



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, FEBRUARY 12, 2020
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. Note: Any written materials submitted to the City Council are public record under the Public Records Act.**

CLOSED SESSION – 6:00 P.M.

1. Conference with Legal Counsel; Anticipated Litigation (Gov. Code §54956.9(e)(2) & (e)(3)) A point has been reached where, in the opinion of the City Council on the advice of its legal counsel, based on the below-described existing facts and circumstances, there is a significant exposure to litigation against the City in one case. Receipt of Claim pursuant to Tort Claims Act or other written communication threatening litigation (copy available for public inspection in City Clerk's office). Name of Person or Entity Threatening Litigation: California Department of Housing and Community Development (Gov. Code § 54956.9(e)(3))

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Girl Scout Brownie Troop 3606
Approval of Agenda

ADJOURN IN MEMORY – 7:15 P.M.

- Alyssa Altobelli
- John Altobelli
- Keri Altobelli
- Gianna Bryant
- Kobe Bryant
- Payton Chester
- Sarah Chester
- Christina Mauser
- Ara Zobayan

PRESENTATIONS – 7:45 P.M.

- To Carolina Canales on winning the CIF State Girls' Golf Championship
- MRT/TreePeople

ANNOUNCEMENTS/INTRODUCTIONS – 8:10 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 8:20 P.M.

CONSENT ITEMS – 8:30 P.M.

1. Approval of meeting minutes from January 22, 2020
2. Adoption of Ordinance No. 2020-381, a proposed amendment to Title 8 (Health and Safety) of the Calabasas Municipal Code to establish a safe distance siting standard of 500 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children
3. Recommendation to approve the renewal of the A.C. Stelle Middle School Joint Use Agreement between the City of Calabasas and the Las Virgenes Unified School District for an additional five years at \$60,000 per year with an annual Cost of Living Adjustment
4. Approval of Grant of Easement to Southern California Edison to permit the installation and maintenance of a new transformer and meter pedestal for Electric Vehicle Charging Stations at the Tennis & Swim Center

NEW BUSINESS – 8:40 P.M.

5. Consider agreement with the Calabasas Chamber of Commerce for one year in the amount not to exceed of \$40,000 for services in promoting the City of Calabasas

6. [Annual update of the City's Tobacco Retailer Registration Program](#)
7. [Discussion of option to regulate possession and sale of Electronic Cigarettes and Vaping products](#)
8. [An update on the Grape Arbor Park opening](#)

INFORMATIONAL REPORTS – 9:40 P.M.

9. [Check Register for the period of January 9-31, 2020](#)

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 Alyssa Altobelli, John Altobelli, Keri Altobelli, Gianna Bryant, Kobe Bryant, Payton Chester, Sarah Chester, Christina Mauser and Ara Zobayan to their next regular meeting scheduled on Wednesday, February 26, 2020, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, JANUARY 22, 2020**

Mayor Weintraub called the Closed Session to order at 6:01 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

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

Absent: Councilmember Maurer

1. Conference with Legal Counsel; Initiation of Litigation (Gov't Code section 54956.9(d)(4))
Number of Potential Cases: 1

2. Conference with Legal Counsel; Anticipated Litigation (Gov. Code § 54957)
A point has been reached where, in the opinion of the City Council on the advice of its legal counsel, based on the below described existing facts and circumstances, there is a significant exposure to litigation against the City. Facts and circumstances that might result in litigation but which the City believes are not yet known to potential plaintiff or plaintiffs.
(Gov. Code § 54956.9(e)(1))

Mayor Weintraub called the Open Session to order at 7:01 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, CA.

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

Absent: Councilmember Maurer

Staff: Bartlett, Bingham, Hernandez, Howard, Klein, Lysik, Russo, Tamuri and Yalda

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Pack 333 Cub Scouts, Bear Den 4

In regard to Closed Session Item No. 1, Mr. Howard reported that the item was taken off the agenda with no action.

In regard to Closed Session Item No. 2, Mr. Howard reported that the City Council provided direction.

APPROVAL OF AGENDA

Councilmember Gaines moved, seconded by Councilmember Shapiro to approve the agenda. MOTION CARRIED 4/0 as follows:

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

ABSENT: Councilmember Maurer

ADJOURN IN MEMORY

➤ Edward Kreins

Former Mayor Dennis Washburn read some remarks.

Members of the Council expressed condolences to the Kreins family.

PRESENTATIONS

➤ By the Los Angeles County Department of Animal Care and Control – Pet Adoption

Volunteer Tamy Rieder highlighted a pet for adoption.

➤ To Viewpoint School Boys' Cross Country on the team's CIF Championship

Mayor Weintraub presented certificates to Viewpoint students.

Headmaster Mark McKee extended appreciation to the City Council for this recognition.

➤ Update by Jennifer Ward, Head of Local Government Affairs from the Clean Power Alliance (CPA)

Ms. Ward presented update.

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Shapiro:

- Extended an invitation to the Speaker Series on January 24.
- Extended an invitation to the Calabasas Chamber Installation Gala on January

25.

- Encouraged participation on an upcoming fundraiser at The Stand on February 1 for local firefighters.
- Extended an invitation to an HOA neighborhood meeting on February 6.
- Wished everyone a happy Superbowl.

Councilmember Gaines:

- Thanked Mayor Weintraub for doing a wonderful job representing the City in recent unfortunate incidents.
- Reiterated an invitation to the Calabasas Chamber Gala on January 25, where Lois Julien will receive the Spirit of Calabasas award.
- Extended an invitation to the Calabasas High School Choir concert on February 6.
- Extended an invitation to the Sr. Center Valentine's Day event on February 7.
- As customary, read a quote in remembrance of Dr. Martin Luther King's birthday.

Mayor pro Tem Bozajian:

- Reminded everyone that the California Primary Election is on March 3 and that vote by mail begins February 3.

Mayor Weintraub:

- Acknowledged the recent contentious situations in the community; and extended appreciation to all those involved in the quick response.
- Thanked the volunteers who participated in the homeless count.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Natalie Shapiro, Priscilla Lee, Carl Ehrlich, Mark Levinson and Alan Weiner.

CONSENT ITEMS

1. Approval of meeting minutes from January 8, 2020
2. Adoption of Ordinance No. 2020-382, amending Calabasas Municipal Code Sections 17.11.010 (Permitted, Conditional and Ancillary Land Uses-All Zoning Districts) of Chapter 17.11 (Allowable Land Uses) and 17.12.170 (Accessory Dwelling Units) of Chapter 17.12 (Standards for Specific Land Uses) related to Accessory Dwelling Units and Junior Accessory Dwelling Units
3. Authorization to approve a Professional Services Agreement for Newbury Park Tree Service, Inc. in the amount not to exceed Fifty Thousand Dollars (\$50,000) for required work as part of ongoing Citywide tree maintenance in the City

Councilmember Gaines moved, seconded by Councilmember Shapiro to approve Consent Item Nos. 1-3. MOTION CARRIED 4/0 as follows:

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

ABSENT: Councilmember Maurer

PUBLIC HEARING

4. Review and approval of projects for the 46th Program Year (2020-2021) – Community Development Block Grant (CDBG) Funding; and Adoption of Resolution No. 2020-1659, approving the CDBG 46th Program Year (2020-2021)

Mayor Weintraub opened the public hearing.

Mr. Bingham and Mr. Neal presented the report.

Mayor Weintraub closed the public hearing.

After discussion, Councilmember Gaines moved, seconded by Councilmember Shapiro to approve Item No. 4. MOTION CARRIED 4/0 as follows:

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

ABSENT: Councilmember Maurer

The meeting recessed at 8:23 p.m.

The meeting reconvened at 8:31 p.m.

5. Introduction of Ordinance No. 2020-381, a proposed amendment to Title 8 (Health and Safety) of the Calabasas Municipal Code to establish a safe distance siting standard of 500 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children

Mayor Weintraub opened the public hearing.

Mr. Bartlett presented the report.

Charlotte Meyer spoke on Item No. 5.

Mayor Weintraub closed the public hearing.

After discussion, Councilmember Gaines moved, seconded by Mayor pro Tem Bozajian to approve Item No. 5. MOTION CARRIED 3/1 as follows:

AYES: Mayor pro Tem Bozajian, Councilmembers Gaines and Shapiro

NOES: Mayor Weintraub

ABSENT: Councilmember Maurer

6. Consideration of Resolution No. 2020-1660 to extend the time limit of the entitlements associated with File No. 150000964 for development of a 42-unit (Age Restricted) Mixed Use Project located at 23480 Park Sorrento (APN: 2068-005-012 and 2068-005-011) within the Commercial Mixed-Use (CMU) Zoning District; said Resolution will amend City Council Resolution No. 2018-1576 for the Project, and extend the time limit for an additional two years

Mayor Weintraub opened the public hearing.

Mr. Klein presented the report.

Carl Ehrlich and Ken Stockton spoke on Item No. 6.

Mayor Weintraub closed the public hearing.

After discussion, Councilmember Gaines moved, seconded by Councilmember Shapiro to approve Item No. 6. MOTION CARRIED 3/1 as follows:

AYES: Mayor Weintraub, Councilmembers Gaines and Shapiro

NOES: Mayor pro Tem Bozajian

ABSENT: Councilmember Maurer

NEW BUSINESS

7. Sheriff's Crime Report – November 2019

Deputy De Matteo presented the report.

8. Council liaisons/external committee appointments.

Council Liaisons:

Budget Liaison

Shapiro – Gaines

Commission Procedures/Council Protocols
Bozajian – Gaines

Economic Development
Gaines – Weintraub

Public Safety/Emergency Preparedness Task Force
Shapiro – Weintraub

Open Space/Annexations Liaisons
Bozajian – Maurer

School Site Liaisons
Shapiro – Weintraub

Homeless Taskforce
Weintraub – Gaines

Wireless Service Taskforce
Weintraub – Shapiro

Redistricting Committee Taskforce
Bozajian – Maurer

External Committees:

Agoura Hills/Calabasas Community Center Joint Powers Authority Board
Bozajian – Gaines (alternate)

Calabasas Chamber of Commerce
Gaines – Bozajian

California Contract Cities Association
Bozajian

California Joint Powers Insurance Authority
Bozajian – Maurer (alternate)

The Valley Economic Alliance
Shapiro

Headwaters Corner Interpretive Center Board of Directors
Maurer - Gaines

Las Virgenes – Malibu Council of Governments
Weintraub - Shapiro

League of California Cities
Bozajian

Los Angeles County City Selection Committee
Mayor or designee – Maurer (alternate)

Los Angeles County West Vector & Vector-Borne Disease Control District
Bozajian

Clean Power Alliance
Weintraub – Shapiro and Bingham (alternates)

Santa Monica Mountains Conservancy Advisory Board
Maurer

Southern California Association of Governments (SCAG)
Shapiro

Valley Industry Commerce Association (VICA)
Gaines – Shapiro (alternate)

Mayor pro Tem Bozajian moved, seconded by Councilmember Shapiro to approve Council Liaisons-External Committees appointments. MOTION CARRIED 4/0 as follows:

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

ABSENT: Councilmember Maurer

9. City Council discussion and possible action on Senate Bill 50 (SB 50) to include safety and wildfire danger opposition

After discussion, Mayor pro Tem Bozajian moved, seconded by Councilmember Shapiro to send a letter opposing SB 50. MOTION CARRIED 3/1 as follows:

AYES: Mayor Weintraub, Mayor pro Tem Bozajian and Councilmember Shapiro

NOES: Councilmember Gaines

ABSENT: Councilmember Maurer

INFORMATIONAL REPORTS

10. Check Register for the period of December 19, 2019-January 8, 2020

No action taken on this item.

TASK FORCE REPORTS

Mayor pro Tem Bozajian reported that the Calabasas Village has a new lease.

Councilmember Shapiro announced that he was reappointed to the League of California Cities Policy Committee.

Mayor Weintraub announced that the County has given the COG additional money to address homelessness. Those funds will be used to hire a person to be available to assist all five cities with homeless issues in a faster manner.

Councilmember Gaines reported that Mayor Weintraub and he met as the Homeless Task Force with staff and Secural to review incidents. A process was established to identify and provide aid to those in need of services.

Councilmember Shapiro reported his attendance to SCAG's Economic Summit. He also reported that Mayor Weintraub and he attended a meeting of the Mayor's Youth Council as well as a PFC meeting.

Mayor Weintraub reported that Councilmember Shapiro and she met as part of the Wireless Task Force with staff to discuss survey results.

CITY MANAGER'S REPORT

None.

FUTURE AGENDA ITEMS

Councilmembers Gaines and Shapiro requested an item regarding CPA options to increase to 50% or higher renewable energy

Mayor pro Tem Bozajian requested an item for Council discussion to set up a taskforce or designate a staff member to monitor rent and/or lease increases.

Councilmember Gaines concurred with Mayor pro Tem Bozajian and asked for a future item regarding the expiration of affordable housing covenants.

Mayor Weintraub requested the Public Safety Commission review and offer solutions regarding drag racing on Mulholland Hwy.

ADJOURN

The meeting adjourned at 9:52 p.m. in memory of Edward Kreins to the next regular meeting scheduled on Wednesday, February 12, 2020, at 7:00 p.m.

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



Approved by City Manager:

CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 4, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF ORDINANCE NO. 2020-381, AN AMENDMENT TO TITLE 8 (HEALTH AND SAFETY) OF THE CALABASAS MUNICIPAL CODE TO ESTABLISH A SAFE DISTANCE SITING STANDARD OF 500 FEET FROM THE VENTURA FREEWAY FOR PLAYGROUNDS AND OTHER OUTDOOR ACTIVITY AREAS FOR CHILDREN

MEETING

DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

That the City Council adopt Ordinance No. 2020-381, amending Title 8 of the Calabasas Municipal Code (CMC), specifically Chapter 8.07, to extend the safe distance siting standard for playgrounds and other outdoor activity areas for children from the current minimum of 300 feet to a minimum of 500 feet from the Ventura Freeway (Attachment A).

BACKGROUND:

On January 22, 2020, following a staff report, and based upon a Planning Commission recommendation of approval, the City Council conducted a public hearing and introduced Ordinance No. 2020-381 to establish within Title 8 of the Calabasas Municipal Code a revised safe siting distance standard of 500 feet (increased from 300 feet) for playgrounds and outdoor activity areas for children.

Following discussion of the draft ordinance and the accompanying staff report, the City Council voted (4 – 1) to introduce and waive further reading of the Ordinance No. 2020-381.

FISCAL IMPACT/SOURCE OF FUNDING:

Staff efforts to implement this ordinance will be covered as part of standard Planning and Building and Safety services.

REQUESTED ACTION:

That the City Council adopt Ordinance No. 2020-381, amending Title 8 of the Calabasas Municipal Code (CMC), specifically Chapter 8.07, to extend the safe distance siting standard for playgrounds and other outdoor activity areas for children from the current minimum of 300 feet to a minimum of 500 feet from the Ventura Freeway.

ATTACHMENTS:

- A. Ordinance No. 2020-381

ORDINANCE NO. 2020-381

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ESTABLISHING A SAFE DISTANCE SITING STANDARD OF 500 FEET FROM THE VENTURA FREEWAY FOR PLAYGROUNDS AND OTHER OUTDOOR ACTIVITY AREAS FOR CHILDREN.

WHEREAS, the City Council of the City of Calabasas has determined that it is a matter of critical concern to protect our children from undue and potentially harmful exposure to excessive noise, air pollution, and other health safety hazards; and,

WHEREAS, the Calabasas 2030 General Plan Conservation Element identifies young children among the segments of the population particularly vulnerable to periodic exposure of poor air quality, and that automobile traffic is the primary source of air pollution in Calabasas; and,

WHEREAS, the Ventura Freeway accommodates more than 180,000 vehicles per day, a traffic volume nearly eight times greater than the volume carried by the next most heavily traveled roadway in the city; and,

WHEREAS, the Ventura Freeway, inclusive of the freeway segment traversing the City of Calabasas, is a designated hazardous materials haul route, which introduces the potential for additional health hazard exposure risks to vulnerable segments of the city's population, including young children; and,

WHEREAS, the South Coast Air Quality Management District recommends locating sensitive receptor land uses, including outdoor play areas for children, at least 500 feet away from heavily traveled freeways;

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

SECTION 1. CODE AMENDMENT. Chapter 8.07 of Title 8 of the Calabasas Municipal Code is hereby amended to read as follows (added text is denoted by underlining; deleted text is denoted as ~~strike-through~~):

CHAPTER 8.07

Safe Siting of Playgrounds and Outdoor Activity Areas for Children

Section 8.07.010: Purpose. The purpose of this chapter is to protect children in the community – especially where they congregate and play outdoors, including on

playgrounds and other outdoor activity spaces -- from undue and potentially hazardous exposure to excessive levels of noise, air pollution and other health hazard exposure risks associated with a major freeway.

Section 8.07.020: Definitions.

- A. Playground or Other Outdoor Activity Space. As used in this chapter, Playground or Other Outdoor Activity Space means any outdoor play space designed and constructed for use and enjoyment by groups of children 12 years of age or under for play and recreation (organized or unorganized), and which may include playground equipment and any combination of soft and hard surfaces.
- B. Freeway. As used in this chapter, Freeway means the Ventura Freeway, which is also known as U.S. Highway 101, for the entire length traversing the City, whether entirely or partially located within the city limits.
- C. Freeway Edge. As used in this chapter, the Freeway Edge means the outside limit of the outermost lane of traffic on the freeway, as delineated by the lane line. Freeway merge lanes, shoulders, walls, slopes and landscape areas fall outside of the freeway edge.

Section 8.07.030: Standards for the Safe Siting of Playgrounds and Outdoor Activity Areas for Children.

