



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, JANUARY 11, 2017
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
www.cityofcalabasas.com**

The starting times listed for each agenda item should be considered as a guide only. The City Council reserves the right to alter the order of the agenda to allow for an effective meeting. Attendance at the entire meeting may be necessary to ensure interested parties hear a particular item. The public may speak on a closed session item prior to Council's discussion. To do so, a speaker card must be submitted to the City Clerk at least five minutes prior to the start of closed session. The City values and invites written comments from residents on matters set for Council consideration. **In order to provide councilmembers ample time to review all correspondence, any written communication must be submitted to the City Clerk's office before 5:00 p.m. on the Monday prior to the meeting.**

CLOSED SESSION – CONFERENCE ROOM – 6: 00 P.M.

1. Public Employee Performance Evaluation Gov. Code §54957
Title: City Manager

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Brownie Troop 6086
Approval of Agenda

PRESENTATIONS – 7:10 P.M.

- Recognition of Jeff Cooper for his service on the Architectural Review Panel
- Recognition of Stacy Daugherty for her service on the Parks, Recreation & Education Commission

ANNOUNCEMENTS/INTRODUCTIONS – 7:20 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 7:30 P.M.

CONSENT ITEMS – 7:35 P.M.

1. Approval of meeting minutes from December 14, 2016
2. Adoption of Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code, to include parking regulations for City-owned and City-operated off-street parking facilities
3. Adoption of Ordinance No. 2016-343 to amend Chapter 17.11, Table 2.2 of the Calabasas Municipal Code (CMC) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) Zone, accessory to a primary use
4. Approval of appointment of Stephanie Williams to the Parks, Recreation & Education Commission (Shapiro)
5. Approval of appointment of Denise Lee to the Library Commission (Weintraub)

PUBLIC HEARING – 7:50 P.M.

6. Review and approval of projects for the 43rd Program Year (2017-2018) – Community Development Block Grant (CDBG) funding; and adoption of Resolution No. 2017-1542, approving the CDBG 43rd Program Year (2017-2018)
7. Adoption of Resolution No. 2017-1541 raising the Planning appeal fee from \$150 (One Hundred Fifty Dollars) to \$500 (Five Hundred Dollars). *Fees are categorically exempt from the requirements of California Environmental Quality Act (CEQA) pursuant to Section 15273 of the CEQA Guidelines*

CONTINUED PUBLIC HEARING P.M. – 8:15 P.M.

8. Adoption of Resolution No. 2017-1534, revising the citywide fee schedule and approving an ongoing change to the rates in the schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County

NEW BUSINESS – 8:45 P.M.

9. Introduction of Ordinance No. 2017-345, amending Calabasas Municipal Code Section 9.31.020 to impose a misdemeanor penalty for violations of Calabasas Municipal Code Section 9.31.010, prohibiting the sale of knives to minors

10. Discussion for City commitment to construct Rondell Street and adjacent public parking lot improvements valued at approximately \$4,000,000 (Four Million Dollars)
11. Update on the Calabasas Klubhouse Preschool Program
12. Discussion of public workshops for large private development projects
13. Discussion of preliminary Council workshop regarding proposed Westin Hotel at 24300 Calabasas Road

INFORMATIONAL REPORTS – 10:10 P.M.

14. Check Register for the period of December 2-28, 2016

TASK FORCE REPORTS – 10:15 P.M.

CITY MANAGER’S REPORT – 10:20 P.M.

FUTURE AGENDA ITEMS – 10:25 P.M.

ADJOURN – 10:30 P.M.

The City Council will adjourn to their next special meeting/Council workshop scheduled on Wednesday, January 18, 2017 at 6:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, DECEMBER 14, 2016**

Mayor Maurer called the meeting to order at 7:00 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, CA.

ROLL CALL Mayor Maurer, Mayor pro Tem Gaines, Councilmembers Bozajian, Shapiro and Weintraub
Absent: None
Staff: Bartlett, Bingham, Coroalles, Farassati, Fleishman, Friedman, Hernandez, Lysik, Rice, Tamuri and Yalda.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Cadet Troop 1786.

APPROVAL OF AGENDA

Councilmember Weintraub moved, seconded by Councilmember Shapiro to approve the agenda with a modification that no action will be taken on Item No. 10. MOTION CARRIED 5/0 as follows:

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

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Shapiro:

- Wished Happy Holidays to all.
- Expressed appreciation to staff and the City Council for participating in the 3rd Annual Literally Healing book reading in support of Children's Hospital.

Councilmember Weintraub:

- Reiterated Happy Holidays to all.
- Extended an invitation to the Menorah lighting at the Commons on December 28.
- Reminded everyone to lock their homes and vehicles at all times, but especially during the holidays.

Councilmember Bozajian:

- Also expressed Happy Holidays to all.

Mayor pro Tem Gaines:

- Also wished everyone Merry Christmas, Happy Hanukah and Happy Kwanzaa.
- Happy Holidays wishes were received from our Sister City Anqing China with an invitation to attend a Sister Cities' Conference in October 2017.
- Attended the grand opening of the Black Bird General Store in Old Town Calabasas.
- Encouraged residents to shop Calabasas during the holiday season.
- Congratulated CHS Football Team for the greatest season in the school's history. They lost 60-53 in overtime in the State semifinals.

Mayor Maurer:

- Added that it was a remarkable football game and some of the players will go off to Division One schools.
- Also extended best wishes during this Holiday Season.
- Attended with all Councilmembers a ribbon cutting ceremony for the City's Park & Ride lot on December 14.
- The Senior Center will be holding a New Year's Eve party on December 31.

➤ Adjourn in Memory

Mayor Maurer announced that the meeting would be adjourned in memory of Ms. Sue Ellen French, former Calabasas Klubhouse Preschool teacher.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Carl Ehrlich, Mark Levinson, David Litt and Chelsea Jordan spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from November 9 and November 30, 2016
2. Approval of professional services agreement with Newsem AG, Inc. (DBA Greene Tree Care) in the amount of \$186,460 for tree removal and vegetation management of Las Virgenes Creek Restoration Project – Phase II
3. October 2016 Sheriff's crime report
4. Adoption of Resolution No. 2016-1539, requesting the Board of Supervisors of the Los Angeles County Flood Control District to accept on behalf of said District the transfer and conveyance of the storm drain improvements known as Private Drain No. 1795 in the City of Calabasas for future operation, maintenance, repair and improvement, and authorize the transfer and conveyance hereof

5. Adoption of Resolution No. 2016-1537, rescinding Resolution No. 2015-1480 and approving a salary schedule for hourly employees
6. Adoption of Resolution No. 2016-1536 declaring the results of the November 8, 2016, Special Municipal Election
7. Recommendation to approve a purchase order for an amount not to exceed \$200,000 for fiscal year 2017-2018 with Malibu Canyon Shell (Ventoro Properties) for the fueling of transit vehicles
8. Recommendation to award a contract in an amount not to exceed \$80,000 to Newbury Park Tree Service, Inc. for public streets tree maintenance in the City of Calabasas
9. Adoption of Resolution No. 2016-1538, rescinding Resolution No. 2005-966 and establishing the amount and procedure for health benefit reimbursement for management retirees

Mayor pro Tem Gaines stated he wished to comment on Consent Item No. 3. Mayor Maurer and Councilmember Bozajian pulled Consent Item No. 9.

Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Consent Item Nos. 1-8. MOTION CARRIED 5/0 as follows:

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

In regard to Consent Item No. 3, Mayor pro Tem Gaines asked Deputy Peck to provide residents with special measures they can take to take to protect their homes and personal belongings during the holidays.

Councilmember Bozajian moved, seconded by Mayor Maurer to adopt Resolution No. 2016-1538 under Consent Item No. 9 with the following changes:

1. Change Section 2 c from six to eight consecutive years
2. Inserting a sentence stating: Nothing in this resolution shall be interpreted to affect the benefits of currently retired management retirees provided to such persons under Resolution 2005-966 or its predecessor resolutions.

THE MOTION DID NOT CARRY.

Mayor pro Tem Gaines moved, seconded by Councilmember Shapiro to table Consent Item No. 9 to the Council Workshop on January 18, 2017. MOTION CARRIED 4/1 as follows:

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

NOES: Bozajian

PUBLIC HEARING

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

Mayor Maurer opened the public hearing.

Dr. Lysik presented the report.

Mayor Maurer closed the public hearing.

Councilmember Bozajian moved, seconded by Councilmember Weintraub to continue the Public Hearing regarding Item No. 10 to the January 11, 2017, Council meeting. MOTION CARRIED 5/0 as follows:

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

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

Mayor Maurer opened the public hearing.

Ms. Rice and Mr. Bartlett presented the report.

Carl Ehrlich, Mark Armbruster, Michael Brockman, Davit Litt, Harold Arkoff and Henry Meyer spoke on Item No. 11.

Mayor Maurer closed the public hearing.

After discussion, Mayor pro Tem Gaines moved, seconded by Councilmember Bozajian to approve introduction of Ordinance No. 2016-343. MOTION CARRIED 3/2 as follows:

AYES: Mayor pro Tem Gaines, Councilmembers Bozajian and Shapiro

NOES: Mayor Maurer and Councilmember Weintraub

After discussion, Mayor pro Tem Gaines moved, seconded by Councilmember Shapiro to approve adoption of Resolution No. 2016-1450. MOTION CARRIED 4/1 as follows:

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

NOES: Mayor Maurer

OLD BUSINESS

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

Councilmember Bozajian moved, seconded by Mayor pro Tem Gaines to approve the adoption of Resolution No. 2016-1531 under Item No. 12. MOTION CARRIED 5/0 as follows:

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

NEW BUSINESS

13. Introduction of an amended Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code to include parking regulations for City-owned and City-operated off-street parking facilities

Councilmember Weintraub moved, seconded by Councilmember Shapiro to approve introduction of Ordinance No. 2016-344 under Item No. 13. MOTION CARRIED 5/0 as follows:

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

14. Discussion and consideration of a letter to the Los Angeles County Registrar Recorder in regard to election anomalies

Direction was provided to staff.

INFORMATIONAL REPORTS

15. Check Register for the period of November 2-December 1, 2016

No action was taken on this item.

TASK FORCE REPORTS

Councilmember Weintraub reported that she and Mayor Maurer met with staff in regard to public workshops for large development projects.

Councilmember Bozajian announced that enrollment is open for Contract Cities' legislative orientation, taking place in January.

Mayor pro Tem Gaines reported his and Mayor Maurer's attendance to the School Area Traffic Safety Committee meeting on December 12, where the primary discussion was issues at Calabasas High School.

Mayor Maurer reported that the Santa Monica Mountains Conservancy voted to allocate \$1 million in matching funds to Supervisor Kuehl to purchase ten parcels, 95 acres of pristine open space surrounding Viewpoint, Creekside Park and the Highlands community.

CITY MANAGER'S REPORT

Mr. Coroalles reported that he and Councilmember Bozajian bid farewell to Hidden Hills' City Manager, Cherie Paglia.

FUTURE AGENDA ITEMS

Councilmember Weintraub reported that an item will be forthcoming regarding Knox boxes at Homeowner Association's gates.

ADJOURN

Councilmember Weintraub moved, seconded by Mayor pro Tem Gaines to adjourn the meeting in memory of Ms. Sue Ellen French at 10:57 p.m. to their next regular meeting scheduled on Wednesday, January 11, 2017, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 28, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF ORDINANCE NO. 2016-344, ADDING CHAPTER 10.22 TO TITLE 10 OF THE CITY'S MUNICIPAL CODE, TO INCLUDE PARKING REGULATIONS FOR CITY-OWNED AND CITY-OPERATED OFF-STREET PARKING FACILITIES.

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council adopt Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code, to include parking regulations for City-owned and City-operated off-street parking facilities, of the Calabasas Municipal Code.

BACKGROUND:

Ordinance No. 2016-344 was introduced at the December 14, 2016, Council meeting. The Calabasas Park and Ride Parking Lot, located at 23577 Calabasas Road, is currently open for public parking. This Park and Ride parking facility will eliminate a significant gap in the existing Park and Ride network north of Los Angeles. This facility could also be used to accommodate the increasing parking demand in Old Town Calabasas during weeknights and weekends.

In compliance with funding requirements, and reflecting the City's vision of how the lot should function, an ordinance is required to regulate the operations of the

City-owned public off-street parking facility. Vehicles parked at such facility that are in violation of the proposed ordinance, may then be penalized.

RECOMMENDATION:

That the City Council adopt Ordinance No. 2016-344, adding Chapter 10.22 to Title 10 of the City's Municipal Code, to include parking regulations for City-owned and City-operated off-street parking facilities, of the Calabasas Municipal Code.

ATTACHMENTS:

Attachment A: Ordinance No. 2016-344

ITEM 2 ATTACHMENT A

ORDINANCE NO. 2016-344

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ADDING CHAPTER 10.22 TO TITLE 10 OF THE CALABASAS MUNICIPAL CODE TO INCLUDE REGULATING PARKING OF VEHICLES AND USES OF CITY-OWNED AND CITY-OPERATED OFF-STREET PARKING FACILITIES.

WHEREAS, the City has determined that it has the authority to prescribe regulations and rules for the stopping, standing and parking of vehicles and uses of City-owned and City-operated off-street parking facilities; and

WHEREAS, the City Council desires to adopt an ordinance to regulate the stopping, standing, parking and usage of vehicles on City-owned and City-operated off-street parking facilities within the City; and

WHEREAS, the City establishes parking restrictions on City-owned and City-operated off-street parking facilities pursuant to California Vehicle Code Sections 21113, 22519 and 22651; and

WHEREAS, the City Council authorizes the City Manager or the Director, to issue, on behalf of the City Council, parking regulations and restrictions related to the use of city owned and operated off-street parking facilities and tow services (when necessary), to implement the removal remedies in compliance with this ordinance; and

WHEREAS, the City Council desires to amend Title 10 (Vehicles and Traffic) of the Municipal Code to include regulations governing the operations and parking regulations of City-owned and City-operated off-street parking facilities; and

WHEREAS, the City has determined that adopting the ordinance will promote and protect the safety and welfare of the public using City-owned and City-operated off-street parking facilities.

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

SECTION 1. Chapter 10.22 is hereby added the Calabasas Municipal Code to read as follows:

10.22.010 - Title

10.22.020 - Definitions

The following definitions are applicable to provisions of this Ordinance:

"City" means the City of Calabasas

"Parking Facility" means any City-owned and City-operated off-street parking facility, including, but not limited to, a Park and Ride Lot.

"Director" means the Public Works Director or his/her designee.

"Vehicle" means an automobile or motorcycle, as defined in California Vehicle Code (CVC) Sections 465 and 400.

"Oversize Commercial vehicle" means a vehicle of a type required to be registered under the Vehicle Code, used or maintained for the transportation of persons for hire, compensation or profit, or designated, used or maintained primarily for the transportation of property, having a manufacturer's gross vehicle weight rating of ten thousand (10,000) pounds or more, at any time.

"Parking" means the parking or standing of a vehicle, whether occupied or not, other than temporarily for the purpose of loading or unloading merchandise or passengers.

"Camper" means a structure designed to be mounted onto a motor vehicle and to provide facilities for human habitation or for camping purposes.

"Recreational vehicle" means a vehicle or trailer capable of human habitation--- designed or used for recreational camping or for travel, whether self-propelled or mounted on or drawn by another vehicle, or any structure inspected, approved and designated to be a recreational vehicle by and bearing the insignia of the state of California or any other state or federal agency having the authority to approve recreational vehicles. "Recreational vehicle" includes, without limitation, any of the following: (1) camp trailer, as defined by California Vehicle Code Section 242; (2) fifth-wheel travel trailer, as defined by California Vehicle Code Section 324; (3) house car, as defined by California Vehicle Code Section 362; (4) trailer coach, as defined by California Vehicle Code Section 635; (5) mobile home, as defined by California Vehicle Code Section 396; (6) boat, watercraft, and/or a trailer for a boat or watercraft; (7) trailers designed to carry persons, property or animals on its own structure and drawn by a motor vehicle; and (8) recreational vehicle, as defined by California Health and Safety Code Section 18010.

“Utility trailer” means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor vehicle which is not designed for recreational purposes.

“Mobile Billboard” means an advertising display that is attached to a wheeled, mobile, non-motorized vehicle, that carries, pulls, or transports a sign or billboard, and is for the primary purpose of advertising.

10.22.030 - Parking Restrictions

1. No person shall park or leave standing in a parking facility any oversize commercial vehicle, recreational vehicle with or without camper and utility trailer.
2. No vehicle shall be parked or left standing adjacent to a red curb or line painted red.
3. No vehicle shall be parked or left standing in any parking space or area marked with a sign or diagonal white solid cross hatching pavement markings.
4. No vehicle shall be parked or left standing within two (2) or more designated parking spaces or in a manner that inhibits the use of adjacent parking space.
5. Parking of vehicles is permitted only in designated spots.
6. No person shall park or leave standing any vehicle in driveways.
7. No loitering in parking facility.
8. No person shall park or leave standing any vehicle overnight in the parking facility.
9. No parking of vehicles in violation of any applicable requirements of the California Vehicle Code, including without limitation, restrictions on parking in parking space for the exclusive use of those physically handicapped persons whose vehicles display the distinguishing license plates or placards issued to disabled persons pursuant to Section 22511.5 of the Vehicle Code, or to disabled veterans as specified in Section 5007 of the Vehicle Code.
10. No parking or leave standing a mobile billboard advertising display in parking facility.
11. Other general parking restrictions for the safety and welfare of the public as directed by the City Manager or Public Works Director.

10.22.040 - Loading and Unloading of Merchandise

Loading and unloading activity by any commercial vehicle shall be prohibited in the parking facility. Signage will be posted in the parking facility prohibiting this activity.

10.22.050 - Valet Service

Valet service shall not be permitted in the parking facility. Signage will be posted in the parking facility prohibiting such service.

10.22.060 - Posting of Notice

The parking restrictions set forth in section 10.22.040 this ordinance shall be posted on signs or on pavement markings, providing notice of all applicable regulations and restrictions, at the parking facility.

Any sign indicating that vehicles violating the parking restrictions may be removed at the owner's expense shall contain the telephone number of the local traffic law enforcement agency where a person, whose vehicle has been removed from the parking facility, may find out the status of the vehicle and the location to where it has been removed.

10.22.070 - Violation

It is unlawful for any person to park a vehicle or cause, allow, or permit to be parked, a vehicle in any parking facility in violation of signs erected and/or pavement markings pursuant to this ordinance.

It is unlawful for any person to cause, allow, or permit any vehicle to remain in or upon any parking facility for more than the time indicated by signs erected pursuant to this ordinance.

10.22.080 - Removal of Vehicle from Parking Facility

Pursuant to California Vehicle Code section 22651 (n), any peace officer, or the City's contracted vendor, who is engaged in enforcing parking laws and regulations for the City, may remove vehicles parked in the parking facility that violate the following:

1. The vehicle is parked or left standing adjacent to a red curb or line painted red
2. The vehicle is parked in stalls dedicated and designated by appropriate markings to the exclusive use of those physically handicapped persons or to disabled veterans.
3. In any area with posting of notice in accordance with CVC 22658.

10.22.090 - Parking Citation Procedures

Parking citations issued in the parking facility shall follow the ordinance codified in Chapter 10.04 in the City of Calabasas' Municipal Code.

10.22.100 - Mobile Billboard Advertising Display

Parking citations issued in the parking facility for this violation shall follow the ordinance codified in Chapter 10.20 in the City of Calabasas' Municipal Code.

10.22.110 - Severability

If any section, subsection, sentence, clause, phrase or portion of this ordinance is found to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining sections of this ordinance. The City Council declares that it has adopted this ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of any one or more sections, subsections, sentences, clauses, phrases or sections declared invalid or unconstitutional.

EFFECTIVE DATE. This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance

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

PASSED, APPROVED AND ADOPTED this 11th day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

Scott H. Howard, City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 22, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF ORDINANCE NO. 2016-343 TO AMEND CHAPTER 17.11, TABLE 2.2 OF THE CALABASAS MUNICIPAL CODE (CMC) TO ALLOW "RESEARCH AND DEVELOPMENT SERVICES/LABORATORIES" AS A CONDITIONALLY PERMITTED USE IN THE COMMERCIAL, OFFICE (CO) ZONE, ACCESSORY TO A PRIMARY USE.

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council adopt Ordinance No. 2016-343 (Attachment A) to allow "Research and Development Services/Laboratories" as a conditionally permitted use in the Commercial, Office (CO) zoning district, accessory to a primary use.

BACKGROUND:

At the December 14, 2016 City Council meeting, Ordinance No. 2016-343 was introduced at a public hearing. It is now appropriate for this ordinance to be formally adopted. All other entitlements associated with File No. 160002778 were approved on December 14, 2016 via City Council Resolution No. 2016-1540, but are contingent on the adoption of this Ordinance.

REQUESTED ACTION:

That the City Council adopt Ordinance No. 2016-343 (Attachment A).

ATTACHMENTS:

Attachment A: Ordinance No. 2016-343

ORDINANCE NO. 2016-343

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PASSED, APPROVED AND ADOPTED this 11th day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 22, 2016
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MARICELA HERNANDEZ, MMC, CITY CLERK *Marc*
SUBJECT: APPROVAL OF APPOINTMENT OF STEPHANIE WILLIAMS TO THE PARKS, RECREATION & EDUCATION COMMISSION (SHAPIRO)

MEETING

DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council approve the appointment of Stephanie Williams to the Parks, Recreation & Education Commission to fill a vacancy for a term expiring in November 2018.

BACKGROUND:

Pursuant to the Calabasas Municipal Code, the Parks, Recreation & Education Commission shall consist of seven members with terms lasting for the lesser of two years or until the expiration of the term of the councilmember who nominated that commissioner. With a recent resignation, Councilmember Shapiro has nominated Stephanie Williams to fill the vacancy.

REQUESTED ACTION:

That the City Council approve the appointment of Stephanie Williams to the Parks, Recreation & Education Commission for a term expiring in November 2018.

ATTACHMENTS:

Commission application.

RECEIVED
By Maricela Hernandez, MMC at 2:12 pm, Dec 14, 2016



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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

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

If yes, when:

NAME: Stephanie Williams

ADDRESS: [REDACTED]

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

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX:

OCCUPATION: Adj. Prof/General Counsel EMPLOYER: [REDACTED]

BUSINESS ADDRESS: [REDACTED]

TYPE OF BUSINESS: [REDACTED]

EDUCATION:

Degree in Education and public policy from Northwestern University and law degree from Loyola University Chicago.

CIVIC AFFILIATIONS:

Vice Chair, TTC
Vice President, CPHA
Member, SATS Committee

COMMUNITY INTERESTS:

President, AC Stelle PFC; Co-VP of Fundraising, CHS PFC; former
Communications Chair, B'yachad Hadassah.

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

I love the City of Calabasas and have been proud to call Calabasas home for almost 20 years. For the last two and a half years, I have been proud to serve as a Commissioner on the TTC, and I would love to continue helping our community as a Commissioner. Since I am a professor, have a degree in education, and am very involved in our Park and School communities, I would especially like to serve on the Parks, Recreation and Education Commission. I have been very impressed by the City's gorgeous parks and facilities, creative community and education projects, and new Senior Center. I would like to help the City continue to enhance the quality of life in Calabasas as a PRE Commissioner. Thank you.

DATE: 12/14/2016

Stephanie Williams

SIGNATURE OF APPLICANT

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

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



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 22, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: APPROVAL OF APPOINTMENT OF DENISE LEE TO THE LIBRARY COMMISSION (WEINTRAUB)

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council approve the appointment of Denise Lee to the Library Commission to fill a vacancy for a term expiring in November 2018.

BACKGROUND:

Pursuant to the Calabasas Municipal Code, the Library Commission shall consist of six (6) members who shall, with the exception of the sixth member, be lawful residents of the city and electors during their respective terms of office. All commissioners shall hold office for three (3) years. Notwithstanding the expiration of a term, a commissioner shall continue until his or her successor has been appointed. With a recent resignation, Councilmember Weintraub has nominated Denise Lee to fill the vacancy.

REQUESTED ACTION:

That the City Council approve the appointment of Denise Lee to the Library Commission for a term expiring in November 2018.

ATTACHMENTS:

Commission application.

RECEIVED
DEC 20 2016
CITY OF CALABASAS
CITY CLERKS OFFICE



CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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

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

If yes, when:

NAME: **Denise Lee**

ADDRESS: [REDACTED]

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

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX:

OCCUPATION: **business/restaurant owner**

EMPLOYER: [REDACTED]

BUSINESS ADDRESS: [REDACTED]

TYPE OF BUSINESS: **fast food restaurants**

EDUCATION:

Bachelor of Science Degree, 1998, Cornell University

RECEIVED
CIVIC AFFILIATIONS:

COMMUNITY INTERESTS:

Library, Parks & Rec, Education

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

As a heavy user of the Calabasas Library (both in person and the digital formats), I would like the opportunity to make our library even better. I am a parent of three young children who enjoy the library activities and events, as well as the selection of children's materials.

DATE: 12/15/10



SIGNATURE OF APPLICANT

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

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



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JANUARY 3, 2017

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER *JB*

SUBJECT: REVIEW AND APPROVAL OF PROJECTS FOR THE 43RD PROGRAM YEAR (2017-2018) - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING; AND ADOPTION OF RESOLUTION NO. 2017-1542, APPROVING THE CDBG 43RD PROGRAM YEAR (2017-2018).

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

Conduct a public hearing on the proposed projects and budget for the 2017-2018 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2017-1542 (Attachment A) approving the allocation of 2017-2018 CDBG funds, and the proposed projects for implementation during the CDBG 2017-2018 Program Year.

BACKGROUND:

Each year, CDBG funds are allocated to cities by the Federal Housing and Urban Development Department (HUD), and administered through the Los Angeles County Community Development Commission (CDC). Participating cities, whose total population is less than 50,000, participate in the Los Angeles Urban County CDBG Program, and receive funding based upon the total number of cities participating in the County's program. It is also based on a city's need to provide housing, economic and social services; and community development opportunities that principally benefit persons of low and moderate income levels, aid in the prevention of neighborhood

deterioration, and meet other urgent community development needs due to natural disasters or other emergencies. To be eligible for the CDBG program, a household of two persons cannot exceed the annual moderate income limit of \$53,150, per HUD Income Guidelines. A household of four persons cannot exceed the annual moderate income limit of \$66,400.

This is the 43rd year the City of Calabasas (or, prior to 1991, unincorporated Calabasas) has participated in the Los Angeles Urban County's CDBG Program. In order to continue its participation in the upcoming 2017-2018 program year, which begins on July 1, 2017 and ends on June 30, 2018, the City of Calabasas must prepare and submit its proposed CDBG project descriptions to the CDC no later than January 31, 2017, for review and approval.

Pursuant to Federal requirements, notice of this public hearing was properly published and posted in public buildings within the City. Federal requirements also mandate that as part of the hearing, the Council and public be informed of the range of eligible housing and community development activities that may be funded under the CDBG program. Interested persons may obtain a copy of the Federal eligibility guidelines, available at the City of Calabasas Administrative Services Department, during regular business hours.

DISCUSSION/ANALYSIS:

The City of Calabasas estimated CDBG allocation for Program Year 2017-2018 is approximately \$82,690. This is a **planning estimate only**; the CDC will not release final appropriations from HUD until Spring 2017. The City's final CDBG allocation may be **more or less** than the planning estimate. Generally, the final allocation is within 10 % of the estimate provided. In FY 2016-2017, Calabasas' CDBG appropriation was \$82,171.

For consideration, the following project is proposed for the 2017-2018 CDBG Program Year:

Residential Rehabilitation - \$82,690

This project offers grants and loans to owner-occupied residential property owners (including mobile homes on permanent foundations) for emergency repairs, improvements to substandard properties, corrections to code violations, seismic retrofits, and lead-based paint and asbestos hazard evaluations and remediation. A wide range of exterior and interior repairs are eligible for funding including plumbing, electrical, roofing, heating, ventilation, air conditioning upgrades, handicap accessibility

ramps, and energy efficiency upgrades such as water heaters and windows. To be eligible, owners must qualify as low or moderate income under HUD guidelines. Grants up to a maximum of \$10,000 and deferred 0% loans of up to \$15,000 will be available to eligible homeowners. It is anticipated that approximately one to two loans and six to eight grants will be completed under this program.

Approximately 20 prospective applicants remain on the Residential Rehabilitation Program waiting list. During FY 2016-2017, eight households were served. For FY 2017-2018, it is anticipated that eight to 10 households will be served. To continue to meet the demand, it is recommended that the Residential Rehabilitation Program be offered for the upcoming CDBG Program Year 2017-2018.

FISCAL IMPACT/SOURCE OF FUNDING:

For planning purposes, the City's CDBG estimated annual allocation for the upcoming 2017-2018 Program Year will be approximately \$82,690.

REQUESTED ACTION:

Conduct a public hearing on the proposed projects and budget for the 2017-2018 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2017-1542 approving the allocation of 2017-2018 CDBG funds.

ATTACHMENT:

Resolution Number 2017-1542.

**ITEM 6 ATTACHMENT
RESOLUTION NO. 2017-1542**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, APPROVING PROJECTS FOR
THE 43RD PROGRAM YEAR (2017-2018) COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) FUNDING.**

WHEREAS, on August 22, 1974, the President of the United States signed into law the Housing and Community Development Act of 1974; and

WHEREAS, the primary goals of Title I of the Act are the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income; and

WHEREAS, the City of Calabasas estimates receiving \$82,690 in federal CDBG funds to further the attainment of these goals during Fiscal Year 2017-2018; and

WHEREAS, the City conducted a public hearing on January 11, 2017, to solicit comments and suggestions from the community for the utilization of these funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Calabasas hereby resolves as follows:

SECTION 1: That the City of Calabasas desires to fund eligible CDBG projects with 43rd Program Year Funds.

SECTION 2: That City staff is hereby directed to submit to Los Angeles County Community Development Commission, through this document, the City's intent to approve and fund CDBG projects.

SECTION 3: That City staff is hereby directed to prepare and submit documentation required for the approval and implementation of 43rd Program Year CDBG projects.

SECTION 4: That City staff is hereby authorized to perform modifications to

approved projects as required to conform to CDBG requirements, and to provide for the expedient expenditure of funds.

SECTION 5: That for planning purposes, the City's CDBG estimated annual allocation for the upcoming 2017-2018 Program Year will be approximately \$82,690 and that those funds will be utilized to rehabilitate qualified homes in Calabasas.

SECTION 6: That notice of the public hearing was posted and advertised pursuant to applicable federal, state, and local laws.

SECTION 7: The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law, and said copy to be submitted to the County of Los Angeles.

PASSED, APPROVED AND ADOPTED this 11th day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 27, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR
MARIELA HERNANDEZ, MMC, CITY CLERK

SUBJECT: ADOPTION OF RESOLUTION NO. 2017-1541 RAISING THE PLANNING APPEAL FEE FROM \$150 (ONE HUNDRED FIFTY DOLLARS) TO \$500 (FIVE HUNDRED DOLLARS)

MEETING

DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council adopts Resolution No. 2017-1541 raising the Planning Appeal Fee, for appeals of Community Development Director decisions to the Planning Commission and appeals of Planning Commission or Historic Preservation Commission decisions to the City Council, from \$150 (one hundred fifty dollars) to \$500 (five hundred dollars).

BACKGROUND:

The City Council of the City of Calabasas adopted a Planning Fee Schedule under Resolution No. 2012-1333 on June 13, 2012, and established the Appeal Fee at \$150 (one hundred and fifty dollars). On March 23, 2016, the City Council considered amending their call for review process, and as part of their discussions, asked the Planning Commission to look at the Planning Appeal fee. On April 21, 2016 the Planning Commission met at the request of the City Council to review the Appeal Fee amount and recommended that the Council increase the fee to better recover staff costs for performing the processing of an appeal. On October 26, 2016 the City Council met to review the recommendation of the Planning

Commission, and directed staff to return with a proposed resolution by which the City Council could increase the Appeal Fee to \$500 (five hundred dollars). In response to the City Council's request, the attached resolution has been prepared for adoption (Attachment A).

FISCAL IMPACT/SOURCE OF FUNDING:

Staff prepared an analysis of the time and activities provided for appeal fees (Attachment B). Establishing an appeal fee of \$500 (five hundred dollars) ensures that the appeal fee better covers, but does not exceed, the City's cost of processing an appeal. A fee study prepared [date] calculated that the actual costs to the City, including direct and indirect costs, of reviewing and considering an appeal of a land use entitlement decision are approximately \$1,200.

REQUESTED ACTION:

That the City Council adopts Resolution No. 2017-1541 raising the Planning Appeal Fee from \$150 (one hundred fifty dollars) to \$500 (five hundred dollars).

ATTACHMENTS:

Attachment A: Ordinance No. 2017-1541

Attachment B: Planning Fee Study

**ITEM 7 ATTACHMENT A
RESOLUTION NO. 2017-1541**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, INCREASING THE
PLANNING APPEAL FEE**

WHEREAS, the City Council of the City of Calabasas adopted a Planning Fee Schedule under Resolution No. 2012-1333 on June 13, 2012, and established the Appeal Fee at \$150 (one hundred and fifty dollars); and

WHEREAS, on April 21, 2016 the Planning Commission met at the request of the City Council to review the Appeal Fee amount; and

WHEREAS, the Planning Commission considered the City's actual costs to process an appeal, and recommended to the City Council that a higher amount be established to better recover the direct and indirect costs, including for staff time, for the processing of an appeal; and

WHEREAS, a fee study prepared May 16, 2012 calculated that the actual costs to the City, including direct and indirect costs, of reviewing and considering an appeal of a land use entitlement decision are approximately \$1,200; and

WHEREAS, on October 26, 2016 the City Council met to review the recommendation of the Planning Commission, and directed staff to return with a proposed resolution by which the City Council could increase the Appeal Fee to \$500 (five hundred dollars); and

WHEREAS, at the publically noticed City Council meeting on January 11, 2017, the Council determined that based on the study provided that the fees better cover, but do not exceed, the reasonable cost of providing the service for which the fee is charged; and

WHEREAS, the fees are categorically exempt from the requirements of California Environmental Quality Act pursuant to Section 15273 of the Guidelines.

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

SECTION 1. ADOPTION OF SCHEDULE AND FEES. The City Council hereby amends the fee schedule for the Planning Division to increase the Appeal Fee, for appeals of Community Development Director decisions to the Planning Commission and appeals of Planning Commission or Historic Preservation Commission decisions to the City Council, from \$150 (one hundred and fifty dollars) to \$500 (five hundred dollars).

SECTION 2. COLLECTION OF FEES. That the City Clerk is authorized to collect the fee as set forth under Calabasas Municipal Code section 17.74.040(a.).

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect upon its adoption.

PASSED, APPROVED AND ADOPTED this 11th day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

Mariela Hernandez, MMC, City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney

Planning Fee Study

Fee No.: 3

Planning Application: Appeal of Director's Decision
 Date: May 16, 2012
 Account No.: 10-000-411010

Recommended Fee:

Existing Fee	Fee Range		Average other Cities
	Partial Cost	Full Cost	
\$500	\$ 739.26	\$ 1,478.51	\$ 2,024.80

Existing fee is 25% of application fee to a maximum of \$500.00

Description of Service / Other Comments:

Appeal of Staff Decision to the Planning Commission. Does not include any costs associated with public noticing.

Typical Type(s) of Development:

Public Hearing required before Planning or Historic Commission

Personnel Costs:

Position	Total cost / hour	Hours	Total Cost / Position
Community Development Director	\$ 99.42	1.00	\$ 99.42
City Planner	\$ 63.54	3.00	\$ 190.61
Senior Planner	\$ 52.07	1.00	\$ 52.07
Planner	\$ 47.14	5.00	\$ 235.69
Associate Planner	\$ 43.54		\$ -
Planning Assistant	\$ 34.64		\$ -
Executive Assistant I - Planning	\$ 32.94	5.00	\$ 164.72
Executive Assistant II - Planning	\$ 34.64		\$ -
Building Official	\$ 58.09		\$ -
Senior Building Inspector	\$ 41.84		\$ -
Public Works Director	\$ 90.00		\$ -
Deputy Public Works Director	\$ 70.19		\$ -
Senior Civil Engineer - Traffic	\$ 52.07		\$ -
Associate Engineer - Transportation	\$ 43.97		\$ -
Associate Engineer - Land Development	\$ 43.97		\$ -
Assistant Transportation Planner	\$ 37.12		\$ -
Environmental Services Supervisor	\$ 52.07		\$ -
Media Operations Director	\$ 84.79		\$ -
Media Operations Supervisor	\$ 44.41		\$ -
Senior Media Specialist	\$ 39.41	3.00	\$ 118.23
Public Information Officer	\$ 43.11	1.00	\$ 43.11
Executive Assistant I - Media	\$ 32.94		\$ -
Recording Secretary	\$ 28.00	3.50	\$ 98.00
City Attorney	\$ 250.00	1.00	\$ 250.00
City Arborist	\$ 150.00		\$ -
Planning Commission	\$ 66.67	1.00	\$ 66.67
Historic Preservation Commission	\$ -		\$ -
Architectural Review Panel	\$ -		\$ -
City Council	\$ 347.22		\$ -
Total Hours and Personnel Cost:		24.50	\$ 1,318.51

Other Costs

Description	Cost each	Quantity	Total Cost
Newspaper Advertisement	\$ 160.00	1	\$ 160.00
			\$ -
Total Other Costs:			\$ 160.00

Fee Comparison

Jurisdiction	Fee
Calabasas Existing	\$ 500.00
Agoura Hills	\$ 2,033.00
LA County (Public)	\$ 713.00
LA County (Applicant)	\$ 5,748.00
Malibu	\$ 500.00
Thousand Oaks	\$ 1,130.00

Summary

Total Direct Service Costs: \$ 1,478.51

Recommended Fee - SFD (1 Unit): \$ 500.00

Recommended Fee - Other: \$ 500.00

Planning Fee Study

Fee No.: 4

Planning Application: Appeal of Planning Commission Decision

Date: May 16, 2012

Account No.: 10-000-411010

Recommended Fee:

Fee Range			Average other
Existing Fee	Partial Cost	Full Cost	Cities
\$500	\$ 874.62	\$ 1,749.24	\$ 2,357.20

Existing fee is 25% of application fee to a maximum of \$500.00

Description of Service / Other Comments:

Appeal of Planning Commission Decision to the City Council. Does not include any costs associated with public noticing.

