEPARTMENT	HAZMAT PROGRAM CUPA# AR0019106	426.00	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- UNDERWOOD FARMS	372.00	Klubhouse Preschool
96897	11/9/2016	BEHAVIORAL LEARNING CTR, INC.	STAFF DEVELOPMENT	275.00	Klubhouse Preschool
96939	11/9/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	265.52	Klubhouse Preschool
97001	11/16/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	254.40	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- SMART & FINAL	245.65	Klubhouse Preschool
96891	11/9/2016	AT&T	TELEPHONE SERVICE	238.00	Klubhouse Preschool
96921	11/9/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	235.49	Klubhouse Preschool
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	208.32	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- MICHAELS STORE	162.57	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- PETSMART	161.24	Klubhouse Preschool



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 10 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96921	11/9/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	144.91	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- FACEBOOK	142.52	Klubhouse Preschool
97002	11/16/2016	SECURAL SECURITY CORP	SECURITY- HALLOWEEN PARADE	113.60	Klubhouse Preschool
96946	11/9/2016	SECURAL SECURITY CORP	SECURITY- END OF SUMMER BBQ	99.40	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- TARGET	97.81	Klubhouse Preschool
96942	11/9/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	75.00	Klubhouse Preschool
97097	11/28/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	71.40	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- CVS PHARMACY	57.62	Klubhouse Preschool
96881	11/2/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- CRKSD	52.50	Klubhouse Preschool
97101	11/28/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
97062	11/22/2016	SECURAL SECURITY CORP	ALARM RESPONSE- CRKSIDE	38.22	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- USPS	30.84	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- SURVEY MONKEY	26.00	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- PARTY CITY	19.53	Klubhouse Preschool
96851	11/2/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	19.43	Klubhouse Preschool
96969	11/14/2016	US BANK	VISA- TRADER JOE'S	14.95	Klubhouse Preschool
Total Amount for 33 Line Item(s) from Klubhouse Preschool				\$8,466.55	

Library

96896	11/9/2016	BASCH SUBSCRIPTIONS INC	MAGAZINE SUBSCRIPTION	5,575.90	Library
97020	11/22/2016	BIBLIOTHECA, LLC	E-BOOKS	2,734.04	Library
97022	11/22/2016	CALIFA GROUP	SUBSCRIPTION DUES	2,672.00	Library
96894	11/9/2016	BAKER & TAYLOR	BOOKS-LIBRARY	1,247.63	Library
96913	11/9/2016	ENVISIONWARE INC	LIBRARY- SOFTWARE MAINTENANCE	942.55	Library
96832	11/2/2016	BIBLIOTHECA, LLC	E-BOOKS	940.84	Library
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	ALARM INSTALLATION	820.00	Library
96869	11/2/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	755.34	Library
96866	11/2/2016	OCLC, INC.	MEMBERSHIP DUES- OCT 2016	682.60	Library
97056	11/22/2016	OCLC, INC.	MEMBERSHIP DUES- NOV 2016	682.05	Library
96899	11/9/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	599.52	Library
97066	11/22/2016	STEWARD/KARILYN//	REIMB- MAKERBOX CONFERENCE	584.64	Library
97061	11/22/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	491.34	Library
96941	11/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	468.04	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	456.03	Library
96852	11/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	372.81	Library



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 11 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	365.44	Library
96833	11/2/2016	BOOKPAGE	MAGAZINE SUBSCRIPTION	300.00	Library
96879	11/2/2016	TIME WARNER CABLE	CABLE MODEM- LIBRARY	292.90	Library
97068	11/22/2016	TIME WARNER CABLE	CABLE MODEM- LIBRARY	290.00	Library
96844	11/2/2016	DEMCO, INC.	LIBRARY SUPPLIES	288.29	Library
96899	11/9/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	252.97	Library
96829	11/2/2016	AT&T	TELEPHONE SERVICE	181.20	Library
97061	11/22/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	179.96	Library
97061	11/22/2016	RECORDED BOOKS, LLC	BOOKS ON CD	176.43	Library
97052	11/22/2016	MIDWEST TAPE	DVD'S-LIBRARY	173.74	Library
96941	11/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	161.12	Library
96885	11/2/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	156.03	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	153.85	Library
96849	11/2/2016	GALE CENGAGE LEARNING	E-BOOKS	149.60	Library
96849	11/2/2016	GALE CENGAGE LEARNING	E-BOOKS	149.60	Library
96849	11/2/2016	GALE CENGAGE LEARNING	E-BOOKS	149.60	Library
96849	11/2/2016	GALE CENGAGE LEARNING	E-BOOKS	149.60	Library
96849	11/2/2016	GALE CENGAGE LEARNING	E-BOOKS	149.60	Library
96894	11/9/2016	BAKER & TAYLOR	BOOKS-LIBRARY	139.19	Library
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	105.17	Library
96941	11/9/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	93.60	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	88.50	Library
96869	11/2/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	87.20	Library
97061	11/22/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	85.62	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	81.42	Library
96869	11/2/2016	RECORDED BOOKS, LLC	BOOKS ON CD	81.23	Library
96830	11/2/2016	BAKER & TAYLOR	BOOKS-LIBRARY	80.17	Library
97061	11/22/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	79.87	Library
96941	11/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	78.36	Library
96869	11/2/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	78.00	Library
96969	11/14/2016	US BANK	VISA- EPSON STORE	76.28	Library
97061	11/22/2016	RECORDED BOOKS, LLC	BOOKS ON CD	70.44	Library
96941	11/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	60.49	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	60.10	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	58.83	Library
96932	11/9/2016	MIDWEST TAPE	DVD'S-LIBRARY	57.44	Library
96941	11/9/2016	RECORDED BOOKS, LLC	BOOKS ON CD	45.34	Library