Any proposal to develop or locate a playground or outdoor activity area for children shall not develop or locate such facility on any site or in any manner that will result in any portion of the playground or outdoor activity area being closer than five~~three~~ hundred (5~~3~~00) feet from the nearest freeway edge.

Section 8.07.040. Exceptions.

The following types of playgrounds or outdoor activity areas for children shall be excepted from the requirements set out in Section 8.07.030:

- A. A playground or outdoor activity area for children 12 years of age or under which is proposed in association with, and on the same property as, a single-family residence or mobile home, and which is accessory to that residence for customary use by household occupants and their guests;
- B. A playground or outdoor activity area for children 12 years of age or under which is a component of a land use governed by section 17.12.070 or section 17.12.090 of Title 17 in this municipal code.

SECTION 2. 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 3. CONSTRUCTION.

The City Council intends this Ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this Ordinance shall be construed in light of that intent. To the extent the provisions of the Calabasas Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as it read prior to the adoption of this Ordinance, those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 4. CEQA.

The City Council determines the adoption of this Ordinance regulating the location of certain playgrounds and outdoor activity areas is exempt from review under the California Environmental Quality Act ("CEQA") under section 15308 of the California Code of Regulations because the Ordinance is adopted to protect the City's outdoor, built environment from harmful air quality impacts. This Ordinance is further exempt from CEQA under section 15061, subdivision (b)(3), because "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment."

SECTION 4. EFFECTIVE DATE.

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

SECTION 5. CERTIFICATION.

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

PASSED, APPROVED AND ADOPTED this 12th day of February 2020.

Alicia Weintraub, Mayor

ATTEST:


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

APPROVED AS TO FORM:

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



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 3, 2020
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES 
SUBJECT: RECOMMENDATION TO APPROVE THE RENEWAL OF THE A.C. STELLE MIDDLE SCHOOL JOINT USE AGREEMENT BETWEEN THE CITY OF CALABASAS AND THE LAS VIRGENES UNIFIED SCHOOL DISTRICT FOR AN ADDITIONAL FIVE YEARS AT \$60,000.00 PER YEAR WITH AN ANNUAL COST OF LIVING ADJUSTMENT

MEETING DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

It is recommended that the City Council approve the renewal of the A.C. Stelle Middle School Joint Use Agreement between the City of Calabasas and the Las Virgenes Unified School District for an additional five years at \$60,000 per year with an annual cost of living adjustment.

BACKGROUND:

Over the years the City of Calabasas and the Las Virgenes Unified School District (LVUSD) have worked together on joint ventures to benefit the citizens of Calabasas. This effort continues to be expanded to suit the growing needs of the City, Community and LVUSD. Joint ventures have included development of four baseball fields and the Camp Calabasas program at Lupin Hill. Joint Use Agreements at both A.C. Stelle and A.E. Wright Middle Schools for gym and field space are also in place. Additionally, the City utilizes the High School for the annual 4th of July Celebration. In turn, the School Districts use of City facilities include: the Agoura Hills/Calabasas Community Center, De Anza Park, the Tennis and Swim Center and the Calabasas Civic Center.

School playgrounds and athletic fields serve as facilities for physical education and recreational programs. Schools are required by State Law to offer their facilities for public use, when not used by the School District in the mornings, afternoons, nights and weekends (Community Recreation Act). LVUSD conforms to this policy through a permit process, whereby an individual or group must complete a facilities use application and pay applicable fees in order to use the facility. LVUSD permits scheduling of many school facilities by the City and several outside groups and organizations. City of Agoura Hills, City of Westlake Village, AYBA, AYSO, WAGS, WVSL, and Agoura Pony Baseball each schedule activities at these facilities.

The City and LVUSD entered into a long term agreement (15 years) for A.C. Stelle Middle School in 2004. This enabled the District to complete school construction and provide much needed field and gym space for the City to expand its programs. This agreement called for an initial payment of \$385,000 by the City followed by fourteen annual payments of \$25,000. In addition to the \$735,000, the City also paid for the landscape maintenance for the upper and lower playfields (not to exceed \$70,000 per year). In August 2019, months before the expiration of the agreement, staff contacted LVUSD with a desire to begin negotiations to renew. After much back and forth, a five year agreement was met with approval by staff of both entities.

DISCUSSION:

Section 10900 of the California Education Code ("Community Recreation Act") authorizes cities and school districts to organize, promote and conduct programs for community recreation. It also authorizes the promotion and attainment of general educational and recreational objectives. As well as construction, maintenance and operation of recreation centers, including playgrounds and outdoor playing fields. As part of a broader effort to cooperatively address local issues, the City and LVUSD desire to jointly undertake the operation, use and maintenance of the recreational facilities in order to reduce capital and operational costs to both governmental jurisdictions. It is the desire of both parties to contract for the City's use and maintenance of certain park and recreational facilities at A.C. Stelle Middle School for community recreation activities.

The areas subject to use by the City are as follows:

- Upper Outdoor Playing Fields
- Lower Outdoor Playing Fields
- Hardscape Playing Surface Adjacent to Outdoor Playing Fields
- Gymnasium
- Restrooms Adjacent to Gymnasium

- Parking Lots Serving the Playing Fields and Gymnasium. Parking includes the Rear Parking Lot behind the Gym (Monitored for ADA Parking Only).

Times of exclusive use by the City for the Playing Fields, Hardscape, Restrooms and Parking Lots are as follows:

- School Days: 4:00 p.m. to dusk
 - Non-School Days: 9:00 a.m. to dusk
- (No Outdoor City Use of Fields or Hardscape is permitted on Sundays)

Times of exclusive use by the City for the Gymnasium, Restrooms and Parking Lots are as follows:

- School Days: 4:00 p.m. to 10:00 p.m.
- Non-School Days: Monday – Saturday 9:00 a.m. to 10:00 p.m.
Sundays 9:00 a.m. to 8:00 p.m.

The term of this agreement shall be for a five year period. The City shall pay to LVUSD an annual sum of Sixty Thousand Dollars (\$60,000) due by January 15th, with annual upward adjustments based on the October published Consumer Price Index (CPI) for the Los Angeles/Orange County Metropolitan Statistical Area. The City shall continue to pay for the landscape maintenance of the upper and lower playfields. Based upon past history, this amount is not expected to exceed Seventy Thousand Dollars (\$70,000) per year. The City and LVUSD shall also share (50/50) the cost for annual inspections of the bleachers and basketball standards. The City's share for these annual inspections shall not exceed Two Thousand Five Hundred Dollars (\$2,500) per year.

FISCAL IMPACT/SOURCE OF FUNDING:

Facility Use Fee shall be paid from Account No. 10-515-553600 and Maintenance shall be paid from Account No. 10-515-525305.

REQUESTED ACTION:

It is requested that the City Council approve the renewal of the A.C. Stelle Middle School Joint Use Agreement between the City of Calabasas and the Las Virgenes Unified School District for an additional five years at \$60,000 per year with an annual cost of living adjustment.

ATTACHMENTS:

Exhibit A Joint Use Agreement

A.C. STELLE MIDDLE SCHOOL
FACILITIES JOINT USE AGREEMENT

between

THE CITY OF CALABASAS,
a California municipal corporation
and
THE LAS VIRGENES UNIFIED SCHOOL DISTRICT,
a California public school district

SCHOOL FACILITIES JOINT USE AGREEMENT

This School Facilities Joint Use Agreement ("Agreement") is hereby made and entered into this _____ day of _____, _____ by and between the CITY OF CALABASAS, a California municipal corporation ("City") and the LAS VIRGENES UNIFIED SCHOOL DISTRICT, a California public school district ("District"). City and District are from time to time throughout this Agreement referred to as "Party" or "Parties"

WHEREAS:

- A. District operates Alice C. Stelle Middle School ("School") located at 22450 Mulholland Highway, Calabasas, CA 91302, in order to provide educational facilities for middle school students within the District's territory; and
- B. Section 10900 et seq. of the California Education Code ("Community Recreation Act") authorizes cities and school districts to organize, promote and conduct programs of community recreation for the promotion and attainment of general educational and recreational objectives and to construct, maintain and operate recreation centers, including playgrounds and outdoor playing fields; and
- C. Section 10910 of the Community Recreation Act provides that the governing body of any school district may use or grant the use of grounds of the school district to any other public authority for the purposes of the Act, whenever such use does not interfere with school uses; and
- D. City's Parks and Recreation Master Plan indicates a current need for additional parks and open space within City; and
- E. As part of a broader effort to cooperatively address local issues, the City and District desire to jointly undertake the operation, use and maintenance of recreational facilities in order to reduce capital and operational costs to both governmental jurisdictions, as well as emergency response activities and such other issues of common concern; and
- F. City and District desire to contract for City's use and maintenance of certain park and recreational facilities at the School for community recreation activities, and for use by District for education and recreation purposes pursuant to said Community Recreation Act, as the provisions thereof exist, or hereafter may be amended.

NOW, THEREFORE, in consideration of the covenants and conditions hereinafter set forth, and pursuant to the provisions of the Community Recreation Act hereinabove referenced, it is agreed by the Parties as follows:

I. The Joint Facilities.

The property subject to this Agreement is located entirely at the School, as more specifically set forth in Exhibit "A" attached hereto as incorporated herein by reference. ("Joint Facilities") The Joint Facilities are more commonly known as the following properties:

- The upper outdoor playing fields,
- The lower outdoor playing fields, (both collectively, the "Playing Fields")

- The hardscape playing surface adjacent to the Playing Fields, ("Hardscape")
- The gymnasium, ("Gymnasium")
- The restrooms adjacent to the gymnasium ("Restrooms")
- The parking lots serving the Playing Fields, Hardscape and Gymnasium ("Parking Lots")
 - Parking is inclusive of the rear parking lot behind gym (monitored for ADA parking only).
 - Access for emergency vehicles in shall be maintained at all times.

The Joint Facilities shall be made available by District to City for public recreation purposes consistent with this Agreement, the Community Recreation Act, and applicable law.

II. Term.

Except as provided herein, the term of this Agreement ("Term") shall be for a period of Five (5) years, commencing on January 1, 2020 ("Commencement Date") and expiring on December 31, 2024.

In the event that either party fails to observe any provision of this Agreement, the non-defaulting party shall send written notice to the defaulting party explaining the default ("Notice of Default") and the defaulting party shall have 30 days from the date of receipt of the Notice of Default to cure said default or, if the default cannot be cured within said 30 day period, to commence to cure said default and diligently pursue to completion a cure within a reasonable time (not to exceed 90 days unless extended by mutual agreement of the parties). If the defaulting party fails to cure the default within the time set forth above, the non-defaulting party may immediately terminate this Agreement by sending written notice of termination to the defaulting party.

Notwithstanding the above, if the default is due to failure to pay any sum required to be paid under this Agreement, the cure period shall be 14 days instead of 30 days.

III. City Use of the Joint Facilities.

A. Times of Exclusive Use. Except as otherwise provided in this Agreement, City shall have the exclusive right to use the Joint Facilities, or any portion thereof, for public park and recreational purposes during the following non-school hours:

1) Playing Fields, Hardscape, Restrooms and Parking Lots:

School days:	4:00 p.m. to dusk, but no later than <u>9:00</u> p.m.
Non-School days:	9:00 a.m. to dusk (Monday through Saturday), but no later than 9:00 p.m.
	No City use shall be permitted on Sundays

2) Gymnasium:

School days:	Mon - Thurs	4:00 p.m. to 10:00 p.m.
	Fridays	4:00 p.m. to 8:00 p.m.
Non-School days:	Mon - Sat:	9:00 a.m. to 10:00 p.m.
	Sundays -	9:00 a.m. to 8:00 p.m.

All other times of use are expressly reserved by District for District's use.

The parties acknowledge that City's right to use the Joint Facilities is exclusive and, except as otherwise provided in this Agreement, District shall not grant a right to use the Joint Facilities to any other person or entity without first obtaining the written consent of City. City staff member(s) shall be present during all times of use.

B. Exception - Times Reserved by District for School Activities. Notwithstanding the above, City shall not use any portion of the Joint Facilities that has been reserved by District in advance for school, District or parent support activities.

District shall provide to City a tentative master schedule of all reserved school, District and parent support activities that will be conducted at the Joint Facilities, or any portion thereof. District shall provide a tentative master schedule to City not later than September 15th of each school year during the Term. District shall make best good faith efforts to ensure that actual scheduled District events conform as closely as possible to the tentative master schedule. However, District shall have the right to change the scheduled time for a school, District or parent support activity upon providing written notice to City no less than 72 hours prior to City's next planned event at the Joint Facilities. Notwithstanding the above, District shall have the right to conduct activities of an emergency nature, as needed, at the Joint Facilities without providing prior written notice to the City.

If District reserves only a portion of the Joint Facilities for school, District or parent support activities, and the remaining portion of the Joint Facilities remains available for City use, City shall have the right to use the remaining non-reserved portion of the Joint Facilities for the purposes set forth in this Agreement, provided that City's use will not conflict or unreasonably interfere with District's activities at the Joint Facilities. If District closes campus due to an emergency situation, City shall honor such closure.

C. City Scheduling of Events -Monthly Calendar. City shall be responsible for scheduling all City use of the Joint Facilities during the Term. City shall provide to District, or its designated representative, a monthly calendar of all City programmed events intended to be conducted at the Joint Facilities, including a list of City employees or contractors who will be conducting each event. City shall submit said calendar not later than 14 days prior to the beginning of each upcoming month and enter use into the District's Facility Use Program (Facilitron).

City reserves the right to amend the scheduled time of an event from that set out in the monthly calendar provided that:

(i) City provides District with written notice of the schedule amendment not later than 72 hours prior to (a) the time the City event was originally scheduled or (b) the rescheduled time for the City event, whichever is earlier, and

(ii) the rescheduled event time does not conflict with a previously scheduled school, District or parent support event of District.

D. Total Time of Use. District shall guarantee to City an annual hourly use of each of the following Joint Facilities as follows:

- 1) Upper Playing Field - not less than 900 hours per year
- 2) Lower Playing Field - not less than 900 hours per year
- 3) Hardscape - not less than 900 hours per year

- 4) Gymnasium- not less than 1,500 hours per year
- 5) Restrooms - not less than 1,500 hours per year
- 6) Parking Lot - not less than 1,500 hours per year

For purposes of this Agreement, a “year” shall be the time period commencing with the Commencement Date and ending on the 365th day following the Commencement date, and each 365-day period thereafter during the Term.

E. Compliance with Law and Regulations. City shall use the Joint Facilities in accordance with all applicable laws, policies and District regulations, as they may be amended from time to time. Participants at City sponsored events shall follow verbal and written instructions from District or school staff in conducting an event.

City and District may, by mutual agreement, establish such additional rules and regulations with regard to use of the Joint Facilities consistent with existing law and City and District regulations.

F. Prohibited Uses. City shall not permit the following to occur on the Joint Facilities without first obtaining the written consent of District:

- 1) No use of electronically amplified sound systems on any Playing Field or the Hardscape
- 2) No installation of permanent bleachers on any Playing Field or the Hardscape
- 3) No use of any lighting on any Playing Field or the Hardscape
- 4) No parking of any vehicle on any Playing Field or the Hardscape, other than City maintenance vehicles
- 5) No type of animal or pet show allowed at any of the Joint Facilities
- 6) No inflatables or rebounding (e.g. bounce house) equipment
- 7) No food or beverages (other than water) allowed inside Joint Facilities
- 8) Use and/or presence of alcohol, tobacco or any illegal substance are forbidden AT ALL TIMES AT ALL SITES
- 9) No outside advertising or fence banners allowed on district premises

G. No Commercial Uses. City may not use the Joint Facilities directly nor may it assign, sublease or otherwise transfer any of its rights under this Agreement to a third party to use the Joint Facilities for commercial uses or events (e.g.: filming, corporate parties), without first obtaining the written consent of District.

In the event that District consents to a commercial use of the Joint Facilities, or any portion thereof, City and District hereby agree that any net proceeds generated from the commercial activity shall be divided evenly fifty percent (50%) to City and fifty percent (50%) to District.

"Commercial Use" shall not include (and this Section III.G shall not prohibit) (i) City's acceptance of public or private sponsorships for events conducted at the Joint Facilities, provided that the sponsorships conform to District policies and regulations, (ii) City's contracting out or leasing the Joint Facilities to outside non-profit or non-commercial groups for the purpose of providing City-sponsored programs, as more particularly set forth in Section VI herein and (iii) the operation of concession stands at City or City-sponsored events at the Joint Facilities.

District to be listed as Additionally Insured and provided insurance for any contracted users. Insurance must be provided to District's Facilities Department a minimum of two weeks in advance, consistent with Section VIII below.

If any signage or banners related to City activities (e.g.: sponsor logos, team symbols, etc.) are posted at the Joint Facilities, City shall remove or cause to be removed said signage or banners each evening at the conclusion of City activities for the day.

H. Placement of Containers and Equipment. City may place containers for storage of necessary equipment for its activities upon the Joint Facilities, provided (i) the placement of said containers will not conflict or unreasonably interfere with District's activities at the Joint Facilities and (ii) City obtains the prior written consent from District to a mutually agreed location. At the end of each day, and whenever not in use, soccer goals shall be locked to the chain link fence.

I. Adherence to School Rules the City must comply with directions listed below as well as written and verbal directions of school site staff members as to use of the facilities. This includes but shall not be limited to:

- a. The City will ensure that children are not allowed in any rooms at any time without adult supervision.
- b. The City will not allow anyone to enter any other internal building areas that are not part of this agreement (i.e. internal hallways or other classrooms).
- c. The City will provide both the school site principal and the School District official responsible for City program oversight with current and updated emergency contact numbers for appropriate personnel.
- d. The City will assume full responsibility for providing participants with pertinent information regarding their programs and applicable school rules.
- e. The City will comply with site rules on manner and method of entering facilities, use of ancillary facilities (bathrooms, outdoor area, etc.) and available parking areas.
- f. The City shall comply with the School District's recycling program goals by providing the appropriate training and receptacles for trash/ and recycling collection for their program usage.
- g. The City is required to turn off lights and HVAC when space is not occupied. Failure to do so will result in penalty charges of costs incurred, plus 10%.