Typical Type(s) of Development:

Public Hearing required before City Council

Personnel Costs:

Position	Total cost / hour	Hours	Total Cost / Position
Community Development Director	\$ 99.42	2.75	\$ 273.41
City Planner	\$ 63.54	3.00	\$ 190.61
Senior Planner	\$ 52.07	1.00	\$ 52.07
Planner	\$ 47.14	3.00	\$ 141.41
Associate Planner	\$ 43.54		\$ -
Planning Assistant	\$ 34.64		\$ -
Executive Assistant I - Planning	\$ 32.94		\$ -
Executive Assistant II - Planning	\$ 34.64	5.00	\$ 173.19
Building Official	\$ 58.09		\$ -
Senior Building Inspector	\$ 41.84		\$ -
Public Works Director	\$ 90.00		\$ -
Deputy Public Works Director	\$ 70.19		\$ -
Senior Civil Engineer - Traffic	\$ 52.07		\$ -
Associate Engineer - Transportation	\$ 43.97		\$ -
Associate Engineer - Land Development	\$ 43.97		\$ -
Assistant Transportation Planner	\$ 37.12		\$ -
Environmental Services Supervisor	\$ 52.07		\$ -
Media Operations Director	\$ 84.79		\$ -
Media Operations Supervisor	\$ 44.41		\$ -
Senior Media Specialist	\$ 39.41	3.00	\$ 118.23
Public Information Officer	\$ 43.11	1.00	\$ 43.11
Executive Assistant I - Media	\$ 32.94		\$ -
Recording Secretary	\$ 28.00		\$ -
City Attorney	\$ 250.00	1.00	\$ 250.00
City Arborist	\$ 150.00		\$ -
Planning Commission	\$ 66.67		\$ -
Historic Preservation Commission	\$ -		\$ -
Architectural Review Panel	\$ -		\$ -
City Council	\$ 347.22	1.00	\$ 347.22
Total Hours and Personnel Cost:		20.75	\$ 1,589.24

Other Costs

Description	Cost each	Quantity	Total Cost
Newspaper Advertisement	\$ 160.00	1	\$ 160.00
			\$ -
Total Other Costs:			\$ 160.00

Fee Comparison

Jurisdiction	Fee
Calabasas Existing	\$ 500.00
Agoura Hills	\$ 2,335.00
LA County (Public)	\$ 718.00
LA County (Applicant)	\$ 7,008.00
Malibu	\$ 500.00
Thousand Oaks	\$ 1,225.00

Summary

Total Direct Service Costs: \$ 1,749.24

Recommended Fee - SFD (1 Unit): \$ 500.00

Recommended Fee - Other: \$ 500.00

Public Noticing Fee Study

1/1/2006

Item	Cost	Notes
Total Start-up Cost for CityGIS	\$ 46,687.00	
Yearly subscription cost	\$ 31,187.00	
Yearly Admin Cost (FAHR)	\$ 45,336.00	
Admin Cost (FAHR) - Executive Assistant	\$ 29.18	1 hours of time
Admin Cost (FAHR) - Planning Asslstant	\$ 10.12	20 min. of time
Total Admin Cost per unit	\$ 39.30	
Cost recovery for CityGIS5	\$ 7,796.75	25% of CityGIS cost
Number of Potential Application to use service	\$ 64	
Cost per unit	\$ 121.82	
Individual Permit Cost for City Service	\$ 161.12	Total City Cost/Number of permits In a year
Materials (postage, paper, envelopes, ink)	\$ 0.52	Cost per mailing label
Total Cost for City Service	\$ 161.12 + # of mailing labels	\$.52c per label

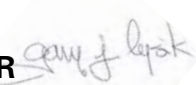


CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 30, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2017-1534, REVISING THE CITYWIDE FEE SCHEDULE AND APPROVING AN ONGOING CHANGE TO THE RATES IN THE SCHEDULE IN ACCORDANCE WITH THE ANNUAL CONSUMER PRICE INDEX (CPI) ADJUSTMENT FOR LOS ANGELES COUNTY.

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

Staff recommends that Council adopts Resolution No. 2017-1534, revising the Citywide Fee Schedule and approving an ongoing change to the rates in the Schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County.

BACKGROUND:

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

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

The process for establishing a comprehensive Citywide Fee Schedule included referencing each of the previously approved fee resolutions. No changes or modifications to the previously approved fees were made with the exception of applying a CPI adjustment of 0.91%, and making rounding adjustments as necessary to the amount of many of the previously approved fees. No fee was increased by more than the CPI adjustment, however some remained unchanged due to statute.

By approving resolution 2017-1534, City Council will be:

1. approving the application of the CPI adjustment for CY 2015 to many of the previous existing set of rates; and
2. approving an ongoing adjustment to the rates commensurate with the annual adjustment to the CPI for Los Angeles County without further Council approval or action.

The adjusted rates will take effect on July 1st of each year.

FISCAL IMPACT:

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

Approving Resolution 2017-1534 will greatly aid in keeping the cost for providing community services neutral for taxpayers.

REQUESTED ACTION:

Adopt Resolution No. 2017-1534, revising the Citywide Fee Schedule and approving an ongoing change to the rates in the Schedule in accordance with the annual Consumer Price Index (CPI) adjustment for Los Angeles County.

ATTACHMENTS:

Resolution No. 2017-1534
Citywide Fee Schedule

**ITEM 8 ATTACHMENT
RESOLUTION NO. 2017-1534**

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

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

WHEREAS, since the establishment of the Fee Schedule in 1991, fees have not been adjusted to keep pace with annual inflation; and

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

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

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

WHEREAS, on December 14, 2016 and on January 11, 2017, the City Council held duly noticed public hearings at which all persons could present oral and written testimony regarding the Citywide Fee Schedule.

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

1. The fees set forth in Attachment A to this resolution represent the comprehensive Citywide Fee Schedule for the City of Calabasas; and
2. The fees found in the Citywide Fee Schedule can henceforth be adjusted in accordance with the annual change in the Consumer Price Index (CPI) for Los Angeles County without further City Council action; and
3. The fees identified in this Resolution will initially become effective 60 days following its approval; and

4. The annually adjusted fees in the Citywide Fee Schedule will become effective on July 1st of each year.

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

PASSED, APPROVED AND ADOPTED this 11^h day of January 2017.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

1. PUBLIC WORKS FEE SCHEDULE

1.1. Map and Related Document Processing Deposits

1.1.1 Tract and Parcel Maps	\$3,030.00 +	\$35 per parcel
1.1.2 Additional Map Check	\$518.00	
1.1.3 Deferred Monuments	\$518.00	
1.1.4 Certificate of Correction	\$518.00	
1.1.5 Certificate of Compliance		
1.1.5.1 Document Analysis, Clearance, and Processing	\$575.00	
1.1.5.2 Verification of Compliance with Conditions of Approval	\$460.00	
1.1.6 Lot Line Adjustment	\$1,510.00 +	\$173 per parcel
1.1.7 Grant of Waiver	\$1,495.00 +	\$150 per parcel
1.1.8 Miscellaneous Documents	\$805.00	

1.2 Improvement Processing Base Deposits

1.2.1 Plan Check	\$730.00 +	7.2% of the first \$50,000 of the cost of the improvement Actual cost plus 15%
1.2.2 Plan check and Inspection Services		
1.2.3 Permit Issuance Fee	\$55.00	
1.2.4 Application Processing Fee		Actual cost of application processing

1.3 Traffic Plans and Studies

1.3.1 Traffic Plans and Studies		
1.3.1.1 Traffic study review	\$810.00 +	\$200 per intersection
1.3.1.2 Signal plan check	\$1,510.00	
1.3.1.3 Signing and striping plan check	\$1,010.00	
1.3.1.4 Major traffic control plan review	\$500.00	
1.3.2 Inspections	\$730.00 +	7.2% of the first \$50,000 of the cost of the improvement + 5.75% of the next \$100,000 of the cost of the improvement + 4.30% thereafter of the estimated cost of the improvement
1.3.3 Time Extension of Agreement	\$1,010.00	
1.3.4 Deferred Construction Agreement Fee	\$1,010.00	
1.3.5 Guarantee Period		Actual cost plus a \$1,000 deposit.

1.4 Encroachment Permits

1.4.1 Issuance Fee	\$30.00 +	\$500 deposit for an engineering review.
1.4.2 Permit / Inspection Fee		
1.4.2.1 Construction of curb, gutter, or sidewalk (<= 100 linear feet)	\$50.00	
1.4.2.2 Construction of curb, gutter, or sidewalk (> 100 linear feet)	\$50.00 +	\$0.50 per linear foot over 100 linear feet.
1.4.2.3 Construction of residential driveway	\$50.00	each opening
1.4.2.4 Construction of commercial driveway	\$130.00	each opening
1.4.2.5 Asphalt or concrete highway paving (<=100 sq. ft.)	\$76.00	
1.4.2.6 Asphalt or concrete highway paving (>100 sq. ft.)	\$76.00 +	\$0.75 per sq. ft. over 100 sq. ft.



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

1.4.2.7 Use of City Right-of-Way	\$50.00	
1.4.2.8 Use of City Right-of-Way (annual blanket permit)	\$180.00	
1.4.2.9 Use of City Right-of-Way (each occurrence under blanket permit)	\$25.00	
1.4.2.10 Major tree trimming, tree removal, stump removal	\$50.00	
1.4.2.11 Major tree trimming, tree removal, stump removal (annual blanket permit)	\$180.00	
1.4.2.12 Major tree trimming, tree removal, stump removal (each occurrence under blanket permit)	\$25.00	
1.4.2.13 Approved landscaping	\$50.00	
1.4.2.14 Surveying and traffic counting	\$100.00	per year
1.4.2.15 Placement / relocation of power or telephone poles (annual blanket permit)	\$180.00	per year
1.4.2.16 Placement / relocation of power or telephone poles (each occurrence under blanket permit)	\$25.00	
<u>1.5 Excavation Permits</u>		
1.5.1 Issuance Fee	\$30.00	+ \$500 deposit for an engineering review.
1.5.2 Permit / Inspection Fee		
1.5.2.1 Evacuations (<= 100 linear feet)	\$130.00	
1.5.2.2 Evacuations (101 to 1,000 linear feet)	\$180.00	
1.5.2.3 Evacuations (1,001 to 3,000 linear feet)	\$230.00	
1.5.2.4 Evacuations (3,001 to 5,000 linear feet)	\$330.00	
1.5.2.5 Evacuations (>5,000 linear feet)	\$330.00	+ \$0.10 per linear foot over 5,000 linear feet.
1.5.2.6 Utility trenches not exceeding two feet in width (annual blanket permit)	\$180.00	
1.5.2.7 Utility trench (each occurrence under blanket permit)	\$25.00	
<u>1.6 Moving Permits</u>		
1.6.1 Issuance Fee	\$30.00	+ \$500 deposit for an engineering review.
1.6.2 Permit Fee	\$30.00	per vehicle, per trip
1.6.3 Annual Blanket Permit	\$100.00	per vehicle, per year
<u>1.7 Extraordinary Inspection Costs and Charges for Labor and Materials</u>		
		Actual cost
<u>1.8 Permit Time Extension Fee</u>		
	\$260.00	per extension
<u>1.9 Reproduction Fee</u>		
1.9.1 Photocopy of 11 x 17 or smaller, per page	\$0.50	+ \$0.25 per additional page
1.9.2 Photocopy of documents from microfilm	\$0.25	
1.9.3 Photocopy (oversize documents or those requiring special processing)		Actual cost + 15%
1.9.4 Clerical costs, per hour	\$31.00	
1.9.5 Postage charges		Actual cost
1.9.6 Retrieval and return costs		Actual cost
1.9.7 Certified copies	\$1.00	
1.9.8 Scanning and archiving fee	\$25.00	
1.9.9 Bid Packet Fee		Actual cost of packet



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

1.10 Storm Water Protection

1.10.1 Local Storm Water Pollution Prevention Plan	\$200.00
1.10.2 State Storm Water Pollution Prevention Plan	\$500.00
1.10.3 Standard Urban Storm Water Mitigation Plan	\$250.00

1.11 Land Development Plan Check

1.11.1 Hydrology	
1.11.1.1 Conceptual Design Review	\$810.00
1.11.1.2 Final Design Review - SFR (up to 500 cubic yards)	\$530.00
1.11.1.3 Final Design Review - SFR (over 500 cubic yards)	\$1,030.00
1.11.2 Geology / Geotechnical	
1.11.2.1 Conceptual Design Review	\$1,310.00
1.11.2.2 Final Design Review - SFR	\$1,740.00
1.11.3 Grading Plan Review	
1.11.3.1 Conceptual Design Review	\$1,510.00
1.11.3.2 Final Design Review - SFR <= 500 cubic yards, rough grading	\$1,030.00
1.11.3.3 Final Design Review - SFR <= 500 cubic yards, precise grading & drainage	\$2,140.00
1.11.3.4 Final Design Review - SFR > 500 cubic yards, rough grading	\$1,870.00
1.11.3.5 Final Design Review - SFR > 500 cubic yards, precise grading & drainage	\$2,320.00
1.11.4 Other Plan Reviews	
1.11.4.1 On-site Septic Review	\$2,140.00
1.11.4.2 Segmented Gravity Retaining Wall	\$1,030.00

1.12 Mapping and Related Document Fees

1.12.1 Tract and Parcel Maps	
1.12.1.1 Tact and Parcel Maps	\$3,480.00 + \$35/lot
1.12.1.2 Each map check after 3rd submittal	\$410.00
1.12.2 Deferred Monuments - Review	\$520.00
1.12.3 Certificate of Correction - Document Analysis, Clearance, and Processing	\$520.00
1.12.4 Certificate of Compliance	
1.12.4.1 Document analysis, clearance, and processing	\$580.00
1.12.4.2 Verification of Compliance with Conditions of Approval or Certificate of Compliance	\$460.00
1.12.5 Lot Line Adjustment - Document analysis, verification of compliance	\$1,510.00 + \$173/parcel
1.12.6 Grant of Waiver - Document analysis, verification of compliance	\$1,510.00 + \$173/parcel
1.12.7 Miscellaneous documents - Socument analysis, clearance and processing	\$810.00

1.13 Meeting, Change Orders, and As-Built Reviews

1.13.1 Change Order reviews, as-built plan reviews, and meeting requested by applicant	Hourly fee rate plus 15%
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1.14 Car Wash Permit

1.14.1 Issuance Fee	\$132.00
1.14.2 Certificate Fee per Operating Unit	\$55.00



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

1.15 Preferential Parking Permit

1.15.1 Issuance Fee	\$75.00	per year
1.15.2 Permit Replacement Fee	\$15.00	

1.16 Shuttle Pass

1.16.1 Transit Pass	\$80.00	
1.16.2 Pass Replacement Fee	\$25.00	
1.16.3 Transit ticket	\$1.00	
1.16.4 Transit Pass with Rebate	\$55.00	
1.16.5 Summer Transit Pass	\$50.00	

1.17 Geotechnical Exploratory Permit

1.17.1 Issuance Fee	\$50.00	
1.17.2 Application Processing Fee		Actual Cost of Application Processing

1.18 Miscellaneous Fee

1.18.1 Roll-off Trash Collection fee	\$505.00	
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2. PLANNING

2.1 Environmental Fees

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

2.2 LA County/State Fish and Wildlife Environmental Filing Fees

Collected based on current State/County Schedule

2.3 Planning Application Fees

2.3.1 Conditional Use Permit		
2.3.1.1 Single-family (1 unit)	\$1,730.00	
2.3.1.2 Other	\$3,460.00	
2.3.1.3 Amendment - Single family (1 unit)	\$790.00	
2.3.1.4 Amendment - Other	\$1,580.00	
2.3.2 Development Agreement	\$6,110.00	
2.3.3 Development Code Amendment	\$4,160.00	
2.3.4 Development Plan Review	\$8,050.00	
2.3.5 Oak Tree Permit		
2.3.5.1 Single-family (1 unit)	\$1,440.00	
2.3.5.2 Other	\$2,880.00	



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

2.3.6 General Plan Amendment	\$5,620.00	
2.3.7 Administrative Plan Review		
2.3.7.1 Single family (1 unit)	\$860.00	
2.3.7.2 Other	\$1,720.00	
2.3.8 Zone Change	\$3,860.00	
2.3.9 Zoning Clearances	\$150.00	
2.3.10 Site Plan Review		
2.3.10.1 Single-family (1 unit)	\$1,800.00	
2.3.10.2 Other	\$3,590.00	
2.3.11 Specific Plans	\$11,900.00	
2.3.12 Variance		
2.3.12.1 Variance - Single-family (1 unit)	\$1,140.00	
2.3.12.2 Variance - Other	\$2,280.00	
2.3.12.3 Variance - more than 1 variance - Single-family (1 unit)	\$410.00	
2.3.12.4 Variance - more than 1 variance - Other	\$810.00	
2.3.13 Minor Use Permit		
2.3.13.1 Single-family (1 unit)	\$1,060.00	
2.3.13.2 Other	\$2,120.00	
2.3.14 Temporary Use Permit	\$310.00	
2.3.15 Annexation / SOI Amendment	\$12,460.00	+ LAFCO Fees
2.3.16 Sign Permit		
2.3.16.1 Temporary Banners	\$56.00	
2.3.16.2 Other	\$320.00	
2.3.17 Sign Program	\$2,060.00	
2.3.18 Appeal fee	\$500.00	
2.3.19 Certificate of Appropriateness (Historic Properties Only)		
2.3.19.1 Single Family (1unit)	\$510.00	
2.3.19.2 Other	\$1,020.00	
2.3.20 Home Occupation Permit	\$92.00	
2.3.20 Certificate of Economic Hardship		
2.3.21.2 Single Family (1 Unit)	\$460.00	
2.3.21.3 Other	\$921.00	
2.3.22 Street Vacation	\$4,440.00	
2.3.22 Public Hearing Notification Service	\$160.00	+ \$0.58 for each property within 500 feet
2.3.23 Scanning and Archiving Fee		
2.3.23.1 Permits requiring Public Hearings	\$283.00	
2.3.23.2 Permits not requiring Public Hearings	\$76.00	
2.3.23.3 Scanning costs		Invoiced Cost
2.3.24 Mills Act Contract Applications	\$1,211.00	
2.3.25 Scenic Corridor Permit		
2.3.25.1 Single-Family (1 unit)	\$380.00	
2.3.25.2 Other	\$761.00	



FY 2017 Citywide Fee Schedule

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2.3.26 Scenic Corridor Permit - Minor		
2.3.26.1 Single Family (1 unit)	\$270.00	
2.3.26.2 Other	\$541.00	
<u>2.4 Subdivision Fees</u>		
2.4.1 Tentative Parcel Map	\$4,950.00	
2.4.2 Tentative Tract Map	\$6,090.00	
2.4.3 Tract or Parcel Map Revision	\$3,060.00	
<u>2.5 Lot Line Adjustment</u>		
	\$1,495.00	+ \$172.50 per parcel
<u>2.6 Wireless Transmission Facility</u>		
2.6.1 RF Consultant		Cost + 15%
2.6.2 Wireless Facility minor modification	\$1,950.00	
2.6.3 Wireless Facility Permit	\$3,460.00	
3. BUILDING PERMIT FEES		
<u>3.1 Issuance Fee</u>		
3.1.1 Valuation \$0 to \$700	\$52.00	
3.1.2 Valuation \$700.01 to \$1,000	\$78.00	
3.1.3 Valuation \$1,000.01 to \$25,000	\$78.00	+ (Valuation - \$1,000) / 1,000 x 20.00
3.1.4 Valuation \$25,000.01 to \$50,000	\$558.00	+ (Valuation - \$25,000) / 1,000 x 15.70
3.1.5 Valuation \$50,000.01 to \$100,000	\$950.50	+ (Valuation - \$50,000) / 1,000 x 11.60
3.1.6 Valuation \$100,000.01 and over	\$1,530.50	+ (Valuation - \$100,000) / 1,000 x 7.70
<u>3.2 Plan Check Fees</u>		
3.2.1 Plan Check Fee (basic)		85% of the building permit fee, with a minimum of \$82.00
3.2.2 Energy plan check fee		10% of the building permit fee
3.2.3 Handicapped plan check fee		5% of the building permit fee
3.2.4 Standard plans	\$150.00	or plan check fees, whichever is greater
<u>3.3 Strong Motion Fees</u>		
3.3.1 Strong Motion Fee		charged at the current State adopted Fee Schedule
<u>3.4 Exceptions</u>		
3.4.1 Combined swimming pool permit		2 times the building permit fee
3.4.2 Combined building permit		1.6 times the building permit fee
<u>3.5 Other Fees</u>		
3.5.1 Issuance fee for each inspection application receipt	\$33.00	



CITY of CALABASAS

FY 2017 Citywide Fee Schedule

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3.5.2 Site inspection not otherwise covered herein by a fee and which is regulated by a County Ordinance	\$500.00
3.5.3 Inspection of any use, occupancy, or change in use or occupancy - Group R or M occupancies	\$260.00
3.5.4 Occupancy groups other than R or M	
3.5.4.1 Less than 5,000 square feet	\$650.00
3.5.4.2 Between 5,001 and 10,000 square feet	\$780.00
3.5.4.3 Between 10,001 and 100,000 square feet	\$1,290.00
3.5.4.4. Above 100,000 square feet	\$1,960.00
3.5.5 Inspection of the repair or rehabilitation of a building or structure declared substandard	\$460.00
3.5.6 Inspection of the demolition of a building	\$200.00
3.5.7 Inspection or reinspection of Group A, Division 4 structures (each)	\$260.00
3.5.8 Inspection of structures or devices regulated by Chapter 66 (first structure or device)	\$200.00
3.5.9 Inspection of structures or devices regulated by Chapter 66 (for each additional structure or device)	\$31.00
3.5.10 Application and investigation for relocation building permits as required by Chapter 68	
3.5.10.1 Less than 2,500 square feet	\$520.00
3.5.10.2 Greater than 2,500 square feet	\$1,040.00
3.5.11 Investigation and/or permit for trailer coaches required by Chapter 69	\$195.00
3.5.12 Inspections outside of normal business hours, per hour	\$120.00
3.5.13 Inspections for which no fee is specifically indicated, per hour	\$120.00
3.5.14 Search of office records and a single copy of a microfilmed permit (first search)	
3.5.14.1 First search and copy	\$26.00
3.5.14.2 For each additional search and copy	\$3.25
3.5.15 Approval in concept review pursuant to the 1976 Coastal Act (Sec. 30,000 et. seq.)	\$160.00
3.5.16 Processing geology or engineering reports submitted pursuant to Sec. 308, 309, or 7005	
3.5.16.1 Engineering geology report	\$500.00
3.5.16.2 Geotechnical engineering report (Soils engineering report)	\$500.00
3.5.16.3 Geotechnical report (Combination soils engineering and Engineering geology report)	\$710.00
3.5.16.4 Geotechnical site review without reports	\$500.00
3.5.17 Processing Coastal engineering reports	\$460.00
3.5.18 Determining occupant load for purposes of parking requirements pursuant to Title 22	\$130.00
3.5.19 Reproduction of microfilmed plans	\$51.00
3.5.19.1 Each additional sheet to be reproduced	\$1.25
3.5.20 Assignment of house numbers	\$65.00
3.5.21 Additional plan review required by changes, additions, or revision of approved plans, per hour	\$130.00
3.5.22 Additional review required beyond the initial and second check of plans or reports, per hour	\$130.00
3.5.23 Issuance of Certificate of Occupancy	\$130.00
3.5.24 Issuance of a Temporary Certificate of Occupancy	\$180.00
3.5.25 Each extension of a Temporary Certificate of Occurance	\$120.00
3.5.26 Special Inspection Examination	
3.5.26.1 Original	\$290.00
3.5.26.2 with I.C.B.O. Certification	\$180.00
3.5.26.3 Special Inspector Certificate renewal	\$120.00
3.5.27 Written application for use of an alternate material or method of construction	



FY 2017 Citywide Fee Schedule

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3.5.27.1 Total amount for review of less than two hours	\$260.00
3.5.27.2 Hourly rate for review taking longer than two hours	\$130.00
<u>3.6 Grading Permit Fees</u>	
3.6.1 Issuance fee	\$55.00
3.6.2 Fee	
3.6.2.1 Cubic yards (1 - 100)	\$194.00
3.6.2.2 Cubic yards (101 - 1,000)	\$194.00 + \$98.00/100 cubic yards in excess of 100 cubic yards
3.6.2.3 Cubic yards (1,001 - 10,000)	\$1,076.00 + \$82.00/1,000 cubic yards in excess of 1,000 cubic yards
3.6.2.4 Cubic yards (10,001 - 100,000)	\$1,814.00 + \$52.00/10,000 cubic yards in excess of 10,000 cubic yards
3.6.2.5 Cubic yards (greater than 100,001)	\$6,962.00 + \$131.00/100,000 cubic yards in excess of 100,000 cubic yards
<u>3.7 Rehabilitation Processing Fee</u>	
3.7.1 Investigation and processing	\$390.00
3.7.2 Preparation of Job Specifics	\$520.00
3.7.3 Board of Supervisors or City Council Approval	\$265.00
3.7.4 Contract Performance Inspection	\$210.00
3.7.5 Billing	\$160.00
3.7.6 Record Special Assessment	\$160.00
3.7.7 Filing of Special Assessment	\$265.00
<u>3.8 Electrical Permit Fees</u>	
3.8.1 Issuance Fee	\$33.00
3.8.2 New residential buildings	
3.8.2.1 New, multi-family residential buildings having three or more living units, per sq. foot	\$0.11
3.8.2.2 New, single- and two-family residential buildings, per sq. foot	\$0.13
3.8.3 Private swimming pools	
3.8.3.1 New, private, residential, in-groundswimming pools for single or multi-family occupancies	\$97.00
3.8.3.2 Other swimming pools, therapeutic whirlpools, spas, hot tubs, and alterations to existing pools	\$65.00
3.8.4 Carnivals and Circuses	
3.8.4.1 Electric generator and ecectrically driven rides, each	\$47.00
3.8.4.2 Mechanically driven rides and walk-through attractions having lighting, each	\$20.00
3.8.4.3 System of area and booth lighting, each	\$20.00
3.8.5 Temporary Power Service	
3.8.5.1 Temporary power pole or pedestal	\$52.00
3.8.5.2 Temporary distribution system and temporary lighting and receptacle outlets	\$26.00
3.8.6 Branch Circuit Fees	
3.8.6.1 For 15 or 20 ampere 120 volt lighting (1-10 branch circuits, each)	\$21.00
3.8.6.2 For 15 or 20 ampere 120 volt lighting (11-40 branch circuits, each)	\$17.00
3.8.6.3 For 15 or 20 ampere 120 volt lighting (more than 41 branch circuits each)	\$16.00
3.8.6.4 For 15 or 20 ampere 208 volt to 277 volt lighting, each	\$33.00
3.8.7 Recetacle, Switch, Lighting, or Other	



FY 2017 Citywide Fee Schedule

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3.8.7.1 First 20, each	\$2.50
3.8.7.2 Additional outlets, each	\$2.00
3.8.8 Lighting Fixtures	
3.8.8.1 First 20, each	\$2.50
3.8.8.2. Additional fixtures, each	\$2.00
3.8.8.3 Pole or platform mounted lighting fixtures, each	\$3.00
3.8.8.4 Theatrical-type lighting fixtures or assemblies, each	\$3.00
3.8.9 Residential Appliances of Three Horsepower or Less	\$13.00
3.8.10 Other Appliances of Three Horsepower or Less	\$18.00
3.8.11 Power Apparatus	
3.8.11.1 Rating over 3 and not over 10, each	\$24.00
3.8.11.2 Rating over 10 and not over 50, each	\$55.00
3.8.11.3 Rating over 50 and not over 100, each	\$105.00
3.8.11.4 Rating over 100, each	\$170.00
3.8.12 Busways, each 100' or fraction thereof	\$31.00
3.8.13 Signs, Outline Lighting, and Marquees	
3.8.13.1 Signs, outline lighting systems, or marquees from one branch circuit, each	\$47.00
3.8.13.2 For each additional branch circuit, each	\$15.50
3.8.14 Services, Switchboards, Switchboard Sections, Motor Control Centers, and Panelboards	
3.8.14.1 For 600 volts or less and over 399 amperes in rating, each	\$47.00
3.8.14.2 For 600 volts or less or over 399 amperes to 1,000 amperes, each	\$91.00
3.8.14.3 For 600 volts or over 1,000 amperes in rating, each	\$195.00
3.8.15 Miscellaneous Apparatus, Conduits, and Conductors	\$78.00
3.8.16 Other Inspections	
3.8.16.1 Extra inspection resulting from defective workmanship or materials, each	\$39.00
3.8.16.2 Electrical equipment for which no fee is herein, first 1/2 hour	\$66.00
3.8.16.3 Electrical equipment for which no fee is herein, each hour, or fraction thereof	\$130.00
3.8.16.4 Single hazardous location larger than 2,000 square feet	\$260.00
3.8.16.5 Investigation of alternate materials and methods. Initial filing fee	\$260.00
3.8.16.6 Investigation of alternate materials and methods. Each hour in excess of two	\$130.00
3.8.16.7 Investigation and review of test reports. 1-10 electrical items	\$300.00
3.8.16.8 Investigation and review of test reports. 11-20 electrical items	\$610.00
3.8.16.9 Investigation and review of test reports. 21-50 electrical items	\$910.00
3.8.16.10 Investigation and review of test reports. More than 50 electrical items	\$1,010.00
3.8.16.11 Investigation and review of test reports. High voltage, each	\$610.00
3.8.17 Plan Check Fees	
3.8.17.1 General fee	\$130.00
3.8.17.2 Tenant improvement plan check, per 1,000 sq. feet	\$66.00
3.8.17.3 Investigation fee for work without a permit, R-3 occupancies	\$200.00
3.8.17.4 Investigation fee for work without a permit, other occupancies	\$400.00
3.8.17.5 Non-compliance fee, one- and two-family dwelling occupancies	\$120.00
3.8.17.6 non-compliance fee, other occupancies	\$240.00



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

3.8.18 Photovoltaic System	
3.8.18.1 Under 10KW systems - Plan Check	\$120.00
3.8.18.2 Under 10KW systems - Permit	\$180.00
3.8.18.3 Systems between 10KW to 30KW - Plan Check	\$650.00
3.8.18.4 Systems between 10KW to 30KW - Permit	\$400.00
3.8.18.5 Over 30KW systems - Plan Check	\$990.00
3.8.18.6 Over 30KW systems - Permit	\$790.00

3.9 SB 1473

3.9.1 SB 1473 fee

charged at the current State Adopted Fee Schedule

4. PLUMBING PERMIT FEES

4.1 Plumbing Permit Fees

4.1.1 Issuance of a permit	\$33.00
4.1.2 Plumbing fixture, each	\$20.00
4.1.3 Permanent-type dishwasher, each	\$20.00
4.1.4 Future stacks or branches, each	\$20.00
4.1.5 Roof drain, each	\$20.00
4.1.6 Drainage or sewer backwater valve	\$56.00
4.1.7 Industrial waster pretreatment interceptor	\$20.00
4.1.8 Swimming pool drainage trap and receptor	\$20.00
4.1.9 Gas piping system	
4.1.9.1 Low pressure system, five outlets or less	\$20.00
4.1.9.2 Low pressure system, each additional outlet over five	\$5.00
4.1.9.3 Medium or high pressure system, each system	\$81.00
4.1.9.4 Medium or high pressure system, each outlet	\$5.00
4.1.9.5 Gas meter not under control and maintenance of the serging gas supplier, each	\$20.00
4.1.9.6 Gas pressure regulator other than appliance regulators, each	\$20.00
4.1.10 Water heater and/or vent	\$20.00
4.1.11 Repair or alteration of drainage and/or vent piping, each fixture	\$20.00
4.1.12 Water treatment equipment, each piece	\$20.00
4.1.13 Water pressure regulator	\$20.00
4.1.14 Potable water not covered elsewhere	
4.1.14.1 Potable water not covered elsewhere, 1 1/2" and smaller	\$20.00
4.1.14.2 Potable water not covered elsewhere, 2" to 3"	\$61.00
4.1.14.3 Potable water not covered elsewhere, over 3"	\$130.00
4.1.15 Replacing water piping in a building, each fixture	\$8.00
4.1.16 Sprinkler systems on one meter	\$20.00
4.1.17 Backflow-prevention device on unprotected water supplies, pools, tanks, vats, etc	\$20.00
4.1.18 Trap primer	\$20.00



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

4.1.19 Solar potable water-heating system, including water heater and vent	\$123.00
4.1.20 Investigation fee for work without a permit	
4.1.20.1 R-3 occupancies	\$200.00
4.1.20.2 Other occupancies	\$400.00
4.1.21 Non-compliance fee	
4.1.21.1 R-3 occupancies	\$120.00
4.1.21.2 Other occupancies	\$240.00
4.1.22 Alternate material fee	\$260.00
4.1.22.1 Alternate material fee, per hour	\$130.00

4.2 Sewer Permit Fees

4.2.1 Issuance Fee	\$33.00
4.2.2 Connection of a house sewer to a public sewer	\$58.00
4.2.3 House sewer manhole, each	\$56.00
4.2.4 Installation of a section of house sewer for future use	\$36.00
4.2.5 Connection of each additional building or additional work to a house sewer	\$36.00
4.2.6 Connection of a house sewer to a private sewer disposal system	\$36.00
4.2.7 Private sewage disposal system, each	\$115.00
4.2.8 Cesspool, overflow seepage pit, percolation test pit, swimming pool drywell, or drainfield extension	\$56.00
4.2.9 Disconnection, abandonment, alteration or repair of any house sewer	\$36.00

4.3 Plan Check Fees (Plumbing)

4.3.1 Issuance Fee	\$130.00
4.3.2 Combination waste and vent system	\$300.00
4.3.3 Gas system containing an earthquake actuated shut-off valve	\$100.00
4.3.4 Chemical waste system	\$61.00
4.3.5 Rainwater system	\$200.00
4.3.6 Additional work, per hour	\$130.00

5. MECHANICAL PERMIT FEES

5.1 Mechanical Permit Fees

5.1.1 Issuance Fee	\$33.00
5.1.2 Installation, alteration, or relocation of refrigeration, compressor, or absorption unit	
5.1.2.1 Up to and including 100,000 BTU	\$31.00
5.1.2.2 More than 100,000 BTU and up to and including 500,000 BTU	\$63.00
5.1.2.3 More than 500,000 BTU	\$160.00
5.1.3 Air inlet and air outlet served by air-conditioning system	\$5.00
5.1.4 Air inlets and outlets are unknown, for each 1,000 sq. ft.	\$44.00
5.1.5 Installation, relocation, or replacement of each appliance vent not included in an appliance permit	\$16.00
5.1.6 Installation or alteration of each air handling unit for air conditioning	



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

5.1.6.1 Up to and including 2,000 CFM, each unit up to 10	\$16.00
5.1.6.2 Up to and including 2,000 CFM, each unit over 10	\$6.00
5.1.6.3 More than 2,000 CFM and up to and including 10,000 CFM, each	\$47.00
5.1.6.4 More than 10,000 CFM, each	\$78.00
5.1.7 Evaporative cooler other than portabe type	\$26.00
5.1.8 Ventilation fans which serve a single register	
5.1.8.1 Each fan up to 10	\$19.00
5.1.8.2 Each fan over 10	\$7.00
5.1.9 Ventilation system which is not a portion of any air conditioning system	\$39.00
5.1.10 Installation of each commercial hood, spray booth, or product conveying duct system	\$78.00
5.1.11 Installation of each fire damper	\$13.00
5.1.12 Alteration of an existing duct system for which a permit is not required in this Code	\$31.00
5.1.13 Investigation fee for work without permit	
5.1.13.1 R-3 occupancies	\$200.00
5.1.13.2 Other occupancies, minimum	\$400.00
5.1.14 Noncompliance fee	
5.1.14.1 R-3 occupancies	\$120.00
5.1.14.2 Other occupancies	\$240.00
5.1.16 Alternate material fee	
5.1.16.1 Alternatate material fee, mandatory	\$260.00
5.1.16.2 Alternate material fee, hourly	\$130.00
5.1.17 Surcharge	
5.1.17.1 Commercial Type I or II Hood, included in proposed work	\$200.00
5.1.17.2 Garage ventilation system, included in proposed work	\$200.00
5.1.17.3 Stairs pressurization system, included in proposed work	\$200.00
5.1.17.4 Product conveying systems, included in proposed work	\$200.00
5.1.17.5 Commercial Type I or II Hood, individual system	\$300.00
5.1.17.6 Garage ventilation system, individual system	\$300.00
5.1.17.7 Stairs pressurization system, individual system	\$300.00
5.1.17.8 Product conveying system, individual system	\$300.00