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 12 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96852	11/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	45.18	Library
96852	11/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	40.87	Library
96835	11/2/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library
96941	11/9/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	37.60	Library
97019	11/22/2016	BAKER & TAYLOR	BOOKS-LIBRARY	33.34	Library
96852	11/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	32.31	Library
97052	11/22/2016	MIDWEST TAPE	DVD'S-LIBRARY	28.72	Library
97052	11/22/2016	MIDWEST TAPE	DVD'S-LIBRARY	28.72	Library
97052	11/22/2016	MIDWEST TAPE	DVD'S-LIBRARY	28.72	Library
97019	11/22/2016	BAKER & TAYLOR	BOOKS-LIBRARY	27.96	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	25.48	Library
96894	11/9/2016	BAKER & TAYLOR	BOOKS-LIBRARY	25.18	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	22.09	Library
96852	11/2/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.00	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.44	Library
96830	11/2/2016	BAKER & TAYLOR	BOOKS-LIBRARY	18.55	Library
96923	11/9/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	18.07	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.19	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	15.75	Library
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	13.06	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	12.91	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	12.87	Library
97044	11/22/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	12.10	Library
96969	11/14/2016	US BANK	VISA- RALPHS	1.41	Library
Total Amount for 77 Line Item(s) from Library				\$25,829.13	

LMD #22

97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	28,431.25	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	22,386.00	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	16,419.04	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,187.85	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,415.36	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	6,613.00	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,575.32	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,890.14	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,808.54	LMD #22



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 13 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96976	11/16/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,478.76	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,933.71	LMD #22
96976	11/16/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	4,930.00	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,681.00	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,594.00	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,055.22	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,999.00	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,969.12	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,867.46	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,632.36	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,528.93	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,520.08	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,186.20	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,157.00	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	940.50	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	887.50	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	737.40	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	520.61	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	517.00	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	502.21	LMD #22
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	463.10	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	418.59	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	415.00	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	374.26	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	351.59	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	327.72	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	300.00	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	281.00	LMD #22
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	250.00	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	242.78	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	240.41	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	209.25	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	200.00	LMD #22
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	200.00	LMD #22
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	162.50	LMD #22



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 14 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	139.60	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	84.77	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	79.25	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	73.26	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	72.56	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	48.57	LMD #22
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	48.12	LMD #22
96898	11/9/2016	CALABASAS PARK ESTATES	WEED ABATEMENT INSPECTION	41.17	LMD #22
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	21.66	LMD #22
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10.66	LMD #22
Total Amount for 56 Line Item(s) from LMD #22				\$158,719.38	
LMD #24					
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,869.43	LMD #24
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,050.54	LMD #24
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	400.00	LMD #24
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	164.43	LMD #24
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	152.38	LMD #24
Total Amount for 5 Line Item(s) from LMD #24				\$8,636.78	
LMD #27					
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	15,000.00	LMD #27
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	1,774.00	LMD #27
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	1,740.00	LMD #27
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	1,670.00	LMD #27
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	1,575.00	LMD #27
96934	11/9/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	1,370.00	LMD #27
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,115.76	LMD #27
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	521.33	LMD #27
96828	11/2/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	32.49	LMD #27
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.22	LMD #27
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	24.67	LMD #27
Total Amount for 11 Line Item(s) from LMD #27				\$24,848.47	