K. Other Facilities. District shall make available to City other facilities at the School besides the Joint Facilities upon request by City and provided that other facilities are not already committed for a District use. All requests shall be made through the District's online facility use system, and subject to Tier II (Community and Staff) rates.

L. Cleaning of Facilities.

City shall be responsible to clean the facility, including: sweeping, mopping, wiping down surfaces (including walls), disinfecting restroom fixtures, removing trash and recyclables, replacing trash liners, restocking supplies on non-school days, and cleaning mirrors. District shall be responsible for using the floor scrubber on the gym floor a minimum of once per week to maintain a safe and clean surface. Should the City fail to properly clean the facilities, the District will charge the City the labor cost associated with clean-up. The time associated with the clean-up is at the sole discretion of the District.

IV. Consideration.

A. City Consideration for Exclusive Use. In consideration for the exclusive right to use the Joint Facilities as provided herein, second only to the District's rights as previously noted, the City shall

pay to District an annual sum of Sixty Thousand Dollars and No cents (\$60,000), with annual upward adjustment based on the October published Consumer Price Index for the Los Angeles/Orange County Metropolitan Statistical Area ("CPI") . In accordance with Section V (A - Maintenance Obligations), the City's annual cost of maintenance has been factored into the annual consideration.

Payment due annually on January 15th.

V. Maintenance Obligations.

A. City Maintenance Obligations. City shall continue, at its sole cost and expense, maintain the following portions of the Joint Facilities:

- 1) Upper Playing Field
- 2) Lower Playing Field

City's maintenance obligations shall include (i) grass cutting, (ii) aeration, (iii) irrigation maintenance, (iv) fertilizing and such other activities as are necessary to maintain the turf and landscaped areas of the Playing Fields in a good and healthy condition, reasonable wear and tear excepted. In addition, seeding play areas shall occur two times per year using district approved seed and organic fertilizer.

The parties acknowledge that the anticipated maintenance costs to be borne by the City for the Playing Fields is approximately \$70,000 per year, subject to annual upward adjustment according to the Consumer Price Index for the Los Angeles/Orange County Metropolitan Statistical Area ("CPI"). This maintenance investment has been taken into consideration in the calculation of the annual lease amount.

In addition to the above, the City shall be responsible for the setting up, taking down, and routine cleaning of all equipment and facilities used by City. In addition to its general set up/take down obligations, City shall complete the following clean-up once all facility users depart. The following specific actions will be performed at the end of each day:

- 1) Sweep, mop and wipe down the gymnasium and bleachers (including any soiled walls)
- 2) Maintain appropriate recycling receptacles for all usage/events, emptying them into the large outside bins at the end of the day.
- 3) Collect all trash in appropriate receptacles, empty waste into large outside bins and replace trash liners
- 4) Clean bathrooms assigned for the event - Cleaning: disinfecting all fixtures, sweep and mop floors, clean mirrors and toilets, restock supplies and remove trash.
- 5) Notifying District Director of Maintenance, Operations and Facilities, immediately in writing, if there are any issues that need repair or addressing.
- 6) Log cleaning activities on the Daily Maintenance sheet that is kept on site. This log should also reflect any concerns with how the facility was received that day, or problems that arose during City use. If any of these concerns are present, a photocopy of the log sheet should be emailed that evening to the Director of Maintenance & Facilities and copied to the Assistant Principal.

All Joint Facilities used by City shall be returned to a clean and safe condition, ready for use by students, teachers and District personnel following the event. If District determines, in its sole and absolute discretion, that additional set up, take down or cleaning is required following a City event,

District may use its own forces or contractors for the performance of the extra work and City agrees to pay any costs (including overtime pay for District staff) associated with the extra work. City shall pay said costs within 20 days following receipt of an invoice for these costs from District.

The City will share in the equipment maintenance costs by paying 50% of basketball backstops, lighting, and bleacher repair and regular service/maintenance fees, not to exceed \$5,000 per year. Standard maintenance is twice per year. District and City shall meet and confer on any substantive facilities improvements, with the intention of shared costs (e.g. gym floor). District and City shall continue to meet on field access improvements, with the intention of shared costs.

Damages: The City will be responsible for any damages that occur during time of use. The District will procure repair estimates (minimum of two quotes) and will oversee the repair.

C. District Maintenance Obligations. District shall, at its sole cost and expense, pay all costs for electricity, gas, water, sewer, telephone, irrigation, waste hauling and other utility services, building repair costs, and any other costs with respect to the use and operation of the Joint Facilities, except where such cost is to be borne or shared by the City as provided in this Agreement.

D. Annual Maintenance Schedule. The City's representative, or designee, shall meet with the District's representative or designee, in order to determine an annual maintenance schedule which allows City flexible access to the Joint Facilities, but which does not unreasonably interfere with District's use of the Joint Facilities. Either party may request, in writing, that the schedule be amended to accommodate circumstances that may arise during the year. Such schedule changes may be made only by mutual agreement. Schedule to include no facility usage for one week per year plus an additional (separate) two-day period during one of the school breaks (summer, spring or winter) necessary for LVUSD staff to deep clean the gym facility. District staff shall notify City of the intended schedule to deep clean the gym facility at least three months in advance of such efforts. Facility photos will be taken at the annual meeting and a copy will be emailed to the City for reference.

E. Emergencies and Hazardous Conditions. The City or District shall have the right to initiate immediate action to resolve an emergency and/or hazardous condition on any portion of the Joint Facilities in the most effective and efficient means possible with the least disruption to City or District use. The party taking the emergency action shall notify the other party of the action taken within 48 hours following the time the action was taken.

F. Pesticide/Herbicide Use/Special Indemnification. City acknowledges the requirements of the Healthy School Act of 2000 (California Education Code, Section 17608 et seq.) for pesticide/herbicide use on school sites. District policy is that no pesticides or herbicides are allowed to be used on the LVUSD school campus unless deemed an emergency, in writing, by the District's Director of Maintenance and Facilities.

VI. Facility Use Fees - Contracting Out Events.

City may impose reasonable fees upon persons and/or non-commercial entities for use of the Joint Facilities to the extent that doing so complies with applicable laws, including the Community Recreation Act, District's regulations and City's Municipal Code as of the date of this agreement.

City may establish a schedule of such fees, provided that prior to establishing a fee schedule, City shall consult with District and address any comments District may have with regard to the fee schedule.

City may, in its sole and absolute discretion, determine whether to run City-sponsored events with

City staff or to contract out the operations and/or lease the Joint Facilities to outside non-commercial groups for the purpose of providing City-sponsored programs.

District to be listed as Additionally Insured and provided insurance for any contracted users. Insurance must be provided to District's Facilities Department a minimum of two weeks in advance, consistent with Section VIII below.

VII. Sale or Restriction of Joint Facilities.

Should District determine, in its sole and absolute discretion, that it must utilize the Play Fields, Hardscape or any other portion of the Joint Facilities for District purpose that will restrict or prevent future use by City, District shall provide City with no less than 180 days notice prior to District taking such action. Upon City's receipt of the notice, City may (i) continue to be bound to this Agreement and renegotiate reduced future payments due from City to reflect the reduced use of the Joint Facilities or (ii) City may terminate this Agreement by providing not less than 90 days written notice to District.

If District seeks to install equipment and/or facilities at the Joint Facilities, District shall provide City not less than 60 days written notice of its intent to install said equipment and/or facilities. If City determines, in its sole and absolute discretion, that District's installation of equipment and/or facilities will adversely impact City's use of the Joint Facilities, or any portion thereof, City and District shall meet and confer to renegotiate reduced future payments due from City to reflect the reduced use of the Joint Facilities. If the parties cannot agree upon reduced future payments, City may terminate this Agreement by providing not less than 90 days written notice to District.

Should District determine that it desires to sell all or any portion of the Joint Facilities, District shall, to the extent permitted under applicable law, offer to City the right of first refusal to purchase the Joint Facilities, or portion thereof. District shall provide written notice to City of its intention to sell the Joint Facilities, or portion thereof. Within 30 days following receipt of the notice, City and District shall meet to negotiate the terms of a proposed sale to City. If the City and District cannot agree upon terms of sale or if City declines to purchase the property, District shall be relieved of any obligation to sell the property to City. Should District and City agree to terms of sale, City and District shall enter into a purchase and sale agreement for the property on terms agreed to during negotiations.

Whether sold to the City or a third party, upon the close of escrow, this Agreement shall be deemed automatically terminated with respect to the Joint Facilities sold. Not later than 30 days following the close of escrow, City and District shall meet and confer to renegotiate reduced future payments due from City to reflect the reduced size of the Joint Facilities remaining after sale. If the parties cannot agree upon reduced future payments, City may terminate this Agreement by providing not less than 90 days written notice to District.

VIII. Indemnification/Insurance.

A. Indemnification. Each party agrees to indemnify, defend and hold harmless the other party, its Governing Board, officers, officials, agents, employees and volunteers from any and all claims, losses, penalties and liabilities of any nature, at law or equity, including attorneys' fees, to the extent caused by, arising out of, or in connection with, the indemnifying party's actual or alleged negligent acts or omissions pursuant to this Agreement. An indemnifying party's indemnification obligation shall not be limited to insurance proceeds, if any, received by the indemnifying party, its Governing Board, officers, officials, agents, employees or volunteers. This Section VIII.A. shall survive the termination

of this Agreement.

B. Insurance. City and District shall each maintain comprehensive public liability insurance in the amount of Three Million Dollars (\$3,000,000) per occurrence, combined single limit, to protect City and District, their respective Board, officers, officials, agents, employees, and volunteers against claims for bodily injury, wrongful death, and property damage arising from City's or District's participation in the activities described herein. City shall confirm in writing to the District that the liability insurance for the City does not exclude sexual abuse and molestation coverage. If sexual abuse and molestation coverage is excluded, the City shall separately provide proof of insurance in the amount of one million Dollars (\$1,000,000) per occurrence with an endorsement that names the District as an additional insured.

The form of insurance shall be satisfactory to City and District and may include self-insurance at levels acceptable to both parties. Each policy shall be primary coverage and non-contributory to any coverage the other party may obtain. Each party's policy or policies shall name the other party as an additional insured. Each policy shall contain a full waiver of subrogation rights. Parties shall provide proof of insurance.

The City shall maintain Workers' Compensation insurance and other insurance, as required by law, for its employees. The City shall provide proof of insurance to the District.

IX. Continuing Joint Cooperation.

- A. Meetings to Address Mutual Concerns. The City and District agree in concept to meet not less often than quarterly to mutually use best efforts to address City and District concerns with regard to the following:
1. School impacts upon traffic/circulation within the City;
 2. Meeting the cleaning & maintenance standards within the Agreement;
 3. Coordination of emergency response activities;
 4. Such other issues of common concern that may arise from time to time.

X. Miscellaneous Provisions.

A. Amendment/Modification. This Agreement may be amended only in writing signed by both City and District. The City Council and District Board must approve this Agreement and any amendments or modifications thereto before any changes and/or modifications become effective.

B. Review. City and District agree to meet not less than quarterly to review the use of the Joint Facilities and any changes in use, to discuss problems and concerns about use, to review schedules and needs, and to determine whether amendments or modifications to this Agreement are needed due to changed circumstances.

C. Interpretation. The provisions hereof shall be interpreted to give effect to their simple and fair meaning and shall be construed as though prepared by both parties. The entire agreement of the parties is set forth herein, and all prior negotiations, documents and discussions are superseded. The parties acknowledge there are no applicable representations, warranties or terms that are not stated herein. The invalidity of any provision shall not affect the validity of any other provision. Section headings are for convenience only and may not be used in interpretations.

D. Representative's/Notices. For purposes of administering this Agreement, District's representative shall be Dr. Daniel Stepenosky, Superintendent, or his designee. City's representative shall be Dr. Gary Lysik, City Manager, or his designee. City's and District's representatives shall have the authority to coordinate and negotiate issues, review documents and resolve differences in the administration of this Agreement. City or District may designate a different representative by providing notice to the other party in the manner prescribed below.

All notices and consents required or allowed shall be in writing and shall be sent to the addresses shown below. A party may change its address for notices and consents by giving notice to the other party. Notice may be delivered by personal delivery, email to designated representative, facsimile transmission during normal business hours of the recipient, an overnight delivery service, or U.S. Mail sent certified with return receipt requested. Notices and consents are effective on the earlier of the date received, the date of the delivery receipt, or the third day after postmark, as applicable.

All notices, demands, invoices, and written communications shall be in writing and delivered to the following addresses or such other addresses as the parties may designate by written notice:

To City: City of Calabasas
100 Civic Center Way, Calabasas, CA 91302
Attn: Dr. Gary Lysik, City Manager

To District: Las Virgenes Unified School District
4111 Las Virgenes Road Calabasas, CA 91302
Attn: Karen Kimmel, Assistant Superintendent - Business

E. Counterparts. This document may be executed in multiple counterparts, each of which shall be an original and all of which shall constitute one Agreement.

F. No Agency. Nothing herein: (i) creates any right or remedy for the benefit of any person not a party hereto nor (ii) creates a fiduciary relationship, an agency, or partnership.

G. Authority. The persons signing below represent and warrant that all hearings have been conducted and findings made to enter into this Agreement and that they have authority to enter into this Agreement on behalf of the entities for which they are signing this Agreement.

H. Governing Law/Venue. This Agreement shall be construed, interpreted and applied in accordance with the laws of the State of California. Any legal action or proceeding concerning this Agreement shall be filed and prosecuted in the appropriate California state court in the County of Los Angeles. Each Party hereto irrevocably consents to the personal jurisdiction of that court.

I. Dispute Resolution/Attorney's Fees. In the event of any dispute between the parties with regard to the performance, breach or interpretation of this Agreement, the parties agree to initially attempt to resolve any such dispute informally between the City's representative and the District's representative.

If the dispute is not resolved informally, the parties shall submit the dispute to non-binding mediation. The mediation shall be conducted by a mutually agreeable impartial mediator, or if the parties cannot so agree, a mediator designated by the American Arbitration Association ("AAA") pursuant to applicable AAA Mediation Rules. The mediation will be governed by and conducted pursuant to a mediation agreement negotiated by the parties or, if the parties cannot so agree, by

procedures established by the mediator.

Any dispute between the parties arising out of or relating to this Agreement, or the breach thereof, which has not been resolved in accordance with the procedures set forth above shall be decided by arbitration in accordance with applicable Arbitration Rules of the AAA then in effect, unless the parties mutually agree otherwise. The award of the arbitrator(s) shall be final and binding upon the parties. Judgment may be entered upon it in accordance with applicable law by any court having jurisdiction thereof. The award of the arbitrator(s) shall be subject only to the limited right of appeal to a court of competent jurisdiction as provided by Code of Civil Procedure Section 1285 et seq. or other applicable law.

In the event of the bringing of an arbitration, action or suit by a Party hereto against another Party hereunder by reason of any breach of any of the covenants or agreements arising out of this Agreement or any other dispute between the Parties concerning this Agreement, then, in that event, the prevailing Party in such action or dispute, whether by final judgment or arbitration award, shall be entitled to have and recover of and from the other Party all costs and expenses of suit or claim, including reasonable attorneys' fees. This Section X.I. shall survive any termination of this Agreement.

J. Non-liability of Officials and Employees. No elected or appointed officer, official, contractor, consultant, attorney or employee of the City shall be personally liable to District or any voluntary or involuntary successors or assignees, in the event of any default or breach by City of any obligations arising under this Agreement. No elected or appointed officer, official, contractor, consultant, attorney, employee or volunteer of District shall be personally liable to City or any voluntary or involuntary successors or assignees, in the event of any default or breach by District of any obligations arising under this Agreement.

CITY OF CALABASAS

DATE: _____

BY: _____

Alicia Weintraub, Mayor

_____, City Attorney

DATE: _____

BY: _____

Dr. Gary Lysik, City Manager

Maricela Hernandez, City Clerk

LAS VIRGENES UNIFIED SCHOOL DISTRICT

DATE: _____

BY: _____
Ms. Lesli Stein, President, Board of Education

DATE: _____

BY: _____
Dr. Daniel Stepenosky, Superintendent

EXHIBIT A

A.C. STELLE MIDDLE SCHOOL
LAS VIRGENES UNIFIED SCHOOL DISTRICT PROJECT DESCRIPTION






CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 4, 2020

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 GRANT OF EASEMENT TO SOUTHERN CALIFORNIA EDISON TO PERMIT THE INSTALLATION AND MAINTENANCE OF A NEW TRANSFORMER AND METER PEDESTAL FOR ELECTRIC VEHICLE CHARGING STATIONS IN TENNIS & SWIM CENTER

MEETING DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a Grant of Easement to Southern California Edison to permit the installation and maintenance of a new transformer and meter pedestal for electric vehicle charging stations in Tennis & Swim Center.

BACKGROUND:

In August 2016, through a collaborative effort between the City of Calabasas, South Coast Air Quality Management District and California Energy Commission, a fast dual charging station was installed at the Calabasas City Hall parking lot.

In 2017, City of Calabasas installed two EV charging stations in the City's Park and Ride facility located at Old Town Calabasas. With the increase in popularity of electric vehicles, many City residents have requested additional charging stations in City facilities and public streets.

Two new EV charging stations were recently opened to public in D'Anza Park and two are in process of construction at Tennis & Swim Center.