6. COMMUNITY SERVICES FEES

6.1 Senior Center

6.1.1 Resident membership, annually	\$100.00	
6.1.2 Resident couple membership, annually	\$125.00	
6.1.3 Non-resident membership, annually	\$150.00	
6.1.4 Non-resident couple membership, annually	\$175.00	
6.1.5 Single-day resident use	\$3.00	
6.1.6 Single-day non-resident use	\$5.00	
6.1.7 Class / Program fees		20% surcharge for non-residents



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

6.1.8 Multipurpose Room	
6.1.8.1 Full, member/resident, M-F, hourly	\$78.00
6.1.8.2 Full, member/resident Sa-Su, hourly	\$102.00
6.1.8.3 Full, non-member, M-F, hourly	\$94.00
6.1.8.4 Full, non-member, Sa-Su, hourly	\$122.00
6.1.8.5 Half, member/resident, M-F, hourly	\$54.00
6.1.8.6 Half, member/resident Sa-Su, hourly	\$78.00
6.1.8.7 Half, non-member, M-F, hourly	\$65.00
6.1.8.8 Half, non-member, Sa-Su, hourly	\$94.00
6.1.9 Patio	
6.1.9.1 Member/resident, hourly	\$78.00
6.1.9.2 Non-member, hourly	\$94.00
6.1.10 Conference Room	
6.1.10.1 Member/resident, hourly	\$36.00
6.1.10.2 Non-member, hourly	\$43.00
<u>6.2 DeAnza Park</u>	
6.2.1 Multipurpose room, hourly	\$60.00
6.2.2 Conference room, hourly	\$36.00
6.2.3 Multi & conference , hourly	\$90.00
6.2.4 Group picnic shelter, hourly	\$60.00
6.2.5 Picnic shelter	
6.2.5.1 Picnic shelter (1/3), hourly	\$24.00
6.2.5.2 Picnic shelter (2/3), hourly	\$36.00
6.2.6 Basketball court	
6.2.6.1 Basketball court (1), hourly	\$12.00
6.2.6.2 Basketball court with lights, hourly	\$18.00
6.2.7 Multipurpose court	
6.2.7.1 Multipurpose court (1), hourly	\$60.00
6.2.7.2 Multipurpose court with lights, hourly	\$84.00
<u>6.3 Tennis & Swim Center</u>	
6.3.1 Room and Area Use Fees	
6.3.1.1 Fireside Room, hourly	\$48.00
6.3.1.2 Centre Court Room, hourly	\$61.00
6.3.1.3 Fireside & Centre Court Room, hourly	\$90.00
6.3.1.4 Pool / Pool Area, hourly	\$120.00
6.3.2 Membership Monthly Rates	
6.3.2.1 Primetime Tennis Memberships, Family	\$104.75
6.3.2.2 Primetime Tennis Memberships, Couple	\$91.00
6.3.2.3 Primetime Tennis Memberships, Adult	\$75.00
6.3.2.4 Primetime Tennis Memberships, Senior Couple	\$68.25



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

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6.3.2.5 Primetime Tennis Memberships, Senior	\$54.25
6.3.2.6 Primetime Tennis Memberships, High School Student	\$35.50
6.3.2.7 Primetime Tennis Memberships, Youth	\$26.75
6.3.3 Primetime Health Memberships	
6.3.3.1 Primetime Health Memberships, Family	\$74.75
6.3.3.2 Primetime Health Memberships, Couple	\$59.25
6.3.3.3 Primetime Health Memberships, Adult	\$44.75
6.3.3.4 Primetime Health Memberships, Senior Couple	\$40.50
6.3.3.5 Primetime Health Memberships, Senior	\$26.75
6.3.3.6 Primetime Health Memberships, High School Student	\$26.75
6.3.3.7 Primetime Health Memberships, Youth	\$13.75
6.3.4 Non-Primetime Health Memberships	
6.3.4.1 Non-Primetime Memberships, Family	\$55.50
6.3.4.2 Non-Primetime Memberships, Couple	\$43.50
6.3.4.3 Non-Primetime Memberships, Adult	\$37.50
6.3.4.4 Non-Primetime Memberships, Senior Couple	\$37.50
6.3.4.5 Non-Primetime Memberships, Senior	\$30.75
6.3.4.6 Non-Primetime Memberships, High School Student	\$22.75
6.3.5 Weekend Non-Primetime Memberships	
6.3.5.1 Weekend Non-Primetime Memberships, Family	\$29.75
6.3.5.2 Weekend Non-Primetime Memberships, Couple	\$23.75
6.3.5.3 Weekend Non-Primetime Memberships, Adult	\$20.75
6.3.5.4 Weekend Non-Primetime Memberships, Senior Couple	\$20.75
6.3.5.5 Weekend Non-Primetime Memberships, Senior	\$16.00
6.3.5.6 Weekend Non-Primetime Memberships, High School Student	\$13.75
<u>6.4 Gates Canyon, Grape Arbor & Creekside Parks</u>	
6.4.1 Gates Canyon picnic shelter, hourly	\$24.00
6.4.2 Grape Arbor picnic shelter (1), hourly	\$36.00
6.4.3 Grape Arbor picnic shelter (1/2), hourly	\$24.00
6.4.4 Gates Canyon, Grape Arbor, and Creekside Fields, hourly	\$24.00
<u>6.5 Civic Center</u>	
6.5.1 Amphitheater, hourly	\$66.00
6.5.2 Founder's Hall	
6.5.2.1 Founders Hall, full room, M-F, hourly	\$78.00
6.5.2.2 Founder's Hall, full room, Sa-Su, hourly	\$102.00
6.5.2.3 Founder's Hall, meeting room only, M-F, hourly	\$54.00
6.5.2.4 Founder's Hall, meeting room only, Sa-Su, hourly	\$78.00
6.5.3 Plaza, hourly	\$78.00
<u>6.6 A.C. Stelle Middle School</u>	



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

6.6.1 Gym (full)		
6.6.1.1 Non-profit, hourly	\$48.00	
6.6.1.2 Commercial, hourly	\$76.00	
6.6.2 Gym (half)		
6.6.2.1 Non-profit, hourly	\$24.00	
6.6.2.2 Commercial, hourly	\$38.00	
6.6.3 Upper Field (1 & 2)		
6.6.3.1 Non-profit, hourly	\$28.00	
6.6.3.2 Commercial, hourly	\$46.00	
6.6.4 Lower / 1 Upper Field		
6.6.4.1 Non-profit, hourly	\$20.00	
6.6.4.2 Commercial, hourly	\$28.00	
 <u>6.7 A.E. Wright Middle School</u>		
6.7.1 Gym (full)		
6.7.1.1 Non-profit, hourly	\$48.00	
6.7.1.2 Commercial, hourly	\$76.00	
6.7.2 Gym (half)		
6.7.2.1 Non-profit, hourly	\$24.00	
6.7.2.2 Commercial, hourly	\$38.00	
 <u>6.8 Security Deposits</u>		
6.8.1 Rentals up to 75 people	\$200.00	
6.8.2 Rentals for 75 people or more	\$400.00	
 <u>6.9 Non-Profits</u>		
6.9.1 Discount		25%
 <u>6.10 Calabasas Klubhouse Pre School</u>		
6.10.1 Two-years old room		
6.10.1.1 Five full days, resident, monthly	\$950.00	
6.10.1.2 Five full days, non-resident, monthly	\$1,050.00	
6.10.1.3 Five half days, resident, monthly	\$730.00	
6.10.1.4 Five half days, non-resident, monthly	\$810.00	
6.10.1.5 Four full days, resident, monthly	\$760.00	
6.10.1.6 Four full days, non-resident, monthly	\$840.00	
6.10.1.7 Four half days, resident, monthly	\$640.00	
6.10.1.8 Four half days, non-resident, monthly	\$700.00	
6.10.1.9 Three full days, resident, monthly	\$660.00	
6.10.1.10 Three full days, non-resident, monthly	\$730.00	
6.10.1.11 Three half days, resident, monthly	\$580.00	
6.10.1.12 Three half days, non-resident, monthly	\$640.00	



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

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

7. LIBRARY SERVICES FEES

7.1 Library Services

7.1.1 All books, CDs and Magazines late fee, per day	\$0.25
7.1.2 DVDs late fee, per day	\$1.00
7.1.3 Reference material. Library use only.	N/A
7.1.4 Inter-library loans	fees vary

7.2 Friends of the Library

7.2.1 Rental books, per week	\$1.00
7.2.2 Rental DVDs, per week	\$2.00

7.3 General Services

7.3.1 Black & white printing from computer, per page	\$0.10
7.3.2 Color printing from computer, per page	\$0.20
7.3.3 Copier printer, per page	\$0.25
7.3.4 Proctoring	\$30.00
7.3.5 Study room for Non Residents, per hour	\$15.00
7.3.6 Replacement Library card, each	\$3.00
7.3.7 Interlibrary loans	
7.3.7.1 Resident loans, each	\$2.00
7.3.7.2 Non-resident loans, each	\$10.00

8. MEDIA SERVICES

8.1 General Media Services



FY 2017 Citywide Fee Schedule

(Effective March 11, 2017)

----- FY 2017 UPDATE -----

8.1.1 DVD copy of CTV show or City meeting, each	\$15.00
<u>8.2 Movie and Television Filming</u>	
8.2.1 Permit Fee (per 24-hour period)	\$400.00 + \$500 deposit for an engineering review.
8.2.2 Inspection Fee	Actual cost of inspector
<u>8.3 Film Permit Fees</u>	
8.3.1 Film Permit Application Fee , motion and still photo	\$100.00
8.3.2 Motion Picture Fee, per day	\$400.00
8.3.3 Still Photography, per day	\$150.00
8.3.4 Motion Picture Rider/Change Fee, each occurrence	\$100.00
8.3.5 Still Photography Rider, per occurrence	\$50.00
8.3.6 Cancellation Fee: Motion Picture	\$100.00
8.3.7 Cancellation Fee: Still Photography	\$100.00
8.3.8 City Road Use Fee: Filming on City Streets, per day	\$400.00
8.3.9 City Road Use Fee: Parking on City Streets, per day	\$200.00
8.3.10 Refundable Bond	\$500.00
8.3.11 Monitor Hours: 0-8 hours	\$50.00
8.3.12 Monitor Hlours: 8-12 hours	\$75.00
8.3.13 Monitor Hours: 12 plus	\$100.00
8.3.14 Late Processing Fee: less than 48-hour notice	\$100.00
<u>8.4 City Facility Use Fees (in addition to Film Permit Fees, if applicable)</u>	
8.4.1 Parks film Permit: Still Photography	\$150.00
8.4.2 Parks Film Permit: Motion picture	\$400.00
8.4.3 Late Parks Film Permit Fee: fewer than 72-hours notice	\$100.00
8.4.4 Facility Use: Still Photography, fewer than 15 people	\$750.00
8.4.5 Facility Use: Still Photography, more than 15 people	\$1,000.00
8.4.6 Facility Use: Motion Picture, fewer than 31 people (first 6 hours)	\$1,500.00
8.4.7 Facility Use: Motion Picture, fewer than 31 people (additional hours), per hour	\$250.00
8.4.8 Facility Use: Motion picture, more than 30 people (first 6 hours)	\$2,000.00
8.4.9 Facility Use: motion Picture, more than 30 People (additional hours), per hour	\$350.00
8.4.10 City Attendant Fee, per hour	\$35.00
8.4.11 Parking Lot Rental Fee, per hour	\$100.00



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JANUARY 3, 2017

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JAMES JORDAN, DIRECTOR OF PUBLIC SAFETY

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2017-345 AMENDING CALABASAS MUNICIPAL CODE SECTION 9.31.020 TO IMPOSE A MISDEMEANOR PENALTY FOR VIOLATIONS OF CALABASAS MUNICIPAL CODE SECTION 9.31.010, PROHIBITING THE SALE OF KNIVES TO MINORS.

MEETING

DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

Ordinance 2016-338 was introduced at the September 14, 2016, Council meeting.

BACKGROUND:

On September 28, 2016 the City of Calabasas adopted Ordinance 2016-338. An oversight failed to include the penalty for the sale of knives to minors. This ordinance corrects the oversight.

REQUESTED ACTION:

That the City Council introduce Ordinance No. 2017-345 amending Calabasas Municipal Code Section 9.31.020.

ATTACHMENT:

Ordinance 2017-345

**ITEM 9 ATTACHMENT
ORDINANCE NO. 2017-345**

**AN ORDINANCE OF THE CITY OF CALABASAS,
CALIFORNIA AMENDING CALABASAS MUNICIPAL CODE
SECTION 9.31.020 TO IMPOSE A MISDEMEANOR
PENALTY FOR VIOLATIONS OF CALABASAS MUNICIPAL
CODE SECTION 9.31.010, PROHIBITING THE SALE OF
KNIVES TO MINORS.**

WHEREAS, The City of Calabasas adopted Ordinance 2016-338 adopting Calabasas Municipal Code Section 9.31.020 on September 28, 2016; and

WHEREAS, upon review of Section 9.31.020 it was determined by staff the text for the penalty for violations of the City's prohibition on selling knives to minors, intended to be included in section 9.31.020, had been omitted; and

WHEREAS, the City Council intends to amend Section 9.31.020 to impose a misdemeanor penalty for violating section 9.31.010, prohibiting the sale of knives to minors.

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

SECTION 1. Recitals. The recitals above are true and correct and incorporated herein by reference.

SECTION 2. Section 9.31.020 of the Calabasas Municipal Code is hereby amended to read as follows:

Violation of this chapter is a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000.00) or imprisonment in the county jail not to exceed six (6) months, or both such fine and imprisonment

SECTION 3. Severability Clause:

Should any section, clause, or provision of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole, or parts thereof, other than the part so declared to be invalid.

SECTION 4. California Environmental Quality Act

The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during public comment on the matter, and hereby determines that that this ordinance is exempt from the California Environmental Quality

Act review under Title 14, section 15061(b)(3) as there is no potential for causing a significant effect on the environment . Furthermore, this ordinance will not cause a direct or indirect physical change to the environment and is therefore exempt pursuant to Title 14, Section 15378(b)(2) and (3) of the California Code of Regulations.

SECTION 5. Effective Date:

This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance.

SECTION 6. Certification:

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

PASSED, APPROVED AND ADOPTED this ____ day of January, 2017.

Mary Sue Maurer, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 29, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: *[Handwritten initials]* ROBERT YALDA, PUBLIC WORKS DIRECTOR
GARY LYSIK, CHIEF FINANCIAL OFFICER *[Handwritten signature]*
MICHAEL KLEIN, PLANNER *[Handwritten signature]*

SUBJECT: DISCUSSION FOR CITY COMMITMENT TO CONSTRUCT RONDELL STREET AND ADJACENT PUBLIC PARKING LOT IMPROVEMENTS VALUED AT APPROXIMATELY \$4,000,000 (FOUR MILLION DOLLARS AND NO CENTS)

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

That the City Council provides direction to staff regarding City commitment to construct Rondell Street and adjacent Parking Lot Improvements valued at approximately \$4,000,000 (four million dollars and no cents).

BACKGROUND:

On June 22, 2016, the City Council adopted Resolution No. 2016-1496 (Attachment A) approving File No. 140001318 for the construction of a new three-story hotel with up to 127 rooms. Condition No. 49 of Resolution No. 2016-1496 requires the City to construct a public parking lot along Rondell Street and enter into a shared maintenance agreement with the hotel owner. The parking lot along Rondell Street will be open to the public and may be used by the hotel for

employee and customer parking. The parking lot will also include designated parking spaces for trail users and transit stop riders.

Subsequent to project approval, the City received a formal request from Rondell Oasis LLC offering the joint use of the parking lot portion of its property for a public parking lot and seeking the City's commitment to design and construct all public parking related improvements on both Rondell Street and the hotel property, to be operated as a public park and ride lot (Attachment B). Without such commitment, the property owner will move forward with seeking entitlements to construct a self-storage facility, which is designed to provide 14 parking spaces for customers only and a limited extension of Rondell Street.

DISCUSSION/ANALYSIS:

The approved hotel project includes a single parking lot that extends from the hotel property onto Rondell Street, and contains a total of 152 parking stalls. Per the Calabasas Municipal Code (CMC), a 127 room hotel is required to provide 140 parking spaces. Additionally, a parking study was included in the adopted Mitigated Negative Declaration that demonstrates the parking demand for a limited service hotel ranges from 88-127 parking spaces, depending on the time of day and weekday vs weekend. A three-story hotel will have less than 127 rooms and will result in a lower parking demand than originally analyzed. Therefore, with 152 parking spaces, there will be a steady surplus of parking spaces available for public use.

Rondell Oasis LLC is requesting that the City construct the entire public parking lot and associated infrastructure, on both Rondell Street and the hotel property. In exchange for off-setting the cost of construction for the hotel, the property owner would enter into a joint parking lot use agreement with the City. As a result, the City would maintain public access over the entire parking lot, which will be used as an open parking lot for the public, trail and transit users, and patrons of the adjacent hotel. The City would also have control over the final design and construction of access to the trail. This would be a public/private partnership in order to construct a 152 stall public parking lot on both public and private property. Therefore, the entire project is expected to qualify to be paid for from the Measure R and Measure M Local Return Funds, and not the City's General Fund.

The Public Works Director has obtained an independent estimate of cost from John Kular Consulting to determine the valuation of the parking lot and infrastructure improvements (Attachment E). The Public Works Director has determined that the City's commitment for the entire project would be up to \$4,000,000, which includes the cost to design, prepare plans, specifications and estimates (PSE) and construct a parking lot with 152 parking stalls, aisles, landscaping and necessary infrastructure.

As part of the request, Rondell Oasis LLC submitted their revenue and cost pro-forma to the City for review (Attachment C). Rondell Oasis LLC also submitted a comparison of estimated City tax revenue associated with the approved hotel and the proposed self-storage facility (Attachment D). For the hotel, the City would receive property tax, transient occupancy tax, utility users' tax and sales taxes from off-site purchases made by hotel users. The self-storage facility would generate property tax and utility users' tax. According to the study, after stabilized operations, the approved hotel would generate approximately \$953,600 per year in tax revenue and the proposed self-storage facility would generate approximately \$8,500 per year in tax revenue. The 30-year total tax revenue estimate for the approved hotel is \$44,819,000 vs \$346,000 for the proposed self-storage facility.

ENVIRONMENTAL REVIEW:

An Initial Study/ Mitigated Negative Declaration (IS/MND) was prepared for the hotel, inclusive of all improvements along Rondell Street. In preparing and reviewing the IS/MND, staff exercised independent judgment over the project and the project's environmental impacts. The Final IS/MND was adopted by City Council via Resolution No. 2016-1496. The proposed parking lot and improvements along Rondell Street is in substantial conformance with the project analyzed in the adopted IS/MND, therefore no additional review is necessary.

FISCAL IMPACT/SOURCE OF FUNDING:

The proposed project is estimated to cost up to \$4,000,000. The Public Works Director expects that the effort will be eligible for Measure R and M local return funding. The current balance in the Measure R Local Return Fund is \$584,000, which is available now to begin designing the project. The remaining \$3,416,000 would be paid from the City's Management Reserve Fund, to be paid back by the Measure M and R Local Return Fund at a rate of \$344,000 per year for the next 10 years.

REQUESTED ACTION:

That the City Council provides direction to staff regarding City commitment for design and PSE to construct Rondell Street and adjacent Public Parking Lot Improvements valued at approximately \$4,000,000 (four million dollars and no cents).

ATTACHMENTS:

- Attachment A: City Council Resolution No. 2016-1496
- Attachment B: Request from Rondell Oasis LLC
- Attachment C: Cost Pro-Forma
- Attachment D: Tax Revenue Estimates
- Attachment E: Engineer's Estimates
- Attachment F: Conceptual Improvement Plan

RESOLUTION NO. 2016-1496

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA (1) APPROVING FILE NO. 140001318 INCLUSIVE OF A REQUEST FOR A CONDITIONAL USE PERMIT, SITE PLAN REVIEW, SCENIC CORRIDOR PERMIT, DEVELOPMENT PLAN AND OAK TREE PERMIT FOR THE CONSTRUCTION OF A NEW THREE-STORY HOTEL WITH A MAXIMUM OF 67,000 SQUARE FEET OF BUILDING AREA, WHICH INCLUDES UP TO 127 ROOMS, POOL AND 151 SURFACE LEVEL PARKING SPACES, INCLUDING A PUBLIC PARKING LOT ON RONDELL STREET. THE PROPOSED PROJECT INCLUDES A DEVELOPMENT PLAN PERMIT IN ORDER TO CONSTRUCT THE PROPOSED HOTEL BUILDING AND RETAINING WALLS IN EXCESS OF 6-FEET IN HEIGHT. AN OAK TREE PERMIT IS REQUIRED TO ALLOW FOR THE ENCROACHMENT INTO THE PROTECTED ZONE OF THREE OAK TREES. THE SUBJECT SITE IS LOCATED AT 26300 RONDELL STREET (APN 2069-031-014 AND 2069-031-015), WITHIN THE COMMERCIAL RETAIL ZONING DISTRICT AND SCENIC CORRIDOR OVERLAY ZONE; AND (2) ADOPTING THE ASSOCIATED MITIGATED NEGATIVE DECLARATION.

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

1. Agenda reports prepared by the Community Development Department;
2. Staff presentation at the public hearing held on June 22, 2016, before the City Council;
3. Staff presentation at the meeting held on June 8, 2016, before the City Council;
4. Staff presentation at the public hearing held on May 3, 2016, before the City Council;
5. Staff presentation at the public hearing held on February 24, 2016, before the City Council;
6. Staff presentation at the public hearing held on February 3 and 4, 2016, before the Planning Commission;
7. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes;

8. The Final Initial Study and Mitigated Negative Declaration (IS/MND) for the project, dated January 2016;
9. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request;
10. Testimony and/or comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearings;
11. All related documents received and/or submitted at or prior to the public hearings; and
12. Planning Commission Resolution No. 2015-608 recommending certification of the Final IS/MND and approval of the project (File No. 140001318) to the City Council.

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

1. The applicant submitted an application for File No. 140001318 on November 10, 2014.
2. On October 1, 2015, the application was deemed complete and the applicant was notified.
3. A Draft Initial Study /Mitigated Negative Declaration (IS/MND) was made available for public review between November 4 and December 4, 2015. The Final IS/MND was prepared, produced, and posted in January 2016 prior to public hearings by the Planning Commission.
4. On February 3 and 4, 2016, the Planning Commission reviewed the project at a public hearing voted 3-2 to adopt Resolution No. 2016-608 recommending to the City Council approval of File No. 140001318 and certifying the adequacy of the associated Mitigated Negative Declaration.
5. Notice of the January 13, 2016, City Council public hearing was mailed or delivered to property owners within 500 feet of the property as shown on the latest equalized assessment roll, at least ten (10) days prior to the hearing.
6. Notice of the February 24, 2016, City Council public hearing was mailed or delivered to the project applicant at least ten (10) days prior to the hearing.

7. Notice of the February 24, 2016, City Council public hearing was posted at Juan de Anza Bautista Park, the Calabasas Tennis and Swim Center, Gelson's market, Agoura/Calabasas Community Center and at Calabasas City Hall.
8. Notice of the City Council public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
9. On February 24, 2016, the City Council took public comment and continued the public hearing to March 9, 2016.
10. On March 9, 2016, the City Council continued the public hearing to April 27, 2016.
11. On April 27, 2016, the City Council continued the public hearing to May 3, 2016.
12. On May 3, 2016, the City Council continued the item to June 8, 2016.
13. On June 8, 2016, the City Council continued the item to a reopened public hearing on June 22, 2016.
14. Notice of the June 22, 2016, City Council public hearing was posted at Juan de Anza Bautista Park, the Calabasas Tennis and Swim Center, Gelson's market, Agoura/Calabasas Community Center and at Calabasas City Hall.
15. Notice of the City Council public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
16. The subject property, located at 26300 Rondell Street, is zoned Commercial Retail (CR) with an overlay zoning designation of Scenic Corridor (SC), and the subject site is located within the Las Virgenes Gateway Master Plan.
17. The land use designation for the subject property under the City's adopted General Plan is Business Retail (B-R).
18. Properties surrounding the project site are zoned HM-SC, CR-SC, PF-SC and OS-DR; and have General Plan land use designations of HM, CR, PF-I and OS-RP.

Section 3. The City Council reviewed and considered the Final Mitigated Negative Declaration and in view of all of the evidence concludes as follows:

Based upon the facts and information contained in the proposed Final Mitigated Negative Declaration, including the supplemental analysis of the reduced scale

three-story proposed project, together with all written and oral reports included for the environmental assessment for the application, the City Council finds that with the proposed mitigation measures, there is no substantial evidence that the project will have a significant effect upon the environment and adopts the Final Mitigated Negative Declaration based upon the following findings:

1. The Mitigated Negative Declaration has been prepared in compliance with the California Environmental Quality Act and the State CEQA guidelines promulgated there under; the Mitigated Negative Declaration and the Initial Study reflects the independent judgment of the City Council; further, this Council has reviewed and considered the information contained in said Mitigated Negative Declaration with regard to the application.
2. Based upon the design of proposed project and the mitigation measures incorporated, no significant adverse environmental effects will occur.
3. Pursuant to the provisions of Section 753.5(c) of Title 14 of the California Code of Regulations, the City Council finds that in considering the record as a whole, including the Initial Study and Mitigated Negative Declaration for the project, there is no evidence that the proposed project will have potential for an adverse impact upon wildlife resources or the habitat upon which wildlife depends. Furthermore, based upon substantial evidence contained in the Mitigated Negative Declaration, the staff reports and exhibits, and the information provided to the City Council during the public hearings, the City Council hereby rebuts the presumption of adverse effect as set forth in Section 753.5(c-1-d) of Title 14 of the California Code of Regulations.

Section 4. In view of all of the evidence and based on the foregoing, the City Council concludes as follows:

Section 17.62.020 of the Calabasas Municipal Code (CMC) allows the review authority to approve a **Site Plan Review Permit** provided that the following findings are made:

1. *The proposed project complies with all applicable provisions of this Development Code;*

The proposed 127-room hotel is a conditionally permitted use in the Commercial Retail (CR) zoning district. Contingent upon approval of the Development Plan the proposed project complies with all applicable provisions of the Development Code including but not limited to setbacks, site coverage, lighting, parking and landscape requirements. In accordance with Section 17.14.020 of the CMC the proposed 127-room hotel, and retaining walls in excess of 6-feet in height, may be authorized through approval of a Development Plan. As permitted by

Section 17.28.070.G of the CMC, the project may count unrestricted parking spaces in the proposed Rondell Street public parking lot, construction of which is required by the conditions of approval, as part of the project's required parking spaces. Therefore, assuming the Development Plan Permit approval recommended below is approved, the proposed project meets this finding.

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

The land use designation for the subject site under the City's adopted 2030 General Plan is Business Retail (B-R). In accordance with Table II-1 of the General Plan, the Business-Retail designation is intended to accommodate general shopping and commercial services and allows development up to a floor area ratio of 0.4. Furthermore, the Land Use Element of the General Plan specifically identifies that "Freeway-oriented commercial uses will continue in the southern quadrants of the Las Virgenes interchange" (p.II-5). The subject site is located within the Las Virgenes interchange quadrant and ideally located to serve travelers along the 101 freeway seeking overnight accommodations given its location adjacent to the interchange and directly adjacent to an on-ramp.

Policy II-11 states that the City should promote a mix of retail services that meet the needs of Calabasas citizens, contribute to a sound local economic base and are visually attractive and compatible with surrounding development. The proposed hotel will support the retailers in the general vicinity with an increased customer base. Additionally, there are several corporate headquarters in the nearby area, such as Cheesecake Factory, DTS, Spirent, Alcatel Lucent and Harbor Freight that would utilize a quality hotel such as the proposed project to support business operations. As a result, the proposed project is consistent with the Land Use Element of the General Plan.

The Open Space Element of the General Plan focuses on the preservation of existing open space, acquisition of new land for open space and preservation of natural hillsides and significant ridgelines. Although the proposed project does not add to the City's open space inventory, it is consistent with Policies III-7 and III-12 because the project utilizes the previously disturbed areas of the site and maintains a buffer between the development and dedicated open space by preserving the natural hillside and topography to the east. Currently, the public does not have legal access to the Anza Trail to the east of the subject site from the subject site. The proposed project complies with Policy III-8, which encourages improved public access to designated open space and recreational uses, because it will provide legal access from Las Virgenes Road to the Anza Trail as well as dedicated off-street parking, ADA access and trash receptacles for this trailhead. By improving the trailhead and securing permanent, dedicated

legal access to the trail from the subject site, ensuring legal access to both local ends of the trail, the proposed project is compliant with Policy III-8. Furthermore, by coordinating with the National Park Services on trail signage and improvements, the proposed project will result in better visibility of and access to the Anza Trail. As a result, the proposed project is in conformance with the Open Space Element of the General Plan.

The purpose of the Conservation Element of the General Plan is to protect biological resources such as wildlife habitat, water resources and air quality. Figure IV-1 shows that the project site is located within a wildlife linkage and corridor. As discussed in the IS/MND the subject site represents less than 6% of the width of the corridor and less than 1/10 of a percent of the area shown on figure IV-3 in the General Plan; nevertheless, the proposed development will include wildlife friendly fencing materials in accordance with Section 17.20.100 of the CMC, and comply with the City's dark skies ordinance (Section 17.27 of the CMC) in order to minimize potential impacts to the wildlife corridor. Furthermore, mitigation measure BIO-2 of the IS/MND requires sound amplification equipment to be shielded from open space to reduce potential effects on wildlife. By concentrating development on the previously disturbed portions of the site, and maintaining the natural hillside and vegetation to the east, the proposed project is in compliance with Policies IV-3, IV-5 and IV-6 of the General Plan. By complying with the City's Green Building Ordinance, the proposed development shall meet or exceed the equivalent of Silver rating from the United States Green Building Council LEED standards. Such requirements include construction related and operational methods (i.e. water efficient landscaping, efficient water fixtures and mechanical equipment) in order to reduce water consumption and air quality impacts of the proposed development. As a result, the proposed project complies with Policies IV-21, IV-22, IV-23, IV-24, IV-27 and IV-33 of the General Plan and the Conservation Element.

The Fiscal Management section of the General Plan identifies the need to balance retail uses that generate taxes with protection of the City's natural environment and residential communities. As discussed above, the proposed project has been designed to protect the environment because it is located on the previously disturbed portion of the site and concentrates hardscape and development near existing commercial development. Further, the existing natural hillside to the east is left undisturbed. The proposed conditions of approval and proposed mitigation measures ensure that development will not have a negative impact on the surrounding environment. The proposed hotel is consistent with Policies XII-1, XII-2 and XII-4 of the General Plan, because it will generate significant tax revenue through the City's transient occupancy tax. Based on an average room rate of \$125 per night, and a 90% average occupancy rate, the anticipated revenue from a 127-room hotel is the equivalent in revenue the City collects in property taxes from nearly 1,700 median priced

single-family homes. In other words, one hotel located on a 4.3 acre lot will generate the same amount of revenue that is currently generated by approximately 20% of the City's households. Furthermore, the cost to the City to support a hotel is significantly less than supporting the infrastructure and use of municipal services from 1,700 single-family homes. Given these circumstances, the proposed project is consistent with the Financial Management section of the General Plan, as the project is expected to promote the City's fiscal position with minimal impacts and while preserving the existing natural hillside and improving public access to the Anza Trail.

The project site is located within the designated 101 Freeway Scenic Corridor and is required to comply with the City's Scenic Corridor Development Guidelines. The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to scenic vistas. These include the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; and landscaping with native vegetation. Furthermore, a line-of-sight analysis and story poles demonstrate that the proposed hotel will not block views of the significant ridgelines to the east as viewed from Las Virgenes Road. The City's Architectural Review Panel found that the proposed architecture is well designed and appropriated for this portion of the Scenic Corridor.

The project site is located within the Las Virgenes Gateway Master Plan (Master Plan). The purpose of the Master Plan is to "inspire and encourage renovation and appropriate new development opportunities" (p1:4, Master Plan). The Master Plan includes preferred land uses and development standards for specific sites, as well as design guidelines to achieve cohesive development along Las Virgenes Road. The subject site is identified as the "Rondell Property" in the Master Plan, which specifies highway-oriented commercial uses as appropriate development for the site. In fact, the Master Plan states "the allowed uses shall include hotel/motel uses" (p. 4:8, Master Plan). As a result, the proposed hotel is compatible with the allowed land uses identified in the Master Plan. Furthermore, the proposed hotel features a Monterey architectural style consistent with the design guidelines of the Master Plan. The ARP reviewed the project and concurred that the proposed design is compatible with the Master Plan and is well designed for the site. As a result, the proposed project will be compatible with other development within the Master Plan that incorporates a similar architectural style. Given these circumstances, the proposed project meets this finding.

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

In compliance with CEQA and the CEQA Guidelines, an Initial Study/Mitigated Negative Declaration (IS/MND) was prepared for this project. In preparing the IS/MND, staff independently reviewed, evaluated, and exercised judgment over the project and the project's environmental impacts. The Final IS/MND identifies the areas where the project may have a potential effect on the environment. All areas listed as potentially significant have been mitigated to levels that are no longer significant, through the inclusion of mitigation measures, which the applicant must comply with under the proposed conditions of approval.

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

The surrounding area is developed with highway serving commercial uses to the west and south. Existing development within the immediate vicinity consists of one- to two-story commercial/retail structures, while two- to three-story office buildings up to 52 feet tall are within the general vicinity. The proposed Monterey Style architecture is compatible with the predominant architectural styles of newer development in the surrounding community and consistent with the guidelines of the Las Virgenes Gateway Master Plan. The use of articulation, such as varying roof lines and articulated wall planes, have been incorporated into the design in order to reduce the mass and scale of a three-story building. Furthermore, the Architectural Review Panel recommends that this project be approved from a design standpoint. The proposed grading is limited to the previously graded portions of the site, and will retain the natural topography to the east of the proposed development. Given these circumstances, the proposed project meets this finding.

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

The proposed project is required to comply with site coverage, setbacks and floor area ratio standards provided in Section 17.14.020 of the Land Use and Development Code (Code), as well as landscaping standards in Section 17.26.040 of the Code. Compliance with these standards is required for project approval and ensures that development is adequately proportional to the size of the lot. By covering less than 10 percent of the lot with the proposed building and providing more than 50% of the lot as pervious, the subject property contains ample area to accommodate the proposed development. Furthermore, approximately 1.3 acres (26%) of the site will remain undeveloped. As a result, the proposed project meets this finding, with the approval of the proposed development plan permit.

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

The proposed project is located on existing graded portions of the subject site, thus reducing the overall impact on the surrounding natural environment. The subject site is located in a suburban portion of Calabasas characterized by commercial and recreational uses surrounding the site. As a result, the surrounding area is mostly built out with one- to three-story buildings. The site was previously graded for the purpose of constructing a commercial building and parking. The proposed project utilizes the previously disturbed portions of the site while leaving approximately 1.3 acres (26%) of the site undeveloped and preserving the natural slope and vegetation to the east. The design allows for a significantly smaller building footprint with little or no hillside grading, and thus reduces overall impacts on the surrounding environment. The subject site is located within a designated Scenic Corridor and will be visible from Las Virgenes Road and the 101 Freeway. However, the design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to the Scenic Corridor. These include: (a) the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; (b) landscaping with native vegetation; and (c) architectural features to reduce the overall mass and scale of the building. The project also complies with the requirement that the building not be taller than half the height of the background ridgeline. Furthermore, a line-of-sight analysis and story poles demonstrate that the proposed hotel will not block views of the significant ridgelines as viewed from Las Virgenes Road. Therefore, the proposed project meets this finding.

Section 17.62.050(D) of the Calabasas Municipal Code (CMC) allows the review authority to approve a **Scenic Corridor Permit** provided that the following findings are made:

- 1. The proposed project design complies with the scenic corridor development guidelines adopted by the council;*

The subject site is located with the Las Virgenes Road and 101 Freeway Scenic Corridors and will be visible to the public. The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to the Scenic Corridor. These include: (a) the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; (b) landscaping with native vegetation; and (c) and architectural features to reduce the overall

mass and scale of the building. Additionally, architectural features such as varying roof lines and articulated wall planes are utilized to avoid large blank facades consistent with the Scenic Corridor Development Guidelines. Therefore, the proposed project meets this finding.

2. *The proposed project incorporates design measures to ensure maximum compatibility with and enhancement of the scenic corridor;*

The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to the Scenic Corridor. These include: (a) the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; (b) landscaping with native vegetation; and (c) architectural features to reduce the overall mass and scale of the building. Additionally, architectural features such as varying roof lines and articulated wall planes are utilized to avoid large blank facades consistent with the Scenic Corridor Development Guidelines. The proposed landscape plan, which includes a fuel modification plan in accordance with LA County Fire Department requirements, includes native landscaping designed to transition the proposed development into the natural hillside to the east and enhance the Scenic Corridor. Given these circumstances, the proposed project meets this finding.