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 15 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
LMD #32					
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,844.73	LMD #32
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	330.43	LMD #32
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	24.96	LMD #32
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	24.21	LMD #32
Total Amount for 4 Line Item(s) from LMD #32				\$2,224.33	
LMD 22 - Common Benefit Area					
96996	11/16/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,161.89	LMD 22 - Common Benefit Area
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,804.20	LMD 22 - Common Benefit Area
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,013.00	LMD 22 - Common Benefit Area
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,684.56	LMD 22 - Common Benefit Area
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,620.15	LMD 22 - Common Benefit Area
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,536.14	LMD 22 - Common Benefit Area
96983	11/16/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	1,373.65	LMD 22 - Common Benefit Area
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,275.34	LMD 22 - Common Benefit Area
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,030.59	LMD 22 - Common Benefit Area
96929	11/9/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	1,012.65	LMD 22 - Common Benefit Area
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	931.25	LMD 22 - Common Benefit Area
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	551.27	LMD 22 - Common Benefit Area
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	470.91	LMD 22 - Common Benefit Area
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	429.31	LMD 22 - Common Benefit Area
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	201.57	LMD 22 - Common Benefit Area
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	183.89	LMD 22 - Common Benefit Area
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	36.60	LMD 22 - Common Benefit Area
96974	11/16/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	24.15	LMD 22 - Common Benefit Area
Total Amount for 19 Line Item(s) from LMD 22 - Common Benefit Area				\$39,071.12	
Media Operations					
96935	11/9/2016	NIC PARTNERS INC.	VOIP PSA PROJECT	8,350.00	Media Operations
97033	11/22/2016	DSR AUDIO	SOUND/POWER- SOTC	5,450.00	Media Operations
96960	11/9/2016	VERIZON WIRELESS	TELEPHONE SERVICE	4,250.73	Media Operations
96949	11/9/2016	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	2,505.00	Media Operations
96936	11/9/2016	NOTIONIST	CITY NEWSLETTER- WINTER 2016	2,000.00	Media Operations



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 16 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96891	11/9/2016	AT&T	TELEPHONE SERVICE	1,853.59	Media Operations
96969	11/14/2016	US BANK	VISA- AMAZON.COM	1,192.88	Media Operations
96891	11/9/2016	AT&T	TELEPHONE SERVICE	1,081.89	Media Operations
96918	11/9/2016	GRANICUS INC.	WEB ARCHIVING SERVICE	750.00	Media Operations
96863	11/2/2016	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	735.00	Media Operations
96854	11/2/2016	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
97048	11/22/2016	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
97006	11/16/2016	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	490.08	Media Operations
96930	11/9/2016	MEGAPATH CLOUD COMPANY	DSL SERVICE	444.66	Media Operations
96969	11/14/2016	US BANK	VISA- HYATT REGENCY	409.06	Media Operations
96879	11/2/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	391.41	Media Operations
97068	11/22/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	391.41	Media Operations
96879	11/2/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
96969	11/14/2016	US BANK	VISA- COMODO GROUP	375.00	Media Operations
97068	11/22/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
96969	11/14/2016	US BANK	VISA- PROJECTOR LAMPS	366.40	Media Operations
96935	11/9/2016	NIC PARTNERS INC.	VOIP PSA PROJECT	363.34	Media Operations
96969	11/14/2016	US BANK	VISA- AMAZON.COM	330.11	Media Operations
96969	11/14/2016	US BANK	VISA- SCAN NATOA	287.76	Media Operations
96969	11/14/2016	US BANK	VISA- NETWORK SOLUTIONS	279.80	Media Operations
96969	11/14/2016	US BANK	VISA- B&H PHOTO	243.32	Media Operations
97006	11/16/2016	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	210.03	Media Operations
96969	11/14/2016	US BANK	VISA- AMAZON.COM	165.10	Media Operations
96888	11/2/2016	YIN/TONY//	REIMB TRAVEL EXP-MISAC CONF	154.12	Media Operations
96969	11/14/2016	US BANK	VISA- DLP LAMP SOURCE	149.43	Media Operations
97070	11/22/2016	TRIBUNE MEDIA SERVICES, LLC	CTV GUIDE LISTING	96.88	Media Operations
96969	11/14/2016	US BANK	VISA- AMAZON.COM	89.20	Media Operations
96969	11/14/2016	US BANK	VISA- IPHONE REPAIR	78.60	Media Operations
96969	11/14/2016	US BANK	VISA- PONG RESEARCH	64.49	Media Operations
97014	11/22/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97014	11/22/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97014	11/22/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97014	11/22/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
96969	11/14/2016	US BANK	VISA- GOTOMYPC.COM	50.85	Media Operations
96969	11/14/2016	US BANK	VISA- ADOBE CLOUD	49.99	Media Operations
96969	11/14/2016	US BANK	VISA- FRESH BROTHERS	39.22	Media Operations
96888	11/2/2016	YIN/TONY//	REIMBURSE- PHONE SUPPLIES	32.67	Media Operations