DISCUSSION AND ANALYSIS:

City staff has been in communication with the Southern California Edison Co. to install a new transformers to accommodate 2 Level 3 EV fast chargers at the designated locations. The fast chargers requires 480volt, 200amp, 3-phase power.

In order to provide the necessary power, the SCE has to install a new transformer on Park Sorrento next to the tennis courts and run a cable from the SCE vault on Park Sorrento to the transformer and from the transformer to the meter pedestal. The SCE has prepared maps and easement documents to permit the installation and maintenance of future transformer and meter pedestal that requires City Council approval.

All civil works are being performed by a City contractor while EVGo agreed to install and maintain two EV fast chargers at no cost to the City. City entered into agreement with EVGo for long-term maintenance of the stations. The new EV charging station are expected to open to public in March 2020.

FISCAL IMPACT/SOURCE OF FUNDING:

City staff secured two sources of funding for civil works and securing new a transformer from the SCE:

1. MSRC¹'s Clean Transportation Program
2. Southern California Incentive Project (SCIP)

The purpose of the MSRC program is to partner with cities that already participate in the AB 2766 Subvention Fund Program and to offer MSRC Clean Transportation Funding, also known as AB 2766 Discretionary Funding, as a means to leverage both funds to implement 2016 AQMP measures.

The Southern California Incentive Project (SCIP) promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible public electric vehicle (EV) chargers in Los Angeles, Orange, Riverside and San Bernardino Counties. Final rebate amounts are determined by the total eligible project costs.

¹ Mobile Source Air Pollution Reduction Review Committee

REQUESTED ACTION:

That the City Council approve a Grant of Easement to Southern California Edison to permit the installation and maintenance of a new transformer and meter pedestal for electric vehicle charging stations in Tennis & Swim Center.

ATTACHMENT:

SCE Grant of Easement documents



SOUTHERN CALIFORNIA
EDISON

An EDISON INTERNATIONAL Company

WHEN RECORDED MAIL TO

SOUTHERN CALIFORNIA EDISON COMPANY

2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc. No.

**GRANT OF
EASEMENT**

DOCUMENTARY TRANSFER TAX \$ NONE VALUE AND CONSIDERATION LESS THAN \$100.00)	DISTRICT Thousand Oaks	SERVICE ORDER TD1464009	SERIAL NO.	MAP SIZE
SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	FIM 77-50B-7 APN 2068-005-900	APPROVED: GEOMATICS, LAND & INFORMATION MANAGEMENT	BY SLS/BT	DATE 01/27/2020

CITY OF CALABASAS, a municipal corporation, (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time underground electrical supply systems and communication systems (hereinafter referred to as "systems"), consisting of wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence, data and/or communications (eg. through fiber optic cable), in, on, over, under, across and along that certain real property in the County of Los Angeles, State of California, described as follows:

VARIOUS STRIPS OF LAND LYING WITHIN PARCEL 1 OF PARCEL MAP NO. 5245, AS PER MAP FILED IN BOOK 61, PAGE 6 OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, THE CENTERLINES OF SAID STRIPS ARE DESCRIBED AS FOLLOWS:

STRIP #1 (6.00 FEET WIDE)

COMMENCING AT THE NORTHWEST CORNER OF SAID PARCEL 1, SAID CORNER BEING THE WESTERLY TERMINUS OF THAT CERTAIN CURVE IN THE NORTHERLY LINE OF SAID PARCEL 1, SHOWN AS BEING CONCAVE TO *THE SOUTH*, HAVING A RADIUS OF *968.00 FEET*, A CENTRAL ANGLE OF *24°43'59"* AN ARC DISTANCE OF *417.86 FEET* ON SAID PARCEL MAP, A RADIAL LINE PASSING THROUGH SAID TERMINUS BEARS NORTH 03°00'45" WEST; THENCE EASTERLY ALONG SAID CERTAIN CURVE, THROUGH A CENTRAL ANGLE OF 09°36'43" AN ARC DISTANCE OF 162.39 FEET TO THE **TRUE POINT OF BEGINNING**; THENCE LEAVING SAID CERTAIN CURVE, SOUTH 06°35'58" WEST 9.37 FEET; THENCE SOUTH 11°32'13" EAST 1.84 FEET TO A POINT OF ENDING, SAID POINT HEREINAFTER REFERRED TO AS POINT "A".

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO TERMINATE NORTHERLY IN THE NORTHERLY LINE OF SAID PARCEL 1 AND SOUTHERLY IN THE NORTHERLY LINE OF STRIP #2 DESCRIBED HEREINBELOW, AND TO JOIN AT THE ANGLE POINT.

STRIP #2 (14.00 FEET WIDE)

COMMENCING AT SAID POINT "A"; THENCE EAST 1.63 FEET TO THE **TRUE POINT OF BEGINNING**; THENCE SOUTH 11.00 FEET TO A POINT HEREINAFTER REFERRED TO AS POINT "B"; THENCE CONTINUING SOUTH 6.00 FEET TO A POINT OF ENDING.

STRIP #3 (6.00 FEET WIDE)

BEGINNING AT SAID POINT "B"; THENCE WEST 19.00 FEET TO A POINT OF ENDING.

EXCEPTING THEREFROM THAT PORTION INCLUDED WITHIN STRIP #2 DESCRIBED HEREINABOVE.

It is understood and agreed that the above description is approximate only, it being the intention of the Grantor(s) to grant an easement for said systems as constructed. The centerline of the easement shall be coincidental with the centerline of said systems as constructed in, on, over, under, across, and along the Grantor(s) property.

This legal description was prepared pursuant to Sec. 8730(c) of the Business & Professions Code.

Grantor further grants, bargains, sells and conveys unto the Grantee the right of assignment, in whole or in part, to others, without limitation, and the right to apportion or divide in whatever manner Grantee deems desirable, any one or more, or all, of the easements and rights, including but not limited to all rights of access and ingress and egress granted to the Grantee by this Grant of Easement.

Grantor agrees for himself, his heirs and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building, planter boxes, earth fill or other structures except walls and fences on the above described real property. The Grantee, and its contractors, agents and employees, shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

EXECUTED this _____ day of _____, 20____.

GRANTOR

CITY OF CALABASAS, a municipal corporation

Signature

Print name

Title

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXECUTED this _____ day of _____, 20__.

GRANTEE

SOUTHERN CALIFORNIA EDISON COMPANY,
a corporation

Signature

Print Name

Title

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally appeared

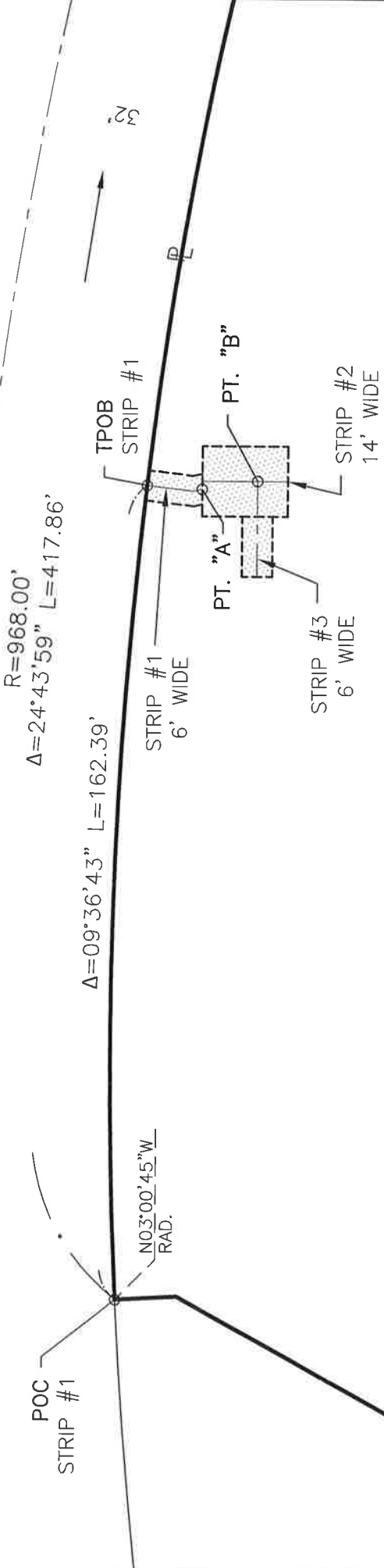
_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

PARK SORRENTO

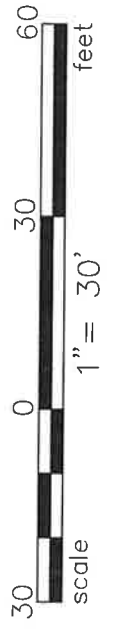


PARCEL 1
PARCEL MAP NO. 5245
P.M.B. 61/6
LOS ANGELES CO.

LEGEND

- DENOTES SCE EASEMENT AREA
- SCE EASEMENT AREA
- POC = POINT OF COMMENCEMENT
- TPOB = TRUE POINT OF BEGINNING

SCE EASEMENT	
DSE	TD1464009
SLS/BT	01/27/2020






CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 5, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RON AHLERS, CHIEF FINANCIAL OFFICER 

SUBJECT: CONSIDER AGREEMENT WITH CALABASAS CHAMBER OF COMMERCE FOR ONE YEAR IN THE AMOUNT NOT TO EXCEED OF \$40,000 FOR SERVICES IN PROMOTING THE CITY OF CALABASAS

MEETING DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

Authorization to approve a one year contract with Calabasas Chamber of Commerce for an amount not to exceed \$40,000 and to adjust the budget accordingly.

BACKGROUND:

The City of Calabasas contracted with the Calabasas Chamber of Commerce for a number of years to promote the City of Calabasas as an attractive location to live, work and do business. The City has contributed an annual amount for these services.

DISCUSSION/ANALYSIS:

The City contributed \$21,000 each year for the prior four fiscal years. This year's amount was increased to \$30,000 when the City Council approved the budget in June 2019. The Calabasas Chamber of Commerce has requested the dollar amount be increased an additional \$10,000 to \$40,000 for fiscal year 2019-20. The services provided by the Chamber of Commerce have been expanded to include the following additions to section 1, sub-sections F through O of the contract:

- F. Utilizing pre-existing communications and public relations procedures in place, promote any City sponsored events upon request of the City, understanding that said promotion will be conducted through existing Chamber infrastructure.
- G. Provides services to assist both struggling and growing businesses through advice and counsel coordinated through the Chamber including resources such as SCORE and other similar advisory agencies.
- H. Provide at least (6) workshop environments for businesses which can include networking breakfasts, educational luncheons and other type business seminars.
- I. Participate in at least one community development event such as the, Pumpkin Festival, the Calabasas Wine Tasting, State of the City Address and Mayoral Luncheon.
- J. Sponsor tables provided at no additional cost to the City at Chamber major events, such as the Installation Gala and the Mayor's Luncheon, and include a full table, signage, and media and program acknowledgements as a top supporting sponsor.
- K. Promote the City as a major sponsor for all chamber special events at no additional charge.
- L. Provide City Council with a quarterly report of existing businesses, new businesses and businesses closing or leaving Calabasas.
- M. Schedule six visits to Calabasas Chamber businesses with the sitting Calabasas City Mayor each quarter.
- N. Introduce new businesses who have joined the Calabasas Chamber of Commerce.
- O. Create and provide a Calabasas Guide that includes a map of Calabasas, lists of restaurants, hotels, venues for events and yearly activities in the City of Calabasas.

FISCAL IMPACT/SOURCE OF FUNDING:

The General Fund budget for this expense is currently \$30,000. The proposed contract is in the amount of \$40,000.

REQUESTED ACTION:

Authorization to approve a one year contract with the Calabasas Chamber of Commerce in an amount not to exceed \$40,000 and adjust the budget accordingly.

ATTACHMENTS:

1. Proposed Agreement with Calabasas Chamber of Commerce

ITEM 5 ATTACHMENT 1
AGREEMENT BETWEEN THE CITY OF CALABASAS AND
THE CALABASAS CHAMBER OF COMMERCE

THIS AGREEMENT ("Agreement") is made and entered into as of the 1st day of August, 2019 by and between the City of Calabasas, California, a Municipal Corporation ("City"), and the Calabasas Chamber of Commerce, a California Non-Profit Corporation ("Chamber"). City and Chamber are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

WHEREAS, the City and Chamber desire to promote the City as an attractive location to live, work and do business; and

WHEREAS, the City desires to make available information concerning its activities, and encouraging and facilitating stability and retention of existing businesses, as well as encouraging the location of new businesses in the community; and

WHEREAS, the state law authorizes the expenditure of public monies for such activities; and,

WHEREAS, the Chamber is organized for and willing to promote existing businesses on behalf of the City and to publicize and assist them.

NOW THEREFORE, in consideration of the premises, covenants, and promises hereinafter set forth, the Parties do hereby agree as follows:

1. The Chamber agrees to perform its usual services and activities during the term of this Agreement, examples of which include:
 - A. Maintain adequate facilities, in a convenient location, of a dignified and professional appearance; provide telephone service; retain qualified personnel to respond to telephone or personal inquiries from citizens, visitors, commercial firms, and potential commercial and light industrial developers concerning the City of Calabasas; and maintain such services in the City during regular business hours.
 - B. Answer promptly all correspondence directed towards the Chamber relative to facilities and opportunities in or available within the City of Calabasas; and disseminate information in and outside of the City.
 - C. Confer with business representatives to encourage and urge the establishment of their business activities within the City of Calabasas.
 - D. Provide, from time to time, informational materials (e.g., maps, directories, brochures) that promote the City of Calabasas as an attractive place to live, work and do business.

- E. Welcome new businesses to the City of Calabasas by both written and personal communications.
 - F. Utilizing pre-existing communications and public relations procedures in place, promote any City sponsored events upon request of the City, understanding that said promotion will be conducted through existing Chamber infrastructure.
 - G. Provides services to assist both struggling and growing businesses through advice and counsel coordinated through the Chamber including resources such as SCORE and other similar advisory agencies.
 - H. Provide at least (6) workshop environments for businesses which can include networking breakfasts, educational luncheons and other type business seminars.
 - I. Participate in at least one community development event such as the, Pumpkin Festival, the Calabasas Wine Tasting, State of the City Address and Mayoral Luncheon.
 - J. Sponsor tables provided at no additional cost to the City at Chamber major events, such as the Installation Gala and the Mayor's Luncheon, and include a full table, signage, and media and program acknowledgements as a top supporting sponsor.
 - K. Promote the City as a major sponsor for all chamber special events at no additional charge.
 - L. Provide City Council with a quarterly report of existing businesses, new businesses and businesses closing or leaving Calabasas.
 - M. Schedule six visits to Calabasas Chamber businesses with the sitting Calabasas City Mayor each quarter.
 - N. Introduce new businesses who have joined the Calabasas Chamber of Commerce.
 - O. Create and provide a Calabasas Guide that includes a map of Calabasas, lists of restaurants, hotels, venues for events and yearly activities in the City of Calabasas.
2. The term of this Agreement shall be from August 1, 2019 through August 31, 2020 unless extended by written agreement of the parties or terminated earlier in accordance with Section 8 ("Term").
 3. The Chamber will perform the services set forth in Section 1 during the Term, and the City shall compensate the Chamber for these services in an amount not to exceed FORTY THOUSAND DOLLARS ("Compensation"). In his or her sole and absolute discretion, the City Manager may pay the Compensation in three or four installments over the course of the Term.
 4. The Chamber agrees that it will not use the Compensation in connection with the election, nomination, support, publicity, endorsement or appointment of any officer or employee of the City or of any other governmental agency, with the sole exception of hosting a Candidate Forum open to all candidates for any elective office or to all views on any ballot measure.
 5. The Chamber shall provide the City a quarterly and an annual written report of activities conducted pursuant to this Agreement with sufficient detail and statistics to justify the City's expenditure of public funds. The City shall provide the Chamber an outline of the contents to be covered in the report.

6. The Chairman of the Chamber's Board of Directors, the Chamber President, the City Manager, and the Mayor shall meet regularly to discuss: (i) the coordination of City and Chamber efforts with respect to the economic development of the City of Calabasas; and (ii) items of joint interest and concern for purposes of maintaining positive City-Chamber relations and to set goals and objectives for future projects and programs.

7. The City shall provide, from time to time, and as available, informational material to the Chamber (e.g., brochures, flyers, video) to assist the Chamber in promoting the City of Calabasas.

8. The City may terminate the Agreement for any reason on sixty days written notice to the Chamber. From the date of the termination notice, the City will have no obligation to pay the Chamber, even if the Chamber has not been compensated for services it performed in furtherance of this Agreement. Upon termination of this Agreement, all other rights and obligations of the Parties hereunder shall cease and be of no further force and effect.

9. The Chamber shall not have any right, title or interest in, or right to use, any of the following without the written consent of the City: (i) any designs, logos, symbols, trademarks, service marks, representations or other identification of the City; (ii) photographs of City Hall; nor to use photographs of City officials and employees without the written consent of the person photographed.

10. The Chamber shall not express views critical, or complimentary of, a public agency in any newspaper, radio, or television advertisements.

11. The Chamber shall not misrepresent itself as any other chamber of commerce.

12. 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).

To City:

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: City Manager
Telephone: (818) 224-1600

To Chamber:

Calabasas Chamber of Commerce
23564 Calabasas Road, #101
Calabasas, CA 91302
Attn: President / CEO
Telephone: (818) 222-5680

13. This instrument contains the entire Agreement between City and Chamber 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 Chamber.

14. This Agreement shall not be effective until the City Council ratifies it.

THIS AGREEMENT is executed as of the day and year first above written.