3. *The proposed project is within a rural or semi-rural scenic corridor designated by the General Plan, and is designed to ensure the continuing preservation of the character of the surrounding area;*

According to Section IX.C of the General Plan, the 101 Freeway and Las Virgenes Road are designated Scenic Corridors. Due to the fact that the subject site is located within a highly traveled and mostly developed commercial corridor, the proposed project is within an urban scenic corridor. The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to the Scenic Corridor. These include: (a) the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; (b) landscaping with native vegetation; and (c) architectural features to reduce the overall mass and scale of the building. Additionally, architectural features such as varying roof lines and articulated wall planes are utilized to avoid large blank facades consistent with the Scenic Corridor Development Guidelines. With more than 50% of the subject site to be landscaped or pervious, the proposed development includes adequate landscaping to enhance the Scenic Corridor, including landscaping intended to

screen the building from view. Furthermore, the ARP reviewed the landscape plan and agreed it was well designed. Given these circumstances, the proposed project meets this finding.

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

The surrounding area is characterized by commercial development inclusive of gas stations, drive-thru restaurants, office complexes and retail shopping centers. Existing development is made up of one- to three-story buildings of varying architectural styles that range in height from 15 feet to 52 feet. 50-foot tall office buildings along Mureau Road and Agoura Road are made up of glass and large blank facades that are visible from the 101 freeway. In contrast, the proposed building includes architectural features such as varying roof lines and articulated wall planes, designed to avoid large blank facades and reduce overall massing of the building. Additionally, the proposed landscaping plan includes screening elements and trees intended to reduce the visual impacts to the Scenic Corridor and minimize visibility from the freeway. Furthermore, the Monterey style architecture is consistent with the Las Virgenes Gateway Master Plan and includes earth tone colors, a dark roof and rustic veneer in compliance with the City's Scenic Corridor Development Guidelines. The proposed landscaping will enhance the site with native drought tolerant planting, and retaining walls will utilize a rustic stone veneer. As a result, the proposed development is compatible in design, appearance and scale with the surrounding area and meets this finding.

Section 17.62.060 of the Calabasas Municipal Code (CMC) allows the review authority to approve a **Conditional Use Permit** provided that the following findings are made:

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

The subject site is located within the Commercial Retail (CR) zoning district, which conditionally permits hotel uses. Contingent upon approval of the Development Plan, the proposed project complies with all applicable provisions of the Development Code including but not limited to setbacks, site coverage, lighting, parking and landscape requirements. The floor area ratio of the proposed hotel will be 0.4 or less, which complies with the maximum permitted floor area ratio of 0.4 for the CR zone. In accordance with Section 17.14.020 of the CMC the proposed 127-room hotel and retaining walls in

excess of 6-feet in height may be authorized through approval of a Development Plan. Therefore, assuming the Development Plan approval recommended below is approved, the proposed project meets this finding.

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

The land use designation for the subject site under the City's adopted 2030 General Plan is Business Retail (B-R). In accordance with Table II-1 of the General Plan, the Business-Retail designation is intended to accommodate general shopping and commercial services and allows development up to a floor area ratio of 0.4. As a result, the proposed hotel use with a floor area ratio of 0.36 is consistent with the land use designation of the subject site. Furthermore, the Land Use Element of the General Plan specifically identifies that "Freeway-oriented commercial uses will continue in the southern quadrants of the Las Virgenes interchange" (p.II-5). The subject site is located within the Las Virgenes interchange quadrant and ideally located to serve travelers along the 101 freeway seeking overnight accommodations given its location adjacent to the interchange and directly adjacent to an on-ramp.

Policy II-11 states that the City should promote a mix of retail services that meet the needs of Calabasas citizens, contribute to a sound local economic base and are visually attractive and compatible with surrounding development. The proposed hotel will support the retailers in the general vicinity with an increased customer base. Additionally, there are several corporate headquarters in the nearby area, such as Cheesecake Factory, DTS, Spirent, Alcatel Lucent and Harbor Freight that would utilize a quality hotel such as the proposed project to support business operations. As a result, the proposed project is consistent with the Land Use Element of the General Plan.

The Open Space Element of the General Plan focuses on the preservation of existing open space, acquisition of new land for open space and preservation of natural hillsides and significant ridgelines. Although the proposed project does not add to the City's open space inventory, it is consistent with Policies III-7 and III-12 because the project utilizes the previously disturbed areas of the site and maintains a buffer between the development and dedicated open space by preserving the natural hillside and topography to the east. Currently, the public does not have legal access to the Anza Trail to the east of the subject site from the subject site. The proposed project complies with Policy III-8, which encourages improved public access to designated open space and recreational uses, because it will provide legal access from Las Virgenes Road to the Anza Trail as well as dedicated off-street parking, ADA access and trash receptacles for this trailhead. By improving the trailhead and securing

permanent, dedicated legal access to the trail from the subject site, ensuring legal access to both local ends of the trail, the proposed project is compliant with Policy III-8. Furthermore, by coordinating with the National Park Services on trail signage and improvements, the proposed project will result in better visibility of and access to the Anza Trail. As a result, the proposed project is in conformance with the Open Space Element of the General Plan.

The purpose of the Conservation Element of the General Plan is to protect biological resources such as wildlife habitat, water resources and air quality. Figure IV-1 shows that the project site is located within a wildlife linkage and corridor. As discussed in the IS/MND the subject site represents less than 6% of the width of the corridor and less than 1/10 of a percent of the area shown on figure IV-3 in the General Plan; nevertheless, the proposed development will include wildlife friendly fencing materials in accordance with Section 17.20.100 of the CMC, and comply with the City's dark skies ordinance (Section 17.27 of the CMC) in order to minimize potential impacts to the wildlife corridor. Furthermore, mitigation measure BIO-2 of the IS/MND requires sound amplification equipment to be shielded from open space to reduce potential effects on wildlife. By concentrating development on the previously disturbed portions of the site, and maintaining the natural hillside and vegetation to the east, the proposed project is in compliance with Policies IV-3, IV-5 and IV-6 of the General Plan. By complying with the City's Green Building Ordinance, the proposed development shall meet or exceed the equivalent of Silver rating from the United States Green Building Council LEED standards. Such requirements include construction related and operational methods (i.e. water efficient landscaping, efficient water fixtures and mechanical equipment) in order to reduce water consumption and air quality impacts of the proposed development. As a result, the proposed project complies with Policies IV-21, IV-22, IV-23, IV-24, IV-27 and IV-33 of the General Plan and the Conservation Element.

The Fiscal Management section of the General Plan identifies the need to balance retail uses that generate taxes with protection of the City's natural environment and residential communities. As discussed above, the proposed project has been designed to protect the environment because it is located on the previously disturbed portion of the site and concentrates hardscape and development near existing commercial development. Further, the existing natural hillside to the east is left undisturbed. The proposed conditions of approval and proposed mitigation measures ensure that development will not have a negative impact on the surrounding environment. The proposed hotel is consistent with Policies XII-1, XII-2 and XII-4 of the General Plan, because it will generate significant tax revenue through the City's transient occupancy tax. Based on an average room rate of \$125 per night, and a 90% average occupancy rate, the anticipated revenue from a 127-room hotel is the

equivalent in revenue the City collects in property taxes from nearly 1,700 median priced single-family homes. In other words, one hotel located on a 4.3 acre lot will generate the same amount of revenue that is currently generated by approximately 20% of the City's households. Furthermore, the cost to the City to support a hotel is significantly less than supporting the infrastructure and use of municipal services from 1,700 single-family homes. Given these circumstances, the proposed project is consistent with the Financial Management section of the General Plan, as the project is expected to promote the City's fiscal position with minimal impacts and while preserving the existing natural hillside and improving public access to the Anza Trail.

The project site is located within the designated 101 Freeway Scenic Corridor and is required to comply with the City's Scenic Corridor Development Guidelines. The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to scenic vistas. These include the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic materials; and landscaping with native vegetation. Furthermore, a line-of-sight analysis and story poles demonstrate that the proposed hotel will not block views of the significant ridgelines to the east as viewed from Las Virgenes Road. The City's Architectural Review Panel found that the proposed architecture is well designed and appropriated for this portion of the Scenic Corridor.

The project site is located within the Las Virgenes Gateway Master Plan (Master Plan). The purpose of the Master Plan is to "inspire and encourage renovation and appropriate new development opportunities" (p1:4, Master Plan). The Master Plan includes preferred land uses and development standards for specific sites, as well as design guidelines to achieve cohesive development along Las Virgenes Road. The subject site is identified as the "Rondell Property" in the Master Plan, which specifies highway-oriented commercial uses as appropriate development for the site. In fact, the Master Plan states "the allowed uses shall include hotel/motel uses" (p. 4:8, Master Plan). As a result, the proposed hotel is compatible with the allowed land uses identified in the Master Plan. Furthermore, the proposed hotel features a Monterey architectural style consistent with the design guidelines of the Master Plan. The ARP reviewed the project and concurred that the proposed design is compatible with the Master Plan and is well designed for the site. As a result, the proposed project will be compatible with other development within the Master Plan that incorporates a similar architectural style. Given these circumstances, the proposed project meets this finding.

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

In compliance with CEQA and the CEQA Guidelines, an Initial Study/Mitigated Negative Declaration (IS/MND) was prepared for this project. In preparing the IS/MND, staff independently reviewed, evaluated, and exercised judgment over the project and the project's environmental impacts. The Final IS/MND identifies the areas where the project may have a potential effect on the environment. All areas listed as potentially significant have been mitigated to levels that are no longer significant, through the inclusion of mitigation measures, which the applicant must comply with under the proposed conditions of approval.

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

The subject site is located within the Las Virgenes Road and 101 Freeway interchange and intended to serve freeway users. The site is located to provide quick access to and from the 101 freeway via Las Virgenes Road, which is an arterial road designed to handle high traffic volumes. Because the site is located within the freeway interchange and directly adjacent to freeway access, collector and local roads that serve residential communities will not be utilized to access the site. Furthermore, the MND contains a traffic and circulation study that includes an analysis of cumulative traffic conditions on nearby intersections. The analysis utilizes the traffic forecast generated for the project and adds the traffic generated by other future projects which may be constructed in the study area. According to the study, cumulative traffic conditions of the proposed hotel and future projects will not exceed the City of Calabasas impact thresholds at any of the analyzed intersections. The proposed development includes dedicated parking for the adjacent transit stop as well as dedicated parking and access to the Anza Trail trailhead located east of the site. Pedestrian friendly access to the hotel from Las Virgenes Road will promote hotel users to walk to nearby retailers. As a result, the location and operating characteristics of the proposed hotel use are compatible with the existing and anticipated future land uses in the vicinity, and the proposed project meets this finding.

Section 17.62.070 of the Calabasas Municipal Code (CMC) allows the review authority to approve a Development Plan provided that the following findings are made:

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

The subject site is located within the Commercial Retail (CR) zoning district, which conditionally permits hotel uses. Contingent upon approval of the Development Plan, the proposed project complies with all applicable provisions of the Development Code including but not The floor area ratio of the proposed hotel will be 0.4 or less, which complies with the maximum permitted floor area ratio of 0.4 for the CR zone. In accordance with Section 17.14.020 of the CMC, the proposed 127-room hotel and retaining walls in excess of 6-feet in height, may be authorized through approval of a Development Plan. In addition and in accord with Section 17.62.070.A of the CMC, the Development Plan may authorize a three-story, 127-room hotel as proposed on the subject property.

The purpose of a Development Plan is to allow greater flexibility and creativity in order to permit land uses and development that is superior to those attainable under existing zoning district standards. Given the site constraints discussed in the staff report, the proposed three-story, 127-room design requires retaining walls above 6-feet in height in order to enable a smaller building footprint than would otherwise be achievable, reducing the project's visual impacts and significantly improving its compatibility with the scenic corridor guidelines and its setting. Furthermore, the policies III-12 – III-16 of the General Plan state that grading should be limited with minimum alteration of existing landforms and maintain the natural topographic characteristics of hillsides. The proposed building achieves these policies by limiting the footprint to the existing flat portion of the site with minimal grading of the adjacent slopes. Therefore, the proposed Development Plan is justified because the flexibility in retaining wall height and floor area ratio standards results in a superior alternative than would otherwise be attainable under the existing standards. As a result, the proposed project meets this finding.

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

The land use designation for the subject site under the City's adopted 2030 General Plan is Business Retail (B-R). In accordance with Table II-1 of the General Plan, the Business-Retail designation is intended to accommodate general shopping and commercial services and allows development up to a floor area ratio of 0.4. As a result, the proposed 127-room hotel use with a floor area ratio of 0.4 or less is consistent with the land use designation of the subject site. Furthermore, the Land Use Element of the General Plan specifically identifies that "Freeway-oriented commercial uses will continue in the southern quadrants of the Las Virgenes interchange" (p.II-5). The subject site is located within the Las Virgenes interchange quadrant and ideally located to serve travelers along the 101 freeway seeking overnight accommodations

given its location adjacent to the interchange and directly adjacent to an on-ramp.

Policy II-11 states that the City should promote a mix of retail services that meet the needs of Calabasas citizens, contribute to a sound local economic base and are visually attractive and compatible with surrounding development. The proposed hotel will support the retailers in the general vicinity with an increased customer base. Additionally, there are several corporate headquarters in the nearby area, such as Cheesecake Factory, DTS, Spirent, Alcatel Lucent and Harbor Freight that would utilize a quality hotel such as the proposed project to support business operations. As a result, the proposed project is consistent with the Land Use Element of the General Plan.

The Open Space Element of the General Plan focuses on the preservation of existing open space, acquisition of new land for open space and preservation of natural hillsides and significant ridgelines. Although the proposed project does not add to the City's open space inventory, it is consistent with Policies III-7 and III-12 because the project utilizes the previously disturbed areas of the site and maintains a buffer between the development and dedicated open space by preserving the natural hillside and topography to the east. Currently, the public does not have legal access to the Anza Trail to the east of the subject site from the subject site. The proposed project complies with Policy III-8, which encourages improved public access to designated open space and recreational uses, because it will provide legal access from Las Virgenes Road to the Anza Trail as well as dedicated off-street parking, ADA access and trash receptacles for this trailhead. By improving the trailhead and securing permanent, dedicated legal access to the trail from the subject site, ensuring legal access to both local ends of the trail, the proposed project is compliant with Policy III-8. Furthermore, by coordinating with the National Park Services on trail signage and improvements, the proposed project will result in better visibility of and access to the Anza Trail. As a result, the proposed project is in conformance with the Open Space Element of the General Plan.

The purpose of the Conservation Element of the General Plan is to protect biological resources such as wildlife habitat, water resources and air quality. Figure IV-1 shows that the project site is located within a wildlife linkage and corridor. As discussed in the IS/MND the subject site represents less than 6% of the width of the corridor and less than 1/10 of a percent of the area shown on figure IV-3 in the General Plan; nevertheless, the proposed development will include wildlife friendly fencing materials in accordance with Section 17.20.100 of the CMC, and comply with the City's dark skies ordinance (Section 17.27 of the CMC) in order to minimize potential impacts to the wildlife corridor. Furthermore, mitigation measure BIO-2 of the IS/MND requires sound amplification equipment to be shielded from open space to

reduce potential effects on wildlife. By concentrating development on the previously disturbed portions of the site, and maintaining the natural hillside and vegetation to the east, the proposed project is in compliance with Policies IV-3, IV-5 and IV-6 of the General Plan. By complying with the City's Green Building Ordinance, the proposed development shall meet or exceed the equivalent of Silver rating from the United States Green Building Council LEED standards. Such requirements include construction related and operational methods (i.e. water efficient landscaping, efficient water fixtures and mechanical equipment) in order to reduce water consumption and air quality impacts of the proposed development. As a result, the proposed project complies with Policies IV-21, IV-22, IV-23, IV-24, IV-27 and IV-33 of the General Plan and the Conservation Element.

The Fiscal Management section of the General Plan identifies the need to balance retail uses that generate taxes with protection of the City's natural environment and residential communities. As discussed above, the proposed project has been designed to protect the environment because it is located on the previously disturbed portion of the site and concentrates hardscape and development near existing commercial development. Further, the existing natural hillside to the east is left undisturbed. The proposed conditions of approval and proposed mitigation measures ensure that development will not have a negative impact on the surrounding environment. The proposed hotel is consistent with Policies XII-1, XII-2 and XII-4 of the General Plan, because it will generate significant tax revenue through the City's transient occupancy tax. Based on an average room rate of \$125 per night, and a 90% average occupancy rate, the anticipated revenue from a 127-room hotel is the equivalent in revenue the City collects in property taxes from nearly 1,700 median priced single-family homes. In other words, one hotel located on a 4.3 acre lot will generate the same amount of revenue that is currently generated by approximately 20% of the City's households. Furthermore, the cost to the City to support a hotel is significantly less than supporting the infrastructure and use of municipal services from 1,700 single-family homes. Given these circumstances, the proposed project is consistent with the Financial Management section of the General Plan, as the project is expected to promote the City's fiscal position with minimal impacts and while preserving the existing natural hillside and improving public access to the Anza Trail.

The project site is located within the designated 101 Freeway Scenic Corridor and is required to comply with the City's Scenic Corridor Development Guidelines. The design guidelines, recommendations, and requirements set forth by the Scenic Corridor Development Guidelines have been incorporated into the site design to minimize the visual impact of the project to scenic vistas. These include the use of architectural colors and materials similar to the natural surrounding environment, including earth tone colors and rustic

materials; and landscaping with native vegetation. Furthermore, a line-of-sight analysis and story poles demonstrate that the proposed hotel will not block views of the significant ridgelines to the east as viewed from Las Virgenes Road. The City's Architectural Review Panel found that the proposed architecture is well designed and appropriated for this portion of the Scenic Corridor.

The project site is located within the Las Virgenes Gateway Master Plan (Master Plan). The purpose of the Master Plan is to "inspire and encourage renovation and appropriate new development opportunities" (p1:4, Master Plan). The Master Plan includes preferred land uses and development standards for specific sites, as well as design guidelines to achieve cohesive development along Las Virgenes Road. The subject site is identified as the "Rondell Property" in the Master Plan, which specifies highway-oriented commercial uses as appropriate development for the site. In fact, the Master Plan states "the allowed uses shall include hotel/motel uses" (p. 4:8, Master Plan). As a result, the proposed hotel is compatible with the allowed land uses identified in the Master Plan. Furthermore, the proposed hotel features a Monterey architectural style consistent with the design guidelines of the Master Plan. The ARP reviewed the project and concurred that the proposed design is compatible with the Master Plan and is well designed for the site. As a result, the proposed project will be compatible with other development within the Master Plan that incorporates a similar architectural style. Given these circumstances, the proposed project meets this finding.

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

In compliance with CEQA and the CEQA Guidelines, an Initial Study/Mitigated Negative Declaration (IS/MND) was prepared for this project. In preparing the IS/MND, staff independently reviewed, evaluated, and exercised judgment over the project and the project's environmental impacts. The Final IS/MND identifies the areas where the project may have a potential effect on the environment. All areas listed as potentially significant have been mitigated to levels that are no longer significant, through the inclusion of mitigation measures, which the applicant must comply with under the proposed conditions of approval.

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

The subject site is located within the Las Virgenes Road and 101 Freeway interchange and intended to serve freeway users. Surrounding land uses include gas stations, car washes, fast-food restaurants with drive-thru services, convenience markets, auto service/repair, a liquor store, and other commercial and office uses. The site is located to provide quick access to and from the 101 freeway via Las Virgenes Road, which is an arterial road designed to handle high traffic volumes. Because the site is located within the freeway interchange and directly adjacent to freeway access, collector and local roads that serve residential communities will not be utilized to access the site. Furthermore, the MND contains a traffic and circulation study that includes an analysis of cumulative traffic conditions on nearby intersections. The analysis utilizes the traffic forecast generated for the project and adds the traffic generated by other future projects which may be constructed in the study area. According to the study, cumulative traffic conditions of the proposed hotel and future projects will not exceed the City of Calabasas impact thresholds at any of the analyzed intersections. The proposed development includes dedicated parking for the adjacent transit stop as well as dedicated parking and access to the Anza Trail trailhead located east of the site. Pedestrian friendly access to the hotel from Las Virgenes Road will promote hotel users to walk to nearby by retailers. As a result, the location and operating characteristics of the proposed hotel use are compatible with the existing and anticipated future land uses in the vicinity, and the proposed project meets this finding.

Section 17.32.010(E) of the Calabasas Municipal Code (CMC) allows the review authority to approve an **Oak Tree Permit** provided that the following findings are made:

1. *The request to alter or encroach within the protected zone of an oak tree or scrub oak habitat is warranted to enable reasonable and conforming use of the property, which would otherwise be prevented by the presence of the oak tree or scrub oak habitat. In addition, such alterations and encroachments can be performed without significant long-term adverse impacts to the oak tree or scrub oak habitat. Reasonable use of the property shall be determined in accordance with the guidelines.*

The proposed project involves construction of a 127-room hotel with a pool and grade level parking. The proposed building and on-site amenities are not located within the protected zone of an oak tree; however, a new drainage v-ditch and a small portion of the parking lot would encroach within the protected zone of three oak trees. These improvements are necessary for site development to provide adequate parking and required drainage of the site. Therefore the proposed encroachments are warranted to enable reasonable

and conforming use of the property. Because the encroachments are grade level improvements, branch pruning is not anticipated. The Oak Tree Report indicates that the encroachment activities involving the on-site oak trees would not result in significant long-term adverse impacts to the existing protected oak trees. This conclusion has been confirmed by the City's Arborist. To further ensure that adverse impacts to the trees are minimized, the Oak Tree Report includes recommendations, which have been included as project conditions of approval in this Resolution. Therefore, the proposed project meets this finding.

Section 5. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council approves File No. 140001318 and adopts the associated Final Mitigated Negative Declaration, approving a 127-room, three-story hotel, with a maximum of 67,000 square feet of building area, on the subject property, subject to the following agreements and conditions:

I. INDEMNIFICATION AGREEMENT

The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this File No. 140001318, or the activities conducted pursuant to this File No. 140001318. Accordingly, to the fullest extent permitted by law, Rondell Oasis, LLC shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this File No. 140001318, or the activities conducted pursuant to this File No. 140001318. Rondell Oasis, LLC shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

II. CONDITIONS OF APPROVAL

Community Development Department/Planning

1. This resolution approves a 127-room, three-story hotel as a proposed land use. The hotel is permitted up to 67,000 square feet of building area and a height consistent with the site plan and elevations as proposed in Attachment C of the

June 8, 2016, City Council staff report with the removal of the fourth floor. The maximum permitted building height shall be 40 feet, with screening. This resolution also permits construction of a 127-room, three-story hotel, consistent with the site plan, colors and materials, and building footprint as proposed in Attachment C of the June 8, 2016, City Council staff report, and as proposed and consistent with the rendering submitted to the City Council at its June 8, 2016 meeting (Attachment E of the June 8, 2016, City Council staff report). The proposed project shall be built in compliance with the approved 127 room, three-story hotel rendering and associated plans on file with the Planning Division. The City Council delegates to the Community Development Director the power to approve the final design of the proposed 127-room, three-story hotel, consistent with the rendering on file and these conditions. The Architectural Review Panel shall determine whether the submitted plans for the final design are consistent with the approved rendering. If the submitted plans for the final design are not consistent with the approved rendering, then the project's final design shall require review by the Planning Commission and approval by the City Council.

2. All project conditions shall be imprinted on the title sheet of the construction drawings. The approved set of plans shall be retained on-site for the review of Building Inspectors. Prior to any use of the project site, all conditions of approval shall be completed to the satisfaction of the Director of Community Development.
3. Prior to issuance of grading or building permits, plans shall be reviewed and approved by the Department of Community Development to ensure compliance with the plans approved by the City Council. The plans shall comply with the conditions contained herein, the Calabasas Municipal Code, and all City Resolutions and Ordinances.
4. The subject property shall be developed, maintained, and operated in full compliance with the conditions of this grant and any law, statute, ordinance or other regulation applicable to any development or activity on the subject property. Failure of the applicant or its successors to cease any development or activity not in full compliance shall be a violation of these conditions. Any violation of the conditions of approval may result in the revocation of this approval.
5. This grant shall not be effective for any purposes until after the applicant, or its successors, and the owner of the property involved (if other than the applicant) have recorded the City Council's approval resolution with the Los Angeles County Recorder's Office, and a certified copy of the recorded document is filed with the Community Development Department.
6. This approval shall be valid for one year from the date of adoption of the resolution. The permit may be extended in accordance with Title 17 Land Use and Development Code, Article VI - Land Use and Development Permits.

7. Prior to the issuance of a grading or building permit, the applicant shall submit a complete final landscaping design and documentation package. This project meets the threshold for state-mandated water-efficient landscaping. Accordingly, the final landscape plans (inclusive of planting and hardscape plans, the planting pallet, drainage plan, and irrigation system plan(s) and specifications), shall be reviewed by Community Development Department staff for conformance with the standards and requirements specified within the 2015 California Model Water Efficient Landscape Ordinance (MWELo) prior to the issuance of a building permit. No certificate of occupancy shall be issued until such plans have been deemed compliant with the MWELo and the landscaping has been installed per such MWELo compliant plans and to the satisfaction of the Director of Community Development or his/her designee.
8. The applicant and/or property owner shall replace any landscape that is in poor condition or not in compliance with the approved landscape plan, at the direction of the Community Development Director or his or her designee.
9. The applicant shall coordinate with Caltrans to obtain all necessary permits for any landscaping within Caltrans right-of-way.
10. All ground and roof-mounted equipment is required to be fully screened from view except as prohibited by applicable law. Upon final inspection, Planning Division staff may require additional screening if warranted, through either landscaping, walls or a combination thereof.
11. Applicant and/or property owner shall provide permanent art work to fulfill the Art in Public Places requirement or pay an in lieu fee of 1% of the building valuation or the maximum fee of \$150,000 as dictated in CMC Section 17.24.020(B), the artwork shall be installed or the fee paid prior to the issuance of a Certificate of Occupancy.
12. Signage shall be subject to a sign program and minor scenic corridor permit, which shall be submitted under a separate application and brought to the Planning Commission for review and consideration at a later date. All signage shall comply with the requirements of Section 17.30 of the CMC and be designed per the guidelines in Chapter 6.0 of the West Calabasas Road Master Plan. In addition to commercial signage for the hotel, the sign program shall include all signs that are required as a condition of approval in this resolution.
13. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. A final photometric plan shall be submitted to and approved by Planning staff prior to issuance of building permits. All security lighting shall be on timers.

14. Bicycle and support facilities shall be provided in accordance with Section 17.28.090 of the CMC. A final bicycle layout plan shall be submitted and approved by the Planning Division prior to the issuance of building permits.
15. Prior to the issuance of a Certificate of Occupancy, the applicant shall demonstrate compliance with Chapter 17.34 of the Calabasas Municipal Code to the satisfaction of the Community Development Director. Compliance shall consist of achieving the equivalent of a "silver" rating (at a minimum) using the LEED (Leadership in Energy and Environmental Design) rating system version 2.0 developed by the United States Green Building Council for non-residential use components.
16. To demonstrate compliance with Chapter 17.34 of the Calabasas Municipal Code, the applicant shall submit two documentation packages to the Community Development Department for review in the following manner:
 - a. Prior to the issuance of a building or grading permit, the applicant shall submit a documentation package to the Department of Building and Safety that documents compliance with all design-related credits that are being sought. Review and approval of the documentation package is required prior to issuance of a building and grading permit. On a case-by-case basis, the Director may defer this submittal requirement until a later date for the following reasons: 1) If the applicant can demonstrate through the submittal of a contract that the project team includes a LEED Accredited Professional, 2) if the project team can demonstrate experience with completed development of at least one LEED rated project in California, and/or 3) the project is seeking a LEED "gold" rating or higher.
 - b. Prior to the issuance of a Certificate of Occupancy, the applicant shall submit a final documentation package to the Department of Building and Safety that documents compliance with all remaining undocumented LEED credits. Review and approval of the final documentation package is required prior to the issuance of a Certificate of Occupancy
17. All exterior colors and materials used for the construction of the project shall be in substantial conformance with the approved materials and colors palette.
18. Per Section 8.34.050(A) and (C) of the Municipal Code, upon no later than seventy-two (72) hours of notice from the City Community Development Department, the property owner shall remove or otherwise abate from the site any graffiti.

19. Prior to commencement of construction, all necessary grading and encroachment and building permits must be obtained from the department of Public Works and the Building and Safety Division, respectively.
20. Applicant or property owner shall pay to the City an affordable housing impact fee (\$1.80/square-foot of commercial) to be placed in the Affordable Housing Trust Fund prior to issuance of building permits. Fees to be calculated based on square-footages indicated on plans submitted upon plan check.
21. The final grading plan shall include parking lot layout, aisle width and stall dimensions designed in compliance with Section 17.28 of the CMC.
22. The project must comply with the building standards in effect at the time of submittal to Building & Safety Division for plan review.
23. The project is located within a designated Very High Fire Hazard Severity Zone. The requirements of Chapter 64 of the 2002 Los Angeles County Building Code, Vol. 1, must be incorporated into all plans.
24. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and the City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.
25. The applicant shall implement all required mitigation measures identified in the 2015 IS/MND for this project.
26. The applicant shall retain a qualified environmental consultant to monitor construction activities for compliance with the mitigation measures in the Final IS/MND. Within 90 days of completion of the project, the applicant shall submit documentation prepared by the consultant that verifies compliance with the mitigation measures in the IS/MND.
27. Prior to the issuance of grading permits the applicant shall submit copies of all approved permits from all other Federal, State and Local agencies with approval authority over the project. These agencies include, but are not limited to the US Army Corps of Engineers, Regional Water Quality Control Board, FEMA, the California Department of Fish and Wildlife, and Los Angeles County Public Works. If no permit is required from any of these agencies, the applicant shall submit copies of correspondence from those agencies stating that fact.

28. Violation of any of the conditions of this permit shall be cause for revocation and termination of all rights thereunder.
29. Prior to certificate of occupancy and use of the project site, all conditions of approval and mitigation measures shall be completed to the satisfaction of the Director of Community Development.
30. The hotel to be constructed, owned, and operated shall be a quality three diamond or three star rated hotel.
31. Construction Activities - Hours of construction activity shall be limited to:
 - i. 7:00 a.m. to 5:00 p.m., Monday through Friday
 - ii. 8:00 a.m. to 5:00 p.m., Saturday

Stacking of construction worker vehicles, prior to 7:00 a.m. in the morning will be restricted to areas that do not adversely affect adjacent property owners. No vehicles involved in construction of this project shall block the roadway at any time. The applicant or its successors shall notify the director of Public Works of the construction employee parking locations, prior to commencement of construction.

OAK TREES

32. The applicant is permitted to encroach within the protected zone of three oak trees as shown on the approved plans on file with the Planning Division.
33. All work performed within the Oak Trees' aerial/root protected zones shall be regularly observed by the applicant's oak tree consultant.
34. The oak tree protective zone fencing (approved fencing materials are in the Oak Tree Guidelines - 5 ft. minimum height) should be installed at the limit of approved work to protect the Oak Trees and surrounding trees from any damage and remain in place until completion of construction. Should any work be required within the limit of work and the temporary fence must be opened, the applicant's oak tree consultant must direct all work at any time the fence is open.
35. The area within the plastic construction/snow type fence should not be used at any time for material or equipment storage and parking.
36. The applicant and property owner shall adhere to the specific recommendations contained within the Oak Tree Report dated March 17, 2015, and all provisions of the Oak Tree Ordinance and policies of the City of Calabasas.

37. Within ten (10) days of the completion of work, the applicant's oak tree consultant shall submit written certification to the Planning Division. The certification shall describe all work performed and shall certify that such work was performed in accordance with the above permit conditions. If any work was performed in a manner not in conformance with these conditions of approval then the applicant's oak tree consultant shall identify the instance or instances of a deviation to any of these conditions.
38. Prior to the issuance of the Final Certificate of Occupancy, the applicant shall install and maintain landscaping as specified in the landscaping plan for the purposes of screening the tennis courts and accessory building, to the satisfaction of the Community Development Director or his or her designee. If, at any time within five years from the date of approval of this resolution, the landscaping deteriorates or is destroyed in the opinion of the Community Development Director or his or her designee, then the applicant shall repair or replant the landscaping as required by the Community Development Director or his or her designee.

Trail Access

39. The applicant and/or property owner shall allow permanent public access on and through the subject site to the Anza Trail trailhead located east of the subject site.
40. The City hereby reserves five (5) dedicated parking spaces, one of which shall be a handicap accessible space, for trail users in the Rondell public parking lot. The City shall ensure that the spaces are appropriately signed to indicate that the parking spaces are for the exclusive use of trail users. The final sign design shall be coordinated with the City and National Park Service, and approved by the Community Development Director.
41. The applicant shall submit to the Director plans for a final trail access design that connects with Rondell Street. The design shall include a minimum 5-foot wide path with signs and an overhead entry feature. The final design shall be coordinated with the City and National Park Service.
42. The applicant and/or property owner shall provide a bathroom, sink and water fountain for the trail users. The bathroom may be located inside the building or in a separate structure attached to the exterior of the building. The applicant and/or property owner shall install signs directing trail users to the bathroom and water fountain.
43. The applicant and/or property owner shall provide at least one hitching post for horses.

44. The applicant and/or property owner shall provide park benches for trail users.
45. The applicant and/or property owner shall provide and permanently maintain on-site trash and recycle receptacles and dog waste pick-up sign, bags and container adjacent to the trail access.
46. The final grading plans shall include ADA compliant trail access on the subject site.
47. Prior to Building Permit issuance, the applicant shall make an offer of dedication to the Santa Monica Mountains Conservancy (SMMC) of a permanent easement for purposes of providing permanent trail access through the project site by the public as depicted on the final landscape plans and the Santa Monica Mountains Conservancy Plan for the project, dated February 4, 2016, on file with the City, and as described in Conditions 40 and 41. The legal description of said easement area shall have been provided to the Community Development Department Director for review and approval prior to the offering. The City Attorney must review and approve the form of the offer of dedication prior to the offering. If the SMMC does not accept the offer of dedication before the issuance of a Final Certificate of Occupancy, then the applicant shall make a back-up offer of dedication of an easement for the same purpose to the City of Calabasas or another public or non-profit entity acceptable to the City prior to issuance of a final certificate of occupancy. The easement must be approved by the Community Development Director and approved as to form by the City Attorney before recordation. Recordation of the easement as accepted, in favor of the SMMC, the City, or another public or non-profit entity acceptable to the City shall be accomplished prior to issuance of a certificate of occupancy.
48. Within 90 days of the issuance of a Final Certificate of Occupancy, the property owner shall install the signs and plant trees as depicted on Exhibit G of the February 24, 2016, Council Agenda Report.

Parking

49. The City shall construct a public parking lot on Rondell Street designed by the applicant and consistent with the approved plans. The Public Works Director and Community Development Director shall approve the design and specifications for the parking lot. Upon completion of the public parking lot, the applicant may rely on the spaces therein, except those reserved for trail and public transit users, as part of the required parking spaces, as permitted by Calabasas Municipal Code section 17.28.070.G, as this resolution provides a nonexclusive right for the public, including the hotel's users, to use the Rondell Street public parking lot. The City shall post signs in the public parking lot that make it clear that the Rondell Street public parking lot is open for parking by any member of the public.

The design and plan for these signs shall be approved by the Community Development Director and Public Works Director before installation.

50. The applicant and/or property owner shall participate with the City in the cost to maintain the Rondell Street public parking lot. To fulfill this obligation, the applicant shall submit a maintenance plan, specifying the planned maintenance activities, schedule, and funding sources, to the Public Works Director for review and approval. The parking lot maintenance plan must be approved before issuance of a certificate of occupancy. Once approved, the applicant must comply with the provisions of the parking lot maintenance plan. Additionally, the City and the applicant shall enter into and the City shall record an off-site shared parking agreement reflecting the applicant and/or property owner's obligations for this public parking lot, to be approved as to form by the City Attorney and as to substance by the Community Development Director and Public Works Director.
51. The City hereby reserves six (6) dedicated parking spaces in the Rondell Street public parking lot for users of the transit stop along Las Virgenes Road and five (5) dedicated parking spaces for trail users. The City shall ensure that these spaces are appropriately signed to indicate that the parking spaces are for the exclusive use of transit stop and trail users.
52. All parking areas on the Rondell Oasis private property shall be open to the public for no fee between the hours of 6:00 am and 8:00 pm daily. Signs shall be clearly posted at the entrance to the subject property and throughout the parking lot that make it clear that the parking lot is open to the public during the above mentioned hours.

Public Works Department/Engineering

STREET IMPROVEMENTS

53. Prior to any work being performed within the City right-of-way, the applicant shall obtain an encroachment permit from the Public Works Department.
54. The driveway improvements on the Rondell Street public parking lot shall be in full compliance with the City's driveway and site access policy as set forth in the City Municipal Code, and also in a manner that will allow full conformance with American's with Disabilities Act.
55. The horizontal and vertical alignment for the project access driveways shall satisfy requirements of the County of Los Angeles Fire Department and the City Engineer.