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 17 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Total Amount for 42 Line Item(s) from Media Operations				\$35,869.56	
<u>Non-Departmental</u>					
96861	11/2/2016	MOUNTAINS RESTORATION TRUST	HEADWATER CORNER O & M	10,000.00	Non-Departmental
96831	11/2/2016	BARCO PRODUCTS COMPANY	EMERGENCY SERVICE- FIRE 6/4/16	4,200.00	Non-Departmental
96865	11/2/2016	NATIVE TILE & CERAMICS	AMPHITHEATRE TILE	2,914.51	Non-Departmental
97062	11/22/2016	SECURAL SECURITY CORP	PARKING ENFORCEMENT	2,850.43	Non-Departmental
96969	11/14/2016	US BANK	VISA- DISCOUNT SCH FIRE 6/4/16	2,001.78	Non-Departmental
96900	11/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- JME16861	1,966.91	Non-Departmental
96969	11/14/2016	US BANK	VISA- UNCLE BOB'S SELF STORAGE	1,940.00	Non-Departmental
96931	11/9/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	1,680.00	Non-Departmental
97017	11/22/2016	ART SOUP LA	ART RENTAL	1,623.82	Non-Departmental
96989	11/16/2016	IRON MOUNTAIN	STORAGE SERVICES	1,556.47	Non-Departmental
96969	11/14/2016	US BANK	VISA- WALMART FIRE 6/4/16	1,380.95	Non-Departmental
96977	11/16/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	1,364.86	Non-Departmental
97029	11/22/2016	CR PRINT	STOCK - ENVELOPES	997.35	Non-Departmental
96969	11/14/2016	US BANK	VISA- SUPERIOR AWN FIRE 6/4/16	823.45	Non-Departmental
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	664.76	Non-Departmental
96900	11/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MEQ05335	636.77	Non-Departmental
96900	11/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- TQH05599	589.35	Non-Departmental
96835	11/2/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- GPQ10817	578.97	Non-Departmental
96969	11/14/2016	US BANK	VISA- COSTCO	530.94	Non-Departmental
96969	11/14/2016	US BANK	VISA- COFFEE WHOLESAL USA	392.98	Non-Departmental
96969	11/14/2016	US BANK	VISA- COSTCO	371.94	Non-Departmental
96868	11/2/2016	READYREFRESH BY NESTLE	WATER SERVICE	322.53	Non-Departmental
96962	11/9/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	318.08	Non-Departmental
96900	11/9/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MEQ05335	304.59	Non-Departmental
97073	11/22/2016	UNIBIND	BINDING SUPPLIES	231.51	Non-Departmental
97010	11/16/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	217.92	Non-Departmental
96969	11/14/2016	US BANK	VISA- COFFEE WHOLESAL USA	194.22	Non-Departmental
96969	11/14/2016	US BANK	VISA- AMAZON.COM	181.71	Non-Departmental
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	119.88	Non-Departmental
96969	11/14/2016	US BANK	VISA- WALMART	75.68	Non-Departmental
97023	11/22/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental
96914	11/9/2016	FEDERAL EXPRESS CORP.	COURIER SERVICE	55.17	Non-Departmental
96847	11/2/2016	FEDERAL EXPRESS CORP.	COURIER SERVICE	50.77	Non-Departmental



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 18 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- AMAZON.COM	31.21	Non-Departmental
97036	11/22/2016	EXEMPT ORGANIZATIONS	CA EXEMPT ORGANIZATION	20.00	Non-Departmental
96899	11/9/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	19.69	Non-Departmental
96969	11/14/2016	US BANK	VISA- PEETS COFFEE	13.45	Non-Departmental
Total Amount for 37 Line Item(s) from Non-Departmental				\$41,283.75	
<u>Payroll</u>					
96937	11/9/2016	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- NOV 16	72.00	Payroll
97057	11/22/2016	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- DEC 16	72.00	Payroll
Total Amount for 2 Line Item(s) from Payroll				\$144.00	
<u>Police / Fire / Safety</u>					
97049	11/22/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- OCT 2016	358,335.24	Police / Fire / Safety
97049	11/22/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- OCT 2016	8,333.40	Police / Fire / Safety
96926	11/9/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	3,462.89	Police / Fire / Safety
97090	11/28/2016	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- OCT 2016	3,347.90	Police / Fire / Safety
96926	11/9/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,407.20	Police / Fire / Safety
96926	11/9/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	839.50	Police / Fire / Safety
96842	11/2/2016	CRASH DATA GROUP INC	DATA RECORDER EQUIPMENT REPAIR	101.52	Police / Fire / Safety
97091	11/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	79.14	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$375,906.79	
<u>Public Safety & Emergency Preparedness</u>					
96969	11/14/2016	US BANK	VISA- TAC MED	2,000.00	Public Safety & Emergency Preparedness
96969	11/14/2016	US BANK	VISA- MACKAY COMMUNICATIONS	233.58	Public Safety & Emergency Preparedness
96969	11/14/2016	US BANK	VISA- LANDSEND	91.64	Public Safety & Emergency Preparedness
96969	11/14/2016	US BANK	VISA- STARBUCKS	36.95	Public Safety & Emergency Preparedness
Total Amount for 4 Line Item(s) from Public Safety & Emergency Preparedness				\$2,362.17	
<u>Public Works</u>					
96943	11/9/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	9,805.06	Public Works
97055	11/22/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	9,745.00	Public Works