“CITY”

“CHAMBER”

City of Calabasas

Calabasas Chamber of Commerce

By: _____

By: _____

Dr. Gary J. Lysik, City Manager

Bridget Karl, President & CEO

Date: _____

Date: _____

Attest:

By: _____

Maricela Hernandez, MMC, CPMC

City Clerk

Date: _____

Approved as to form:

By: _____

Scott H. Howard, City Attorney

Colantuono, Highsmith & Whatley, PC

Date: _____



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 3, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR, AICP
MICHAEL KLEIN, SENIOR PLANNER, AICP *MAK*



**SUBJECT: ANNUAL UPDATE OF THE CITY'S TOBACCO RETAILER
REGISTRATION PROGRAM FOR 2019.**

MEETING DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

Staff recommends that the City Council receive and file this report.

BACKGROUND:

Adoption of Ordinance No. 2009-259 (Chapter 5.18 of the Calabasas Municipal Code) requires all tobacco retailers to be registered with the City in order to sell tobacco products. The Ordinance took effect on July 10, 2009. Registration is required annually, and there is no fee involved. It is unlawful for any retailer to sell tobacco products without current registration. In addition to requiring a valid registration, the ordinance prohibits retailers from selling tobacco products (inclusive of vaping products) to anyone under 21 years of age (consistent with state law). The ordinance establishes policies and procedures for the regular monitoring of tobacco retailers by the City and Sheriff's Department, including the use of underage decoys for sting operations. Any retailer who is found to be in violation of the ordinance and state law prohibiting the sale of tobacco to persons under 21 years of age is subject to a minimum fine of \$1,000 and will have their registration (and, thus, their right to sell tobacco) revoked for a specified period of time.

Section 5.18.130(H) of the CMC requires the City Manager to provide an annual report to the City Council regarding enforcement of the ordinance. The CMC further specifies the content of the annual report as follows:

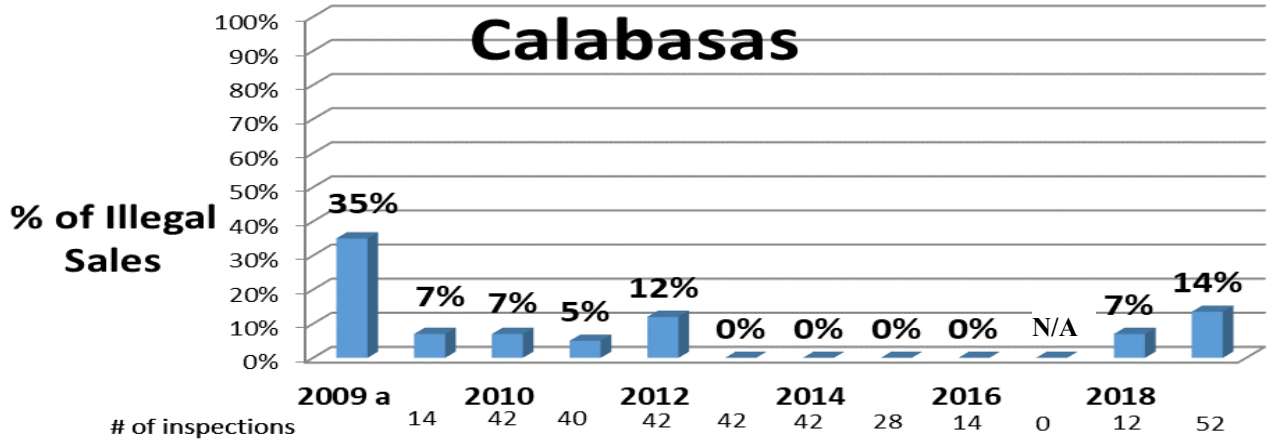
“The report shall include: (i) the number of tobacco retailers found to have violated this chapter; (ii) the number of enforcement actions taken with respect to each tobacco retailer under Section 5.18.100, (iii) the cost to the city of enforcement of this chapter, and (iv) whether additional enforcement funds are needed and, if so, whether he or she recommends those funds be derived from the City's General Fund, fees imposed for the issuance of registrations under this chapter, or the proceeds of fines and penalties paid to the city under this chapter.”

DISCUSSION/ANALYSIS:

Section 5.18.100 of the CMC, stipulates that the Los Angeles County Sheriff's Department shall conduct three tobacco sting operations per year; however, “the department may check the compliance of tobacco retailers previously found to be in compliance a fewer number of times”. In 2019, the Sheriff Department conducted sting operations on 10 different dates (not all locations were tested in each sting) based on feedback they had received from the Las Virgenes Unified School District regarding problematic retailers. In total, the Sheriff Department conducted 52 stings, 7 of which resulted in the sale of tobacco products to the underage decoy (see Tobacco Retailer status sheet, Attachment B). The Code Enforcement Department has received the incident report from the Sheriff Department for each violation, and has started the administrative process to revoke the retailers' registration in accordance with Section 5.18 of the CMC. As of the date of this report, the Tobacco Retailer Registration for Las Virgenes Mobil and 7-11 have been revoked for 3 month each. Staff will report the results of Code Enforcement's actions for the other retailers, to the City Council once the cases are complete.

Below is a chart summarizing the annual illegal sale rates from 2009 through 2019.

Illegal Sale Rate of Tobacco in Calabasas



Note: the illegal sale rate of tobacco is based on sales transactions made during official sting operations only. There have been a total of 278 inspections to date, with an average compliance rate of 93%.

The City’s administration costs associated with registration under this ordinance are minimal. Staff sends a notice and registration form once a year to each retailer for registration renewal. Staff also provides outreach efforts during the renewal period to ensure that retailers are aware of the registration and that they will be subject to random sting operations. This requires minimal staff time because there are only fourteen retailers. The City does incur additional costs associated with staff time to process the revocation of a retailer’s registration, as well as processing appeals when a retailer engages an attorney to challenge the revocation. However, these expenses are incurred only when a retailer violates the ordinance and are recovered from the \$1,000 fine and \$250 appeal fee.

REQUESTED ACTION:

Staff recommends that the City Council receive and file this report.

ATTACHMENTS:

Attachment A - Tobacco Retailer Status Sheet as of December 30, 2019

Tobacco Retailer Status Sheet

2019		
Retailer	Address	No. of Violations
LAS VIRGENES MOBIL	4830 LAS VIRGENES RD	2
RITE-AID #6327	4710 COMMONS WAY	0
CALABASAS MOBIL	24025 CALABASAS RD	1
OAK SHELL	22295 MULHOLLAND HWY	0
RALPHS #205	4754 COMMONS WAY	0
GELSON'S MARKETS #11	22277 MULHOLLAND HWY	0
CALABASAS UNOCAL CORPORATION	24115 CALABASAS RD	1
UNITED PACIFIC #0234 (SHELL)	4807 LAS VIRGENES RD	0
7-ELEVEN STORE #39055A	4919 LAS VIRGENES RD	1
UNITED PACIFIC #0235 (CHEVRON)	4831 LAS VIRGENES RD	1
CALABASAS LIQUOR & MARKET	5657 LAS VIRGENES RD	0
ALBERTSONS SUPERMARKET #6335	26521 AGOURA RD	0
TOBACCO ROYALE N VAPE	26500 AGOURA RD	2
MALIBU LIQUOR & CIGAR CO.	4937 LAS VIRGENES RD	0

From 2009 to 2020		
Retailer	Address	No. of Violations
LAS VIRGENES MOBIL	4830 LAS VIRGENES RD	2
RITE-AID #6327	4710 COMMONS WAY	1
CALABASAS MOBIL	24025 CALABASAS RD	1
OAK SHELL	22295 MULHOLLAND HWY	1
RALPHS #205	4754 COMMONS WAY	2
GELSON'S MARKETS #11	22277 MULHOLLAND HWY	0
CALABASAS UNOCAL CORPORATION	24115 CALABASAS RD	1
UNITED PACIFIC #0234 (SHELL)	4807 LAS VIRGENES RD	0
7-ELEVEN STORE #39055A	4919 LAS VIRGENES RD	1
UNITED PACIFIC #0235 (CHEVRON)	4831 LAS VIRGENES RD	1
CALABASAS LIQUOR & MARKET	5657 LAS VIRGENES RD	1
ALBERTSONS SUPERMARKET #6335	26521 AGOURA RD	0
TOBACCO ROYALE N VAPE	26500 AGOURA RD	2
MALIBU LIQUOR & CIGAR CO.	4937 LAS VIRGENES RD	0



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 4, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION OF OPTIONS TO REGULATE POSSESSION AND SALE OF
ELECTRONIC CIGARETTES AND VAPING DEVICES

MEETING
DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

Staff recommends the City Council provide direction on preparing an ordinance banning sale of flavored tobacco products and e-cigarette devices.

BACKGROUND:

Electronic cigarettes entered the marketplace around 2007, and since 2014, they have been the most commonly used tobacco product among youth in the United States. Electronic cigarettes are battery-operated devices, often designed to resemble a cigarette, that deliver and emit a nicotine-containing aerosol. Electronic cigarettes are considered electronic nicotine delivery devices and have many names. They are frequently referred to as e-cigs, hookah pens, vapes and vape pens.

According to the Centers for Disease Control and Prevention ("CDC"), the number of middle and high school students who reported being current users of tobacco products increased 36%-from 3.6 million to 4.9 million students-between 2017 and

2018.¹ This dramatic increase, which has erased past progress in reducing youth tobacco use, stems from to a nationwide surge in electronic cigarette use by adolescents. The CDC estimates there were 1.5 million more youth electronic cigarette users in 2018 than 2017, and those who were using electronic cigarettes were using them more often. Frequent use of electronic cigarettes increased from 20 percent in 2017 to 28 percent in 2018 among current high school electronic cigarette users.

Regulation of E-Cigarettes. Electronic cigarettes or “e-cigarettes” are battery powered devices that heat liquid into a vapor that can be inhaled. The inhaled vapor may contain nicotine (the addictive drug in tobacco), flavorings, and toxins. E-cigarettes are regulated as tobacco products at the federal level.² Electronic cigarettes either come with “closed pod” or cartridge-based systems which are prefilled with e-liquid and snap directly into a battery or open pod systems which have refillable pods that are manually refilled by the user.

Federal Level. On May 10, 2016, the FDA issued a Final Rule deeming e-cigarettes and other nicotine products that were not a part of the original 2009 Federal Tobacco Control Act, including e-cigarettes, to be “tobacco products.”³ The new Rule allowed the FDA to regulate e-cigarettes (including flavored products) and other covered tobacco products in the same way that it could regulate traditional tobacco products under the original 2009 Tobacco Control Act. A year later in May 2017, the FDA issued a Guidance related to the 2016 Rule, which extended the compliance period for some tobacco product manufacturers, including flavored e-cigarette manufacturers. This meant that flavored e-cigarette devices that were currently on the market could remain on the market (without any review by the FDA) until August 2022 (now accelerated to May of 2020). At present, there are multiple bills to address vaping that have been introduced in the House of Representatives, and nearly all of these bills have an equivalent counterpart in the U.S. Senate. Some of these bills include: H.R. 293: Youth Vaping Prevention Act of 2019; H.R. 1498: SAFE Kids Act; H.R. 2111: PROTECT Act; H.R. 2339: Reversing the Youth Tobacco Epidemic Act of 2019; H.R. 2411: Tobacco to 21 Act; and H.R. 3942: Preventing Online Sales of E-Cigarettes to Children Act. None have yet passed.

More recently, on January 2, 2020, the FDA issued a guidance document putting forward a policy that would ban certain unauthorized flavored e-cigarette products that appeal to children, including fruit and mint flavors. Under the policy, “companies that do not cease manufacture, distribution and sale of unauthorized flavored cartridge-based e-cigarettes (other than tobacco or menthol flavors) within 30 days”

¹ https://www.cdc.gov/tobacco/data_statistics/fact_sheets/youth_data/tobacco_use/index.htm

² <https://newsinhealth.nih.gov/2018/10/what-are-electronic-cigarettes>

³ Deeming Tobacco Products to be Subject to the Federal Food, Drug, and Cosmetic Act, 21 CFR pt. 1100, 1140, and 1143 (2016)

run the risk of facing FDA enforcement actions.⁴ Effectively this policy will ban flavored closed pod cartridges that are inserted into e-cigarette devices but will not affect open pod systems.

State Level. In 2003, California enacted the Cigarette and Tobacco Products Licensing Act to regulate the sale of tobacco and tobacco products. Similar to a business license, the Act requires every person selling cigarettes or tobacco products to the public in California to obtain a license from the California Department of Tax and Fee Administration. On September 16, 2019, Governor Newsom signed an executive order directing the California Department of Public Health to allocate \$20 million to a vaping awareness campaign and develop recommendations to require warning signs about the health risks of vaping at vaping retailers and in vaping advertisements; increase enforcement regarding illegal sales; and to establish standards for nicotine content and uniform packaging for purposes of including nicotine content in the calculation of applicable taxes. The order also directs the California Tax and Fee Administration to develop recommendations to remove illegal or counterfeit vaping products from stores and to review taxes on e-cigarettes to determine if taxes could be assessed according to nicotine content.

Local Laws. Cities and counties throughout California have been active in adopting prohibitions on the sale of flavored tobacco. The first local restriction on the sale of flavored tobacco was enacted by Santa Clara County in 2010. Following Santa Clara, 34 cities in California passed some type of restriction on the sale of flavored tobacco.

These local bans vary in scope with different cities taking different approaches to e-cigarettes and flavored tobacco. For example, in June 2019, Beverly Hills approved an ordinance to prohibit the sale of all tobacco products (flavored and unflavored) in the city.⁵ In contrast, the Palo Alto City Council passed an Ordinance in October of 2017 which restricts the sale of flavored tobacco products to retailers that generate more than 60 percent of their gross annual revenue from the sale of tobacco products, are adult-only, do not sell food or alcohol for consumption in the premises, and post signage outside the premises that clearly and conspicuously informs patrons that the premises is off-limits to persons who are under 21 years old.⁶

Legal Authority to Regulate E-Cigarettes. Article XI, Section 7 of the California Constitution gives cities the police power to regulate certain activities within city limits and confers on cities the power to “make and enforce within [their] limits all local police, sanitary and other ordinances and regulations not in conflict with general laws.” This right is subject to only two exceptions: (1) it may be applied only within

⁴ “Enforcement Priorities for Electronic Nicotine Delivery Systems (ENDS) and Other Deemed Products on the Market Without Premarket Authorization” available at <https://www.fda.gov/media/133880/download>.

⁵ City of Beverly Hills Municipal Code Ordinance No. 19-0-2783

⁶ City of Palo Alto Municipal Code Ordinance No. 5418

its own territory, and (2) it may not conflict with general laws of the State.⁷ The City's police power gives it the right to adopt regulations which promote the general welfare of its residents, including the good order, wellbeing, and general prosperity of the community at large.⁸ The police power includes the power to regulate business practices within the City. The Supreme Court has recognized "the legitimate need of local government to address problems generated by business involvement in activities that may be inimical to the health, safety and welfare of the community" as well as the necessity of local communities to "add to state regulations provisions adapted to their special requirements."⁹

Thus, absent a clear indication of preemptive intent from the California Legislature, cities are granted clear powers to regulate land use and other matters linked to this police power.¹⁰ Furthermore, federal law grants the U.S. Food & Drug Administration authority to regulate all tobacco products and expressly preserves the power of local governments to enact additional or "more stringent" regulations related to or prohibiting tobacco sales.¹¹ Since the California legislature has not fully occupied the field of tobacco sales, California cities are free to implement any tobacco sales regulation or restriction provided they do not involve the collection of taxes or the penal aspects of tobacco sales to minors. As a result, the City may use its police powers to regulate e-cigarettes and flavored cigarettes as there is no preemption by federal or state laws.

Options for Regulation. The City has several options with respect to regulating and banning e-cigarettes. The City's municipal code defines electronic cigarettes as any "electronic or battery-operated device that delivers vapors for inhalation. This term shall include every variation and type of such devices whether they are manufactured, distributed, marketed or sold as an electronic cigarette, an "e" cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah or any other product name or descriptor."¹² Electronic cigarettes are regulated in the same way as other tobacco products. As a result, the City has the option of retaining its current regulatory framework, which ban smoking in public places, places of employment, multi-unit residence common areas, and enclosed and unenclosed places of public accommodation.¹³ The only change would be widening the definition of "electronic cigarette" to include any "device or delivery system which can be used to consume nicotine in aerosolized or vaporized form" to take account for the different types of e-cigarette varieties. With respect to sale, the City permits the sale of tobacco products at licensed retailers as long as sales take place

⁷ *Birkenfeld v. City of Berkeley* (1976) 17 Cal.3d 129, 140

⁸ *Amusing Sandwich, Inc. v. City of Palm Springs* (1985) 165 Cal.App.3d 1116, 1126

⁹ *Cohen v. Board of Supervisors* (1985) 40 Cal.3d 277, 298-299.

¹⁰ *City of Riverside v. Inland Empire Patients Health & Wellness Ctr., Inc.* (2013) 56 Cal. 4th 729, 742-43

¹¹ 21 CFR pt. 1100, 1140, and 1143 (2016)

¹² Calabasas Muni. Code § 8.12.030.

¹³ Calabasas Muni. Code § 8.12.040.

no closer than five hundred (500) feet from any primary or secondary school.¹⁴ This restriction applies to electronic cigarettes as well.