56. All pavement structural sections shall be designed by the project Geotechnical Engineer/Consultant and Engineering Geologist and submitted in conjunction with the final soils report for review and approval by the Public Works Department.
57. The applicant shall be responsible for maintenance and repairs of all proposed public street improvements until final acceptance by the City Council.
58. The improvements of the intersection of Las Virgenes Road and Rondell Street should be consistent with the Las Virgenes Road Corridor Design Plan. Actual roadway improvement widths may vary as approved by the City Engineer. The dedication of or retention of right-of-way width is required, unless specifically approved in writing by the City Engineer.
59. The applicant shall be responsible for improvements of Rondell Street up to the fire access driveway on the east side and to the beginning of the first parking stall on the west side. The overall proposed curb radius, sidewalk width and curb alignment of the roadway improvements fronting the project must be consistent with those recommended in the Las Virgenes Road Corridor Design Plan. To avoid project conflicts, the City Engineer must approve the roadway improvements design prior to the applicant receiving project design approval. Off-site road improvement plan shall be approved and permitted for construction prior to issuance of a grading permit for the on-site improvements.
60. As a result of construction of the Rondell Street public parking lot, this project may propose new right-of-way boundaries that are within the existing right-of-way. Proper legal survey documents outlining the new property boundaries will be required to be submitted to and approved by the Public Works Department prior to the issuance of a Certificate of Occupancy.
61. The applicant will need to obtain approval from Caltrans for any required improvements to the existing traffic signal at the intersection of Las Virgenes Road and US FWY 101 SB Ramps. The proposed improvements within Caltrans' right-of-way must be approved by the City Engineer and Caltrans prior to the applicant receiving project street improvement construction permit.
62. The applicant shall implement all recommended improvements/modifications per the approved project Traffic Study to the satisfaction of the City Engineer.
63. The applicant shall provide a guarantee for the installation of required street improvements in the form of labor and material and faithful performance bonds or similar security(ies). The required type of bonds/securities and amounts shall be determined by the City Engineer.

64. The project is located within the Lost Hills/Las Virgenes Road Bridge and Thoroughfare Construction Fee (B&T fee) District. Based on the B&T report data and analysis, the B&T fee is equal to \$3,179 per one Equivalent Dwelling Unit (EDU). The weighting factor 0.61 was applied to determine the cost per EDU for one hotel room: $\$3,179 \times 0.61 = \$1,939/\text{room}$. Project will be required to pay the B&T fee in the amount of $\$1,939/\text{room} \times 127 \text{ rooms} = \$246,253$.
65. Payment of B& T Fees to City will be required prior to issuance of a Certificate of Occupancy.
66. The roadway improvement striping plans are required to delineate the existing conditions for a distance of 250 feet beyond project boundaries to match the current roadway configuration or as directed by the City Engineer.

GRADING AND GEOTECHNICAL

67. The applicant shall submit a precise grading plan prepared by a Registered Civil Engineer for approval by the Public Works Department. The plans shall be prepared on Public Works standard sheets and shall address the specific grading, drainage, and geotechnical design parameters for design of the proposed residential construction. The plans should include, but not be limited to: specific elevation grades, keyways, subdrains, limits of removals, retaining walls callouts every 25 to 50 feet, and other information necessary to establish in detail the horizontal and vertical geometric design. The plans shall reference the approved geotechnical report, and reflect cut, fill, compaction and over-excavation requirements contained therein. The plans shall reflect all proposed drainage facilities, including storm drains, area drains, catch basins/inlets, swales, and other drainage devices necessary for the interception, conveyance and disposal of on-site and offsite drainage consistent with the project drainage report. The plan shall include designs for wet utility services including sanitary sewers and water lines.
68. The applicant shall submit a detailed geotechnical report prepared by a Geotechnical Engineer/Engineering Geologist. The geotechnical report must specifically address the proposed improvements including engineering calculations for all graded slopes, foundations, retaining walls, temporary excavations and other aspects as required by the proposed development. The report shall present detailed geotechnical recommendations for design and construction of the proposed project and improvements. The reports should be in accordance with the County of Los Angeles standards and to the satisfaction of the City of Calabasas Public Works Department standards and requirements.
69. All slopes shall be 2:1 (horizontal to vertical) or less, and in accordance with the approved geotechnical studies.

70. The applicant agrees to address and mitigate any and all geotechnical design engineering and construction issues not contained within these conditions, but associated with the proposed development that may arise during final design and/or construction.
71. The applicant shall eliminate all geologic hazards associated with this proposed development as identified in the Final Geotechnical Report, approved by the City's geotechnical consultant and to the satisfaction of the City Engineer.
72. All retaining and privacy walls shall be in conformance with the City's wall requirements pursuant to CMC Section 17.20.100. Any variations require Planning Division approval. The wall details and callouts including top of footings shall be included with the Grading Plans. Any walls to be built during rough grading shall be so noted on the plans and must have the approval of the City Engineer.
73. Prior to Issuance of a Grading Permit, the applicant shall submit a surety grading improvement bond with the valuation to be determined by the City staff upon submittal of the engineering cost estimate of grading and installation of the drainage devices.
74. Prior to issuance of a Grading Permit, the applicant shall submit official stamped and signed copies of the acknowledgement concerning the employment of a registered civil engineer and technical consultants (Public Works Form K).
75. Prior to commencement of work under a grading permit, the contractor shall conduct a preconstruction meeting with the City. The contractor shall be responsible for setting the meeting time, date and location and notifying City staff at least one week in advance of the meeting.
76. All excavation, grading, site utility installation (private water, sewer and storm drain), pavement construction and related site work shall be observed and approved by the Public Works Department, pursuant to construction permits issued for approved grading and improvement plans. Changed conditions that affect the Grading and Drainage Plans shall be submitted to the Public Works department in the form of a Change Order (Public Works Forms U and U-1), which shall be approved by the City Engineer prior to commencement of any grading activities that do not conform to the approved Grading and Drainage Plans. If the field conditions deviate from the approved plans without obtaining prior approval of a change order, the City Engineer may issue a Stop Work Notice.
77. Any variations from the approved grading plan must be submitted to the Public Works Department in the form of a Change Order. The engineer of record must submit a complete change order package to Public Works, including a completed

Change Order Checklist (Public Works Form U) and Change Order Request (Public Works Form U-1). The change order will be reviewed and approved by the Community Development Department (Planning Division) and the Public Works Department (Land Development Division). The City Planner shall make the determination if the changes require a review by the Planning Commission.

78. Grading operations involving the hauling of dirt shall be controlled and reasonable efforts to avoid the spillage of dirt onto Public Streets shall be enforced. The grading contractor shall maintain on site at all times a means of preventing blowing dust within the project site and onto adjacent sites. Prior to start of hauling operations, the applicant shall obtain a Haul Route permit from the Public Works Department.
79. All grading and excavation shall be observed and documented by the project Geotechnical Engineer, who shall verify that the excavation, grading, subdrainage, backfill, compaction, and related operations are executed by the site construction personnel in conformance with the provisions of the approved Geotechnical Report and Grading and Drainage Plans. Any deficiencies noted shall be brought to the attention of the grading contractor and the City Engineer. Such observations, verifications, related tests, and other pertinent documentation shall be submitted to the City Engineer.
80. Rough Grade Report. At the completion of rough grading, the project Geotechnical Engineer shall submit a comprehensive rough grade report summarizing the required observations, verifications, related tests, and other pertinent documentation to the City Engineer for review and approval.
81. Rough Grade and Building Pad Certifications. Upon completion of rough grading, the applicant shall submit Rough Grade (Public Works Form O) and Building Pad (Public Works Form Q) Certifications on the City's forms. The certifications shall be signed by the project Geotechnical Engineer and project Civil Engineer, as well as the Grading Contractor. The certification shall be accompanied by as-built survey where deemed necessary by the City Engineer to verify compliance with the limits and elevations required by the approved grading and drainage plans. The Rough Grade and Building Pad Certifications shall be reviewed in conjunction with the Rough Grade Report by the City Engineer.
82. Approval of Rough Grading. The project Rough Grade Report and Rough Grade and Building Pad Certifications shall be reviewed and approved by the City Engineer. Evidence of such approval shall be provided to the Community Development Department and the Building and Safety Division, prior to the issuance of a Building Permit. **No Building Permit shall be issued for the project without these approvals.**

83. Prior to the final inspection by Building and Safety Division (B&S), the project Civil Engineer of record shall provide As-Built or Record Drawings, prepared on mylar, reflecting the as-built field conditions, including any changes to the approved plan, to the satisfaction of the City Engineer. As-built plans shall be furnished prior to initiation of final inspection by the Public Works Department.
84. Final Grade Certification. Prior to the issuance of a Certificate of Occupancy (C of O), the applicant shall submit a Final Grade Certification (Public Works Form P). The Final Grade Certification shall be reviewed and approved by the City Engineer prior to the issuance of a C of O for the project.
85. The applicant shall be responsible for the construction and maintenance of the proposed site improvements. A maintenance covenant shall be recorded against the property to ensure that project hardscape (sidewalks, ramps, parking areas and drive aisles, striping, disabled parking areas, signage, accessible route delineators, and related improvements) and drainage system (pipes, inlets, outlets, basins, debris walls, water quality devices, and related improvements) are properly maintained. Maintenance provisions shall be submitted by the applicant and approved by the City of Calabasas Public Works Department. Said covenant shall contain provisions ensuring that proper maintenance is provided in perpetuity for the constructed improvements. Covenant shall additionally include provisions to reimburse the City for any repair or maintenance effort required of said facilities, as deemed necessary by the City due to failure of the property owner(s)/management to adhere to the provisions of said covenant. The determination of necessity shall be at the sole discretion of the City.

MAPPING AND RELATED DOCUMENTS

86. The applicant shall provide a current copy of the preliminary title report, prepared within the last 6 months, for the subject property.
87. The applicant's engineer shall plot all referenced easements on the site plans, grading plans and final map. Letters of authorization from affected utility companies shall be submitted for construction of new improvements within existing easements.

HYDROLOGY AND DRAINAGE

88. The applicant shall have a final drainage study prepared by a Registered Civil Engineer licensed to practice in the State of California. The drainage study shall be prepared in City standard report format and include sections addressing on-site and off-site drainage areas, existing and developed conditions hydrology, the

design hydraulics for the on-site drainage system, including sizing of inlets, conduits, v-ditches, down drains and other structures, and associated calculations and conclusions. The drainage study shall demonstrate project compliance with the current Los Angeles County Public Work Department's Hydrology Manual and Hydraulic Design Manual; however the minimum design flow for sizing onsite drainage devices shall be 25 year recurrence (Q_{25}). The drainage study shall also document that all building finish floor elevations will remain at least one foot above the 50-year bulked & burned storm recurrence interval (capital flood) water surface elevation, identifying overflow pathways. The drainage study shall be submitted to the Public Works Department and approved by the City Engineer prior the issuance of a grading permit.

89. All drainage devices, pipes, and structures in the approved grading plan shall be the sole responsibility of the applicant to construct and applicant shall maintain those devices, pipes and structures located on their property. Adequate access shall be established and recorded copy of any required easements from adjacent properties shall be provided to the City. A maintenance covenant shall be recorded against the property to ensure that all drainage devices, pipes and structures not located in public right-of-way are properly maintained. Provisions will be provided and approved by the City of Calabasas Public Works Department that ensure that proper maintenance is provided, and provisions to reimburse the City for any remedial work that will, at the City's sole discretion, require the City to maintain the before-mentioned devices and structures should they not be properly maintained.
90. The applicant shall provide for the proper interception, conveyance and disposal of off-site drainage contributions from adjoining properties and return drainage to its natural conditions or secure off-site drainage acceptance letters from affected property owners.
91. All drainage shall be sloped 2% away from all parts of building structures along impervious surface and 5% away along pervious surface, in conformance with California Building Code; or as per geotechnical engineer's recommendations; and conveyed through an on-site storm drain system to an approved point of disposal.

UTILITIES

92. All new utilities serving the proposed project shall be placed underground.
93. The project shall connect to an existing sewer. The applicant shall construct a 6-inch minimum sewer lateral to connect the proposed project to the existing available sewer main subject to the approval of the City Engineer.

94. The applicant shall have a Sewer Area Study prepared by a Registered Civil Engineer licensed to practice in the State of California. The sewer study shall demonstrate to the satisfaction of the City Engineer that there is available capacity for the projects sewer flows to be added to the downstream sewer collection system.
95. Sewer connection fees shall be paid to the Las Virgenes Municipal Water District (LVMWD). The applicant shall submit proof of payment of such fees to Public Works prior to issuance of a Building Permit.
96. The project shall connect to an existing water main. The applicant shall construct a water service lateral to connect the proposed project to the existing available water main.
97. Water service connection, associated meter fees and any other miscellaneous fees/assessments shall be paid to Las Virgenes Municipal Water District (LVMWD). The applicant shall submit proof of payment of such fees (i.e.: LVMWD's Financial Arrangement Letter) to Public Works prior to the issuance of a Building Permit.

PUBLIC WORKS SPECIAL CONDITIONS

98. Construction activity and traffic control shall be staged such that vehicular, pedestrian and bicycle access to adjacent properties are maintained at all times.
99. The applicant shall be responsible for re-striping of pavement and curb markings on Las Virgenes Road that are affected by construction activity near the site.

Public Works Department/Environmental Services Division

100. This project will disturb one acre or greater of land and therefore must obtain coverage under a statewide General Construction Activities Stormwater Permit (General Permit). Prior to issuance of a grading permit, the applicant must submit to the City:
 - a. Proof of PRD filing confirmation with the State Water Resources Control Board under the new General Permit (Order No. 2009-0009-DWQ Permit);
 - b. A statement of owner's certification that a State Stormwater Pollution Prevention Plan (SWPPP) has been prepared; and
 - c. A copy of the SWPPP prepared for the project complying with all applicable requirements of the Order No. 2009-0009-DWQ.
101. This is a Planning Priority Project as defined in the City of Calabasas' National Pollutant Discharge Elimination System (NPDES) permit. As such, the construction

drawings must incorporate the following five requirements into the project design prior to the issuance of the grading permit:

- a. Conserve natural areas;
- b. Protect slopes and channels;
- c. Provide storm drain system stenciling and signage;
- d. Divert roof runoff to vegetated areas before discharge unless the diversion would result in slope instability; and
- e. Direct surface flow to vegetated areas before discharge unless the diversion would result in slope instability.

102. The owner/owner's agent shall ensure the following minimum requirements are effectively implemented at the construction site:

- a. Sediments generated on the project site shall be retained using adequate Treatment Control or Structural BMPs;
- b. Construction-related materials, wastes, spills, or residues shall be retained at the project site to avoid discharge to streets, drainage facilities, receiving waters, or adjacent properties by wind or runoff;
- c. Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained at the project site; and
- d. Erosion from slopes and channels shall be controlled by implementing an effective combination of BMPs, such as the limiting of grading scheduled during the wet season; inspecting graded areas during rain events; planting and maintenance of vegetation on slopes; and covering erosion susceptible slopes.

103. This project is a development planning priority project under the City's NPDES Municipal Stormwater Permit. An Urban Stormwater Mitigation Plan (USMP) that incorporates appropriate post-construction best management practices (BMPs) into the design of the project must be prepared and approved prior to issuance of any grading. Please refer to the Los Angeles County Standard Urban Stormwater Mitigation Plan (SUSMP) for applicable design requirements. The project-specific USMP shall describe how this project design conforms to all requirements set forth in the SUSMP and must include a fully executed and recorded "Maintenance Covenant for Parcels Subject to SUSMP Requirements" to provide for on-going maintenance of the BMPs that have been chosen.

104. All storm drain catch basins within parking lots, driveways and the project area shall be retrofitted with the full capture debris screens approved by the Los Angeles County Flood Control District.

105. Provide adequate filtration for all hillside drains to capture debris and sediment before entering the storm drain system.

106. Landscape areas should utilize a concave design to capture irrigation runoff and first $\frac{3}{4}$ inch of a two year storm event for the landscape area only; additional capacity should be included if runoff from the roof and all hardscape areas is directed to landscaped areas.
107. Direct runoff from the driveway toward permeable areas and construct portions of the driveway from porous materials.
108. The applicant and contractors shall implement all reasonable efforts to reuse and recycle 75% of construction and demolition debris, to use environmentally friendly materials, and to provide energy efficient buildings, equipment, and systems. The applicant shall provide proof of recycling quantities to obtain final clearance of occupancy.
109. Per the Calabasas Municipal Code Chapter 8.16, "no person shall collect and/or dispose of municipal solid waste or recyclable materials in the city without having first been issued a solid waste collection permit. Such permit shall be in addition to any business license or permit otherwise required by the City of Calabasas." Crown Disposal Co, Inc. is the only service provider permitted to operate in Calabasas. An Encroachment Permit is required prior to placing a refuse bin/container on the street.
110. Grading shall be prohibited from **October 1st** through **April 15th**, unless the City Engineer determines that soil conditions at the site are suitable, and adequate and effective erosion and sediment control measures will be in place during all grading operations.
111. Install trash and recycling cans in the public street on both sides of the street. Install trash and recycling cans on the loop trail. Provide dog waste pick-up signs, bag and can along the loop trail
112. Individuals responsible for SWPPP preparation, implementation, and permit compliance shall be appropriately trained. This includes those personnel responsible for developing the SWPPP called Qualified SWPPP Developer (SQD) and those personnel responsible for installation, inspection, maintenance, and repair of BMPs called the Qualified SWPPP Practitioner (QSP). They shall provide a certificate of appropriate trainings. Training sessions are offered by government agencies or professional organizations.
113. During the term of the City permit, the contractor, their employees, and subcontractors shall implement appropriate Best Management Practices (BMPs) to prevent pollution to local waterways. Sediments, construction debris, paint, trash, concrete truck wash water and other chemical waste from construction sites left on the ground and streets unprotected, or washed into storm drains,

causes pollution in local waterways via the storm drain system is against City Ordinance and State law. The BMPs implemented shall be consistent with City of Calabasas Municipal Code Chapter 8.28. Failure to implement appropriate BMPs shall result in project delays through City issued "Stop Work Notices" and/or fines levied against the owner/developer/contractor.

Las Virgenes Municipal Water District

114. Pay applicable water meter and sewer fees prior to construction.
115. Depending on Fire Department requirements, additional fire hydrant(s) may need to be installed. Additional capacity fees may be required in order to accommodate the installation of additional fire hydrant(s).
116. The applicant shall implement and maintain water conservation measures including but not limited to, fixture design and installation (use of ultra-low flush/flow toilets and shower heads), and hot water circulating systems.
117. The project landscaping plan shall incorporate drought tolerant plantings and efficient irrigation systems and techniques (see conditions above regarding compliance with MWELo).
118. The applicant shall implement maximum use of recycled water during and after construction, including landscaping and inside the hotel for sanitary purposes. The applicant shall be required to meet all of the District's conditions of service in order to be served.
119. The property owner shall provide access to the Water Districts facilities on-site and to the east of the subject site.
120. If the older 30" pipe remains in its current location under the proposed parking lot, an indemnification agreement shall be executed between the property owner and the district, indemnifying the district from any liability resulting from a pipe failure.

Los Angeles County Fire Department

121. Obtain all applicable permits and approvals from the Los Angeles County Fire Department.
122. This property is located within the area described by the Fire Department as "Very High Fire Hazard Severity Zone". A "Fuel Modification Plan" shall be submitted and approved prior to final map clearance.

123. The required fire flow for public fire hydrants at this location is 2,375 gallons per minute at 20 psi for a duration of 2 hours, over and above the maximum daily domestic demand. Two hydrants flowing simultaneously may be used to achieve the required fire flow.
124. Install two private on-site fire hydrants. All hydrants shall measure 6"x4"x2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal. All on-site fire hydrants shall be installed a minimum of 25 feet from a structure or protected by a two (2) hour rated firewall.
125. Additional water system requirements may be required during the building permit process.
126. At the north end of the property, maintain access width of not less than 26 feet where the Fire Department access ends and the dirt road continues. The applicant shall post "Emergency Access Only" if no gate is proposed at this location. If a gate is proposed at this location, then the gate shall comply with the County of Los Angeles Fire Department Regulation #5 and be equipped with a Fire Department Approved locking device.

Section 6. In view of all the evidence and based on the foregoing findings and conclusions, the City Council hereby approves the Conditional Use Permit, Site Plan Review, Oak Tree Permit, Scenic Corridor Permit and a Development Plan associated with File No. 140001318 and adopts the associated Mitigated Negative Declaration, approving a 127-room, three-story hotel.

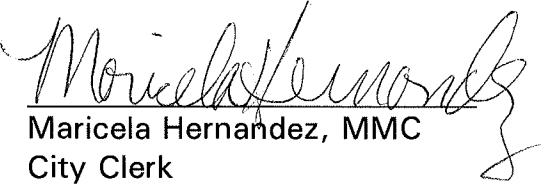
The City Council additionally finds that Rondell Street is no longer needed for vehicular traffic and hereby orders that Rondell Street be closed to traffic, as authorized by Vehicle Code section 21101, subdivision (a). The City Council further declares that Rondell Street shall be dedicated for use as a public parking lot, as provided further herein. As required by the conditions of this resolution, the applicant shall construct and maintain the Rondell Street public parking lot. Upon completion, the Rondell Street public parking lot shall be available for unrestricted use by the public, including but not limited to the users of the hotel, and with five parking spaces dedicated to the trail's users and six spaces dedicated to public transit riders.

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

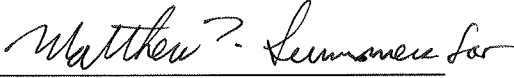
PASSED, APPROVED AND ADOPTED this 22nd day of June, 2016.


James R. Bozajian, Mayor

ATTEST:


Maricela Hernandez, MMC
City Clerk

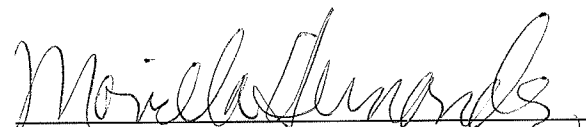
APPROVED AS TO FORM:


Scott H. Howard
City Attorney

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

I, **MARICELA HERNANDEZ, MMC**, City Clerk of the City of Calabasas, California, **DO HEREBY CERTIFY** that the foregoing resolution, being **Resolution No. 2016-1496** was duly adopted by the City Council of the City of Calabasas, at a regular meeting of the City Council held June 22, 2016, and that it was adopted by the following vote, to wit:

- AYES: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Shapiro and Weintraub.
- NOES: None.
- ABSTAIN: None.
- ABSENT: Councilmember Gaines.



Maricela Hernandez, MMC
City Clerk
City of Calabasas, California

Item 10
Attachment B

RONDELL OASIS, LLC
Post Office Box 6528
Malibu, CA 90264
PHONE (310) 456-2600
FAX (310) 456-2644

December 28, 2016

Mr. Tony Coroalles, City Manager
CITY OF CALABASAS
100 Civic Center Way
Calabasas, CA 91302

Re: Rondell Oasis Hotel Project – Expansion of Park & Ride and Historic Trailhead Amenities

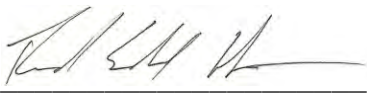
Dear Mr. Coroalles,

In order to implement our conditions of approval for the hotel, Rondell Oasis, LLC would like to propose to the City a joint use public parking lot project combining Rondell Street and the Rondell Oasis property. The parking lot would have dedicated spaces for disabled persons, park and ride transit users, and trail users, with the remaining spaces open for use by anyone, including hotel patrons. In return for Rondell Oasis participating in this mechanism for the creation of a public parking lot partially on its property, the City would agree to count the unrestricted spaces as the required parking spaces for the proposed 127 room hotel and bear the cost of the public improvements (grading, paving, parking lot landscaping and lighting, retaining walls, etc.).

If the City Council commits in principle to this proposal, Rondell Oasis, LLC would then develop **a final agreement specifying the City's agreement to pay for the improvements, maintenance responsibilities, and the length of time the parking lot will remain in existence.**

Very truly yours,

RONDELL OASIS, LLC
a California limited liability company

By:  _____

Name: Richard E. Weintraub
Its: Manager



Allan D. Kotin & Associates
Real Estate Consulting for Public Private Joint Ventures
949 South Hope Street, Los Angeles, CA 90015

310.820.0900
213.623.3841
Cell 213.369.3841
Fax 866.685.1377

akotin@adkotin.com
www.adkotin.com

Memorandum

TO: Richard Weintraub
CC: Jake Jesson
FROM: Allan D. Kotin
RE: ESTIMATED MINIMUM FEASIBILITY GAP FOR PROPOSED RONDELL HOTEL CALABASAS

DATE: October 27, 2016

At your request, Allan D. Kotin & Associates (ADK&A) has estimated the minimum potential feasibility gap created by the comparison of projected income, and the associated capitalized value, to the cost of the project. The project in question is 125-room select service hotel be built at the intersection of the 101 freeway and Lass Virgenes Road in the City of Calabasas.

Estimation of the feasibility gap typically requires first a valid externally sourced capitalization rate, chosen to reflect both the class of property---in this case select service hotel in a suburban location---and the risk level within that class. It also requires incorporating a required spread between the completed value and the total cost. Without value creation, i.e. a completed market value more than cost, there is no incentive to build. rather than buy. Typically, a “profit” equal to 20-25% of costs, is considered appropriate. Typically, the proper measure of net operating income used for this analysis is the first stabilized year

Applying these principles ADK&A concludes that the minimum feasibility gap for this project is between \$5.2 and \$6 .8 million.

SUMMARY CALCULATIONS

According to an independently prepared estimate, the total development cost, including financing, is \$31,830,500. A separate independent estimate projects net operating income (NOI) of \$2,307,400 in the first stabilized year. The resulting return on cost is 7.25%. This return compares to recently published capitalization rate data in the range of 7.0%- 8.5%.

Clearly there is virtually no profit for the developer at the upper end of this range and only a very small marginal profit even at the low end of the range of 7%. At this capitalization rate highest possible project, the project is worth approximately \$33 million.

If the project costs \$31.8 million and the developer is to make a 20% “markup” in order to justify the risk and attract financing, the necessary completed value the project would be \$38.2 million which is \$ 5 .2 million higher than its value at a 7% capitalization rate. Therefore *the minimum feasibility gap*, would be \$5.2 million.

Using the same calculations but assuming the developer would seek a 25% markup on development costs the gap becomes \$6.8 million is the required minimum value is now \$39.8 million.



Memorandum

Re: ESTIMATED MINIMUM FEASIBILITY GAP FOR PROPOSED RONDELL HOTEL CALABASAS

OBSERVATIONS ON CONGESTED FEASIBILITY GAP RANGE

In the estimates of feasibility gap provided above, there are two questions that must be addressed. One is what is the source of the gap. Another question is whether this gap is aggressively or conservatively estimated.

Turning first to the sources of the gap, there is a need to balance two apparently conflicting observations. In general, the hotel market is in good condition and this is an excellent site for select service hotel. At the same time, there are some very specialized and difficult construction elements in this project not the least of which is the creation of a public street and public parking. Finally, it should be noted that in much of the hotel business, some level of support is needed to motivate hotel construction.

With regard to the particular estimates chosen here, they are quite realistically the minimum estimates. While this is an excellent location, this is not established strong hotel market and there are meaningful risks associated with its construction. This would argue for a medium to high cap rate rather than a low cap rate. An argument can be made that instead of using lowest cap rate of 7% it might be more appropriate to use a higher of 7.75% (the average of the quoted rates) or even 8.5%, the high rate. At this quality of location. At the low cap rate, there is no gap.

By way of illustration, if, instead of the low cap rate of 7% we were to use the average cap rate of 7.75%, the indicated feasibility gap would be between \$8.4 and \$10 million. The situation would be even worse were we to use the highest market cap rate of 8.5%. At that level the feasibility gap is between \$11.0 million and \$12.6 million.

SUPPORTING CALCULATIONS

At the end of this memorandum there are two tables presenting the numerical calculations presented used.

The first table is entitled "*ALTERNATIVE ESTIMATES OF FEASIBILITY GAP FOR PROPOSE SELECT SERVICE HOTEL-RONDELL*". It shows operating income for the first five years including year three "stabilized". It then applies to each of the income levels in estimated and determines the feasibility gap. The table is presented in two sections, the top section of which assumes a minimum developer profit of 15% development costs. The lower section assumes more typical profit 25% of development costs.

The second table provides a projection of net operating income, prepared by an independent source, for the first fully stabilized year.



Memorandum

Re: ESTIMATED MINIMUM FEASIBILITY GAP FOR PROPOSED RONDELL HOTEL CALABASAS

ALTERNATIVE ESTIMATES OF FEASIBILITY GAP FOR PROPOSED SELECT SERVICE HOTEL - RONDELL

	2018	2019	2020 <i>Stabilization</i>	2021	2022
USING STANDARD MARGIN OF INITIAL DEVELOPER PROFIT OF 20%					
Required Value to Justify Development					
Development Cost	31,830,500				
Required Developer Profit (% of cost)	20%				
Required Valuation to Justify Development	38,196,600	38,196,600	38,196,600	38,196,600	38,196,600
Projected Net Operating Income	1,910,200	2,261,900	2,307,400	2,365,100	2,424,300
Return on Cost	6.00%	7.11%	7.25%	7.43%	7.62%
Return on Required Valuation	5.00%	5.92%	6.04%	6.19%	6.35%
Market Value Analysis					
<i>Using Low End of Cap Rate Range</i>					
Capitalization Rate*	8.40%	7.00%	7.00%	7.00%	7.00%
Indicated Value	27,288,600	32,312,900	32,962,900	33,787,100	34,632,900
Surplus (shortfall) from Required Value	(10,908,000)	(5,883,700)	(5,233,700)	(4,409,500)	(3,563,700)
<i>Using High End of Cap Rate Range</i>					
Capitalization Rate*	8.50%	8.50%	8.50%	8.50%	8.50%
Indicated Value	22,472,900	26,610,600	27,145,900	27,824,700	28,521,200
Surplus (shortfall) from Required Value	(15,723,700)	(11,586,000)	(11,050,700)	(10,371,900)	(9,675,400)
<i>Using Average of Cap Rate Range</i>					
Capitalization Rate*	7.75%	7.75%	7.75%	7.75%	7.75%
Indicated Value	24,647,700	29,185,800	29,772,900	30,517,400	31,281,300
Surplus (shortfall) from Required Value	(13,548,900)	(9,010,800)	(8,423,700)	(7,679,200)	(6,915,300)
USING AGGRESSIVE MARGIN OF INITIAL DEVELOPER PROFIT OF 25%					
Required Value to Justify Development					
Development Cost	31,830,500				
Required Developer Profit (% of cost)	25%				
Required Valuation to Justify Development	39,788,125	39,788,125	39,788,125	39,788,125	39,788,125
Projected Net Operating Income	1,910,200	2,261,900	2,307,400	2,365,100	2,424,300
Return on Cost	6.00%	7.11%	7.25%	7.43%	7.62%
Return on Required Valuation	4.80%	5.68%	5.80%	5.94%	6.09%
Market Value Analysis					
<i>Using Low End of Cap Rate Range</i>					
Capitalization Rate*	8.75%	7.00%	7.00%	7.00%	7.00%
Indicated Value	27,288,600	32,312,900	32,962,900	33,787,100	34,632,900
Surplus (shortfall) from Required Value	(12,499,525)	(7,475,225)	(6,825,225)	(6,001,025)	(5,155,225)
<i>Using High End of Cap Rate Range</i>					
Capitalization Rate*	8.50%	8.50%	8.50%	8.50%	8.50%
Indicated Value	22,472,900	26,610,600	27,145,900	27,824,700	28,521,200
Surplus (shortfall) from Required Value	(17,315,225)	(13,177,525)	(12,642,225)	(11,963,425)	(11,266,925)
<i>Using Average of Cap Rate Range</i>					
Capitalization Rate*	7.75%	7.75%	7.75%	7.75%	7.75%
Indicated Value	24,647,700	29,185,800	29,772,900	30,517,400	31,281,300
Surplus (shortfall) from Required Value	(15,140,425)	(10,602,325)	(10,015,225)	(9,270,725)	(8,506,825)

* SOURCE: CBRE NORTH AMERICA CAP RATE SURVEY - FIRST HALF 2016, A CBREA Research Publication



Memorandum

Re: ESTIMATED MINIMUM FEASIBILITY GAP FOR PROPOSED RONDELL HOTEL CALABASAS

**PROJECTED STABILIZED INCOME AND EXPENSES FOR PROPOSED SELECT SERVICE HOTEL - RONDELL
PREPARED BY INDEPENDENT HOTEL OWNER OPERATOR***

**PERFORMANCE IN THE THIRD YEAR OF OPERATION
PROJECTED TO BE FIRST STABILIZED YEAR**

ROOMS IN HOTEL	125			
ROOMS AVAILABLE FOR SALE	45,625			
ROOMS OCCUPIED	36,550			
		<u>Index**</u>		
OCCUPANCY	80.1%	94.0%		
AVERAGE DAILY RATE	\$199.50	96.0%		
REVPAR	\$159.82	90.2%		
	\$	%	POR	PAR
REVENUE:				
Rooms	7,291,710	94.7%	\$199.50	58,334
Food & Beverage	372,180	4.8%	\$10.18	2,977
Other Operated Depts	31,015	0.4%	\$0.85	248
Rentals/Other Income	4,135	0.1%	\$0.11	33
TOTAL REVENUE	7,699,040	100.0%	\$210.64	61,592
DEPARTMENTAL EXPENSES:				
Rooms	1,658,688	22.7%	\$45.38	13,270
Food & Beverage	353,571	95.0%	\$9.67	2,829
Other Operated Depts	62,030	200.0%	\$1.70	496
TOTAL DEPARTMENTAL EXPENSES	2,074,289	26.9%	\$56.75	16,595
OPERATING DEPARTMENT INCOME	5,624,751	73.1%	\$153.89	44,998
UNALLOCATED OVERHEAD:				
ADMINISTRATIVE AND GENERAL	656,872	8.5%	\$17.97	5,255
SALES AND MARKETING	399,896	5.2%	\$10.94	3,199
FRANCHISE AND RELATED	765,630	9.9%	\$20.95	6,125
PROPERTY OPERATIONS	279,967	3.6%	\$7.66	2,240
ENERGY COSTS	183,854	2.4%	\$5.03	1,471
TOTAL UNALLOCATED OVERHEAD	2,286,219	29.7%	\$62.55	18,290
GROSS OPERATING PROFIT	3,338,533	43.4%	\$91.34	26,708
MANAGEMENT FEE	230,971	3.0%	\$6.32	1,848
INCOME BEFORE FIXED CHARGES	3,107,562	40.4%	\$85.02	24,860
FIXED CHARGES:				
INSURANCE	212,139	2.8%	\$5.80	1,697
PROPERTY TAXES	280,024	3.6%	\$7.66	2,240
REPLACEMENT RESERVE	307,962	4.0%	\$8.43	2,464
TOTAL FIXED CHARGES	800,124	10.4%	\$21.89	6,401
NET OPERATING INCOME	2,307,438	30.0%	\$63.13	18,460
INCENTIVE MANAGEMENT FEE (IMF)	0	0.0%	\$0.00	0
NET OPERATING INCOME AFTER IMF	2,307,438	30.0%	\$63.13	18,460

* This projection was prepared for Weintrub Real Estate Group B17 by a hotel owner/operator with In extensive experience with this type of hotel who may become the operator of this hotel when it is completed. This operator wants to remain anonymous pending the conclusion of future negotiations.

** The index shows the position of this hotel relative to a competitive set used by the hotel operator/owner to position this hotel relative to nearby similar properties.



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Memorandum

TO: Richard Weintraub **DATE:** November 30, 2016
CC: Jake Jesson
FROM: Michael Wright and Allan D. Kotin
RE: **REVISED AND UPDATED COMPARISON OF CITY TAX REVENUES ASSOCIATED WITH TWO ALTERNATIVE USES FOR A PROPOSED HOTEL AT LAS VIRGENES ROAD AND HIGHWAY 101**

At your request, Allan D. Kotin & Associates (ADK&A), in association with Michael Wright of Illuminas Consulting, has prepared a set of revised tax benefit projections for two development scenarios for your site located at Las Virgenes Road and US 101 in the City of Calabasas.¹ We have assessed the revenue benefits to the City of the following two development options:

- A 125 room select service suites hotel; or
- A 574-unit self-storage facility

SUMMARY OF RESULTS

Tables 1 through 4 attached to this memo present our detailed estimates of the taxable value of each prospective development. For the hotel, the City would receive property tax, transient occupancy tax, utility users' tax and sales taxes from off-site purchases within the City made by hotel guests. The self-storage facility would generate property tax and utility users' tax revenues.

The totals, shown below, represent a single year at the point of stabilized operations as well as a thirty-year summary of tax revenues to the City. In both cases, the if the property were developed as a hotel, it would generate 129 times more revenue for the City than a self-storage facility would. Our estimates are based on the following revenues for each of the scenarios:

Summary of Tax Benefits to City of Calabasas

	Annual Revenues (Stabilized Operations)	30-Year Total Revenues
Hotel	\$953,600	\$44,819,000
Self-Storage	\$8,500	\$346,000

¹ This memo is a revision of a prior memo dated October 19 entitled "UPDATED COMPARISON OF CITY TAX REVENUES ASSOCIATED WITH TWO ALTERNATIVE USES FOR A PROPOSED HOTEL AT LAS VIRGENES ROAD AND HIGHWAY 101". This revision incorporates certain changes in the hotel development program that were incorporated in a subsequent memo dated October 27 and entitled "ESTIMATED MINIMUM FEASIBILITY GAP FOR PROPOSED RONDELL HOTEL CALABASAS".



Memorandum

Re: REVISED COMPARISON OF CITY TAX REVENUES ASSOCIATED WITH TWO ALTERNATIVE USES

Property Tax Revenues

Estimates of taxable value are based on estimated hard and soft construction costs as well as the purchase price for the underlying land. This totals \$30.1 million.

For the self-storage facility, we estimated facility revenues by surveying local storage operators to derive an average per-square-foot-rent. This was used to construct an operating pro forma using industry-average operating expense metrics and a subsequent estimate of taxable property value.

For each development scenario, we have subtracted out the existing taxes paid for the land because the city is already collecting on this. Only the value of new improvements for the two development scenarios represent “net new” revenues to the City.