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 19 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
97032	11/22/2016	DOWNSTREAM SVCS, INC.	CDS UNIT MAINTENANCE	8,930.00	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,486.61	Public Works
97025	11/22/2016	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	7,108.84	Public Works
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,620.85	Public Works
96943	11/9/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	5,257.30	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,514.12	Public Works
96836	11/2/2016	CHRIS NELSON & ASSOC INC	SURVEY CONSULTING	4,500.00	Public Works
96994	11/16/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,887.98	Public Works
96841	11/2/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	3,776.68	Public Works
97012	11/16/2016	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	3,630.00	Public Works
96846	11/2/2016	FARASSATI/ALEX//	REIMB- RECYCLING CONTEST	3,300.00	Public Works
97046	11/22/2016	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,904.00	Public Works
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	2,647.00	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	2,381.42	Public Works
96853	11/2/2016	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,024.00	Public Works
97054	11/22/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,920.00	Public Works
96997	11/16/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	1,854.04	Public Works
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- CTR PK	1,304.01	Public Works
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,286.44	Public Works
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	846.00	Public Works
97039	11/22/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	720.20	Public Works
96917	11/9/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
96999	11/16/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	692.50	Public Works
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	639.00	Public Works
97050	11/22/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
97050	11/22/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96927	11/9/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96927	11/9/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	550.00	Public Works
96969	11/14/2016	US BANK	VISA- HOME DEPOT	540.13	Public Works
96845	11/2/2016	ELECTRO CONSTRUCTION	LIGHT REPAIRS - OLD TOWN	507.00	Public Works
96969	11/14/2016	US BANK	VISA- DISNEY RESORT	502.26	Public Works
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
96856	11/2/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	422.27	Public Works
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	409.60	Public Works
96906	11/9/2016	CONVERSE CONSULTANTS	CONSULTING SERVICES	381.00	Public Works



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 20 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
96969	11/14/2016	US BANK	VISA- ASCE	295.00	Public Works
97075	11/22/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	277.00	Public Works
96971	11/16/2016	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	222.58	Public Works
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	180.13	Public Works
97028	11/22/2016	COUNTY SANITATION DISTRICT	REFUSE FEES- OCT 2016	160.56	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	125.00	Public Works
97074	11/22/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	125.00	Public Works
96969	11/14/2016	US BANK	VISA- DIY	101.68	Public Works
96969	11/14/2016	US BANK	VISA- NORTHRIDGE LUMBER	78.90	Public Works
97072	11/22/2016	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	61.50	Public Works
96907	11/9/2016	COUNTY SANITATION DISTRICT	REFUSE FEES- SEP 2016	45.50	Public Works
96969	11/14/2016	US BANK	VISA- HOME DEPOT	44.12	Public Works
96969	11/14/2016	US BANK	VISA- DIY	42.59	Public Works
96960	11/9/2016	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
96969	11/14/2016	US BANK	VISA- CVS PHARMACY	33.77	Public Works
96969	11/14/2016	US BANK	VISA- RITE AID	32.68	Public Works
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	26.39	Public Works
96969	11/14/2016	US BANK	VISA- DIY	26.14	Public Works
Total Amount for 60 Line Item(s) from Public Works				\$106,926.07	

Recoverable / Refund / Liability

97071	11/22/2016	TSUI/REBEKAH//	REFUNDABLE BOND	7,872.00	Recoverable / Refund / Liability
97034	11/22/2016	DUYENTKUNST/HANS MIT//	REFUNDABLE BOND	5,700.00	Recoverable / Refund / Liability
97005	11/16/2016	SZABO/LARRY//	REFUND BUILDING PERMITS	4,719.72	Recoverable / Refund / Liability
97067	11/22/2016	SWEENEY/BRIAN//	REFUNDABLE BOND	4,000.00	Recoverable / Refund / Liability
97094	11/28/2016	MAURER/MARY SUE//	EMPLOYEE COMPUTER LOAN	1,601.91	Recoverable / Refund / Liability
96872	11/2/2016	SCHNEIDER ARCHITECTS	REFUND PLANNING PERMIT	1,583.96	Recoverable / Refund / Liability
96937	11/9/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	1,221.67	Recoverable / Refund / Liability
96978	11/16/2016	CHAPMAN/TERI//	EMPLOYEE COMPUTER LOAN	800.00	Recoverable / Refund / Liability
96986	11/16/2016	FASTSIGNS	REFUND BUILDING PERMIT	707.74	Recoverable / Refund / Liability
97013	11/22/2016	ABDALI/ SARAH//	EMPLOYEE COMPUTER LOAN	512.01	Recoverable / Refund / Liability
97099	11/28/2016	SOLARCITY CORPORATION	REFUND BUILDING PERMIT	397.00	Recoverable / Refund / Liability
96920	11/9/2016	HOSOPO CORPORATION	REFUND BUILDING PERMIT	201.20	Recoverable / Refund / Liability