1. Full E-Cigarette Sales Ban

One option the City may choose to consider is an outright ban of all electronic cigarettes by banning the sale of all electronic cigarettes in the City as well as include any device or delivery system which can be used to consume nicotine in aerosolized or vaporized form. Such a ban would be permissible under the City's police power and given that such a ban has been adopted by numerous California cities, it will likely withstand legal scrutiny and not draw a challenge. The only risk to the City may be a possible referendum sponsored by electronic cigarette manufacturers, as has happened in San Francisco, to overturn a ban.¹⁵ Even then, such a risk is minimal as no referendum has succeeded in overturning a city ban.¹⁶

2. Flavor Sales Ban

Another option the City may choose to adopt is a more limited ban targeting sale of flavored tobacco products such as cigars, little cigars, cigarillos, chewing tobacco smokeless tobacco, hookah, alongside electronic cigarettes that use flavors. The ban would not only encompass electronic cigarette flavors but also menthol cigarettes and flavored components, parts, and accessories, such as flavored rolling papers, filters, and blunt wraps. Such a ban would carry no legal risk as the scope of the City's regulation would be minimal and there is already a ban on flavored cigarettes (not electronic) at the state and federal level.¹⁷

3. Full Tobacco Sales Ban

Another option available to the City is a complete ban on the sale of tobacco products within the City. Such a ban has been enacted by the City of Beverly Hills, which banned gas stations and convenience stores selling cigarettes, chewing tobacco and e-cigarettes, while hotels will retain the right to sell them but only through room service.¹⁸ If the City were to adopt a far-reaching ban like Beverly Hills, it would mean that the City's code would have to be amended to forbid the sale of all tobacco products within City limits. The City could carve out an exception for hotels but does not have to and no such exception is required for the City to comply with state and federal laws.

¹⁴ Calabasas Muni. Code §

¹⁵ <https://www.sfchronicle.com/business/article/Juul-backed-ballot-measure-may-repeal-SF-s-14288258.php>

¹⁶ <https://www.kqed.org/news/11784856/san-francisco-voters-uphold-ban-on-e-cigarette-sales-rejecting-juul-funded-proposition-c>


¹⁷ Family Smoking Prevention and Tobacco Control Act, Pub.L. 111-31.

¹⁸ City of Beverly Hills Municipal Code Ordinance No. 19-0-2783.

Staff recommends that the City Council direct the City Attorney and City Manager to prepare an ordinance banning sale of or regulating flavored tobacco products and e-cigarette devices.



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 3, 2020
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES 
SUBJECT: AN UPDATE ON THE GRAPE ARBOR PARK OPENING
MEETING DATE: FEBRUARY 12, 2020

SUMMARY RECOMMENDATION:

It is recommended that the City Council receive and file the update on the Grape Arbor Park Opening.

BACKGROUND/DISCUSSION:

Grape Arbor Park will be reopening in its entirety on February 7, 2020 with a community celebration starting at 4:00 p.m. The park was severely damaged during the Woolsey Fire and is now ready for all to enjoy once again. Staff will have a slideshow presentation for Council of the work that was undertaken and of the opening celebration.

REQUESTED ACTION:

It is requested that the City Council receive and file the update on the Grape Arbor Park Opening.



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Administrative Services					
107363	1/15/2020	MCCONVILLE/MICHAEL//	REIMBURSE EDUC EXPS-FALL 2019	1,004.55	Administrative Services
107303	1/13/2020	US BANK	VISA- AMAZON.COM	392.92	Administrative Services
107331	1/15/2020	CR PRINT	BUSINESS CARDS	214.52	Administrative Services
107303	1/13/2020	US BANK	VISA- LANSEND BUSINESS	157.08	Administrative Services
107368	1/15/2020	MUNICIPAL CODE CORPORATION	BINDERS	98.56	Administrative Services
107520	1/29/2020	VALLEY NEWS GROUP	LEGAL ADVERTISING	90.00	Administrative Services
107419	1/22/2020	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	75.00	Administrative Services
107413	1/22/2020	CITY CLERKS ASSOCIATION OF CA	CCAC MEMBERSHIP	65.00	Administrative Services
107303	1/13/2020	US BANK	VISA- AMAZON.COM	60.30	Administrative Services
107303	1/13/2020	US BANK	VISA- J THAYER/UPS STORE	54.38	Administrative Services
107520	1/29/2020	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Administrative Services
107303	1/13/2020	US BANK	VISA- COGNITO	32.00	Administrative Services
107303	1/13/2020	US BANK	VISA- RITE AID/DOLLAR TREE	18.59	Administrative Services
107303	1/13/2020	US BANK	VISA- PARKING CONCEPTS	13.00	Administrative Services
107303	1/13/2020	US BANK	VISA- RALPHS	7.65	Administrative Services
107303	1/13/2020	US BANK	VISA- APPLE STORE	6.99	Administrative Services
Total Amount for 16 Line Item(s) from Administrative Services				\$2,335.54	
Boards and Commissions					
107303	1/13/2020	US BANK	VISA- RALPHS	22.46	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				\$22.46	
City Attorney					
107481	1/29/2020	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	22,104.07	City Attorney
107518	1/29/2020	THOMPSON COE	LEGAL SERVICES	5,472.73	City Attorney
107493	1/29/2020	HOPKINS & CARLEY	LEGAL SERVICES	868.00	City Attorney
107481	1/29/2020	COLANTUONO, HIGHSMITH &	CRLA & ED FUND	400.00	City Attorney
107481	1/29/2020	COLANTUONO, HIGHSMITH &	LABOR & EMPLOYMENT	399.00	City Attorney
107481	1/29/2020	COLANTUONO, HIGHSMITH &	BROWN PETITION	373.50	City Attorney
107481	1/29/2020	COLANTUONO, HIGHSMITH &	ZEESMAN	164.50	City Attorney
Total Amount for 7 Line Item(s) from City Attorney				\$29,781.80	
City Council					
107303	1/13/2020	US BANK	VISA- FLORENTYNA'S FLOWERS	1,303.06	City Council



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107483	1/29/2020	CR PRINT	LETTERHEAD	333.43	City Council
107303	1/13/2020	US BANK	VISA- CALABASAS SELF STORAGE	199.00	City Council
107303	1/13/2020	US BANK	VISA- SMART & FINAL	73.99	City Council
107482	1/29/2020	CONEJO AWARDS	NAME BADGES	28.96	City Council
107303	1/13/2020	US BANK	VISA- PAPERLESS POSTS	16.00	City Council
Total Amount for 6 Line Item(s) from City Council				\$1,954.44	
City Management					
107303	1/13/2020	US BANK	VISA- IIMC	600.00	City Management
107324	1/15/2020	CITY CLERKS ASSOCIATION OF CA	CCCA ANNUAL CONFERENCE	530.00	City Management
107303	1/13/2020	US BANK	VISA- HYATT HOTEL	432.36	City Management
Total Amount for 3 Line Item(s) from City Management				\$1,562.36	
Civic Center O&M					
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	5,355.00	Civic Center O&M
107398	1/15/2020	VORTEX INDUSTRIES INC	DOOR REPAIRS - LIBRARY	4,749.56	Civic Center O&M
107492	1/29/2020	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,923.07	Civic Center O&M
107492	1/29/2020	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,923.51	Civic Center O&M
107398	1/15/2020	VORTEX INDUSTRIES INC	DOOR REPAIRS - CITY HALL	1,797.00	Civic Center O&M
107522	1/29/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,380.82	Civic Center O&M
107330	1/15/2020	CONVERGINT TECHNOLOGIES LLC	SECURITY SERVICES	1,301.24	Civic Center O&M
107522	1/29/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,126.65	Civic Center O&M
107457	1/22/2020	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	1,125.87	Civic Center O&M
107457	1/22/2020	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	910.27	Civic Center O&M
107504	1/29/2020	LIFTECH ELEVATOR SERVICES INC	ELEVATOR SERVICES	670.00	Civic Center O&M
107522	1/29/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	604.30	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107323	1/15/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107480	1/29/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107480	1/29/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	580.50	Civic Center O&M
107340	1/15/2020	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
107303	1/13/2020	US BANK	VISA- BARRY KAY	340.98	Civic Center O&M



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107343	1/15/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	257.54	Civic Center O&M
107343	1/15/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	257.53	Civic Center O&M
107343	1/15/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	257.48	Civic Center O&M
107343	1/15/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	257.48	Civic Center O&M
107340	1/15/2020	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
107303	1/13/2020	US BANK	VISA- MALIBU LAUNDRY	153.00	Civic Center O&M
107426	1/22/2020	INNER-I ...SECURITY IN FOCUS	NOV- JAN 2019 MONITORING- CITY	90.00	Civic Center O&M
107490	1/29/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	86.25	Civic Center O&M
107490	1/29/2020	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	86.25	Civic Center O&M
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- CALL RESPONSE	77.60	Civic Center O&M
107303	1/13/2020	US BANK	VISA- AGOURA LOCK TECH/EASYKEY	24.09	Civic Center O&M
107303	1/13/2020	US BANK	VISA- RITE AID/LOWES	17.48	Civic Center O&M
Total Amount for 34 Line Item(s) from Civic Center O&M				\$31,166.97	

Community Development

107362	1/15/2020	M6 CONSULTING, INC.	PLAN CHECK SERVICES	36,243.75	Community Development
107362	1/15/2020	M6 CONSULTING, INC.	INSPECTION SERVICES	20,267.88	Community Development
107379	1/15/2020	RINCON CONSULTANTS INC	PLANNING SERVICES	15,275.00	Community Development
107379	1/15/2020	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	13,254.55	Community Development
107362	1/15/2020	M6 CONSULTING, INC.	PERMIT SERVICES	12,950.00	Community Development
107338	1/15/2020	DUDE SOLUTIONS INC.	SOFTWARE MAINTENANCE	7,920.00	Community Development
107474	1/29/2020	CALABASAS CREST LTD	R.A.P.- FEB 2020	7,056.00	Community Development
107475	1/29/2020	CALIFORNIA CIVIL ENGINEERING	CODE ENFORCEMENT SERVICES	5,000.00	Community Development
107338	1/15/2020	DUDE SOLUTIONS INC.	SOFTWARE MAINTENANCE	2,909.17	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	673.15	Community Development
107489	1/29/2020	FLEYSHMAN/ALBERT//	R.A.P.- FEB 2020	240.00	Community Development
107506	1/29/2020	MEDVETSKY/LINA//	R.A.P.- FEB 2020	240.00	Community Development
107514	1/29/2020	RASCOE/JOAN//	R.A.P.- FEB 2020	240.00	Community Development
107503	1/29/2020	LEVY/ESTHER//	R.A.P.- FEB 2020	240.00	Community Development
107523	1/29/2020	YAZDINIAN/SUSAN//	R.A.P.- FEB 2020	240.00	Community Development
107505	1/29/2020	MCCUNE/SHANNON//	R.A.P.- FEB 2020	240.00	Community Development
107303	1/13/2020	US BANK	VISA- IAPMO	200.00	Community Development
107354	1/15/2020	J THAYER COMPANY, INC.	OFFICE SUPPLIES	164.43	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	154.40	Community Development
107303	1/13/2020	US BANK	VISA- APA	131.25	Community Development
107339	1/15/2020	DUDEK & ASSOCIATES INC	EIR CONSULTING	120.00	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	115.52	Community Development



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107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	106.43	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	91.02	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	84.04	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	58.31	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	51.74	Community Development
107459	1/22/2020	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Community Development
107332	1/15/2020	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.78	Community Development
107303	1/13/2020	US BANK	VISA- APA	30.00	Community Development
107356	1/15/2020	L.A. CO. ASSESSOR	MAPS AND POSTAGE	6.93	Community Development
Total Amount for 31 Line Item(s) from Community Development				\$124,386.35	

Community Services

107391	1/15/2020	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	8,530.90	Community Services
107303	1/13/2020	US BANK	VISA- BRISTOL FARMS	5,686.85	Community Services
107308	1/15/2020	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- DE ANZA	3,515.00	Community Services
107366	1/15/2020	MONAHAN/ANN//	RECREATION INSTRUCTOR	3,410.40	Community Services
107303	1/13/2020	US BANK	VISA- BRISTOL FARMS/MAYESH	2,816.15	Community Services
107337	1/15/2020	DSR AUDIO	SOUND/POWER- CONCERT	2,750.00	Community Services
107496	1/29/2020	L.A. CO. FIRE DEPARTMENT	FIRE SAFETY SERVICES	2,336.10	Community Services
107418	1/22/2020	DOMINE/JAMES//	RECREATION INSTRUCTOR	2,268.00	Community Services
107303	1/13/2020	US BANK	VISA- BRISTOL FARMS/MAYESH	2,189.59	Community Services
107454	1/22/2020	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	2,084.30	Community Services
107395	1/15/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	2,000.26	Community Services
107304	1/15/2020	A RENTAL CONNECTION	EQUIPMENT RENTAL - HOLIDAY	1,839.89	Community Services
107360	1/15/2020	LUCINDA LITERARY LLC	SPEAKER SERIES	1,500.00	Community Services
107382	1/15/2020	SECURAL SECURITY CORP	SECURITY- AC STELLE	1,365.76	Community Services
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- AC STELLE	1,365.76	Community Services
107492	1/29/2020	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,363.05	Community Services
107315	1/15/2020	BENDAVID/MICHAEL//	RECREATION INSTRUCTOR	1,330.00	Community Services
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,268.49	Community Services
107334	1/15/2020	DEPARTMENT OF SOCIAL SERVICES	ANNUAL LIC FEE-LUPIN HILL	1,210.00	Community Services
107401	1/15/2020	WILLIAMS/KYLA PAGE//	RECREATION INSTRUCTOR	1,207.50	Community Services
107412	1/22/2020	CIRCULATING AIR, INC.	HVAC MAINTENANCE	1,161.00	Community Services
107303	1/13/2020	US BANK	VISA- GONDOLA GETAWAY	945.00	Community Services
107453	1/22/2020	SLICKER/JOHN K.//	RECREATION INSTRUCTOR	926.10	Community Services
107358	1/15/2020	LERMA/ANGEL//	RECREATION INSTRUCTOR	878.82	Community Services
107464	1/22/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	834.53	Community Services



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107303	1/13/2020	US BANK	VISA- CALABASAS SELF STORAGE	748.00	Community Services
107314	1/15/2020	BELSLEY/JAMES//	RECREATION INSTRUCTOR	728.00	Community Services
107453	1/22/2020	SLICKER/JOHN K.//	RECREATION INSTRUCTOR	714.00	Community Services
107303	1/13/2020	US BANK	VISA- COSTCO	690.22	Community Services
107442	1/22/2020	PACIFIC PLATINUM SERVICES, INC	TRANSPORT SERVICES	675.00	Community Services
107318	1/15/2020	BOWDEN AMARO/BONNIE//	RECREATION INSTRUCTOR	640.50	Community Services
107389	1/15/2020	SUZDALTSEV/JENNY//	RECREATION INSTRUCTOR	588.00	Community Services
107327	1/15/2020	COHEN/JERRY//	RECREATION INSTRUCTOR	568.00	Community Services
107367	1/15/2020	MONTGOMERY/MICHAEL//	BASKETBALL OFFICIAL	540.00	Community Services
107373	1/15/2020	PACIFIC PLATINUM SERVICES, INC	TRANSPORT SERVICES	512.50	Community Services
107417	1/22/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	497.50	Community Services
107370	1/15/2020	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	476.00	Community Services
107465	1/22/2020	WEINER/MARILYN//	RECREATION INSTRUCTOR	472.50	Community Services
107383	1/15/2020	SESAC	MUSIC LICENSE FEE	460.00	Community Services
107399	1/15/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	438.71	Community Services
107303	1/13/2020	US BANK	VISA- AMAZON.COM	412.83	Community Services
107303	1/13/2020	US BANK	VISA- PRINT-A-SIGN	410.63	Community Services
107454	1/22/2020	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	406.60	Community Services
107329	1/15/2020	COMMERCIAL BUILDING	JANITORIAL SERVICES	400.00	Community Services
107408	1/22/2020	BMI GENERAL LICENSING	MUSIC LICENSE FEE	364.00	Community Services
107351	1/15/2020	ISLER/FLETCHER E.//	BASKETBALL OFFICIAL	360.00	Community Services
107439	1/22/2020	MONTGOMERY/MICHAEL//	BASKETBALL OFFICIAL	360.00	Community Services
107425	1/22/2020	IMBER/GIL//	BASKETBALL OFFICIAL	360.00	Community Services
107457	1/22/2020	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	359.32	Community Services
107384	1/15/2020	SHAIFER/KEVIN//	BASKETBALL OFFICIAL	330.00	Community Services
107405	1/22/2020	AT&T	TELEPHONE SERVICE	314.19	Community Services
107303	1/13/2020	US BANK	VISA- DS SERVICES/FIRST CHOICE	308.24	Community Services
107321	1/15/2020	CANTRELL/ANTHONY ERNEST//	RECREATION INSTRUCTOR	308.00	Community Services
107309	1/15/2020	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- SENIOR	306.00	Community Services
107359	1/15/2020	LITTLEJOHN COMMUNICATIONS INC	PAY PHONE SVC-OCT-DEC 2019	300.00	Community Services
107366	1/15/2020	MONAHAN/ANN//	RECREATION INSTRUCTOR	291.20	Community Services
107336	1/15/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	287.50	Community Services
107336	1/15/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	280.00	Community Services
107303	1/13/2020	US BANK	VISA- SUSTAINABLE SUPPLY	278.38	Community Services
107348	1/15/2020	HINES/LEONARDO//	BASKETBALL OFFICIAL	270.00	Community Services
107305	1/15/2020	ALAN-LEE/CRAIG//	BASKETBALL OFFICIAL	270.00	Community Services
107476	1/29/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
107516	1/29/2020	SECURAL SECURITY CORP	PATROL CAR SERVICES- GRAPE	267.24	Community Services