In both cases, the City of Calabasas is reimbursed a small portion of the total property taxes collected equaling 4.7 percent of County’s general levy for the City General Fund and 2.8 percent for the City’s library fund. If a hotel project is built, it will generate approximately \$22,553 annually in property taxes for the City, while a self-storage facility would create \$8,200 in annual property tax revenue.

Transient Occupancy Tax Revenues

Only the hotel will generate transient occupancy taxes (TOT) for the City, which are based on hotel room revenue. The hotel pro forma projects stabilized year room revenues of nearly \$7.3 million. At the City’s current TOT rate of 12%, the City will realize annual tax revenues of just over \$875,000.

Utility Tax Revenues

The City collects tax revenue equal to 5 percent of the total revenues generated by residents and businesses in the City for telephone, electricity and gas usage. Utility usage at the hotel is projected to be nearly \$222,000 per year and \$6,600 for the self-storage facility. Note, we are assuming that the self-storage facility does not have any climate controlled units.

Based on the projected utility usage for the two development scenarios, the hotel will generate just under \$11,000 in annual tax revenue and the storage facility will generate \$330 per year.

Sales Tax Revenue

The self-storage facility is not expected to generate on-site retail sales. Some storage businesses do operate equipment rentals on-site, but this would not create any sales tax opportunities for the City since leasing activity is not subject to State sales taxes.



Memorandum

Re: REVISED COMPARISON OF CITY TAX REVENUES ASSOCIATED WITH TWO ALTERNATIVE USES

The hotel is expected to generate a minor amount of on-site sales tax due to the presence of a small snack bar on the premises. This is likely to create only a very small amount of annual sales tax revenue for the city amounting to \$3,722.

However, because there is no on-site restaurant planned for the hotel, hotel guests are expected to seek out restaurants and retail stores nearby. Based on the hotel's location to existing retail, we have projected that the City should be able to capture 100 percent of spending by business travelers and 75 percent of leisure traveler spending.

Combined business and leisure guest spending is projected to be just over \$4.8 million annually. We believe that the City of Calabasas will be able to capture \$4.2 million of this spending. Retail and restaurant spending is taxable at 9 percent in Calabasas. Of this total, only one percent is reimbursed back to the City for its General Fund accounts. Based on the above assumptions, the City will receive an additional \$41,400 annually in sales tax revenues.

The Project Site

The project site is located near the on-and-off ramps for the 101 freeway immediately east of Las Virgenes Rd. The site is further identified by its Assessor's Parcel Number (APN) of 2069-031-015.



Table 1
Assumptions of Taxable Value
Hotel

Project			
Structure Size			65,042 sf
Stories			3
Number of Units			125 rooms
Operator			Marriot Springhill Suites
Stabilized Occupancy 1/			80%
Stabilized Annual Roomnights			36,550
Taxable Property Value			
Purchase Value of Land		\$	7,000,000
Hard Costs		\$	16,060,780
Soft Costs		\$	7,086,200
			<hr/>
Taxable Value		\$	30,146,980
Per Room		\$	241,200
Other On-Site Taxable Revenue			
Hotel Room Revenue		\$	7,291,710
Phone Use		\$	35,667
Energy Use		\$	183,854
F&B		\$	372,180
Daily Spending Per Person			
Off-Site Taxable Spending 3/	Taxable	Business Traveler	Lelsure Traveler
Restaurants	100%	\$38.00	\$33.00
Retail	100%	\$21.50	\$24.00
Entertainment	25%	\$15.00	\$20.00
Misc	75%	\$9.00	\$6.75
Average Size of Travel Party		1.50	2.50
Occupancy Mix		60%	40%
Taxable Daily Spending Per Person		\$70.00	\$67.00
Taxable Daily Spending Per Room		\$105.00	\$167.50
Total Taxable Annual Spending		\$2,302,700	\$2,448,900

NOTES

1/ Occupancy, room revenue and operating expene projections from Cambria Calabasas pro forma - dated 9/28/16

2/ HVS International - 2015. Average cap rate for a limited service hotel

3/ Source: D.K. Shifflet & Associates, Ltd. - California and Tourism Commission.

Table 2
Assumptions of Taxable Value
Self Storage

Project			
Structure Size			67,105 sf
Efficiency			93%
Leasable Area			62,408 sf
Common Area / Office			4,697 sf
Stories			3
Number of Units			574 units
Taxable Property Value			
Average Rent Per Month 1/			\$1.70
Total Annual Gross Real Estate Revenue		\$	1,273,100
Less OPEX	@ 30% of gross revenues	\$	(381,900)
NOI		\$	891,200
Cap Rate 2/			8.0%
Capitalized Value		\$	11,140,000
Other On-Site Taxable Revenue 3/			
Phone Use		\$	1,800
Energy Use		\$	4,800
Total Annual Utility Costs		\$	6,600

NOTES

-
- 1/ Based on survey of self storage facilities in Calabasas, 2016
2/ Marcus & Millichap 2015
3/ Assumes that storage facility is not climate controlled

Table 3
Tax Revenue Projections
Comparison of Development Scenarios at Stabilized Operations

Tax Revenue	Notes	Hotel	Self Storage
Property Tax			
Taxable Assessed Value		\$ 30,146,980	\$ 11,140,000
Less Existing Land		\$ (295,456)	\$ (295,456)
Net New Taxable Property Value		\$ 29,851,524	\$ 10,844,544
Property Tax - General Levy	1.0%	\$ 298,515	\$ 108,445
City of Calabasas TD - 1 1/	4.7%	\$ 14,084	\$ 5,116
City of Calabasas Library Fund 1/	2.8%	\$ 8,469	\$ 3,077
Total Property Tax Revenue to City of Calabasas		\$ 22,553	\$ 8,193
Transient Occupancy Tax			
Taxable Hotel Room Revenue		\$ 7,291,710	
TOT	12.0%	\$ 875,005	
Taxable Utility Payments			
Phone, Gas and Electricity		\$ 219,521	\$ 6,600
UUT	5.0%	\$ 10,976	\$ 330
On-Site Retail Sales			
Taxable Retail Sales		\$ 372,180	
Sales Tax	1.0%	\$ 3,722	\$ -
Off-Site Retail Sales			
Total Spending by Hotel Guests			
Business Travelers		\$ 2,302,700	
Leisure Travelers		\$ 2,448,900	
Total		\$ 4,751,600	
Capture of Sales by City			
Business Travelers	100%	\$ 2,302,700	
Leisure Travelers	75%	\$ 1,836,675	
Total	87%	\$ 4,139,375	
Sales Tax	1.0%	\$ 41,394	
TOTAL ANNUAL TAX REVENUE		\$ 953,600	\$ 8,500

NOTES

1/ LA County Department of Auditor-Controller for Tax Rate Area 10955

Table 4
Estimated Tax Benefits Over 30-Years
Comparison of Two Scenarios
 Values in thousands

		Hotel Scenario													
	Total 30-Yr	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10	Yr 15	Yr 20	Yr 25	Yr 30
Transient Occupancy Taxes	41,629	875	901	928	956	985	1,014	1,045	1,076	1,108	1,142	1,324	1,534	1,779	2,062
Property Taxes	915	23	23	23	24	24	25	25	26	26	27	30	33	36	40
Utility User Tax	445	11	11	11	12	12	12	12	13	13	13	14	16	18	19
On-Site Sale Tax	151	4	4	4	4	4	4	4	4	4	4	5	5	6	7
Off-Site Sales Tax	1,679	41	42	43	44	45	46	47	48	48	49	55	60	67	74
Total	44,819	954	982	1,010	1,040	1,070	1,101	1,133	1,167	1,201	1,236	1,427	1,649	1,905	2,202

		Self Storage Scenario													
	Total 30-Yr	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6	Yr 7	Yr 8	Yr 9	Yr 10	Yr 15	Yr 20	Yr 25	Yr 30
Property Taxes	332	8	8	9	9	9	9	9	9	10	10	11	12	13	15
Utility User Tax	13	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Total	346	9	9	9	9	9	9	10	10	10	10	11	12	14	15



November 28, 2016

Mr. Robert Yalda, P.E., T.E.
Public Works Director/City Engineer
City of Calabasas
100 Civic Center Way
Calabasas, CA 91302

Dear Sir:

RE: Proposal for Engineering Services for Rondell Street Extension and Joint Use Parking Lot

Project Understanding

The City of Calabasas wishes to extend Rondell Street from Las Virgenes Road to approximately 600 feet north. In addition, the City wishes to construct a 151-stall parking lot to provide parking for ride-share commuters as well as access to a trailhead on the east side of the project.

The street extension will have one travel lane in each direction as well as perpendicular parking stalls on either side of the street. The project site crosses a significant drainage path from the Northeast. A debris capture basin will be constructed to intercept and capture gross debris. The basin will be constructed under the parking lot. All proposed catch basins shall be equipped with automatic retractable screens per current LA County Low Impact Design Requirements. The drainage outlet for the site is a culvert adjacent to Las Virgenes Road within the Caltrans ROW. The City wishes to minimize work within the Caltrans ROW.

A geotechnical study of the project site was conducted for a similar project at this location by GeoSoils Consultants, Inc. in late 2014. Geotechnical recommendations will be based upon this report and any subsequent updates. Procurement of any required updates will be the responsibility of the City.

The project site contains a wide variety of infrastructure belonging to the Las Virgenes Municipal Water District (LVMWD), SCE, Time Warner Cable, Verizon and others. The project will be carefully coordinated with these utility companies to minimize utility relocations and revisions of existing utility easements. There are presently several overhead utility lines through the project area. It is assumed that the electrical and communication utilities will be responsible for designing its own relocations based upon conceptual relocation plans provided by John Kular Consulting (JKC). Minor relocations of LVMWD infrastructure will be designed by JKC in accordance with LVMWD standards.

12107 Bedfordshire Drive
Bakersfield CA 93311
661.663.7732
661.302.1292

www.kularconsult.com

Project Scope

Design

John Kular Consulting (and its subconsultant team) will prepare civil engineering plans and construction specifications in accordance with City of Calabasas standards including the following deliverables:

1. Drainage and Storm Water Quality Report
2. Rondell Street Plan and Profile (2 sheets)
3. Parking lot grading and drainage plan
4. Signing and Striping plan
5. Retaining wall plan and profiles
6. Retaining walls structural details and calculations
7. Debris Basin plan and sections
8. Debris Basin and detention structural plans and calculations
9. Detention/Water Quality Basin
10. Water infrastructure relocation plan and profile
11. Legal description and sketch for the parking lot.
12. Easement and easement vacation exhibits and descriptions for relocated utilities (2 anticipated)
13. Exhibits (4 sheets) for cost sharing agreement between the City of Calabasas and Rondell Oasis, LLC for shared infrastructure that also benefits the proposed Rondell Oasis Hotel
14. Landscape and irrigation plans
15. Street and parking lot lighting plans
16. SWPPP – Web submittal to SWRCB

It is anticipated that the project team will prepare these documents for the 75%, 100% and issued for construction stages of City plan review. JKC will attend project meetings at the City offices at project initiation as well in conjunction with these plan reviews (4 meetings total).

Permitting

Plans will be processed through the following agencies and utility companies:

1. City of Calabasas Public Works
2. Caltrans - storm drain connection
3. Los Angeles County Surveyor – Deed for parking lot and utility easements
4. LVMWD – water infrastructure relocation
5. SCE – Conceptual undergrounding of overhead power lines
6. Verizon – Conceptual undergrounding of overhead power lines
7. Time Warner – Conceptual undergrounding of overhead power lines

Schedule and Fee

We are prepared to start this project within one week of project authorization and have the 75% plan set ready for submittal within six weeks thereafter.

Our fee will be invoiced monthly on a time and materials basis in accordance with the attached fee schedules as the project progresses. The not-to-exceed design budget for the project is \$200,000.00. Budget details are provided below. Fees for services during construction are also provided but may be adjusted based upon final design and project schedule. Subconsultant invoices will be marked up by 10%. Project expenses such as mileage, printing and postage have not been budgeted, but will be invoiced at cost plus 15% mark up.

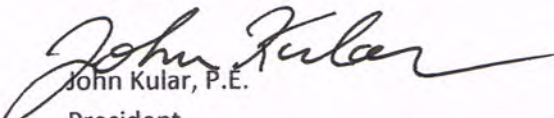
Project Team

We have assembled a very well-qualified team to work on this project. The team will be led by John Kular, P.E., a licensed civil engineer with over 30 years of experience. Resumes for key project team members can be provided upon request. Subconsultant proposals are attached for reference.

Project Scope	Company
Civil engineering and project management	John Kular Consulting
Structural engineering	RGSE, Inc.
Land Surveying	Benner & Carpenter
Landscape architecture and Irrigation	place
Power and lighting	JMPE
SWPPP	DePalma Design Group

Thank you for the opportunity to propose our services on this interesting project. We look forward to serving the City of Calabasas. If you have any questions, please contact the undersigned at 661-302-1292 or john@kularconsult.com

Sincerely,


John Kular, P.E.
President
John Kular Consulting

Rondell Street Extension Engineering Fees budget

11/28/2016

Task or Description Item		Principal Engineer	Project Engineer	CAD Technician	Subconsultant	Subtotals	Task Total	Task/Scope Estimate Notes
	Rate	\$ 185	\$ 135	\$ 105				
1.0	Project Management	100				\$18,500	\$18,500	Client liason, meetings, subconsultant coordination
2.0	Topographic Survey	2	8		11990	\$1,450	\$13,440	Prior Rondell Hotel submittals were based on contours of limited accuracy provided by others
3.0	Design:							
3.01	Drainage and Storm water quality report	16	20			\$5,660	\$5,660	
3.02	Rondell Street Plan and profile	16	30			\$7,010	\$7,010	
3.03	Parking lot grading and drianage	12		24		\$4,740	\$4,740	
3.04	Signing & striping	10	24			\$5,090	\$5,090	
3.05	Retaining walls structural details and calculations	10	24		5500	\$5,090	\$10,590	
3.06	Debris basin plan and sections	20	30			\$7,750	\$7,750	
3.07	Detention and debris basin outlet to Caltrans system	8	20			\$4,180	\$4,180	
3.08	Debris basin structural plans and calculations	4	8		16500	\$1,820	\$18,320	
3.09	Water infrastructure relocation plan	24	30			\$8,490	\$8,490	
3.10	Legal description for parking lot	4	6		1500	\$1,550	\$3,050	City is permitted to subdivide parking lot by deed.
3.11	Easement & easement vacation exhibits	12	16		3000	\$4,380	\$7,380	
3.12	Cost sharing exhibits	10		20		\$3,950	\$3,950	For shared infrastructure benefiting Rondell Oasis, LLC
3.13	Landscape & Irrigation	4	6		8030	\$1,550	\$9,580	
3.14	Street/Parking Lot lighting	4	6		5280	\$1,550	\$6,830	
3.15	Erosion Control Plan & SWPPP	8	20		5000	\$4,180	\$9,180	On 100% and Issued for Construction submittals only
4.0	Agency Permitting	50				\$9,250	\$9,250	City, Caltrans, LACS, LVMWD
5.0	Utility Coordination	24		24		\$6,960	\$6,960	SCE, Verizon, Time Warner
	Subtotals	320	232	68	\$ 56,800	\$ 97,660	\$ 159,950	
6.0	Sevices during construction							
	1.Civil Engineering and project management	60	20			\$13,800	\$13,800	
	2.Landscape architect				3025	\$0	\$3,025	
	3.Survey layout				20680	\$0	\$20,680	
	4.Structural engineer				2500	\$0	\$2,500	
	Subtotals	40	16	0	\$ 26,205	\$13,800	\$40,005	
	Total fee						\$ 199,955	



RGSE inc. Structural Engineers

2720 Cochran St. Suite 8B Simi Valley, CA 93065

(805)-522-3379

www.rgseinc.com

September 1, 2016

John Kular, P.E.
John Kular Consulting
12107 Bedfordshire Drive
Bakersfield, CA 93311

Contract for: structural engineering services for one subterranean debris basin, and two concrete vaults, and site retaining walls at Rondell Street Extension, Calabasas, CA per RFP received 8/30/16.

Project: Rondell Street Extension, Calabasas
Project No.: 16273

Dear John,

Thank you for asking us to provide you with proposal for above referenced project. Present herewith is RGSE Inc evaluation of the scope of work and fees anticipated to complete the tasks.

Article 1, Assumptions/Parameters

1. Our analysis will be based on CBC 2013 part 2, volume 2.
2. The CLIENT will process building department submittals for permit.
3. The CLIENT will provide RGSE Inc with architectural plans in CAD, DXF, or REVIT format for use as our backgrounds.
4. The CLIENT will provide RGSE Inc with a geotechnical report with required information for foundation design, stamped and signed by a licensed professional engineer.
5. Our scope will not include testing materials used in construction. We assume the materials are satisfactory to the design specifications.

Article 2, Basic Services

1. Design coordination with the other design professionals to ensure design intent is feasible.
2. Structural design and analysis in a Calculations packages.
3. Signing and sealing of the structural drawings and calculations.
4. Structural Drawings for permit and construction.
5. Correspondence with Building Department Officials during the Plan check process.
6. Attendance to a maximum of one local value engineering or coordination meetings.
7. Correspondence with contractors in the form of RFIs for clarifications and omissions.
8. Review and mark up the shop drawings and submittals as required by the Building department, and/or specifications.
9. Outline specification of structural materials in short form on our drawings.

Article 3, Exclusions and Additional services

The following services are not contemplated to be included within the scope of fee. These items may be added to the scope for an additional fee.

1. Architectural design and architectural code requirements including, but not limited to: Egress, Water and weather protection, Fire safety, Aesthetics, Window and ventilation requirements, Americans with disability act requirements ADA, Special space requirements and clearances, Planning department, and/or association requirements, Acquisition of reports, and/or drawings from other professionals, and Project management.
2. Soil engineering, civil engineering and site survey.
3. Detection or remediation of hazardous materials.
4. Mechanical, Electrical and Plumbing engineering.
5. Cost estimate and project schedule.
6. Means and methods of construction.
7. Workers safety and procedures.
8. Design and details of site work like fence walls, retaining walls, walkways, and ornamental structures, except for those items specifically listed in scope.
9. Re-design due to new soil parameters.
10. Re-design due to changes in the architectural dimensions, elevations, or rooflines.
11. Long form specifications booklet.
12. 'As-built' or 'Record' drawings.
13. Field verification of existing site conditions.
14. Field verification of existing construction.
15. Hydrology calculations.
16. Construction engineering, shoring of temporary conditions, and temporary earth retaining walls.

17. Core drilling, concrete scanning, and material testing
18. Anchorage and stability of those elements and equipment less than 400 lbs and has a center of mass less than 48" tall.
19. Additional meetings, structural observations as not specified within article 2.
20. Plan check and other jurisdictional fees.

Article 4, Compensation

We will complete our scope for a fix fee of \$20,000.00 for the services outline in article 2, plus reimbursable expenses.

Core drilling, demolition, concrete scanning, and material testing shall be a reimbursable if they are required for analysis. Acceptable forms of payments are cash or checks made payable to RGSE INC. Compensation shall be due base upon progress of the work as follows:

1	Retainer prior to start of work	10%
2	Upon submittal of report or schematic drawings End of Schematic design phase. Contains plans with structural systems outlined.	10%
3	Upon Submittal of a 50% complete progress set of construction documents. End of design development phase. Contains plans, some typical details, and notes.	30%
4	Upon Submittal of plan check ready drawings, first submittal. End of construction document phase	30%
5	Upon Submittal of permit ready drawings End of plan check phase	10%
6	At end of construction administration phase or last observation report included in article 2	10%
7	Weekly for structural observations, reports, site meetings and transportation time to and from the project site, not included in article 2.	Hourly rate shown below.
8	Weekly for additional scope or client approved changes not caused by errors and omissions by RGSE INC	Hourly rate shown below.

The above fee is based on all assumptions and exclusions, and each scope of the service shall be performed, and as described. Deletion or change to the assumptions, scope, or exclusions may affect the compensation quoted and /or the timing of our completion. We reserve the right to re-negotiate fees and project schedule accordingly. The CLIENT agrees to compensate RGSE Inc for any additional services that are requested on an hourly basis. Services done at hourly rates will include travel time to meetings and trips to the project site. Where overnight stays are required for long distance projects or meetings, a minimum of 8 hours and a maximum of 12 hours will be billed for any one 24 hour period. The following rates are effective for up to one year after the date of this agreement. Rates are adjusted annually at the first of the year. Payment is due at the time these services are rendered.

Structural engineer	\$200.00 per hour (additional rates for expert witness and related forensic services)
Professional engineer	\$170.00 per hour
Engineer in training	\$140.00 per hour
Designer / technician	\$120.00 per hour
Draftsman	\$90.00 per hour

The CLIENT may expedite the services by agreeing to compensate RGSE Inc for overtime expenses subject to the agreement of the engineer. Payment to RGSE Inc shall be made within thirty (30) days following receipt of invoices and shall be based upon the proportion of services completed. Payments outstanding after thirty (30) days shall accrue interest at the rate of 1 ½ % per month, simple interest. RGSE Inc shall place a lien on the address for projects with unpaid invoices that are more the 180 days past due.

Article 5. Reimbursable expenses

Standard expenses, such as reproductions, Postage, handling, and delivery fees, are in addition to our fees. Reimbursable expenses are charged at our standard rate of cost plus fifteen percent (15%).

Article 6, General Conditions

Unless this offer is previously accepted, it will be withdrawn automatically at 5pm, 60 days from the date of issue.

Contract: These Contract Provisions and the accompanying Proposal constitute the full and complete Agreement between the parties and may be changed, amended, added to, superseded, or waived only if both parties specifically agree in writing to such amendment of the Agreement. In the event of any inconsistency between these Contract Provisions and any proposal, contract, purchase order, requisition, notice to proceed, or like document, these Contract Provisions shall govern.

Right of Entry: When entry to property is required for RGSE INC to perform its services, the CLIENT agrees to obtain legal right of entry on the property.

Documents: All reports, notes, drawings, specifications, data, calculations, and other documents, including those in electronic form, prepared by RGSE INC are instruments of RGSE INC's service that shall remain RGSE INC's property. The CLIENT agrees not to use RGSE INC-generated documents for marketing purposes, for projects other than the project for which the documents were prepared by RGSE INC, or for future modifications to this project, without RGSE INC's express written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by RGSE INC will be at the CLIENT's sole risk and without liability to RGSE INC or its employees, and contractors. CLIENT shall, to the fullest extent permitted by law, defend, indemnify,

and hold harmless RGSE INC from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

Hazardous Materials: RGSE INC shall have no responsibility for the discovery, presence, handling, remediation, accidental release, removal or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the Project site. In the event that RGSE INC or any other party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that certain materials may be present at the job site or any adjacent areas that may affect the performance of the RGSE INC's services, RGSE INC may, at its option and without liability for consequential or any other damages, suspend performance of service on the Project until the CLIENT retains appropriate specialist consultant's or contractor's to identify, abate and/or remove the asbestos or hazardous or toxic material, and warrant that the job site is in full compliance with applicable laws and regulations.

Construction Phase Services: If RGSE INC performs any services during the construction phase of the project, RGSE INC shall not supervise, direct, or have control over Contractor's work. RGSE INC shall not have authority over or responsibility for the construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the Contractor. RGSE INC does not guarantee the performance of the construction contract by the Contractor and does not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

Standard of Care: RGSE INC and its employees, contractors, and subcontractors will exercise that degree of care and skill ordinarily practiced under similar circumstances by professional engineers providing similar services. CLIENT agrees that services provided will be rendered without any warranty, express or implied. RGSE INC shall exercise usual and customary professional care in its efforts to comply with applicable codes, regulations, laws rules, ordinances, and such other requirements in effect as of the date of execution of this Agreement.

Opinion of Probable Costs: When required as part of its work, RGSE INC will furnish opinions of probable cost, but does not guarantee the accuracy of such estimates. Opinions of probable cost, financial evaluations, feasibility studies, economic analyses of alternate solutions, and utilitarian considerations of operations and maintenance costs prepared by RGSE INC hereunder will be made on the basis of RGSE INC's experience and qualifications and will represent RGSE INC's judgment as an experienced and qualified consultant. However, users of the probable cost opinions must recognize that RGSE INC does not have control over the cost of labor, material, equipment, or services furnished by others or over market conditions or contractors' methods of determining prices or performing the work.

Suspension of Work: The CLIENT may, at any time, by written notice, suspend further work by RGSE INC. The CLIENT shall remain liable for, and shall promptly pay RGSE INC for all services rendered to the date of suspension of services, plus suspension charges, which shall include the cost of assembling documents, personnel and equipment, rescheduling or reassignment, and commitments made to others on CLIENT's behalf. CLIENT shall pay RGSE INC pursuant to the rates and charges set forth in the Proposal. RGSE INC will submit monthly invoices to CLIENT for services rendered and expenses incurred. If the project is suspended for more than thirty (30) calendar days in the aggregate, RGSE INC shall be compensated for services performed and charges incurred prior to receipt of notice to suspend, and, upon resumption, an equitable adjustment in fees to accommodate the resulting demobilization and remobilization costs. In addition, there shall be an equitable adjustment in the project schedule based on the delay caused by the suspension. If the project is suspended for more than ninety (90) calendar days in the aggregate, RGSE INC may, at their option, terminate this Agreement upon giving notice in writing to Client. CLIENT agrees to waive any claim against RGSE INC, and to indemnify and hold harmless RGSE INC from any claim or liability resulting from such suspension. If Client fails to make payments when due or otherwise is in breach of this Agreement, RGSE INC may suspend performance of services upon five (5) calendar days' notice to the Client. RGSE INC shall have no liability whatsoever to Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by Client.

Liability: To the extent permitted by law, the total liability, in the aggregate, of Design Professional and Design Professional's officers, directors, members, partners, agents, employees, and sub-consultants, to Client, its subsidiary and/or affiliated companies and their respective officers, directors, employees, agents and anyone claiming by, through, or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of, resulting from or in any way related to Design Professional's services, the Project or this Agreement, or any Addenda, from any cause or causes whatsoever, including but not limited to, negligence, strict liability, breach of express or implied contract or warranty shall not exceed the available proceeds of insurance coverage, or cash in corporate accounts to the extent not available from proceeds of insurance.

Indemnification: RGSE INC agrees to indemnify and hold harmless the CLIENT, its officers, directors, partners, and employees from and against any damages, losses, liabilities, expenses, and costs (including reasonable attorneys' fees) arising out of the death or bodily injury to any person or destruction or damage to any property, to the extent caused by RGSE INC's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of RGSE INC's contractors or anyone for whom RGSE INC is legally liable. Notwithstanding any language to the contrary in this Article, RGSE INC shall only be required to reimburse CLIENT for defense fees and costs including attorney's fees, in proportion to RGSE INC's proven acts of negligence and further, only to the extent such fees and costs were directly attributable to CLIENT's defense of a suit based on RGSE INC's actual negligence. In no event shall the indemnification obligation extend beyond the date when the institution of legal or equitable proceedings for professional negligence would be barred by any applicable statute of repose or statute of limitations. RGSE INC is not obligated to indemnify the CLIENT for the CLIENT's own negligence or willful misconduct. It is intended by the parties to this Agreement that Design Professional's services in connection with the Project shall not subject RGSE INC's individual employees, officers or directors to any personal legal exposure for the risks associated with the Project or this Agreement, or any Addenda. Therefore, and notwithstanding anything to the contrary contained herein, Client agrees that as Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against RGSE INC's, a California corporation, and not against any of Design Professional's individual employees, officers or directors.

Governing Law: The laws of the state in which RGSE INC office executing this Agreement is located shall govern the validity and interpretation of this Agreement.

Invalid Terms: In the event any of these Contract Provisions are found to be illegal or otherwise unenforceable, the unenforceable Contract Provision will be stricken. Striking such a Contract Provision shall have no effect on the enforceability of the remaining Contract Provisions and those remaining Contract Provisions shall continue in full force and effect as if the unenforceable Contract Provision were never included in the Agreement. Where a provision of the Prime Agreement is inconsistent with a provision of this Agreement, this Agreement shall govern.

Mediation: The CLIENT and RGSE INC agree to submit all claims and disputes arising out of this Agreement to non-binding mediation prior to the initiation of legal proceedings. This provision shall survive completion or termination of this Agreement; however, neither party shall seek mediation of any claim or dispute arising out of this Agreement beyond the period of time that would bar the initiation of legal proceedings to litigate such claim or dispute under the applicable law.

Certifications: RGSE INC shall not be required to sign any documents, no matter by whom requested, that would result in RGSE INC's having to certify, guaranty, or warrant the existence of conditions that RGSE INC cannot ascertain. There is no implied warranty as to the final construction.

Third Parties: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the CLIENT or RGSE INC. RGSE INC's services hereunder are being performed solely for the benefit of the CLIENT, and no other entity shall have any claim against RGSE INC because of this Agreement or RGSE INC's performance of services hereunder.

Consequential Damages: Neither the CLIENT nor RGSE INC shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of, or connected in any way to the Project or this Agreement. This mutual waiver includes, but is not limited to, damages related to loss of use, loss of profits, loss of income, loss of reputation, unrealized savings or diminution of property value and shall apply to any cause of action including negligence, strict liability, breach of contract and breach of warranty.

Transmission of agreement: Faxed or scanned and emailed signatures shall be treated as originals. Transmit the entire agreement, not just the signature page.

Additional Services: If the services covered by this Agreement have not been completed within thirteen months of the date of this Agreement, through no fault of RGSE INC, extension of the RGSE INC's services beyond that time shall be compensated as Additional Services.

Delay beyond reasonable control: Neither party shall be deemed in default of this agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

Differed engineering : Should differed engineering be used such as pre-fabricated trusses, pre-fabricated metal building, post tension foundation, or any other differed element, be utilized and designed by an engineer retained and reimbursed by other than RGSE INC, said engineer shall be primarily responsible for this work. RGSE INC shall not be liable for negligent acts, errors or omissions made by CLIENT'S ENGINEER, or CLIENT'S CONTRACTOR ENGINEER, employee, including employee agents or sub-consultant, or anyone for whom CLIENT'S ENGINEER, or CLIENT'S CONTRACTOR ENGINEER is legally liable. CLIENT further agrees to waive any claim against RGSE INC, and to indemnify and hold harmless RGSE INC from any claim or liability arising from such errors or negligence arising from such differed engineering.

Copies of documents: Copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed and sealed by RGSE INC. Files in electronic media format or text, data, graphic or other types that are furnished by RGSE INC to CLIENT are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, RGSE INC makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by RGSE INC at the beginning of this assignment. The CLIENT agrees waive any claim against RGSE INC and to indemnify and hold harmless RGSE INC from any claim or liability resulting from parties unauthorized re-use of documents.

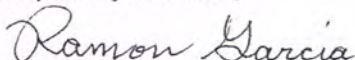
Contractor's responsibility: It is understood that the contractor, not RGSE INC, is responsible for the construction of the project, and that RGSE INC is not responsible for the acts, errors or omissions of any contractor, sub-contractor or materials supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the contractor. CLIENT recognizes that the contractors CLIENT selects may commit errors, omissions, or other acts that lead to claims and that RGSE INC may be claimed against as well, because actual responsibility will not be determinable until discovery is complete. Because some of RGSE INC's employees may have to bear personal liability in such cases, a risk to which contractor's employees are immune; because, historically, many contractors have declared bankruptcy or dissolved their business in order to escape liability, an action that significantly increases RGSE INC's risk; and because CLIENT selects contractors, CLIENT agrees to reimburse RGSE INC for any settlement or judgment RGSE INC is required to pay beyond that amount which RGSE INCs extent of culpability otherwise would require.

Site observation: It is agreed that the professional services of RGSE INC do not extend to or include the review or site observation of the contractor's work or performance unless specifically listed in Article 2. CLIENT further agrees to waive any claim against RGSE INC, and to defend, indemnify and hold harmless RGSE INC from any claim or liability arising or alleged to have arisen from Site observation. It is further agreed that the CLIENT will defend, indemnify and hold harmless RGSE INC from any claim or liability, arising from GENERAL CONTRACTOR'S performance, or failure of GENERAL CONTRACTOR'S work or alleged to have arisen from the GENERAL CONTRACTOR'S performance or the failure of the GENERAL CONTRACTOR'S work to conform to the design intent and

the contract documents. CLIENT is not obligated to indemnify RGSE INC for the RGSE INC'S own negligence. Observation differs from inspection in that "observation" is defined as "the act of viewing or noting something, for scientific or other special purpose"; inspection is defined as "an especially careful or critical viewing of something".

RGSE INC reliance: RGSE INC shall indicate to the CLIENT the information needed for rendering of services hereunder. The CLIENT shall provide to RGSE INC such information as is available to the CLIENT and RGSE INC's contractors, and RGSE INC shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for RGSE INC to assure the accuracy, completeness and sufficiency of such information either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless RGSE INC, and RGSE INC's employees and contractors from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT to the RGSE INC.

Respectfully submitted,



Ramon Garcia
President
Structural Engineer no.4595

I acknowledge having read this letter and the proposal contained therein, and agree to its terms and conditions. If this a contract with a corporation, estate or any other type of legal entity, I attest that I am an authorized to act on the behalf of the said organization. I hereby authorized you to commence work on this project.

John Kular, P.E.
John Kular Consulting

By: _____

Date: _____



BENNER and CARPENTER, INC.

CIVIL ENGINEERS • LAND SURVEYORS

506 EAST MAIN STREET
SANTA PAULA, CALIFORNIA 93060
(805) 525-3396
FAX # (805) 656-1989

September 16, 2016

Mr. John Kular, P.E.
John Kular Consulting
12107 Bedfordshire Drive
Bakersfield, California 93311

Subject: Proposal for Professional Surveying Services,
Rondell Oasis Hotel, 26300 Rondell Street, Calabasas

Dear John:

Benner and Carpenter, Inc., is pleased to provide this proposal for professional surveying services for the proposed Rondell Oasis Hotel in Calabasas. Our scope of services is as follows:

Topographic Survey

We will obtain new aerial photography suitable for preparing a topographic map at a scale of 1" = 20', and 1' contour accuracy. The map will show trees, roads, power poles, buildings, etc., according to standard practice. The map will also show the property boundary based on record information and supplemental ground survey.

Our fee for this service is \$10,900. Deliverables will consist of an AutoCad drawing file and a digital color orthophoto.

Legal Description and Sketch

We will prepare a legal description and sketch to divide the parking lot area and the hotel area. This description will be used to divide the lot into two parcels.

Our fee for this service is \$1,500. This fee does not include preparation of the deed documents.

If it is decided that a parcel map is required to split the lot, we will provide a separate proposal for that work.

Celebrating Over 35 Years in Business

Construction Staking

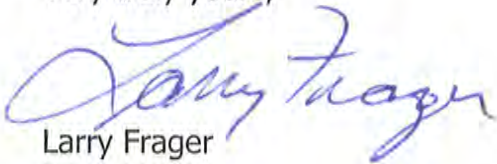
We will provide construction staking services for the proposed parking lot and storm drain system. Our scope of services will include office computations and one set of stakes for the following items:

- Rough grade
- Retaining wall
- Storm drain
- Sediment basins
- Area lights
- Curb

Our estimated fee for this service is \$18,800. This fee is based on preliminary design plans and will be adjusted, as needed, upon receipt of approved plans.

This fee does not include staking for utilities, landscape, hotel, sidewalks or striping. In addition, lost or destroyed stakes will be reset on an hourly basis.

Very truly yours,



Larry Frager

LF/ss

L A N D S C A P E D E S I G N P R O P O S A L

We are pleased for this opportunity to submit our proposal for the landscape design of the Rondell Road Extension and Parking Lot located at 26300 Rondel Street, located in the City of Calabasas. This proposal is based on our understanding of the project from the current correspondence received from John Kular Consulting on September 7, 2016. For reference we are attaching the project scope diagram.

Project description:

Generally the project is approximately a 90,539 sf parking lot with 152 spaces that was submitted as part of a hotel project. At this point the City would like to develop the parking lot as separate project. We assume that the preliminary landscaping plan that we previously submitted is generally acceptable to the City and that the remaining scope is for landscape and permitting plans.

Specifically the landscape scope includes Site vehicular entry, parking lot perimeter, trailhead entrance, and parking lot islands.

The project is comprised of the following phases: Design Development / Permitting Phase and Construction Administration.

Design Development / Permitting Phase:

Review parking lot concept design and propose any revisions that may be required to comply with the landscape requirements.

Develop design based on architect and client input.

Review Landscape design with Local Governing Authorities.

Revise drawings according to City input.

Prepare planting plans for each planting area to review with the client.

Prepare planting list and quantities.

Deliverables to include:

- Landscape Site Reference Plan

- Planting Notes and Details- including planting compliance with Landscape Ordinance

- Planting Area Plans with plant quantities and sizes noted

- Irrigation Plans

- Hydozone plans and Water Usage calculations

- Project Specifications

Allow for 2 meetings

Estimated Timeline: 3 - 4 weeks

Construction Administration Phase:

Assist the Client in obtaining permits, as required, from public agencies for the project.

Respond to contractor "Requests for Information."

Review contractor Landscape submittals

Review plants and placement prior to installation.

Review site to prepare punch list for final acceptance; Inspect punch list items.

Fee Proposal

Fee Schedule:

Parking Lot Design:

Design Development / Permitting:	\$4,700
Irrigation Consultant:	\$2,500
Construction Administration:	\$2,750
Total Parking Lot Fees:	\$9,950

Scope of Work excludes:

The Client shall provide all necessary information and documentation in the form of site plan, surveys, soils or geotechnical reports as required by [place] for the design services to proceed.