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 21 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- DISNEY RESORT	190.00	Recoverable / Refund / Liability
96969	11/14/2016	US BANK	VISA- AMAZON.COM	174.39	Recoverable / Refund / Liability
96834	11/2/2016	CALABASAS VILLAGE LP	REFUND OVERPAYMENTS	151.81	Recoverable / Refund / Liability
96920	11/9/2016	HOSOPO CORPORATION	REFUND BUILDING PERMIT	139.20	Recoverable / Refund / Liability
96848	11/2/2016	FIORINO/CHRISTINA//	PUMPKIN FESTIVAL REFUND	110.00	Recoverable / Refund / Liability
97041	11/22/2016	HOFFMAN/JACKIE//	RECREATION REFUND	105.00	Recoverable / Refund / Liability
97042	11/22/2016	HOFFMAN/NORMAN//	RECREATION REFUND	105.00	Recoverable / Refund / Liability
97058	11/22/2016	PACIFICKY SOLAR LLC	REFUND BUILDING PERMIT	62.00	Recoverable / Refund / Liability
97035	11/22/2016	EDGE/JENNIFER//	RECREATION REFUND	55.00	Recoverable / Refund / Liability
96952	11/9/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 10/28/16	46.15	Recoverable / Refund / Liability
97004	11/16/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 11/10/16	46.15	Recoverable / Refund / Liability
96848	11/2/2016	FIORINO/CHRISTINA//	PUMPKIN FESTIVAL REFUND	35.00	Recoverable / Refund / Liability
96969	11/14/2016	US BANK	VISA- TACO BUENO	13.48	Recoverable / Refund / Liability
96937	11/9/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	6.29	Recoverable / Refund / Liability

Total Amount for 26 Line Item(s) from Recoverable / Refund / Liability

\$30,556.68

Senior Center Construction

96987	11/16/2016	GREEN DINOSAUR INC	LEED SUSTAINABILITY - SR CTR	1,364.30	Senior Center Construction
96882	11/2/2016	TWINING LABORATORIES	FIELD INSPECTIONS- SR CTR	132.60	Senior Center Construction

Total Amount for 2 Line Item(s) from Senior Center Construction

\$1,496.90

Tennis & Swim Center

96893	11/9/2016	B&M CONTRACTORS, INC.	AQUATIC OFFICE	16,250.00	Tennis & Swim Center
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,689.51	Tennis & Swim Center
96915	11/9/2016	GARBA ONADJA ENTERPRISES, LLC	RECREATION INSTRUCTOR	1,430.00	Tennis & Swim Center
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,370.69	Tennis & Swim Center
96901	11/9/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	1,039.50	Tennis & Swim Center
96909	11/9/2016	DESIGNSCAPES INC	PLANTS	975.10	Tennis & Swim Center
96982	11/16/2016	DESIGNSCAPES INC	PLANTS	975.10	Tennis & Swim Center
97024	11/22/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	954.25	Tennis & Swim Center
96880	11/2/2016	TOP SEED TENNIS ACADEMY, INC.	RECREATION INSTRUCTOR	862.92	Tennis & Swim Center
96979	11/16/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	818.65	Tennis & Swim Center
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	775.00	Tennis & Swim Center
96956	11/9/2016	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	765.51	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- VAN NUYS PLYWOOD	760.71	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 22 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- VAN NUYS PLYWOOD	714.38	Tennis & Swim Center
96966	11/9/2016	WELTER/FRANCES//	RECREATION INSTRUCTOR	661.50	Tennis & Swim Center
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	653.54	Tennis & Swim Center
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	618.75	Tennis & Swim Center
96961	11/9/2016	VIEWPOINT EDUCATIONAL	POOL RENTAL	551.25	Tennis & Swim Center
96883	11/2/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	492.00	Tennis & Swim Center
96838	11/2/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	452.13	Tennis & Swim Center
96855	11/2/2016	L.A. CO. FIRE DEPARTMENT	HAZMAT PROGRAM CUPA# AR0020264	426.00	Tennis & Swim Center
96939	11/9/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	425.11	Tennis & Swim Center
96963	11/9/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	349.39	Tennis & Swim Center
97077	11/22/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	316.55	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- SMART & FINAL	300.14	Tennis & Swim Center
97003	11/16/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	292.30	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- HOME DEPOT	249.85	Tennis & Swim Center
97069	11/22/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	230.00	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- LOWES	221.84	Tennis & Swim Center
96968	11/9/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	220.56	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- WALMART	212.26	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- TOTAL GRAPHICS	204.70	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- CORNER BAKERY	195.00	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- HOME DEPOT	189.77	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- SPORTSMITH	186.49	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- G & F LIGHTING	166.99	Tennis & Swim Center
96886	11/2/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	163.49	Tennis & Swim Center
97077	11/22/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	155.34	Tennis & Swim Center
96902	11/9/2016	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- T&SC	120.00	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- HOME DEPOT	102.20	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- RALPHS	99.15	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- CONSTANT CONTACT	95.00	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- FRANKLINS HARDWARE	94.63	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- CATALINA PAINTS	94.18	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- PYRAMID PIPE	75.20	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- OFFICE DEPOT	75.00	Tennis & Swim Center
97045	11/22/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- T&SC	75.00	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- RALPHS	74.16	Tennis & Swim Center
96991	11/16/2016	KISHIMOTO/RAINE//	REIMB MILEAGE - OCT 16	65.50	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- ICE MACHINE SALES	64.97	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 23 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- RITE AID	61.00	Tennis & Swim Center
97062	11/22/2016	SECURAL SECURITY CORP	ALARM RESPONSE- T&SC	54.90	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- VISTA PAINT CORP	52.94	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- G & F LIGHTING	32.70	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- UNION 76	31.49	Tennis & Swim Center
96824	11/2/2016	AIRGAS- WEST	TC HELIUM	31.15	Tennis & Swim Center
97015	11/22/2016	AIRGAS- WEST	TC HELIUM	31.15	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- INDEED	26.17	Tennis & Swim Center
96969	11/14/2016	US BANK	VISA- SHERWIN WILLIAMS	16.12	Tennis & Swim Center
Total Amount for 59 Line Item(s) from Tennis & Swim Center				\$38,688.88	