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107516	1/29/2020	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES	267.24	Community Services
107303	1/13/2020	US BANK	VISA- SEE ME OVERHEAD	251.12	Community Services
107382	1/15/2020	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	248.32	Community Services
107457	1/22/2020	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	246.40	Community Services
107303	1/13/2020	US BANK	VISA- SMITH PIPE/CEDAR VALLEY	242.95	Community Services
107495	1/29/2020	KARASIK/TRACIE//	RECREATION INSTRUCTOR	241.50	Community Services
107427	1/22/2020	ISLER/FLETCHER E.//	BASKETBALL OFFICIAL	240.00	Community Services
107336	1/15/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	237.50	Community Services
107317	1/15/2020	BLOCK/NATALIE MORGAN//	BASKETBALL OFFICIAL	216.00	Community Services
107303	1/13/2020	US BANK	VISA- TARGET/MICHAELS	215.81	Community Services
107352	1/15/2020	ISRAEL/BOB//	BASKETBALL OFFICIAL	210.00	Community Services
107307	1/15/2020	ALLEN/HARVEY//	BASKETBALL OFFICIAL	210.00	Community Services
107303	1/13/2020	US BANK	VISA- 7 ELEVEN	204.67	Community Services
107516	1/29/2020	SECURAL SECURITY CORP	PATROL CAR SERVICES- SR CTR	186.74	Community Services
107340	1/15/2020	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
107374	1/15/2020	PATTERSON/DAVID//	BASKETBALL OFFICIAL	180.00	Community Services
107364	1/15/2020	MEKJIAN/HENRY//	BASKETBALL OFFICIAL	180.00	Community Services
107385	1/15/2020	SIEDELMAN/LARRY//	BASKETBALL OFFICIAL	180.00	Community Services
107349	1/15/2020	IMBER/GIL//	BASKETBALL OFFICIAL	180.00	Community Services
107303	1/13/2020	US BANK	VISA- MARMALADE/ROSTI/LOVI'S	180.00	Community Services
107451	1/22/2020	SHAIFER/KEVIN//	BASKETBALL OFFICIAL	180.00	Community Services
107434	1/22/2020	LEE/CRAIG ALAN//	BASKETBALL OFFICIAL	180.00	Community Services
107522	1/29/2020	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	179.38	Community Services
107394	1/15/2020	VANDERVEEN/LAWRENCE C.//	RECREATION INSTRUCTOR	168.00	Community Services
107407	1/22/2020	BLOCK/NATALIE MORGAN//	BASKETBALL OFFICIAL	168.00	Community Services
107516	1/29/2020	SECURAL SECURITY CORP	PATROL CAR SERVICES- DE ANZA	156.12	Community Services
107336	1/15/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	152.50	Community Services
107303	1/13/2020	US BANK	VISA- DIRECT TV	151.66	Community Services
107325	1/15/2020	CLARK PEST CONTROL	PEST CONTROL SERVICES	150.00	Community Services
107377	1/15/2020	RAMIREZ/MICHAEL//	BASKETBALL OFFICIAL	150.00	Community Services
107424	1/22/2020	HINES/LEONARDO//	BASKETBALL OFFICIAL	150.00	Community Services
107414	1/22/2020	CLARK PEST CONTROL	PEST CONTROL SERVICES	150.00	Community Services
107303	1/13/2020	US BANK	VISA- SOCAL FLOWER/FLORAL SPLY	143.45	Community Services
107303	1/13/2020	US BANK	VISA- DIY	129.66	Community Services
107393	1/15/2020	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	128.81	Community Services
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- SR CTR CEREMONY	124.16	Community Services
107303	1/13/2020	US BANK	VISA- AMAZON.COM	123.62	Community Services
107361	1/15/2020	LUGO/SHARLENE//	RECREATION INSTRUCTOR	121.00	Community Services



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107342	1/15/2020	FISHMAN/MICHAEL//	BASKETBALL OFFICIAL	120.00	Community Services
107303	1/13/2020	US BANK	VISA- THE STAND/TOSCANOVA	120.00	Community Services
107428	1/22/2020	ISRAEL/BOB//	BASKETBALL OFFICIAL	120.00	Community Services
107403	1/22/2020	ALLEN/HARVEY//	BASKETBALL OFFICIAL	120.00	Community Services
107445	1/22/2020	PATTERSON/DAVID//	BASKETBALL OFFICIAL	120.00	Community Services
107452	1/22/2020	SIEDELMAN/LARRY//	BASKETBALL OFFICIAL	120.00	Community Services
107447	1/22/2020	RAMIREZ/MICHAEL//	BASKETBALL OFFICIAL	120.00	Community Services
107303	1/13/2020	US BANK	VISA- AMAZON.COM	119.40	Community Services
107325	1/15/2020	CLARK PEST CONTROL	PEST CONTROL SERVICES	111.00	Community Services
107414	1/22/2020	CLARK PEST CONTROL	PEST CONTROL SERVICES	111.00	Community Services
107376	1/15/2020	PORT-A-STOR INC.	STORAGE - A E WRIGHT	109.00	Community Services
107402	1/22/2020	ACTIVE NETWORK	RECREATION SOFTWARE	108.00	Community Services
107303	1/13/2020	US BANK	VISA- PARTY CITY/DOLLAR TREE	105.09	Community Services
107303	1/13/2020	US BANK	VISA- COSTCO	104.04	Community Services
107311	1/15/2020	AT&T	TELEPHONE SERVICE	100.28	Community Services
107420	1/22/2020	FISHMAN/MICHAEL//	BASKETBALL OFFICIAL	90.00	Community Services
107303	1/13/2020	US BANK	VISA- RITE AID/LOWES	80.86	Community Services
107303	1/13/2020	US BANK	VISA- MICHAELS PIZZA	78.67	Community Services
107303	1/13/2020	US BANK	VISA- TRADER JOE'S/RALPHS	77.18	Community Services
107303	1/13/2020	US BANK	VISA- SMART & FINAL/ALBERTSONS	75.34	Community Services
107303	1/13/2020	US BANK	VISA- ALBERTSONS/RITE AID	46.01	Community Services
107303	1/13/2020	US BANK	VISA- CONSTANT CONTACT	45.00	Community Services
107303	1/13/2020	US BANK	VISA- BLINKIE'S DONUTS	27.38	Community Services
107303	1/13/2020	US BANK	VISA- TARGET/MICHAELS	27.17	Community Services
107303	1/13/2020	US BANK	VISA- SMART & FINAL/ALBERTSONS	25.97	Community Services
107303	1/13/2020	US BANK	VISA- SOCAL FLOWER/FLORAL SPLY	22.34	Community Services
107303	1/13/2020	US BANK	VISA- BOBS GARDEN EQUIPMENT	17.80	Community Services
107303	1/13/2020	US BANK	VISA- AGOURA LOCK TECH/EASYKEY	16.96	Community Services
107303	1/13/2020	US BANK	VISA- TARGET/MICHAELS	16.04	Community Services
107303	1/13/2020	US BANK	VISA- HOBBY LOBBY/ETSY	5.49	Community Services
107303	1/13/2020	US BANK	VISA- PARTY CITY/DOLLAR TREE	2.19	Community Services
107303	1/13/2020	US BANK	VISA- APPLE STORE	0.99	Community Services
107303	1/13/2020	US BANK	VISA- HOBBY LOBBY/ETSY	-65.38	Community Services
Total Amount for 134 Line Item(s) from Community Services				\$80,351.92	

Finance

107469	1/29/2020	ADP, INC	PAYROLL PROCESSING	5,236.22	Finance
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107303	1/13/2020	US BANK	VISA- AMAZON.COM	85.38	Finance
Total Amount for 2 Line Item(s) from Finance				\$5,321.60	
Library					
107375	1/15/2020	PC MALL GOV	PRINTERS	1,574.59	Library
107312	1/15/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	1,537.17	Library
107473	1/29/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	1,453.04	Library
107316	1/15/2020	BIBLIOTHECA, LLC	E-BOOKS	1,416.78	Library
107344	1/15/2020	GALECIA GROUP/THE//	SUMMER READING PROGRAM	900.00	Library
107515	1/29/2020	RECORDED BOOKS, LLC	E- AUDIO BOOKS	656.45	Library
107320	1/15/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WHG01091	627.05	Library
107320	1/15/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WHG01368	596.38	Library
107515	1/29/2020	RECORDED BOOKS, LLC	E- AUDIO BOOKS	506.74	Library
107494	1/29/2020	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	323.50	Library
107476	1/29/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	254.12	Library
107484	1/29/2020	DEMCO, INC.	LIBRARY SUPPLIES	164.89	Library
107319	1/15/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
107319	1/15/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
107515	1/29/2020	RECORDED BOOKS, LLC	E- AUDIO BOOKS	128.00	Library
107494	1/29/2020	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	99.03	Library
107515	1/29/2020	RECORDED BOOKS, LLC	BOOKS ON CD	84.84	Library
107515	1/29/2020	RECORDED BOOKS, LLC	E- AUDIO BOOKS	71.76	Library
107507	1/29/2020	MIDWEST TAPE, LLC	DVD'S-LIBRARY	56.04	Library
107378	1/15/2020	RECORDED BOOKS, LLC	BOOKS ON CD	48.55	Library
107515	1/29/2020	RECORDED BOOKS, LLC	E- AUDIO BOOKS	48.02	Library
107515	1/29/2020	RECORDED BOOKS, LLC	BOOKS ON CD	46.80	Library
107320	1/15/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	39.91	Library
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	39.91	Library
107354	1/15/2020	J THAYER COMPANY, INC.	OFFICE SUPPLIES	38.94	Library
107303	1/13/2020	US BANK	VISA- RALPHS/RITE AID	36.68	Library
107312	1/15/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	36.11	Library
107312	1/15/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	26.42	Library
107494	1/29/2020	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.02	Library
107494	1/29/2020	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	16.41	Library
107312	1/15/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	14.72	Library
107303	1/13/2020	US BANK	VISA- RALPHS/RITE AID	14.22	Library
107312	1/15/2020	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	12.30	Library



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Total Amount for 33 Line Item(s) from Library				\$11,186.15	
LMD #22					
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,648.27	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,000.04	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,954.12	LMD #22
107441	1/22/2020	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	5,000.00	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,895.86	LMD #22
107466	1/22/2020	WESTRIDGE CALABASAS HOA	LANDSCAPE MAINTENANCE	4,755.00	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,257.49	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,000.04	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,843.47	LMD #22
107406	1/22/2020	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	3,210.00	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,970.84	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,278.29	LMD #22
107433	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,095.02	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,048.24	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,883.51	LMD #22
107433	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,843.14	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,245.08	LMD #22
107433	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,124.21	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	880.00	LMD #22
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	733.57	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	670.72	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	485.98	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	478.79	LMD #22
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	408.85	LMD #22
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	300.00	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	250.07	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	219.78	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	176.71	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	143.81	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	122.63	LMD #22
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	106.91	LMD #22
107433	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	61.63	LMD #22
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	58.39	LMD #22
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	30.89	LMD #22



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107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	20.86	LMD #22
107433	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10.64	LMD #22
Total Amount for 36 Line Item(s) from LMD #22				\$81,212.85	
LMD #24					
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,672.32	LMD #24
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	857.43	LMD #24
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	213.54	LMD #24
Total Amount for 3 Line Item(s) from LMD #24				\$2,743.29	
LMD #32					
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,178.06	LMD #32
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	587.28	LMD #32
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	10.21	LMD #32
Total Amount for 3 Line Item(s) from LMD #32				\$1,775.55	
LMD 22 - Common Benefit Area					
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	12,918.75	LMD 22 - Common Benefit Area
107404	1/22/2020	ARCH CHEMICALS, INC.	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,677.34	LMD 22 - Common Benefit Area
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,739.65	LMD 22 - Common Benefit Area
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,101.83	LMD 22 - Common Benefit Area
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,972.85	LMD 22 - Common Benefit Area
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,637.95	LMD 22 - Common Benefit Area
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,422.90	LMD 22 - Common Benefit Area
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,222.39	LMD 22 - Common Benefit Area
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,198.77	LMD 22 - Common Benefit Area
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,463.20	LMD 22 - Common Benefit Area
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	762.20	LMD 22 - Common Benefit Area
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	700.33	LMD 22 - Common Benefit Area
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	355.59	LMD 22 - Common Benefit Area
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	225.58	LMD 22 - Common Benefit Area
Total Amount for 15 Line Item(s) from LMD 22 - Common Benefit Area				\$59,129.33	



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Media Operations					
107396	1/15/2020	VERIZON WIRELESS	TELEPHONE SERVICE	3,003.58	Media Operations
107303	1/13/2020	US BANK	VISA- PHOENIX PARK HOTEL	886.61	Media Operations
107303	1/13/2020	US BANK	VISA- NATOA	800.00	Media Operations
107487	1/29/2020	ERGOTECH CONTROLS, INC.	ROUTER	728.16	Media Operations
107510	1/29/2020	NEXUS TECHNOLOGIES LLC	LASER FISCHE PORTAL	200.00	Media Operations
107510	1/29/2020	NEXUS TECHNOLOGIES LLC	LASER FISCHE PORTAL	200.00	Media Operations
107345	1/15/2020	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	105.86	Media Operations
107303	1/13/2020	US BANK	VISA- DELL CORP	103.59	Media Operations
107479	1/29/2020	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	91.55	Media Operations
107303	1/13/2020	US BANK	VISA- DELTA AIR/UVC	75.60	Media Operations
107472	1/29/2020	AT&T MOBILITY	TELEPHONE SERVICE	48.24	Media Operations
Total Amount for 11 Line Item(s) from Media Operations				\$6,243.19	

Non-Departmental - Finance

107516	1/29/2020	SECURAL SECURITY CORP	PARKING ENFORCEMENT	3,491.59	Non-Departmental - Finance
107350	1/15/2020	IRON MOUNTAIN, INC.	STORAGE SERVICES	1,598.68	Non-Departmental - Finance
107438	1/22/2020	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	1,575.00	Non-Departmental - Finance
107501	1/29/2020	LAS VIRGENES UNIFIED SCHOOL	SPEAKER SERIES EVENT	1,500.00	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- LIFE STORAGE	1,371.00	Non-Departmental - Finance
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WXF09673	576.06	Non-Departmental - Finance
107319	1/15/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	502.61	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- COSTCO/SMART & FINAL	452.99	Non-Departmental - Finance
107320	1/15/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- JME22147	362.23	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- COSTCO/SMART & FINAL	250.93	Non-Departmental - Finance
107488	1/29/2020	FENCE FACTORY	EMERGENCY- WOOLSEY FIRE 11/18	246.45	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- COSTCO	231.74	Non-Departmental - Finance
107341	1/15/2020	FENCE FACTORY	EMERGENCY- WOOLSEY FIRE 11/18	228.75	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- AMAZON.COM	226.44	Non-Departmental - Finance
107382	1/15/2020	SECURAL SECURITY CORP	SECURITY- SCE	186.24	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- WALMART	183.21	Non-Departmental - Finance
107376	1/15/2020	PORT-A-STOR INC.	EMERGENCY- WOOLSEY FIRE 11/18	134.00	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- COSTCO	120.00	Non-Departmental - Finance
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- XUP00663	119.03	Non-Departmental - Finance
107483	1/29/2020	CR PRINT	BUSINESS CARDS	88.15	Non-Departmental - Finance
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- XUP00663	81.70	Non-Departmental - Finance
107512	1/29/2020	PORT-A-STOR INC.	EMERGENCY- WOOLSEY FIRE 11/18	75.38	Non-Departmental - Finance



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107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WXF09673	65.99	Non-Departmental - Finance
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	64.00	Non-Departmental - Finance
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- CALL RESPONSE	62.08	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- RITE AID/DOLLAR TREE	44.90	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- TRADER JOE'S/RALPHS	39.86	Non-Departmental - Finance
107303	1/13/2020	US BANK	VISA- TRADER JOE'S/RALPHS	31.99	Non-Departmental - Finance
107476	1/29/2020	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	19.78	Non-Departmental - Finance
107477	1/29/2020	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	19.44	Non-Departmental - Finance
107396	1/15/2020	VERIZON WIRELESS	TELEPHONE SERVICE	10.77	Non-Departmental - Finance
Total Amount for 31 Line Item(s) from Non-Departmental - Finance				\$13,960.99	
<u>Payroll</u>					
107411	1/22/2020	CATE/CHARLES R//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107416	1/22/2020	COROALLES/ANTHONY//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107421	1/22/2020	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107422	1/22/2020	HILL/BOB//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107436	1/22/2020	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107444	1/22/2020	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107462	1/22/2020	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	702.78	Payroll
107310	1/15/2020	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	552.00	Payroll
107440	1/22/2020	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- FEB 20	67.50	Payroll
Total Amount for 9 Line Item(s) from Payroll				\$5,538.96	
<u>Police / Fire / Safety</u>					
107497	1/29/2020	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- DEC 2019	383,533.02	Police / Fire / Safety
107497	1/29/2020	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- DEC 2019	9,733.43	Police / Fire / Safety
107497	1/29/2020	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- DEC 2019	387.50	Police / Fire / Safety
Total Amount for 3 Line Item(s) from Police / Fire / Safety				\$393,653.95	
<u>Public Safety & Emergency Preparedness</u>					
107388	1/15/2020	SPICE OF LIFE, INC.	WELLNESS EXPO- PRODUCTION FEE	4,551.25	Public Safety & Emergency Preparedness
107397	1/15/2020	VITAL SCAN, INC.	WELLNESS EXPO- HEALTH SCREEN	1,965.00	Public Safety & Emergency Preparedness
107386	1/15/2020	SMILEY'S HOT DOGS	WELLNESS EXPO- HOT DOG CART	545.50	Public Safety & Emergency Preparedness
107303	1/13/2020	US BANK	VISA- TOONUPZ	292.50	Public Safety & Emergency Preparedness
107303	1/13/2020	US BANK	VISA- LANDSEND BUSINESS	231.78	Public Safety & Emergency Preparedness



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107303	1/13/2020	US BANK	VISA- CORNER BAKERY	163.30	Public Safety & Emergency Preparedness
107303	1/13/2020	US BANK	VISA- COSTCO	94.90	Public Safety & Emergency Preparedness
Total Amount for 7 Line Item(s) from Public Safety & Emergency Preparedness				\$7,844.23	