Civil, structural, electrical or any other engineering services are to be provided by others.

Permit fees, plan check fees, or any other applicable fees are the responsibility of the Client.

Additional Services and Expenses:

Additional Services shall include any revisions or additions to the "Extent of Project," and all services provided by [place] other than those outlined above in "Scope of Work," including but not limited to special work required for submission and processing of county, city or community planning variances, building variances, and design review processes (e.g., appeals, court appearances).

Additional services may also be requested if the schedule is substantially extended beyond the estimated timeline indicated above.

Additional Services shall be provided only if authorized or confirmed by the Client, and shall be billed according to the following **Hourly Rates** (or for a fixed fee authorized in writing by both [place] and the Architect):

Principals.....	\$175 per hour
Project Manager.....	\$130 per hour
Designer.....	\$130 per hour
Draftsperson.....	\$ 90 per hour
Clerical.....	\$ 65 per hour

Reimbursable Expenses (e.g. courier, telephone, facsimile, reproductions, developed photographs) will be charged as cost + %10

Mileage will be charged at current mileage rate.

Invoice will be submitted upon 100% completion of each Phase, or monthly, as appropriate. Reimbursable expenses will be invoiced separately. Payment on invoice is expected with 14 days of receipt of invoice.

Terms and Conditions:

If [place] does not receive payment within thirty days of the date of the invoice, [place] may, upon seven days written notice, suspend performance of its services covered under this Agreement. If [place] does not receive payment of all outstanding invoices within seven days of the date of the notice, it shall suspend performance of its services without further notice. In the event of a suspension of its services, [place] shall have no liability to the Client, Architect, owner or third party for delay or damages because of such suspension. Failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and is cause for termination. A waiver of any breach shall not waive a prior or subsequent breach.

[place]

This Agreement may be terminated by either party upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

All documents, including drawings, furnished by [place] pursuant to this Agreement are owned by [place]. Any reuse without the specific written consent of [place] is not authorized and will be at the Client's sole risk and without liability or legal exposure to [place]. Any such consent to use or consent to adaptation by [place] is subject to additional fees and expenses.

The Client understands the risks, rewards, and benefits of the project and is informed of the total fees for services performed by [place]. With professional care and due diligence, [place] shall endeavor to protect the Client's interests in the efficient and timely completion of all services outlined in this Agreement.

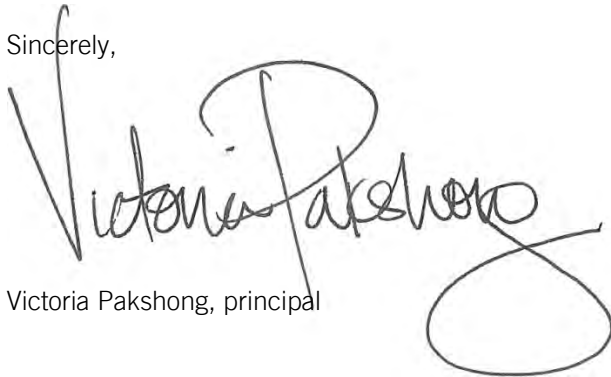
In the event it becomes necessary for any person or entity to take or respond to any action, in law, equity, or otherwise, to enforce the terms and conditions of this Agreement, the prevailing party in any such proceeding shall be entitled, in addition to any other relief awarded by the Court or other tribunal, to its costs and expenses, including its attorney's fees and experts fees reasonably incurred in any such action.

This Agreement shall be construed in accordance with the laws of the State of California. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be mediated in Los Angeles County before a mutually agreed upon mediator prior to filing suit. However, if the amount is less than the jurisdictional limit for the Small Claims Division of the Court with the appropriate jurisdiction, the claimant may enforce such claim in the Small Claims Division of the Court with the appropriate jurisdiction without mediation.

If this proposal is accepted, please sign and return one copy of this proposal along with a non-refundable retainer for \$750, to be credited toward your final invoice. This retainer shall be payable before commencement of Design services.

We look forward to working with you on this project.

Sincerely,



Victoria Pakshong, principal

[place]

Accepted By:

By _____
Victoria Pakshong

By _____
(Client's Signature)

Date: _____

Date: _____



JMPE

ELECTRICAL ENGINEERING
LIGHTING DESIGN
CA REGISTRATION NO. E 1 3 0 8 3

September 2, 2016

John Kular Consulting
12107 Bedfordshire Drive
Bakersfield, CA 93311

Attn: John Kular, PE

Re: Rundell Road Extension & Parking Lot
Electrical Engineering Fee Proposal

I. Scope of Work:

- A. Connect irrigation system.
- B. Connect stormwater retention vault pump.
- C. New SCE service.
- D. Street lighting.
- E. Parking lot lighting.
 - 1. North western part of site.
 - 2. Excluding walkway light.
- F. Parking lot lighting controls.
- G. Underground SCE overhead line and CATV line.

II. Scope of Design:

- A. Coordination with John Kular Consulting.
- B. SCE coordination.
- C. Electrical site plan.
 - 1. Pump connection.
 - 2. Irrigation system connection.
 - 3. Conduit and vaults for overhead line undergrounding.
- D. Site lighting plan.
- E. Site photometric plan.
- F. Fixture schedule.
- G. Title 24 outdoor lighting compliance forms.
- H. Electrical Notes and Details.

III. Items Excluded:

- A. Attendance at City meetings.
- B. Offsite work.
- C. Lighting at east parking lot.
- D. Standby power
- E. Emergency lighting.

IV. Fees for Services:

- A. A flat fee of \$4,800.00 shall be invoiced upon completion of design.
- B. No fee shall be charged for bidding support.
- C. Construction support shall be invoiced on an hourly basis as needed.
- D. Additional services will be invoiced at hourly rates only after prior approval.
- E. Hourly rates are: Engineering \$140, Drafting \$100.

V. Liability Limitations:

- A. JMPE has no control over, nor is it responsible for, any acts, errors, omissions, equipment failures or delays caused by the Client, Owner, other consultants, contractors, subcontractors or any of their agents or employees, manufacturers, shippers, installers, any other persons performing any work on the project, or users of the work. JMPE is not responsible for a contractor's failure to carry out the construction in a responsible manner and in accordance with applicable codes, contract documents and recommendations.
- B. JMPE is not responsible for any unapproved changes to its final drawings and specifications, including but not limited to, substitutions of or by manufacturers, substitutions by contractors, variation in layouts, quality and quantity of fixtures.

VI. Termination of Agreement:

- A. This Agreement is terminable by either party at any time upon ten (10) days' written notice. In the event this Agreement is terminated for any reason, the Client is obligated for JMPE's services and charges incurred before the termination date.
- B. The provisions of this Agreement are valid for 150 days. If this Agreement is not signed by Client and received by JMPE by this date, the Agreement's terms and conditions will be open for further negotiation.

VII. INVOICE SUBMITTAL

Please indicate to whom all invoices are to be submitted.

Name: _____

Address: _____

Phone: _____

Sincerely,



John Maloney, PE

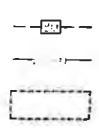
Approved by: _____ Date: _____



CONSTRUCTION NOTES

- ① CONSTRUCT UNDERGROUND SEDIMENT BASIN
- ② CONSTRUCT VENTILATION SHAFT
- ③ CONSTRUCT V-DITCH AND DEFLECTION WALL
- ④ CONSTRUCT SPLASH WALL
- ⑤ CONSTRUCT CONCRETE V-DITCH
- ⑥ REMOVE EXISTING WALL AND/OR SWALE
- ⑦ CONSTRUCT 12" WIDE CURB PASS-THROUGH
- ⑧ CONSTRUCT 6' CHAIN LINK FENCE PER SPPWC STANDARD PLAN 600-3. PROVIDE 2'X2' OPENING AT SWALE CROSSINGS
- ⑨ CONSTRUCT CONCRETE HEADWALL
- ⑩ GROUTED ROCK SLOPE PROTECTION (RSP), BACKING NO. 1, NOMINAL WEIGHT 25LB.
- ⑪ CONSTRUCT 6" WIDE CROSS GUTTER PER SPPWC STANDARD PLAN 122-2 W/ 6' TRANSITION TO/FROM CONCRETE V-DITCH

LEGEND



LOW IMPACT DESIGN VAULTS					
VAULT ID	DIMENSIONS (FT)	ELEV VAULT FLOOR	ELEV INLET INV	ELEV OUTLET INV	OUTLET PIPE SIZE
(1C)	51.0L X 18.0W X 8.0H	62.0	67.0	67.5	18"
(1D)	27.0L X 15.0W X 8.0H	62.0	66.5	67.0	12"
(3C)	28.0L X 12.0W X 7.0H	66.0	72.5	73.0	12"

GRADING QUANTITIES			
CUT	19,600	CU. YDS.	
FILL	5,860		
NET	13,820	EXPORT	



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AT LEAST TWO DAYS
BEFORE YOU DIG
UNDERGROUND SERVICE ALERT (USA)
OF SOUTHERN CALIFORNIA

<p>CITY of CALABASAS PUBLIC WORKS DEPARTMENT 100 Civic Center Way CALABASAS, CA 91302 818.224.1000 FAX 818.225.7338 WWW.CITYOFCALABASAS.COM</p>	<p>PREPARED BY: John Kular Consulting 12107 Bedfordshire Drive, Bakersfield, CA 93311 661-663-7722</p>	<p>PREPARED FOR:</p>	<p>PROJECT: 26300 RONDELL ST CALABASAS, CA</p>	<p>SHEET TITLE: GRADING & DRAINAGE PLAN</p>	<p>DESIGNED BY: CHECKED BY: DRAWN BY: SCALE: 1" = 30' SHEET NO. 3 of 4</p>
	<p>DATE: _____</p>				




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 20, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JEFF RUBIN, COMMUNITY SERVICES DIRECTOR 

SUBJECT: UPDATE ON THE CALABASAS KLUBHOUSE PRESCHOOL PROGRAM

MEETING DATE: JANUARY 11, 2017

SUMMARY RECOMMENDATION:

It is recommended that the City Council discuss the Calabasas Klubhouse Pre School Program and provide direction to staff.

BACKGROUND/DISCUSSION:

On January 13, 2016 staff brought forward an update on the decline in enrollment of the Calabasas Klubhouse Pre School Program for Council to review. At that time enrollment stood at 81 students and a larger than anticipated budget deficit was trending (as depicted in the charts below). Staff touched on the Kindergarten Readiness Act of 2010 that California passed to align the age of the state's kindergartners with the rest of the nation, the expansion of the LVUSD transitional Kindergarten Preparatory Program and the increased competition in the surrounding area. After discussion, Council requested that staff return in September with an update on Klubhouse registration and finances for the upcoming year.

The enrollment numbers that were presented to Council in January for the 15/16 school year showed just 81 students enrolled: 52 Residents (64%) and 29 Non Residents (36%)

At the March 9, 2016 City Council Meeting, staff presented several options in a power point presentation as follows:

1. Continue with the operation of the Pre School with modifications.
2. Discontinue the operation of the Pre School and run a Community Park.
3. Prepare an RFP and look for another Pre School provider to come in and lease our facility in order to operate a similar program.
4. Enter into a negotiated agreement with Viewpoint.

After several speakers and City Council discussion it was decided to continue with the operation of the Pre School, expand advertising and report back in six months.

At the City Council Meeting on August 24, 2016 the CFO presented the following Revenue and Expenditure numbers as part of his budget presentation for the Klubhouse for FY 16/17:

Total Revenue: \$932,700
Total Expenditures: \$978,500
Shortfall: (\$45,800) or - 4.7%

At the September 14, 2016 City Council Meeting, staff reported a turnaround in enrollment with expanded exposure out in the community, social media, advertising and parents spreading the word about the program and presented revenue projections for the Klubhouse for FY 16/17 of \$1,010,748.00. At the time there were 130 students enrolled for the school year and a waiting list was established.

At the City Council Meeting on November 9, 2016 the CFO presented the following Revenue and Expenditure numbers as part of his budget presentation for the Klubhouse for FY 16/17:

Total Revenue: \$932,700
Total Expenditures: \$984,400
Shortfall: (\$51,700) or - 5.3%

Over the past couple of months we have been able to bump enrollment up to 140 students. With the increased enrollment numbers as noted, revenue is trending at a higher level than previously anticipated.

The following chart shows revenue by month for Fiscal Year 16/17:

MONTH	REVENUE	FY TOTAL
JULY	\$83,331.00	\$83,331.00
AUGUST	\$84,837.00	\$168,168.00
SEPTEMBER	\$102,863.00	\$271,031.00
OCTOBER	\$96,429.00	\$367,460.00
NOVEMBER	\$100,322.00	\$467,782.00
DECEMBER	\$100,148.00	\$567,930.00

Should the trend above continue for the remainder of the FY which we anticipate it will, FY 16/17 revenue for the Pre School will be approximately \$1,125,000.00.

Open enrollment for the 17/18 school year opens in the middle of January (previous years opened in April) and we should have a good handle on next year's enrollment way earlier than prior years.

FISCAL IMPACT/SOURCE OF FUNDING:

The total expenditures will be split between accounts in 10-135 and 10-517 based upon personnel costs and supplies and services.

The total revenue will be posted to account 10-000-445001.

REQUESTED ACTION:

It is requested that the City Council discuss the Calabasas Klubhouse Pre School Program and provide direction to staff.

ATTACHMENTS: None



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 29, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: MAUREEN TAMURI AIA, AICP
COMMUNITY DEVELOPMENT DIRECTOR** 

**SUBJECT: DISCUSSION OF PUBLIC WORKSHOPS FOR LARGE PRIVATE
DEVELOPMENT PROJECTS**

**MEETING
DATE: JANUARY 11, 2017**

SUMMARY RECOMMENDATION:

That the City Council discusses public workshops for large private development projects and provides direction to Staff.

BACKGROUND:

At the meeting of October 26, 2016, the City Council agenzied a discussion on workshops for larger projects, and established a task force to look at how such a requirement could be established for private development projects. Mayor Pro Tem Mary Sue Maurer and Councilmember Alicia Weintraub were named to the task force. On December 5th, 2016, the task force met with Staff to discuss ideas responsive to the Council's interest. The attached draft guidelines (Attachment 1) and draft Code amendment language (Attachment 2) resulted from that meeting and subsequent reviews.

DISCUSSION/ANALYSIS:

Required public workshops for private development projects are rare because long range plans and zoning/development codes are the planning benchmarks to specify what types of development activities can be built on a particular site.

The City of Calabasas establishes land use, zoning, development goals and standards through long range planning activities which involve extensive public workshops and community participation. The best example is the recent 2030 General Plan, which involved a two-year outreach effort and dozens of Planning Commission and City Council meetings. It incorporated other long range plans (e.g. Civic Center, Old Town, West Calabasas Road, Las Virgenes Road Master Plans) which were similarly the product of extensive community engagement.

Once adopted, the City has a legal obligation to follow the requirements of the General Plan and other official long range plans. They offer numerous opportunities for Council and Commission workshops and input because they are *legislative acts*. In contrast, approvals of private development proposals are governed by a *quasi-judicial* process, whereby Commissioners and Council members must provide and applicant their due process, and refrain from commenting on the decisions or expressing any views before the relevant public hearings.

For that reason, it is rare to find examples of cities which require private development “workshops”. Such workshops can yield the mistaken impression that long range plans can be overridden by the consensus opinion of workshop participants, or Council member opinions, when in fact the process to do so is far more complex.

Staff research has yielded only three examples (San Mateo CA, Sarasota FL, and Venice FL) that require mandatory “workshops” for certain private development projects. They can be generally described as structured opportunities to discuss a proposal in a noticed public setting; there is no requirement for the applicant to adopt or act upon public input. As such, mindful of California Permit Streamlining Act timeframes, Staff believes that a similar workshop requirement can be required for larger private development projects consisting of new or replacement commercial, multi-family, medical and/or tract maps.

Staff and the Council Task Force discussed the requirements at a meeting held in City Hall offices on December 5th, 2016. The results of that meeting consist of draft guidelines and draft code language, which were circulated for comment and are provided as attachments to this staff report. If the City Council is favorable to receiving this report and recommendation, Staff is prepared to move this item forward as a draft ordinance for Planning Commission consideration on January 19, 2017, and then to the City Council. Moving rapidly will ensure that the large

number of eligible projects currently in process with the City will have at least one public workshop.

Additionally, at their meeting of December 15, 2016, the Planning Commission recommended that for all workshop-required projects the ARP meetings be televised.

FISCAL IMPACT/SOURCE OF FUNDING:

The costs of the workshops would be borne by the applicant. Staff time to participate in the second workshop meeting would be covered by an applicant fee, subject to establishment by the City Council as a new fee.

REQUESTED ACTION:

That the City Council discusses public workshops for large private development projects and provides direction to Staff.

ATTACHMENTS:

1. Draft Workshop Guidelines
2. Draft Workshop Code

GUIDELINES FOR PUBLIC WORKSHOPS

If you are applying for a new or replacement commercial, medical, residential tract, or multi-family project in the City of Calabasas, you will be required to hold two public workshops prior to public hearings on your application.

Why do I need to hold a workshop?

The workshop offers an opportunity to listen to the ideas and concerns of citizens both as you finalize your project design and during the formal application process. The workshop may be a chance to improve your plan or make modifications that will make a big difference to your neighbors and the community's perceptions of your project.

When do I hold the workshops?

The first workshop should be held prior to submitting your application for planning permits to the City. The second workshop should be held after the Development Review Committee (DRC) has met and you have received City comments, but prior to your application having been deemed complete.

Your workshops shall be scheduled on a regular business day, Monday through Friday, and not on a Federal, State, City or religious holiday. The public workshop shall not start before 6 p.m. or after 7 p.m.

Where do I hold the workshops?

All public workshops must be located within city limits and preferably near the project site. The City has two facilities available for use for the First Workshop; Founders Hall located at 200 Civic Center Way, and the Community Center Located at 27040 Malibu Hills Road. The Second Workshop will be held at the Civic Center Complex.

Who do I notify about the workshops?

The workshop should be noticed at least 21 days prior using the standard City Public Workshop format, and mailed to the following:

- a) all owners of property, residents and businesses within (500) feet of the boundary lines of the site for which the land-use petition is requested;
- b) Registered Neighborhood Associations with the City;
- c) The City's standard notification list;
- d) The City's listing of individuals and key stakeholders who have requested to be notified of public workshops.

Notice of the workshop must be advertised in the Acorn newspaper or other adjudicated newspaper of general circulation in the City at least 30 days prior to the workshops.

What should I provide for review at the First Workshop?

The first workshop should be structured as an opportunity to exchange ideas with the community about development at that site. Materials of benefit in that exchange may include:

- 1) A Slide Show presentation, with copies for the public;
- 2) Recent aerial photograph of the site and surrounding area;
- 3) The adopted zoning map and zoning designation of the subject property, along with a list of allowable uses;
- 4) The City adopted general plan land use designation of the subject project, and any specific plan which identified desired uses or development at that location;
- 5) Any preliminary plans/concepts/sketches or image boards you have generated to illustrate an idea or concept for site use. If you have traffic, geotechnical or other specific information, it should be included as well.
- 6) Your company profile or individual bio, past projects or other relevant development background.
- 7) Contact information for a designated representative.

What do I do at the First Workshop?

Review your conceptual plan, proposed layout and explain your proposal or development idea, and listen to what people have to say. After the presentation and questions, the project team (proposer and design professionals) should be available at break out tables to take additional questions. You'll need to turn in a written summary of the meeting, so be sure to write some notes as you listen. You'll also need to keep a sign-in sheet of those attending the workshop. Please advise attendees that the sign-in sheet is a public document and that they are not required to provide their names to attend, but may wish to do so to ensure receipt of future notices about the project.

What do I do after the First Workshop?

After the workshop, you may file your formal application with the Planning & Zoning Department.

With your application, you must provide:

- 1) Copy of your Acorn or other newspaper ad,
- 2) A copy of mailing labels and listing of owners of property, businesses and residents within (500)feet of the boundary lines of the site, registered Neighborhood Associations, and the City's list of individuals and key stakeholders who received written notices of the public workshop;
- 3) A copy of sign-in sheet,
- 4) A written summary of material presented and issues raised at the workshop and how the issues were addressed,
- 5) Establishment of a webpage for the project, as well as contact information for a project representative.

What happens at the Second Workshop?

The second workshop should be held after you have received formal comments from the City's Design Review Committee (DRC) on your proposal submittal. At the second workshop, you will present a power point/slide show of your proposal, and then take detailed questions from the audience. Planning Staff will also be present to provide an overview of the various standards, such as those found in the General and Specific Plan and development code, which will be used in evaluating the proposal. After the presentation, there will be break out tables for both your Design/Engineering Team and City Staff to address additional public questions. The meeting will be held in the Civic Center Complex and be televised.

What should I provide at the Second Workshop?

The Second Workshop offers an opportunity to inform the public about your updated plans for design at the site and receive their comments and suggestions. Materials of benefit in that exchange will consist of a power point presentation which may include:

- 1) A site plan;
- 2) Floor plans, elevations and sections through the project;
- 3) Renderings or models;
- 4) A traffic and parking demand and availability analysis, and any planned mitigation measures;
- 5) How the project has addressed the goals or requirements of the General Plan, and any applicable Specific Plan or specialty zone or development standard, such as the Scenic Corridor;
- 6) A discussion of special conditions at the site, if appropriate.

What do I do after the Second Workshop?

After the second workshop, you will be asked to provide staff:

- 1) A copy of your Acorn or other newspaper ad;
- 2) Copies of mailing labels and a listing of owners, businesses and residents of property within (500 to 1000?) feet of the boundary lines of the site, registered Neighborhood Associations, and the City's list of individuals and key stakeholders and any others who received written notices of the public workshop;
- 3) A copy of the power point and any handout materials;
- 4) A copy of sign-in sheet;
- 5) A written summary of material presented and issues raised at the workshop and how the issues will be addressed;
- 6) An updated web site page, including workshop materials and contact information.

Who do I contact if I have questions?

Contact any Planning & Zoning staff member if you have questions regarding the First Workshop. After you have submitted an application, you will be assigned to a case planner who will assist you in structuring your second public workshop.

PUBLIC NOTICE

A public workshop will be held to discuss a re-zoning to Residential, Multi-Family (RM) on 10 acres located at 1234 Main Street.

The purpose of this meeting is to inform neighboring Properties, businesses and interested community members of this proposal, seek their comments and respond to questions.

This is not a public hearing, and no decisions concerning the proposal will be made.

The workshop will be held at 6pm Thursday May 6th, 2016

At Founders Hall, 200 Civic Center Way.

Contact person is Joe Smith (818) 999-9999

Email: jsmith@abc.com

Sample City Noticing Templates:

A 8 ½" by 5 ½" postcard mailer to neighboring property owners and other interested parties



CITY of CALABASAS

A PUBLIC WORKSHOP

for a proposed rezoning of 10 acres located at
1234 Main Street will be held:

DATE: Thursday, May 6, 2008

TIME: 6 pm to 9 pm

PLACE: Founders Hall, 100 Civic Center Way

CONTACT: Joe Smith (818)999-9999

Mr. Smith and the ABC Group will be holding a workshop to discuss the proposed rezone of a 10-acre HM parcel to Residential, Multi-Family(RM) zoning to allow for up to 80 condominium units.

The purpose of this workshop is to inform neighboring properties, businesses and interested community members about the nature of the proposal and to seek your comments. This is not a public hearing, and no decisions concerning the proposal will be made. We look forward to seeing you there.

17.XX. - Public Workshop Requirements.

(a) *Applications requiring review.* The owner or agent applying for discretionary city land use permits or approvals or amendments to prior permits or approvals that allow construction or permit the land uses of the following types of development projects or buildings must conduct two public workshops:

- (1) Any new or replacement commercial or medical building;
- (2) Any new multi-family or residential tract development.

The first workshop shall be held prior to the submission of an application for a covered project. The second workshop shall be held after the application has been submitted and reviewed by the Development Review Committee (DRC), and prior to the application being deemed complete by the Planning Department.

(b) *Waiver request.* An applicant may petition the City Council for a waiver from the requirements of conducting a public workshop meeting. The burden to show good cause that a waiver grant by the City Council will not prejudice the public's ability to be informed about the project shall rest with the applicant.

(c) *First Public Workshop Process and Purpose.* The owner or agent desiring to submit an application for development requiring review under this section must first conduct a public workshop where the owner and/or agent will provide a general overview of their ideas or concepts for development, or their proposed project, to interested citizens and stakeholders. The applicant shall solicit and respond to participant questions and comments to their ideas or proposal. The goal of this workshop is to provide notice to the local community that a project may be proposed at this location, and to create a forum for an exchange of ideas and comments for consideration by the owner/agent prior to submittal of a complete design concept.

(d) *First Public Workshop Responsibilities:* Three weeks in advance of the public workshop, the applicant shall 1) prepare and send mailed notifications to all property owners, businesses and tenants within a (500 or 1000?) foot radius of the proposed development site using the City's public workshop template for private development projects, and 2) place an advertisement in the Acorn newspaper or other adjudicated newspaper of general circulation in the City regarding the location, date and time of the first public workshop. The applicant shall also send notices to those identified on the City's interested parties list, and make a good faith effort to identify and contact any key community members and constituent groups who may not be on the City's listing. Notice of the workshop shall also be provided to the City Clerk and the Calabasas Director of Community Development. All public workshops shall be located within the city limits, and as close to the project site location as is feasible. An attendance list shall be collected of those attendees willing to provide their names. Public workshops shall be scheduled Monday through Friday, with the exception of religious observance days and Federal, State, and City observed holidays on which the City is closed. No public workshop shall start before 6:00 p.m. or after 7:00 p.m.

(e) *Materials for review.* The following materials shall be required to be available for review and discussion at the first public workshop:

- 1) A power point presentation
- 2) Recent aerial photograph of the site and surrounding area;
- 3) The adopted zoning map and zoning designation of the subject property, along with a list of allowable uses;
- 4) The City adopted general plan land use designation of the subject property, and any applicable specific plan which identified desired uses or development at that location;
- 5) Any preliminary plans/concepts/sketches or image boards you have generated to illustrate an idea or concept for site use;
- 6) Your company profile or individual bio, past projects or other relevant development background;

- 7) Contact information for a designated representative.
- (f) *Efforts Subsequent to the Public Workshop.* As a requirement for submitting an application with the City, the owner or agent must include evidence that they have fulfilled the requirements for the first public workshop. This shall include:
- 1) Copies of mailing lists and notices as required under (d) above;
 - 2) A summary document that contains the following information: The date, time and location of the First Public Workshop; a list of attendees who provided their names; names of the presenters; copies of any presentation materials; a summary of the concerns or issues that were raised and how they may be addressed; and a copy of the public workshop notification published in the Acorn or other newspaper.
- (g) *Second Public Workshop Process and Purpose:* The second public workshop shall be conducted after the Development Review Committee meeting and prior to the application being deemed complete by Planning Staff. The workshop will be televised by City staff and be held at the Calabasas Civic Center. The workshop offers an opportunity to update the community on your submitted project, and to gather ideas, concerns and feedback before you finalize project design and move forward into public hearings. Staff will additionally provide a power point presentation of the applicable General Plan or specific plan references to the site or area, as well as information on the related zoning and notable codes which apply to the project. After the presentation, a question and answer session will be held.
- (h) *Second Public Workshop Responsibilities:* Three weeks in advance of the public workshop, the applicant shall 1) prepare and send mailed notifications to all property owners, businesses and tenants within a (500 or 1000?) foot radius of the proposed development site using the City's public workshop template for private development projects, and 2) place an advertisement in the Acorn newspaper or other adjudicated newspaper of general circulation in the City regarding the location, date and time of the workshop. The applicant shall also send notices to those identified on the City's interested parties list, and all attendees at the first workshop for whom a mailing address is known by the applicant, and make a good faith effort to identify and contact any key community members and constituent groups who may not be on the City's listing. Notice of the workshop shall also be provided to the City Clerk and the Calabasas Director of Community Development. The public workshop shall be held at the Calabasas Civic Center and will be televised by the City. An attendance list shall be collected of those attendees willing to provide their names. The public workshop shall be coordinated through the City, and be scheduled Monday through Friday, with the exception of religious observance days and federally, state, and City observed holidays on which the city is closed. No public workshop shall start before 5:00 p.m. or after 7:00 p.m.
- (i) Materials for review. The following materials shall be required to be available for review and discussion at the first public workshop:
- 1) Copies of the power point presentation, to include general information about the project, as well as plans, elevations, renderings and other imagery.
 - 2) Contact information for the applicant, as well as a link to a web based project page.
- (j) *Efforts Subsequent to the Public Workshop.* At the conclusion of the workshop, the applicant shall submit to the City:
- 1) Copies of the mailing list;
 - 2) A summary document that contains the following information: The date, time and location of the First Public Workshop; a list of attendees who provided their names; names of the presenters; copies of any presentation materials; a summary of the concerns or issues that were raised and how they may be addressed; and a copy of the public workshop notification published in the Acorn.

(Ord. No. 2017 –XXX)



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JANUARY 3, 2017

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TOM BARTLETT, A.I.C.P., CITY PLANNER *TB*

SUBJECT: DISCUSSION OF PRELIMINARY COUNCIL WORKSHOP REGARDING PROPOSED WESTIN HOTEL AT 24300 CALABASAS ROAD

MEETING DATE: JANUARY 11, 2017

At the request of Mayor Pro Tem Gaines and Councilmember Shapiro, this discussion item has been added to the January 11, 2017 meeting agenda.

BACKGROUND:

An application was received on March 17, 2015 for development of a proposed six-story, 176-room full-service hotel on undeveloped property located at 24300 Calabasas Road. Although the plans and application materials for this project continue to be incomplete at the present time, the proposal was sufficiently complete to undergo review by the Architectural Review Panel on September 23, 2016.

At that ARP meeting some Panel members expressed concern about the amount of time and energy that would be expended by the ARP in an effort to redesign the project even though a great deal of uncertainty remained about whether a project of this scope and magnitude was even supportable by the City Council. Accordingly, the ARP invited the developer to consider asking for a preliminary conceptual review before the City Council – before the project would return to the ARP for detailed design work. On October 13, 2016 the developer sent a letter to the City Manager requesting such a conceptual review (Attachment A).

In consultation with the City Attorney, Staff has been investigating the possibility of having the City Council conduct a "Pre-development Review" where the project developer would synopsise the project, the public could offer comments, and the Council could also comment, ask questions, and receive clarification on elements of the project. Presently the City Council schedule for future meeting agendas shows February 22nd as a likely date for this preliminary review workshop.

The City Attorney wishes to emphasize that in discussing this project, certain 'bright lines' should not be crossed because the City Council is the ultimate approval authority and this preliminary review would take place near the beginning of the process. Any time a majority or more of the elected officials are involved as a group in a discussion of a proposed development project prior to environmental impact reviews under CEQA and prior to vetting by other boards and commissions there are legal risks. Nonetheless, the process can be handled in such a way to reduce (but not entirely eliminate) legal risk. Council members must be cognizant that anything they say at such a "review" could be taken as a commitment; accordingly, Council members must scrupulously avoid any statement or question that can be construed as a commitment to approve or disapprove a project prior to the actual public hearing by the Council after full analysis under CEQA and by staff. Similarly, staff must also avoid the same legal pitfalls in any preliminary review setting (due process, bias, and pre-determination sans CEQA). And, finally, at this stage in the process Council members may, by legal necessity, be significantly limited in their responses to questions posed by the applicant or by members of the public.

FISCAL IMPACT/SOURCE OF FUNDING:

This is a discussion item only, and there are no fiscal impacts.

RECOMMENDATION:

It is recommended that the City Council discuss the merits of conducting the preliminary workshop, and provide direction to staff.

ATTACHMENTS:

- A. Letter from S. Dunstan, dated Oct. 13, 2016

LAND DEVELOPER & ASSOCIATES

October 13, 2016

SENT BY EMAIL ONLY

Mr. Tony Coroalles, City Manager
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Re: Proposed Westin Hotel;
24300 Calabasas Road.

Mr. Coroalles:

As you may have heard, on Friday, September 23, 2016, we presented our application for the above-referenced project to the Architectural Review Panel. The presentation was scheduled with the ARP before the deemed finality of the application for the purpose of getting guidance at a stage before too much time and resources have been expended. This path was discussed and decided upon by staff and the developer in an effort to try and avoid some of the pitfalls that have befallen some of the other recent and significant development applications that have come before the City Council.

Indeed, I have listened to Mayor Bozajian speak on the subject as it concerned the hotels on Las Virgenes Road and it was his desire, it seemed, to allow the developer some feedback before it expended a great deal of funds only to find the City Council against. To that end, Mark Handel of the ARP suggested that City Council take a look at the project before it goes much further. We here at LDA believe that this would be a great opportunity to gauge the feeling of the Council and the community at large.

To this end, I was hopeful that your office might be able to assist getting us on the agenda for City Council in November or December. As you recall, our project offers many benefits to the community beyond first-class accommodations. The banquet hall and Kosher kitchen will bring back numerous events into the community and importantly allow those with great civic pride, of which there are many in Calabasas, the opportunity to keep their events within their own community.

Mr. Coroalles, we are extremely aware of the need for community support to move this project forward but need a forum for that support, and opposition, to be voiced at this stage. If the support is as great as we believe it to be, the strenuous efforts we face moving forward will have both greater merit and purpose. I hope you can see the benefit in my proposal.

Please take an opportunity to consider the foregoing and perhaps we can discuss this further next week. Should you have any questions in the meantime, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Simon J. Dunstan', is written over a horizontal line. The signature is stylized and cursive.