Transportation

96947	11/9/2016	SECURITY PAVING COMPANY INC	LOST HILLS INTERCHANGE	476,905.08	Transportation
96895	11/9/2016	BANK OF SACRAMENTO	LOST HILLS PROJ- RETENTION	25,100.27	Transportation
96860	11/2/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	23,487.87	Transportation
96954	11/9/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	21,085.00	Transportation
97100	11/28/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	21,085.00	Transportation
96922	11/9/2016	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE OCT 2016	8,074.00	Transportation
96988	11/16/2016	INNER-I ...SECURITY IN FOCUS	CAMERA INSTALLATION	8,000.00	Transportation
96928	11/9/2016	MALIBU CANYON SHELL	FUEL CHARGES- JUN 2016	7,675.76	Transportation
97016	11/22/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	5,361.15	Transportation
96916	11/9/2016	GO GREEN SOLAR SOLUTIONS, INC.	DEPOSIT- PARK & RIDE CANOPY	4,835.68	Transportation
96825	11/2/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,831.98	Transportation
96972	11/16/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,814.63	Transportation
96925	11/9/2016	KIMLEY-HORN AND ASSOCIATES	MULHOLLAND HWY CONSULTING	4,707.74	Transportation
96990	11/16/2016	KIER & WRIGHT CIVIL ENGINEERS	ENGINEERING SERVICES	3,525.49	Transportation
97000	11/16/2016	PCI	PAVEMENT STRIPING AND MARKING	3,002.80	Transportation
96950	11/9/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,965.21	Transportation
96906	11/9/2016	CONVERSE CONSULTANTS	CONSULTING SERVICES	2,702.50	Transportation
97009	11/16/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	2,402.00	Transportation
96877	11/2/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,349.32	Transportation
97082	11/28/2016	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- DEC 2016	1,925.00	Transportation
97105	12/1/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,810.75	Transportation
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- REPAIR	1,505.68	Transportation
97100	11/28/2016	SUSTAINABLE SOLUTIONS SERVICES	PARK & RIDE BENCH INSTALLATION	1,355.00	Transportation
96871	11/2/2016	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	1,279.22	Transportation