Public Works

107437	1/22/2020	MARINA LANDSCAPE, INC.	MALIBU HILLS ROAD PROJ	68,820.00	Public Works
107326	1/15/2020	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	8,328.66	Public Works
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,370.83	Public Works
107357	1/15/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,608.53	Public Works
107431	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,028.36	Public Works
107353	1/15/2020	ISSAKHANI/MARINA//	CONSULTING SERVICES	1,980.00	Public Works
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,838.73	Public Works
107303	1/13/2020	US BANK	VISA- RALPHS/GELSONS/ALBERTSON	1,700.00	Public Works
107431	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,418.68	Public Works
107491	1/29/2020	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	921.25	Public Works
107347	1/15/2020	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	852.50	Public Works
107455	1/22/2020	SO-CAL PRESSURE WASH	PRESSURE WASHING	775.00	Public Works
107491	1/29/2020	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	770.00	Public Works
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	758.30	Public Works
107347	1/15/2020	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	687.50	Public Works
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	506.62	Public Works
107430	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	450.53	Public Works
107400	1/15/2020	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	380.00	Public Works
107303	1/13/2020	US BANK	VISA- CORNER BAKERY	300.00	Public Works
107303	1/13/2020	US BANK	VISA- CA DEPT PEST REGULATIONS	260.00	Public Works
107303	1/13/2020	US BANK	VISA- APWA	255.00	Public Works
107303	1/13/2020	US BANK	VISA- BARNES & NOBLE	150.00	Public Works
107502	1/29/2020	LEGACY AWARDS	ENVIRONMENTAL PLAQUE	131.40	Public Works
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	129.63	Public Works
107303	1/13/2020	US BANK	VISA- DIY/HOME DEPOT	114.90	Public Works
107303	1/13/2020	US BANK	VISA- HARBOR FREIGHTS/CVS	87.66	Public Works
107303	1/13/2020	US BANK	VISA- AMAZON.COM	79.06	Public Works
107303	1/13/2020	US BANK	VISA- MICHAELS STORES	72.23	Public Works
107392	1/15/2020	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	67.75	Public Works
107303	1/13/2020	US BANK	VISA- HOME DEPOT	66.21	Public Works
107303	1/13/2020	US BANK	VISA- APWA	60.00	Public Works
107335	1/15/2020	DIG SAFE BOARD	STATE REGULATORY FEE	43.43	Public Works



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107396	1/15/2020	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
107303	1/13/2020	US BANK	VISA- APWA	30.00	Public Works
107303	1/13/2020	US BANK	VISA- APWA	30.00	Public Works
107303	1/13/2020	US BANK	VISA- HARBOR FREIGHT	26.25	Public Works
107303	1/13/2020	US BANK	VISA- AGOURA LOCK TECH	21.86	Public Works
107303	1/13/2020	US BANK	VISA- DIY/HOME DEPOT	19.64	Public Works
107303	1/13/2020	US BANK	VISA- JOANN STORE	8.20	Public Works
107303	1/13/2020	US BANK	VISA- AMAZON.COM	-14.22	Public Works
Total Amount for 40 Line Item(s) from Public Works				\$102,172.50	

Recoverable / Refund / Liability

107372	1/15/2020	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	1,326.36	Recoverable / Refund / Liability
107511	1/29/2020	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	1,283.75	Recoverable / Refund / Liability
107387	1/15/2020	SO CAL REMODELING PRODUCTS INC	CDBG RES REHAB- FRIEDKIN (RET)	1,250.40	Recoverable / Refund / Liability
107387	1/15/2020	SO CAL REMODELING PRODUCTS INC	CDBG RES REHAB- WHEAT (RET)	1,187.10	Recoverable / Refund / Liability
107333	1/15/2020	DEPARTMENT OF CONSERVATION	4TH QUARTER 2019 SMIP FEE	1,131.26	Recoverable / Refund / Liability
107365	1/15/2020	MILBRAND/KATHLEEN//	EMPLOYEE COMPUTER LOAN	787.86	Recoverable / Refund / Liability
107372	1/15/2020	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	769.18	Recoverable / Refund / Liability
107508	1/29/2020	MOLINIER/JACK//	REFUND BUILDING PERMIT	349.60	Recoverable / Refund / Liability
107390	1/15/2020	TESLA ENERGY OPERATIONS INC	REFUND BUILDING PERMIT	263.20	Recoverable / Refund / Liability
107346	1/15/2020	HABELL/BARBARA//	RECREATION REFUND	211.00	Recoverable / Refund / Liability
107355	1/15/2020	KANEVSKA/KHRYSTYNA//	RECREATION REFUND	200.00	Recoverable / Refund / Liability
107423	1/22/2020	HILLMAN/MARION//	RECREATION REFUND	97.00	Recoverable / Refund / Liability
107303	1/13/2020	US BANK	VISA- AMAZON.COM	41.49	Recoverable / Refund / Liability
107435	1/22/2020	LISH/MERRILL//	RECREATION REFUND	14.00	Recoverable / Refund / Liability
107467	1/22/2020	ZATZ/ELEANOR//	RECREATION REFUND	14.00	Recoverable / Refund / Liability
107446	1/22/2020	PERETZ/LINDA//	RECREATION REFUND	14.00	Recoverable / Refund / Liability
107449	1/22/2020	RITTER/SANDY//	RECREATION REFUND	14.00	Recoverable / Refund / Liability
107443	1/22/2020	PANGARLIOTAS/ELLEN//	RECREATION REFUND	12.00	Recoverable / Refund / Liability
107450	1/22/2020	ROTH/NORMAN//	RECREATION REFUND	12.00	Recoverable / Refund / Liability
107429	1/22/2020	KRAMER/JERRY//	RECREATION REFUND	12.00	Recoverable / Refund / Liability
107461	1/22/2020	WAN/JULIE//	RECREATION REFUND	12.00	Recoverable / Refund / Liability
107380	1/15/2020	ROSS/BRUCE//	RECREATION REFUND	10.00	Recoverable / Refund / Liability
107313	1/15/2020	BEASLEY/ANNE//	RECREATION REFUND	10.00	Recoverable / Refund / Liability
107437	1/22/2020	MARINA LANDSCAPE, INC.	MALIBU HILLS ROAD PROJ	-3,441.00	Recoverable / Refund / Liability



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Total Amount for 24 Line Item(s) from Recoverable / Refund / Liability				\$5,581.20	
Tennis & Swim Center					
107371	1/15/2020	OUT-FIT	FITNESS EQUIPMENT	24,751.21	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- SUPERIOR AWNING	5,443.09	Tennis & Swim Center
107415	1/22/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	4,268.20	Tennis & Swim Center
107457	1/22/2020	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	4,078.45	Tennis & Swim Center
107499	1/29/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,320.23	Tennis & Swim Center
107432	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,307.99	Tennis & Swim Center
107415	1/22/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	1,057.81	Tennis & Swim Center
107478	1/29/2020	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	846.34	Tennis & Swim Center
107415	1/22/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	842.19	Tennis & Swim Center
107328	1/15/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	818.65	Tennis & Swim Center
107322	1/15/2020	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	700.00	Tennis & Swim Center
107322	1/15/2020	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	694.92	Tennis & Swim Center
107458	1/22/2020	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	651.23	Tennis & Swim Center
107478	1/29/2020	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	624.94	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- UNITED RENTALS	551.62	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- SMART & FINAL/COSTCO	550.17	Tennis & Swim Center
107463	1/22/2020	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	533.92	Tennis & Swim Center
107410	1/22/2020	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	514.64	Tennis & Swim Center
107415	1/22/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	508.49	Tennis & Swim Center
107521	1/29/2020	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	448.94	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- HOME DEPOT	432.33	Tennis & Swim Center
107513	1/29/2020	QUENCH USA, INC.	WATER SERVICE	427.06	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- PYRAMID PIPE/MCCALLA CO	415.52	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- PACIFIC APPLIANCE	364.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- MR. G FITNESS	360.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- STONEFIRE/CORNER BAKERY	347.45	Tennis & Swim Center
107448	1/22/2020	REGENCY SHARK FIRE SERVICES	MAINTENANCE SERVICES	328.50	Tennis & Swim Center
107463	1/22/2020	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	317.92	Tennis & Swim Center
107415	1/22/2020	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	290.05	Tennis & Swim Center
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	256.43	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- HOME DEPOT	253.51	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- OFFICE DEPOT	242.30	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- AMAZON.COM	230.61	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- PYRAMID PIPE/MCCALLA CO	223.74	Tennis & Swim Center



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107303	1/13/2020	US BANK	VISA- CAP LEASING	192.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- FRESH GRAFX	185.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- HOME DEPOT	183.17	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- PERFORMANCE HEALTH	176.86	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- USTA	165.00	Tennis & Swim Center
107516	1/29/2020	SECURAL SECURITY CORP	SECURITY- T&SC	155.20	Tennis & Swim Center
107460	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	155.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- PARKWAY RESTAURANT	152.81	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- INDEED/CONSTANT CONTACT	139.07	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- SUPER A CLEANERS	128.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- SMART SIGN/TOTAL GRAPHIC	127.79	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- HOME DEPOT	123.88	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- INDEED/CONSTANT CONTACT	100.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- RALPHS	81.62	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- MALIBU LAUNDRY	60.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- LESLIE'S POOL SUPPLY	57.30	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- CAMP U SAVE	51.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- CRAIGSLIST	45.00	Tennis & Swim Center
107303	1/13/2020	US BANK	VISA- CALABASAS SINCLAIR	41.00	Tennis & Swim Center
107499	1/29/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.50	Tennis & Swim Center
Total Amount for 54 Line Item(s) from Tennis & Swim Center				\$61,329.65	

Transportation

107468	1/29/2020	A2Z BUS SALES, INC	BUS AQUISITION	148,810.26	Transportation
107468	1/29/2020	A2Z BUS SALES, INC	BUS AQUISITION	148,810.26	Transportation
107409	1/22/2020	CALIFORNIA CIVIL ENGINEERING	EV CHARGING STATION PROJ	20,000.00	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- NOV 19	16,142.91	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- DEC 19	15,637.30	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- DEC 19	15,612.36	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- NOV 19	13,472.83	Transportation
107519	1/29/2020	UNITED PACIFIC	FUEL CHARGES- DEC 2019	4,055.91	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- NOV 19	3,684.20	Transportation
107486	1/29/2020	DNA ELECTRIC	ELECTRICAL REPAIRS	3,550.00	Transportation
107470	1/29/2020	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	3,408.27	Transportation
107306	1/15/2020	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	3,342.09	Transportation
107456	1/22/2020	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,946.86	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- DEC 19	2,726.05	Transportation



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107517	1/29/2020	SWRCB FEES	ANNUAL PERMIT FEE FY 19/20	1,324.00	Transportation
107500	1/29/2020	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,301.64	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- NOV 19	1,298.92	Transportation
107369	1/15/2020	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- DEC 19	1,104.91	Transportation
107303	1/13/2020	US BANK	VISA- REGAL THEATERS	920.00	Transportation
107485	1/29/2020	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNALS/LIGHTING	816.52	Transportation
107381	1/15/2020	SAFeway SIGN COMPANY	TRAFFIC SIGNS	425.93	Transportation
107303	1/13/2020	US BANK	VISA- EXXON MOBIL/SHELL OIL	247.99	Transportation
107498	1/29/2020	LA DWP	TRAFFIC METER SERVICE	204.42	Transportation
107303	1/13/2020	US BANK	VISA- PEPBOYS	120.36	Transportation
107509	1/29/2020	NATIONAL DATA & SURVEYING SVCS	TRAFFIC COUNTERS	120.00	Transportation
107471	1/29/2020	AT&T	TELEPHONE SERVICE	111.86	Transportation
107303	1/13/2020	US BANK	VISA- 7 ELEVEN/SHELL OIL	108.77	Transportation
107303	1/13/2020	US BANK	VISA- APWA	60.00	Transportation
107303	1/13/2020	US BANK	VISA- SHELL OIL	58.83	Transportation
107303	1/13/2020	US BANK	VISA- CHEVRON	56.54	Transportation
107303	1/13/2020	US BANK	VISA- SHELL OIL/CHEVRON	53.56	Transportation
107303	1/13/2020	US BANK	VISA- DIY/HOME DEPOT	32.25	Transportation
107303	1/13/2020	US BANK	VISA- SHELL OIL	26.65	Transportation
107303	1/13/2020	US BANK	VISA- AMAZON.COM	20.06	Transportation
107303	1/13/2020	US BANK	VISA- SHELL OIL/CHEVRON	20.00	Transportation
107303	1/13/2020	US BANK	VISA- CHEVRON	7.00	Transportation
Total Amount for 36 Line Item(s) from Transportation				\$410,639.51	
GRAND TOTAL for 539 Line Items				\$1,439,894.79	



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Recoverable / Refund / Liability					
13780	1/22/2020	DANAEI/NAZANIN//	REFUND- TENNIS CLASS	190.00	Recoverable / Refund / Liability
Total Amount for 1 Line Item(s) from Recoverable / Refund / Liability				\$190.00	
Tennis & Swim Center					
13789	1/31/2020	BLUE SHIELD OF CA	INSURANCE EXPENSE	7,459.78	Tennis & Swim Center
13785	1/22/2020	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,862.71	Tennis & Swim Center
13793	1/31/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,320.22	Tennis & Swim Center
13783	1/22/2020	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,307.98	Tennis & Swim Center
13798	1/31/2020	WILSON SPORTING GOODS	FACILITY EXPENSE	2,540.87	Tennis & Swim Center
13797	1/31/2020	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,982.41	Tennis & Swim Center
13792	1/31/2020	ICW GROUP	WORKERS COMP INS	1,738.56	Tennis & Swim Center
13797	1/31/2020	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,592.37	Tennis & Swim Center
13795	1/31/2020	PHILIDELPHIA INSURANCE	INSURANCE EXPENSE	1,109.00	Tennis & Swim Center
13788	1/31/2020	BERNARD TURK C.P.A.	ADMINISTRATIVE EXPENSES	950.00	Tennis & Swim Center
13791	1/31/2020	DIGITAL COLOR WORKS	ADMINISTRATIVE EXPENSES	612.08	Tennis & Swim Center
13791	1/31/2020	DIGITAL COLOR WORKS	ADMINISTRATIVE EXPENSES	542.03	Tennis & Swim Center
13781	1/22/2020	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	436.00	Tennis & Swim Center
13781	1/22/2020	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	436.00	Tennis & Swim Center
13781	1/22/2020	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	387.80	Tennis & Swim Center
13790	1/31/2020	COLLINS COMPANY	FACILITY EXPENSE	385.92	Tennis & Swim Center
13779	1/22/2020	AT&T	TELEPHONE SERVICE	360.54	Tennis & Swim Center
13789	1/31/2020	BLUE SHIELD OF CA	INSURANCE EXPENSE	314.90	Tennis & Swim Center
13786	1/22/2020	XEROX FINANCIAL SERVICES	ADMINISTRATIVE EXPENSES	288.97	Tennis & Swim Center
13794	1/31/2020	MARILYN'S TROPHIES	PROMOTION/SOCIALS	257.40	Tennis & Swim Center
13794	1/31/2020	MARILYN'S TROPHIES	PROMOTION/SOCIALS	197.34	Tennis & Swim Center
13782	1/22/2020	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	191.68	Tennis & Swim Center
13784	1/22/2020	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	132.20	Tennis & Swim Center
13797	1/31/2020	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	126.72	Tennis & Swim Center
13787	1/31/2020	ADP, INC	ADMINISTRATIVE EXPENSES	99.37	Tennis & Swim Center
13796	1/31/2020	SCTA	LEVEL 7 JR TOUR	80.00	Tennis & Swim Center
Total Amount for 26 Line Item(s) from Tennis & Swim Center				\$32,712.85	
GRAND TOTAL for 27 Line Items				\$32,902.85	

26-Feb

1	AS/HR	Presentation	Employee service awards
2	CS	New Business	Discussion of commemorative plaques for City facilities
3	CD	New Business	Rental registration
4	AS	New Business	Evaluation of private security at Civic Center

Future Items

5	CD	New Business	Affordable Housing Expirations/Annual progress report
6	CD	Consent	Approval of PSAs for Karen Warner and Rincon Consultants
7	CD	New Business	Discussion of the WTF Ordinance
8	Comm.	New Business	Wireless cell survey
9	AS	New Business	CPA options to increase to 50% or higher renewable energy
10	AS/HR	New Business	Hiring freeze explanation/process
11	CC	New Business	Seniors Needs Assessment
12	PW	New Business	Update regarding anticoagulants
13	PW	New Business	Recommendation from the Environmental Commission regarding San Jose Ordinance and other ideas for further reduction of plastics including plastic bags
14	CD/Finance	New Business	Annexation update
15	CD	Public Hearing	West Village Project
16	CA	New Business	Closed session regarding State's mandate for affordable housing
17	CA/CC	New Business	Report/timeline on a cannabis tax initiative
18	CD	New Business	Story poles review by Planning Commission or CDD
19	AS/HR	New Business	Salary adjustments policy

2020 Meeting Dates	
3-Mar - Special Municipal Election	12-Aug
11-Mar	26-Aug
25-Mar	9-Sep
08-Apr - Canceled - Passover	23-Sep
22-Apr	14-Oct
13-May - Canceled - CCCA Annual Municipal Seminar	28-Oct
27-May	3-Nov General Municipal Election
10-Jun	11-Nov Canceled - Veteran's Day
24-Jun	25-Nov Canceled - Thanksgiving Eve
8-Jul - Canceled	9-Dec - Election Certification/ City Council Reorganization
22-Jul - Canceled	23-Dec - Canceled