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:20:10AM
 Page 24 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96857	11/2/2016	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,227.60	Transportation
97093	11/28/2016	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,227.60	Transportation
96959	11/9/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- REPAIR	1,201.41	Transportation
96925	11/9/2016	KIMLEY-HORN AND ASSOCIATES	MULHOLLAND HWY CONSULTING	1,187.18	Transportation
96859	11/2/2016	MANERI SIGN, INC.	TRAFFIC SIGNS	1,079.11	Transportation
96876	11/2/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,030.00	Transportation
97079	11/22/2016	WILLDAN ASSOCIATES INC.	LEGAL EASEMENT	950.00	Transportation
97104	11/28/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	931.80	Transportation
97100	11/28/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	800.00	Transportation
96925	11/9/2016	KIMLEY-HORN AND ASSOCIATES	MULHOLLAND HWY CONSULTING	729.11	Transportation
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	725.70	Transportation
96969	11/14/2016	US BANK	VISA- PRIMUS INC	626.90	Transportation
96924	11/9/2016	JORDAN GILBERT & BAIN	ARCHITECTURAL SERVICES	600.00	Transportation
96864	11/2/2016	NATIONAL DATA & SURVEYING SVCS	TRAFFIC COUNTERS	480.00	Transportation
96925	11/9/2016	KIMLEY-HORN AND ASSOCIATES	MULHOLLAND HWY CONSULTING	430.75	Transportation
97065	11/22/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	272.22	Transportation
96957	11/9/2016	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- NOV 2016	258.92	Transportation
96906	11/9/2016	CONVERSE CONSULTANTS	CONSULTING SERVICES	250.00	Transportation
96969	11/14/2016	US BANK	VISA- CHEVRON	237.11	Transportation
97011	11/16/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	176.82	Transportation
96992	11/16/2016	LA DWP	TRAFFIC METER SERVICE	138.92	Transportation
96969	11/14/2016	US BANK	VISA- ACCO BRANDS	132.10	Transportation
96969	11/14/2016	US BANK	VISA- CALABASAS CAR CARE	119.40	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	81.00	Transportation
96969	11/14/2016	US BANK	VISA- EXXON MOBIL	77.41	Transportation
96969	11/14/2016	US BANK	VISA- CHEVRON	74.17	Transportation
97103	11/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	71.96	Transportation
96969	11/14/2016	US BANK	VISA- SHELL OIL	70.71	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	69.51	Transportation
96969	11/14/2016	US BANK	VISA- EXXON MOBIL	64.68	Transportation
96969	11/14/2016	US BANK	VISA- HOME DEPOT	64.54	Transportation
97076	11/22/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	64.03	Transportation
96969	11/14/2016	US BANK	VISA- DIY	52.90	Transportation
96969	11/14/2016	US BANK	VISA- AMAZON.COM	49.45	Transportation
96969	11/14/2016	US BANK	VISA- AMAZON.COM	49.45	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	48.92	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	45.38	Transportation



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 11/02/2016 to 12/01/2016

Date: 12/5/2016
 Time: 10:17:41AM
 Page 25 of 25

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96969	11/14/2016	US BANK	VISA- AMAZON.COM	42.08	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	26.84	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	25.99	Transportation
96969	11/14/2016	US BANK	VISA- UNION 76	24.98	Transportation
96841	11/2/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	21.40	Transportation
96969	11/14/2016	US BANK	VISA- HOME DEPOT	17.23	Transportation
96969	11/14/2016	US BANK	VISA- DIY	9.03	Transportation
96969	11/14/2016	US BANK	VISA- DIY	9.03	Transportation
96969	11/14/2016	US BANK	VISA- PEPBOYS	8.16	Transportation
96969	11/14/2016	US BANK	VISA- EXXON MOBIL	8.00	Transportation
Total Amount for 71 Line Item(s) from Transportation				\$656,676.63	
GRAND TOTAL for 796 Line Items				\$1,899,052.21	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

11-Jan

CC	Closed Session	City Manager performance evaluation
AS	Public Hearing	CDBG Projects
PW	New Business	Rondell parking lot
CS	New Business	Update on Senior Center membership
CD	Public Hearing	Introduction of Ordinance No. 2016-337 for new 2016 California Building Standards

Future Items

CD	Public Hearing	Development Code amendment for density bonus
CD	Public Hearing	CAR Zone
CS	New Business	Creekside update
CD	Public Hearing	Development Code amendment for accessory dwellings
PS	New Business	Drone regulations Ordinance
PW	Consent	Recommendation to approve the funding agreement between the City of Calabasas and Los Angeles County Metropolitan Transportation Authority for the Calabasas Signal Synchronization and bus speed improvement project
Finance	New Business	Budget update (three months from Nov 9)
CD	Consent	Housing Element Report
PW	New Business	Environmental Commission review of programs/ordinances (plastic bag, coyote, styrofoam, car wash, rodenticide, etc.)
CD	New Business	Business recognition program for environmental efforts
CD	New Business	Noticing procedures/newspaper publications
CS	Consent	Hydrating stations

2017 Meeting Dates	
18-Jan - Council Workshop	12-Jul - Canceled
25-Jan	26-Jul - Canceled
8-Feb	9-Aug
22-Feb	23-Aug
8-Mar	13-Sep - Canceled League Annual Meeting
22-Mar	27-Sep
12 Apr - Canceled Passover	11-Oct
26-Apr	25-Oct
10-May - Canceled CCCA Annual Meeting	8-Nov
24-May	22-Nov - Canceled Thanksgiving Eve
14-Jun	29-Nov - Special Meeting Council Reorg.
28-Jun	13-Dec
	27-Dec - Canceled