Simon J. Dunstan



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<u>Administrative Services</u>					
97355	12/28/2016	AGOURA HILLS,CALABASAS COM CTR	2017 HEALTH MEMBERSHIP	840.00	Administrative Services
Total Amount for 1 Line Item(s) from Administrative Services				<u>\$840.00</u>	
<u>Boards and Commissions</u>					
97193	12/9/2016	US BANK	VISA- RALPHS	18.22	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				<u>\$18.22</u>	
<u>City Attorney</u>					
97365	12/28/2016	COLANTUONO, HIGHSMITH &	D'EGIDIO HOMES	18,307.93	City Attorney
97365	12/28/2016	COLANTUONO, HIGHSMITH &	MALIBU CANYON ASSOCIATION	12,279.99	City Attorney
97365	12/28/2016	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	11,230.05	City Attorney
97379	12/28/2016	HOPKINS & CARLEY	LEGAL SERVICES	1,460.99	City Attorney
97365	12/28/2016	COLANTUONO, HIGHSMITH &	IZADI	725.00	City Attorney
97365	12/28/2016	COLANTUONO, HIGHSMITH &	2015 ANNEXATION	521.75	City Attorney
Total Amount for 6 Line Item(s) from City Attorney				<u>\$44,525.71</u>	
<u>City Clerk</u>					
97391	12/28/2016	MARTIN & CHAPMAN CO.	ELECTION POSTCARDS	3,712.79	City Clerk
97193	12/9/2016	US BANK	VISA- ADVANCED SIGN & BANNER	586.42	City Clerk
97409	12/28/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	90.00	City Clerk
97410	12/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	31.56	City Clerk
97193	12/9/2016	US BANK	VISA- WALMART	26.66	City Clerk
97193	12/9/2016	US BANK	VISA- ITUNES.COM	6.99	City Clerk
Total Amount for 6 Line Item(s) from City Clerk				<u>\$4,454.42</u>	
<u>City Council</u>					
97193	12/9/2016	US BANK	VISA- KL WINES	1,050.34	City Council
97193	12/9/2016	US BANK	VISA- M ALAN FLORIST	1,020.00	City Council
97218	12/14/2016	FITZPATRICK/KYLE//	LAPEL PINS	752.50	City Council
97203	12/14/2016	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	518.97	City Council
97193	12/9/2016	US BANK	VISA- GREEN JUG FINE WINE	444.46	City Council





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97194	12/14/2016	A RENTAL CONNECTION	EQUIPMENT RENTAL - REORG	414.78	City Council
97284	12/21/2016	CALABASAS CHAMBER OF COMMERCE	CITY MAP 2017	400.00	City Council
97399	12/28/2016	ROTARY CLUB OF CALABASAS	ANNUAL MEMBERSHIP- M.S. MAURER	260.00	City Council
97193	12/9/2016	US BANK	VISA- BAY LAUREL SCHOOL	230.00	City Council
97193	12/9/2016	US BANK	VISA- SHARKY'S	221.56	City Council
97368	12/28/2016	CONEJO AWARDS	TILE PLAQUE	193.50	City Council
97193	12/9/2016	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
97361	12/28/2016	CALABASAS- LAS VIRGENES	MEMBERSHIP DUES- D. SHAPIRO	150.00	City Council
97193	12/9/2016	US BANK	VISA- JERSEY MIKES	139.21	City Council
97193	12/9/2016	US BANK	VISA- GREEN PAPER PRODUCTS	130.99	City Council
97209	12/14/2016	CR PRINT	BUSINESS CARDS	94.29	City Council
97251	12/14/2016	SAN FERNANDO VALLEY	SUBSCRIPTION RENEWAL	40.00	City Council
97208	12/14/2016	CONEJO AWARDS	NAME BADGE	22.98	City Council
97204	12/14/2016	CALABASAS CHAMBER OF COMMERCE	CHAMBER BREAKFAST	20.00	City Council
97208	12/14/2016	CONEJO AWARDS	NAME BADGE	13.58	City Council
Total Amount for 20 Line Item(s) from City Council				\$6,301.16	

Civic Center O&M

97224	12/14/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,690.50	Civic Center O&M
97302	12/21/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,768.41	Civic Center O&M
97330	12/21/2016	SMOKE GUARD CALIFORNIA, INC.	SMOKE GUARD REPAIR	1,500.00	Civic Center O&M
97290	12/21/2016	CLIMATEC BUILDING	HVAC SERVICES	899.00	Civic Center O&M
97290	12/21/2016	CLIMATEC BUILDING	HVAC SERVICES	899.00	Civic Center O&M
97219	12/14/2016	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	750.55	Civic Center O&M
97347	12/21/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	703.73	Civic Center O&M
97258	12/14/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	572.96	Civic Center O&M
97206	12/14/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
97206	12/14/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
97219	12/14/2016	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	516.64	Civic Center O&M
97129	12/7/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	512.50	Civic Center O&M
97129	12/7/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	512.50	Civic Center O&M
97215	12/14/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CIVIC CTR	500.00	Civic Center O&M
97193	12/9/2016	US BANK	VISA- SUNBELT	500.00	Civic Center O&M
97193	12/9/2016	US BANK	VISA- SUNBELT	500.00	Civic Center O&M
97388	12/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	477.89	Civic Center O&M
97258	12/14/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	463.25	Civic Center O&M



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97388	12/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	386.38	Civic Center O&M
97296	12/21/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
97177	12/7/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Civic Center O&M
97177	12/7/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Civic Center O&M
97326	12/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Civic Center O&M
97326	12/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Civic Center O&M
97128	12/7/2016	CHEM PRO LABORATORY, INC.	HVAC SERVICE	124.50	Civic Center O&M
97128	12/7/2016	CHEM PRO LABORATORY, INC.	HVAC SERVICE	124.50	Civic Center O&M
97129	12/7/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	106.00	Civic Center O&M
97129	12/7/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	106.00	Civic Center O&M
97193	12/9/2016	US BANK	VISA- ZORO TOOLS	102.17	Civic Center O&M
97193	12/9/2016	US BANK	VISA- FERGUSON ENTERPRISE	58.12	Civic Center O&M
97193	12/9/2016	US BANK	VISA- HOME DEPOT	54.98	Civic Center O&M
97154	12/7/2016	L.A. CO. DEPT. OF HLTH SERVICE	BACKFLOW DEVICE FEE	16.00	Civic Center O&M
97154	12/7/2016	L.A. CO. DEPT. OF HLTH SERVICE	BACKFLOW DEVICE FEE	16.00	Civic Center O&M
97193	12/9/2016	US BANK	VISA- HOME DEPOT	14.55	Civic Center O&M
Total Amount for 34 Line Item(s) from Civic Center O&M				\$16,825.21	

Community Development

97236	12/14/2016	M6 CONSULTING, INC.	PLAN CHECK SERVICES	34,481.03	Community Development
97236	12/14/2016	M6 CONSULTING, INC.	INSPECTION SERVICES	15,690.00	Community Development
97285	12/21/2016	CALABASAS CREST LTD	R.A.P.- JAN 2016	6,174.00	Community Development
97236	12/14/2016	M6 CONSULTING, INC.	PERMIT SERVICES	5,400.00	Community Development
97214	12/14/2016	EDGESOFT, INC.	SOFTWARE MAINTENANCE	4,000.00	Community Development
97325	12/21/2016	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	2,133.75	Community Development
97371	12/28/2016	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	388.50	Community Development
97410	12/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	297.49	Community Development
97298	12/21/2016	FLEYSHMAN/ALBERT//	R.A.P.- JAN 2016	210.00	Community Development
97314	12/21/2016	MEDVETSKY/LINA//	R.A.P.- JAN 2016	210.00	Community Development
97303	12/21/2016	HENDERSON/LYN//	R.A.P.- JAN 2016	210.00	Community Development
97327	12/21/2016	SHAHIR/RAHIM//	R.A.P.- JAN 2016	210.00	Community Development
97352	12/21/2016	YAZDINIAN/SUSAN//	R.A.P.- JAN 2016	210.00	Community Development
97316	12/21/2016	MILES/AUDREY//	R.A.P.- JAN 2016	210.00	Community Development
97409	12/28/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	180.00	Community Development
97297	12/21/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	155.00	Community Development
97409	12/28/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	135.00	Community Development



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97294	12/21/2016	CYBERCOPY	COPY/PRINTING SERVICE	128.62	Community Development
97186	12/7/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	72.86	Community Development
97134	12/7/2016	CYBERCOPY	COPY/PRINTING SERVICE	57.50	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	53.30	Community Development
97262	12/14/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Community Development
97370	12/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	44.42	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	41.58	Community Development
97232	12/14/2016	LANDS' END BUSINESS OUTFITTERS	STAFF PANTS - COMM DEV	38.16	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.79	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97370	12/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	18.91	Community Development
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	10.90	Community Development
Total Amount for 33 Line Item(s) from Community Development				\$71,025.41	

Community Services

97235	12/14/2016	LOS ANGELES CLIPPERS	BASKETBALL UNIFORMS- WINTER	18,157.00	Community Services
97130	12/7/2016	COMMAND PERFORMANCE CATERING	CATERING- HOLIDAY GALA	8,560.87	Community Services
97338	12/21/2016	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	4,326.70	Community Services
97168	12/7/2016	PARKER-ANDERSON ENRICHMENT	RECREATION INSTRUCTOR	3,744.50	Community Services
97183	12/7/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	3,398.00	Community Services
97264	12/14/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,130.18	Community Services
97174	12/7/2016	REPTILE FAMILY	ENTERTAINMENT- PUMPKIN FEST	2,600.00	Community Services
97334	12/21/2016	SUPER SOCCER STARS	RECREATION INSTRUCTOR	2,310.00	Community Services
97336	12/21/2016	SWAN-MCDONALD/DEBORAH//	RECREATION INSTRUCTOR	1,686.30	Community Services
97115	12/7/2016	AUDICK/PATRICIA//	RECREATION INSTRUCTOR	1,632.00	Community Services
97165	12/7/2016	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	1,543.50	Community Services
97159	12/7/2016	LITTLE LEARNERS LLC	RECREATION INSTRUCTOR	1,543.50	Community Services
97239	12/14/2016	MONAHAN/ANN//	RECREATION INSTRUCTOR	1,540.00	Community Services
97229	12/14/2016	JACOBS/SAUL//	RECREATION INSTRUCTOR	1,522.50	Community Services
97137	12/7/2016	DOMINE/JAMES//	RECREATION INSTRUCTOR	1,480.50	Community Services
97351	12/21/2016	WOOD GRAPHICS UNLIMITED INC.	SENIOR CENTER CABINET	1,360.75	Community Services
97279	12/21/2016	BENDAVID/MICHAEL//	RECREATION INSTRUCTOR	1,260.00	Community Services



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97302	12/21/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,258.23	Community Services
97257	12/14/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,193.28	Community Services
97230	12/14/2016	JOLIN/JEAN//	RECREATION INSTRUCTOR	945.00	Community Services
97178	12/7/2016	SHALEV/ ALINA//	RECREATION INSTRUCTOR	871.50	Community Services
97264	12/14/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	832.56	Community Services
97163	12/7/2016	MONAHAN/ANN//	RECREATION INSTRUCTOR	770.00	Community Services
97193	12/9/2016	US BANK	VISA- SUSIE CAKES	745.26	Community Services
97245	12/14/2016	OSLER BISHOP & ASSOCIATES	RECREATION INSTRUCTOR	723.80	Community Services
97193	12/9/2016	US BANK	VISA- ACCESS DISPLAY GROUP	710.95	Community Services
97138	12/7/2016	FEDER/LINDA J.//	RECREATION INSTRUCTOR	686.00	Community Services
97375	12/28/2016	GESAS/HELAIN W.//	RECREATION INSTRUCTOR	682.50	Community Services
97193	12/9/2016	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
97158	12/7/2016	LERMA/ANGEL//	RECREATION INSTRUCTOR	651.00	Community Services
97403	12/28/2016	SHALEV/ ALINA//	RECREATION INSTRUCTOR	630.00	Community Services
97136	12/7/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	595.00	Community Services
97367	12/28/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	570.00	Community Services
97313	12/21/2016	MCDONALD/BRUCE//	RECREATION INSTRUCTOR	514.50	Community Services
97202	12/14/2016	BELL/PATRICK//	SENIOR PROGRAMS	500.00	Community Services
97293	12/21/2016	CRESCENZO/MARY//	RECREATION INSTRUCTOR	480.20	Community Services
97110	12/7/2016	ANTHONY/MARK//	HOLIDAY PARTY- ENTERTAINMENT	450.00	Community Services
97267	12/14/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	438.63	Community Services
97121	12/7/2016	BELSLEY/JAMES//	RECREATION INSTRUCTOR	438.20	Community Services
97326	12/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES/GRP	431.42	Community Services
97193	12/9/2016	US BANK	VISA- JOANN FABRIC	427.14	Community Services
97402	12/28/2016	SESAC	MUSIC LICENSE FEE	397.00	Community Services
97406	12/28/2016	SUZDALTSEV/JENNY//	RECREATION INSTRUCTOR	392.70	Community Services
97201	12/14/2016	BARRY KAY ENTERPRISES, INC.	BASKETBALL T-SHIRTS	392.25	Community Services
97347	12/21/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	380.33	Community Services
97281	12/21/2016	BODNER/CHER//	RECREATION INSTRUCTOR	357.00	Community Services
97243	12/14/2016	OAKSTONE GLASS CORPORATION	WINDOW REPLACEMENT	345.00	Community Services
97193	12/9/2016	US BANK	VISA- ETSY.COM	340.00	Community Services
97112	12/7/2016	ASCAP	MUSIC LICENSE FY 16/17	336.88	Community Services
97320	12/21/2016	POLLACK/HANSEL//	RECREATION INSTRUCTOR	336.00	Community Services
97153	12/7/2016	KORNFIELD, MD/JEROME//	RECREATION INSTRUCTOR	325.50	Community Services
97384	12/28/2016	INNER-I ...SECURITY IN FOCUS	SERVICE RESPONSE CALL	310.00	Community Services
97319	12/21/2016	PAY PHONES NORTH INC	PAYPHONE SERVICE-DE ANZA/GRAPE	300.00	Community Services
97273	12/21/2016	AT&T	TELEPHONE SERVICE	293.83	Community Services



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97193	12/9/2016	US BANK	VISA- WOODRANCH BBQ	272.45	Community Services
97124	12/7/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
97180	12/7/2016	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	260.00	Community Services
97193	12/9/2016	US BANK	VISA- SAVE ON CRAFTS	250.15	Community Services
97394	12/28/2016	OAKSTONE GLASS CORPORATION	WINDOW REPLACEMENT	245.00	Community Services
97193	12/9/2016	US BANK	VISA- HOME DEPOT	230.88	Community Services
97289	12/21/2016	CAYNE/STACIE//	RECREATION INSTRUCTOR	220.50	Community Services
97193	12/9/2016	US BANK	VISA- COSTCO	218.22	Community Services
97136	12/7/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	210.00	Community Services
97193	12/9/2016	US BANK	VISA- MICHAELS STORE	199.41	Community Services
97215	12/14/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
97258	12/14/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	182.86	Community Services
97193	12/9/2016	US BANK	VISA- 7 ELEVEN	176.94	Community Services
97193	12/9/2016	US BANK	VISA- AMAZON.COM	168.47	Community Services
97388	12/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	152.52	Community Services
97404	12/28/2016	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	152.25	Community Services
97273	12/21/2016	AT&T	TELEPHONE SERVICE	148.58	Community Services
97177	12/7/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.51	Community Services
97326	12/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.51	Community Services
97211	12/14/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	135.11	Community Services
97193	12/9/2016	US BANK	VISA- DIY	130.42	Community Services
97193	12/9/2016	US BANK	VISA- AMAZON.COM	125.80	Community Services
97382	12/28/2016	ICHIKAWA/DENNIS//	RECREATION INSTRUCTOR	120.40	Community Services
97265	12/14/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	120.31	Community Services
97390	12/28/2016	LUGO/SHARLENE//	RECREATION INSTRUCTOR	120.00	Community Services
97248	12/14/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	113.80	Community Services
97140	12/7/2016	GLOBER/MARION//	RECREATION INSTRUCTOR	108.50	Community Services
97404	12/28/2016	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	108.50	Community Services
97390	12/28/2016	LUGO/SHARLENE//	RECREATION INSTRUCTOR	104.00	Community Services
97408	12/28/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	95.52	Community Services
97118	12/7/2016	BAKER COMMODITIES INC.	PARK CLEAN-UP	95.00	Community Services
97193	12/9/2016	US BANK	VISA- DIRECT TV	93.63	Community Services
97273	12/21/2016	AT&T	TELEPHONE SERVICE	91.13	Community Services
97270	12/14/2016	ZEE MEDICAL SERVICE CO.	FIRST AID KIT SUPPLIES	91.04	Community Services
97329	12/21/2016	SIMMONS/NEIL//	RECREATION INSTRUCTOR	86.10	Community Services
97247	12/14/2016	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
97247	12/14/2016	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services



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97193	12/9/2016	US BANK	VISA- DS SERVICES	77.97	Community Services
97252	12/14/2016	SECURAL SECURITY CORP	SECURITY SVCS	72.00	Community Services
97233	12/14/2016	LANDSCAPE STRUCTURES INC	MAINTENANCE SUPPLIES	71.97	Community Services
97145	12/7/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	70.25	Community Services
97347	12/21/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	67.91	Community Services
97193	12/9/2016	US BANK	VISA- SMART & FINAL	67.48	Community Services
97274	12/21/2016	AT&T	TELEPHONE SERVICE	66.74	Community Services
97107	12/7/2016	ACCURATE FIRST AID SERVICES	FIRST AID SUPPLIES	59.56	Community Services
97193	12/9/2016	US BANK	VISA- MALIBU LAUNDRY	48.75	Community Services
97188	12/7/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	47.93	Community Services
97193	12/9/2016	US BANK	VISA- CANOGA ELECTRIC	44.53	Community Services
97193	12/9/2016	US BANK	VISA- USPS	42.30	Community Services
97373	12/28/2016	FILICE/LANA//	REIMB MILEAGE - NOV 2016	40.72	Community Services
97193	12/9/2016	US BANK	VISA- CONSTANT CONTACT	40.00	Community Services
97193	12/9/2016	US BANK	VISA- AGOURA LOCK TECH	37.55	Community Services
97193	12/9/2016	US BANK	VISA- GELSON'S	37.40	Community Services
97193	12/9/2016	US BANK	VISA- TARGET	34.35	Community Services
97193	12/9/2016	US BANK	VISA- BARNES & NOBLE	32.65	Community Services
97295	12/21/2016	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	32.00	Community Services
97258	12/14/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	30.66	Community Services
97193	12/9/2016	US BANK	VISA- COSTCO	30.50	Community Services
97193	12/9/2016	US BANK	VISA- DOLLAR TREE	30.10	Community Services
97193	12/9/2016	US BANK	VISA- MARK IT PLACE	29.13	Community Services
97193	12/9/2016	US BANK	VISA- ALBERTSONS	25.00	Community Services
97193	12/9/2016	US BANK	VISA- WALMART	24.62	Community Services
97193	12/9/2016	US BANK	VISA- RADIO SHACK	21.77	Community Services
97193	12/9/2016	US BANK	VISA- CVS PHARMACY	17.50	Community Services
97189	12/7/2016	WYMORE/KELLI//	REIMB MILEAGE - NOV 16	14.53	Community Services
97193	12/9/2016	US BANK	VISA- RALPHS	14.33	Community Services
97193	12/9/2016	US BANK	VISA- STAPLES	14.16	Community Services
97145	12/7/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	13.69	Community Services
97193	12/9/2016	US BANK	VISA- HOME DEPOT	13.05	Community Services
97193	12/9/2016	US BANK	VISA- AGOURA LOCK TECH	12.86	Community Services
97193	12/9/2016	US BANK	VISA- HOME DEPOT	7.60	Community Services
Total Amount for 125 Line Item(s) from Community Services				\$87,539.01	



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Finance					
97392	12/28/2016	MUNISERVICES, LLC	UUT COMPLIANCE SERVICES	4,933.53	Finance
97197	12/14/2016	ADP, INC	PAYROLL PROCESSING	2,758.43	Finance
97164	12/7/2016	MUNISERVICES, LLC	CAFR REPORT SERVICES	2,150.00	Finance
97119	12/7/2016	BARTEL ASSOCIATES, LLC	GASB 68 CONSULTING SERVICES	2,000.00	Finance
97244	12/14/2016	OPENGOV, INC.	WEB APPLICATION	1,900.00	Finance
97144	12/7/2016	HDL, COREN & CONE INC.	PROPERTY TAX SERVICES	1,375.00	Finance
97354	12/28/2016	ADP, INC	PAYROLL PROCESSING	1,109.21	Finance
97108	12/7/2016	ADP, INC	PAYROLL PROCESSING	1,054.36	Finance
97197	12/14/2016	ADP, INC	PAYROLL PROCESSING	1,016.54	Finance
97376	12/28/2016	GOVERNMENT FINANCE OFFICERS	CAFR AWARD PROGRAM FEE	435.00	Finance
97372	12/28/2016	DEPARTMENT OF CONSUMER AFFAIRS	CPA LICENSE FEE	120.00	Finance
97193	12/9/2016	US BANK	VISA- CSMFO	110.00	Finance
97197	12/14/2016	ADP, INC	PAYROLL PROCESSING	55.20	Finance
97186	12/7/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	46.83	Finance
97216	12/14/2016	EMPLOYMENT DEVELOPMENT	UNEMPLOYMENT INSURANCE	37.00	Finance
97193	12/9/2016	US BANK	VISA- CSMFO	35.00	Finance
Total Amount for 16 Line Item(s) from Finance				\$19,136.10	

Klubhouse Preschool

97193	12/9/2016	US BANK	VISA- COSTCO	2,382.37	Klubhouse Preschool
97367	12/28/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	1,330.00	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- HOME DEPOT FIRE 6/4/16	796.35	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- DISCOUNT SCHOOL SUPPLY	597.88	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- LAKESHORE LEARNING	563.23	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- STUMPS	397.15	Klubhouse Preschool
97273	12/21/2016	AT&T	TELEPHONE SERVICE	346.68	Klubhouse Preschool
97248	12/14/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	265.52	Klubhouse Preschool
97225	12/14/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	261.94	Klubhouse Preschool
97176	12/7/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	254.40	Klubhouse Preschool
97249	12/14/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	254.40	Klubhouse Preschool
97381	12/28/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	246.55	Klubhouse Preschool
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	192.43	Klubhouse Preschool
97145	12/7/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	163.93	Klubhouse Preschool
97107	12/7/2016	ACCURATE FIRST AID SERVICES	FIRST AID SUPPLIES	138.98	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- SMART & FINAL	113.67	Klubhouse Preschool



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97384	12/28/2016	INNER-I ...SECURITY IN FOCUS	SERVICE RESPONSE CALL	90.00	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- FACEBOOK	87.41	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- TARGET	65.21	Klubhouse Preschool
97145	12/7/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	31.96	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- SURVEY MONKEY	26.00	Klubhouse Preschool
97193	12/9/2016	US BANK	VISA- COSTCO	17.40	Klubhouse Preschool
Total Amount for 22 Line Item(s) from Klubhouse Preschool				\$8,623.46	

Library

97280	12/21/2016	BIBLIOTHECA, LLC	E-BOOKS	1,922.84	Library
97277	12/21/2016	BAKER & TAYLOR	BOOKS-LIBRARY	1,256.84	Library
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	1,058.21	Library
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	759.46	Library
97318	12/21/2016	OCLC, INC.	MEMBERSHIP DUES- DEC 2016	682.05	Library
97277	12/21/2016	BAKER & TAYLOR	BOOKS-LIBRARY	616.04	Library
97193	12/9/2016	US BANK	VISA- HYATT HOTEL	555.48	Library
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	485.65	Library
97146	12/7/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	477.01	Library
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	425.62	Library
97299	12/21/2016	GALE CENGAGE LEARNING	E-BOOKS	364.65	Library
97277	12/21/2016	BAKER & TAYLOR	BOOKS-LIBRARY	353.70	Library
97124	12/7/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	299.76	Library
97339	12/21/2016	TIME WARNER CABLE	CABLE MODEM- LIBRARY	287.10	Library
97117	12/7/2016	BAKER & TAYLOR	BOOKS-LIBRARY	281.73	Library
97135	12/7/2016	DEMCO, INC.	LIBRARY SUPPLIES	278.63	Library
97193	12/9/2016	US BANK	VISA- COSTCO	239.75	Library
97268	12/14/2016	WENGER/DEANNE//	YOGA INSTRUCTOR- LIBRARY	225.00	Library
97186	12/7/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	205.04	Library
97117	12/7/2016	BAKER & TAYLOR	BOOKS-LIBRARY	193.34	Library
97113	12/7/2016	AT&T	TELEPHONE SERVICE	180.89	Library
97273	12/21/2016	AT&T	TELEPHONE SERVICE	180.23	Library
97146	12/7/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	176.39	Library
97146	12/7/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	158.44	Library
97173	12/7/2016	RECORDED BOOKS, LLC	BOOKS ON CD	121.84	Library
97117	12/7/2016	BAKER & TAYLOR	BOOKS-LIBRARY	111.07	Library
97147	12/7/2016	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2016 MONITORING- LIB	90.00	Library



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97173	12/7/2016	RECORDED BOOKS, LLC	BOOKS ON CD	73.41	Library
97173	12/7/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	63.20	Library
97162	12/7/2016	MIDWEST TAPE	DVD'S-LIBRARY	57.44	Library
97324	12/21/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
97173	12/7/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.00	Library
97186	12/7/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	50.85	Library
97173	12/7/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	48.00	Library
97193	12/9/2016	US BANK	VISA- MALIBU LAUNDRY	45.00	Library
97324	12/21/2016	RECORDED BOOKS, LLC	BOOKS ON CD	41.14	Library
97117	12/7/2016	BAKER & TAYLOR	BOOKS-LIBRARY	40.06	Library
97125	12/7/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library
97162	12/7/2016	MIDWEST TAPE	DVD'S-LIBRARY	28.72	Library
97193	12/9/2016	US BANK	VISA- RALPHS	26.30	Library
97173	12/7/2016	RECORDED BOOKS, LLC	BOOKS ON CD	25.45	Library
97162	12/7/2016	MIDWEST TAPE	DVD'S-LIBRARY	25.44	Library
97146	12/7/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	23.67	Library
97305	12/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.99	Library
97146	12/7/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.34	Library
97193	12/9/2016	US BANK	VISA- MICHAEL'S	17.00	Library
97117	12/7/2016	BAKER & TAYLOR	BOOKS-LIBRARY	16.24	Library
97305	12/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	15.14	Library
97305	12/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	14.03	Library
97277	12/21/2016	BAKER & TAYLOR	BOOKS-LIBRARY	12.86	Library
97277	12/21/2016	BAKER & TAYLOR	BOOKS-LIBRARY	11.78	Library
97193	12/9/2016	US BANK	VISA- USPS	8.31	Library
Total Amount for 52 Line Item(s) from Library				\$12,825.13	

LMD #22

97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	85,247.12	LMD #22
97116	12/7/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	37,776.00	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	14,675.57	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,534.21	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,534.21	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,891.82	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,891.82	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	10,947.00	LMD #22



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97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,845.06	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,845.06	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,951.94	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,900.43	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,900.43	LMD #22
97276	12/21/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,728.21	LMD #22
97167	12/7/2016	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	5,000.00	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,851.71	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,851.71	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,590.39	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,590.39	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,500.82	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,963.97	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,963.97	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,808.81	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,808.81	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,584.20	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,339.49	LMD #22
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,217.82	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,214.31	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,944.05	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,944.05	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,257.74	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,257.74	LMD #22
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,869.48	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,672.00	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,637.70	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,493.20	LMD #22
97116	12/7/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,475.00	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,367.37	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,358.87	LMD #22
97116	12/7/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,350.00	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,264.70	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,233.85	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,233.85	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,203.58	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,171.50	LMD #22



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97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,050.00	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	906.04	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	850.00	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	844.30	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	832.12	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	793.33	LMD #22
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	759.29	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	678.15	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	663.86	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	614.58	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	522.79	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	477.06	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	445.18	LMD #22
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	395.00	LMD #22
97116	12/7/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	390.08	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	282.24	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	279.29	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	204.65	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	176.03	LMD #22
97257	12/14/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	137.63	LMD #22
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	114.80	LMD #22
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	114.80	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	111.51	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	107.36	LMD #22
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	92.20	LMD #22
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	92.20	LMD #22
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	85.37	LMD #22
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	74.82	LMD #22
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	9.15	LMD #22
Total Amount for 74 Line Item(s) from LMD #22				\$336,793.79	

LMD #24

97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	9,750.00	LMD #24
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,913.74	LMD #24
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,153.80	LMD #24
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	845.00	LMD #24



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97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	733.00	LMD #24
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	530.00	LMD #24
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	456.00	LMD #24
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	400.00	LMD #24
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	275.00	LMD #24
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	221.55	LMD #24
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	8.20	LMD #24
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	8.20	LMD #24
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	6.09	LMD #24
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	5.34	LMD #24
Total Amount for 14 Line Item(s) from LMD #24				\$20,305.92	
<u>LMD #27</u>					
97149	12/7/2016	JORDAN GILBERT & BAIN	ARCHITECTURAL SERVICES	4,398.54	LMD #27
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,125.91	LMD #27
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	397.26	LMD #27
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	50.75	LMD #27
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	2.05	LMD #27
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	2.05	LMD #27
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	1.53	LMD #27
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	1.34	LMD #27
Total Amount for 8 Line Item(s) from LMD #27				\$5,979.43	
<u>LMD #32</u>					
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,861.52	LMD #32
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	187.08	LMD #32
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	83.95	LMD #32
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	2.05	LMD #32
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	2.05	LMD #32
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	1.53	LMD #32
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	1.34	LMD #32
Total Amount for 7 Line Item(s) from LMD #32				\$2,139.52	

LMD 22 - Common Benefit Area



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97160	12/7/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,590.07	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,590.07	LMD 22 - Common Benefit Area
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,800.13	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,687.89	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,687.89	LMD 22 - Common Benefit Area
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,589.69	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,809.00	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,073.86	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,073.86	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,615.99	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,615.99	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,866.52	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,866.52	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,831.50	LMD 22 - Common Benefit Area
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,235.03	LMD 22 - Common Benefit Area
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,057.76	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	802.01	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	770.00	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	694.01	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	694.01	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	666.40	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	531.24	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	408.52	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	401.97	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	400.00	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	244.78	LMD 22 - Common Benefit Area
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	233.50	LMD 22 - Common Benefit Area
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	233.50	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	210.42	LMD 22 - Common Benefit Area
97343	12/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	175.00	LMD 22 - Common Benefit Area
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	145.28	LMD 22 - Common Benefit Area
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	118.47	LMD 22 - Common Benefit Area
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	99.04	LMD 22 - Common Benefit Area
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	86.80	LMD 22 - Common Benefit Area
97331	12/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.71	LMD 22 - Common Benefit Area



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Total Amount for 36 Line Item(s) from LMD 22 - Common Benefit Area				\$83,662.43	
<u>Media Operations</u>					
97123	12/7/2016	CALNET TECHNOLOGY GROUP	DEPOSIT- LASER FICHE	24,997.50	Media Operations
97344	12/21/2016	VERIZON WIRELESS	TELEPHONE SERVICE	2,387.74	Media Operations
97242	12/14/2016	NICKERSON/LAURA//	CTV HOST SERVICES	2,175.00	Media Operations
97256	12/14/2016	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	1,165.00	Media Operations
97199	12/14/2016	AT&T	TELEPHONE SERVICE	1,079.55	Media Operations
97142	12/7/2016	GRANICUS INC.	WEB ARCHIVING SERVICE	750.00	Media Operations
97254	12/14/2016	SHI INTERNATIONAL CORP	MOD HARDWARE	585.64	Media Operations
97193	12/9/2016	US BANK	VISA- MITY-LITE	518.95	Media Operations
97193	12/9/2016	US BANK	VISA- SPEED LIGHT INC	517.75	Media Operations
97193	12/9/2016	US BANK	VISA- MEDITERRANEAN PITA	445.50	Media Operations
97237	12/14/2016	MEGAPATH CLOUD COMPANY	DSL SERVICE	443.65	Media Operations
97193	12/9/2016	US BANK	VISA- AMAZON.COM	435.38	Media Operations
97339	12/21/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	401.08	Media Operations
97339	12/21/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
97199	12/14/2016	AT&T	TELEPHONE SERVICE	324.15	Media Operations
97191	12/7/2016	YIN/TONY//	REIMB TRAVEL EXP-MISAC CONF	154.12	Media Operations
97193	12/9/2016	US BANK	VISA- INMOTION HOSTING	146.87	Media Operations
97193	12/9/2016	US BANK	VISA- FRESH BROTHERS	115.77	Media Operations
97261	12/14/2016	TRIBUNE MEDIA SERVICES, LLC	CTV GUIDE LISTING	96.88	Media Operations
97193	12/9/2016	US BANK	VISA- UHAUL	66.92	Media Operations
97195	12/14/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97195	12/14/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97195	12/14/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97195	12/14/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
97265	12/14/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	53.78	Media Operations
97193	12/9/2016	US BANK	VISA- ADOBE CREATIVE CLOUD	49.99	Media Operations
97114	12/7/2016	AT&T MOBILITY	TELEPHONE SERVICE	46.66	Media Operations
97191	12/7/2016	YIN/TONY//	REIMBURSE- PHONE SUPPLIES	32.67	Media Operations
97193	12/9/2016	US BANK	VISA- PIXEL FILM STUDIO	29.95	Media Operations
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	20.57	Media Operations
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	20.33	Media Operations
97193	12/9/2016	US BANK	VISA- GRAPH AIDS	15.65	Media Operations
97193	12/9/2016	US BANK	VISA- NETWORK SOLUTIONS	2.99	Media Operations



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Total Amount for 33 Line Item(s) from Media Operations				\$37,695.04	
<u>Non-Departmental</u>					
97212	12/14/2016	DREAM BIG SCULPTURE	ART SCULPTURE 3/3 PAYMENT	25,975.00	Non-Departmental
97284	12/21/2016	CALABASAS CHAMBER OF COMMERCE	FY 16/17 CHAMBER SERVICES	21,000.00	Non-Departmental
97179	12/7/2016	SHERIDAN GROUP/THE//	CITY HALL FURNITURE	6,442.11	Non-Departmental
97222	12/14/2016	GONZALES MASONRY	CONCRETE INSTALLATION	4,650.00	Non-Departmental
97326	12/21/2016	SECURAL SECURITY CORP	PARKING ENFORCEMENT	2,850.43	Non-Departmental
97193	12/9/2016	US BANK	VISA- LIFE STORE	1,940.00	Non-Departmental
97396	12/28/2016	P.S.I.	EMERGENCY SERVICE- FIRE 6/4/16	1,500.00	Non-Departmental
97148	12/7/2016	IRON MOUNTAIN	STORAGE SERVICES	1,429.31	Non-Departmental
97238	12/14/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	1,417.50	Non-Departmental
97124	12/7/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	1,396.03	Non-Departmental
97255	12/14/2016	SO CAL CRANE	EQUIPMENT RENTAL	1,225.00	Non-Departmental
97213	12/14/2016	DSAN CORPORATION	TIMER SYSTEM	1,076.66	Non-Departmental
97193	12/9/2016	US BANK	VISA- COSTCO	642.20	Non-Departmental
97193	12/9/2016	US BANK	VISA- HOME DEPOT FIRE 6/4/16	334.61	Non-Departmental
97193	12/9/2016	US BANK	VISA- COFFEE WHOLESALE USA	300.75	Non-Departmental
97193	12/9/2016	US BANK	VISA- AMAZON.COM	289.00	Non-Departmental
97172	12/7/2016	READYREFRESH BY NESTLE	WATER SERVICE	277.58	Non-Departmental
97193	12/9/2016	US BANK	VISA- COSTCO	182.74	Non-Departmental
97193	12/9/2016	US BANK	VISA- AMAZON.COM	176.31	Non-Departmental
97410	12/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	174.05	Non-Departmental
97186	12/7/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	169.50	Non-Departmental
97193	12/9/2016	US BANK	VISA- HAYNEEDLE, INC.	146.59	Non-Departmental
97369	12/28/2016	CR PRINT	BUSINESS CARDS	122.08	Non-Departmental
97132	12/7/2016	CONEJO AWARDS	NAME BADGE	118.25	Non-Departmental
97407	12/28/2016	UNIBIND	BINDING MACHINE SUPPLIES	97.81	Non-Departmental
97286	12/21/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental
97410	12/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	56.69	Non-Departmental
97125	12/7/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	26.23	Non-Departmental
97362	12/28/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MNC09173	19.62	Non-Departmental
97139	12/7/2016	FEDERAL EXPRESS CORP.	COURIER SERVICE	15.55	Non-Departmental
97193	12/9/2016	US BANK	VISA- RALPHS	13.48	Non-Departmental



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Total Amount for 31 Line Item(s) from Non-Departmental				\$74,126.18	
<u>Payroll</u>					
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	8,200.58	Payroll
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	7,842.48	Payroll
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	4,820.90	Payroll
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	4,223.78	Payroll
97397	12/28/2016	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97374	12/28/2016	FOLEY/KARYN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97389	12/28/2016	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97378	12/28/2016	HILL/BOB//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97411	12/28/2016	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97364	12/28/2016	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
97377	12/28/2016	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
Total Amount for 11 Line Item(s) from Payroll				\$39,546.24	
<u>Police / Fire / Safety</u>					
97386	12/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,640.24	Police / Fire / Safety
97385	12/28/2016	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- NOV 2016	2,450.13	Police / Fire / Safety
97155	12/7/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,377.57	Police / Fire / Safety
97155	12/7/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,548.22	Police / Fire / Safety
97386	12/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,269.56	Police / Fire / Safety
97155	12/7/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- CLASSIC	909.01	Police / Fire / Safety
97155	12/7/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	860.12	Police / Fire / Safety
97386	12/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	461.79	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$12,516.64	
<u>Public Safety & Emergency Preparedness</u>					
97193	12/9/2016	US BANK	VISA- MACKAY COMMUNICATIONS	469.77	Public Safety & Emergency Preparedness
97246	12/14/2016	PAPA SYSTEM	PAPA RENEWAL FEE - KG6ZRF	125.00	Public Safety & Emergency Preparedness
97193	12/9/2016	US BANK	VISA- STAPLES	121.50	Public Safety & Emergency Preparedness
Total Amount for 3 Line Item(s) from Public Safety & Emergency Preparedness				\$716.27	



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Public Works					
97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,765.14	Public Works
97259	12/14/2016	SWRCB FEES	NPDES PERMIT FEE FY 16/17	8,980.00	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,554.74	Public Works
97250	12/14/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	7,219.20	Public Works
97207	12/14/2016	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	7,108.84	Public Works
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,994.84	Public Works
97400	12/28/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	4,984.20	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,514.12	Public Works
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,005.63	Public Works
97175	12/7/2016	RON'S MAINTENANCE, INC.	CATCH BASIN CLEANING SERVICE	3,900.00	Public Works
97349	12/21/2016	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	2,970.00	Public Works
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,584.68	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	2,403.09	Public Works
97228	12/14/2016	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,156.00	Public Works
97337	12/21/2016	SWRCB FEES	NPDES PERMIT FEE FY 16/17	2,088.00	Public Works
97308	12/21/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,865.62	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,845.00	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,595.00	Public Works
97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,545.75	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,495.00	Public Works
97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,475.00	Public Works
97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,460.00	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,300.00	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,245.00	Public Works
97193	12/9/2016	US BANK	VISA- HOME DEPOT	1,142.10	Public Works
97414	12/28/2016	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	1,140.00	Public Works
97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,125.00	Public Works
97263	12/14/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,050.00	Public Works
97133	12/7/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	862.63	Public Works
97133	12/7/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	759.82	Public Works
97141	12/7/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
97301	12/21/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	695.00	Public Works
97157	12/7/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
97310	12/21/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
97310	12/21/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works



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97156	12/7/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	534.28	Public Works
97157	12/7/2016	LEMUS/ALBA//	CONSULTING SERVICES	528.00	Public Works
97350	12/21/2016	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	498.00	Public Works
97317	12/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	395.00	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	340.65	Public Works
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	310.60	Public Works
97195	12/14/2016	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
97193	12/9/2016	US BANK	VISA- MRO SUPPLY	272.36	Public Works
97321	12/21/2016	PRECISION CONCRETE CUTTING	STREET REPAIRS	177.19	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	125.00	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	125.00	Public Works
97341	12/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	108.35	Public Works
97217	12/14/2016	FARASSATI/ALEX//	REIMB- RECYCLING CONTEST	106.74	Public Works
97393	12/28/2016	NATIONAL WILDLIFE FEDERATION	ENROLLMENT FEE	99.00	Public Works
97292	12/21/2016	COUNTY SANITATION DISTRICT	REFUSE FEES- NOV 2016	91.00	Public Works
97340	12/21/2016	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	78.00	Public Works
97193	12/9/2016	US BANK	VISA- AMAZON.COM	66.20	Public Works
97257	12/14/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	50.69	Public Works
97344	12/21/2016	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
97210	12/14/2016	CYBERCOPY	COPY/PRINTING SERVICE	36.52	Public Works
97193	12/9/2016	US BANK	VISA- DIY	35.19	Public Works
97193	12/9/2016	US BANK	VISA- HOME DEPOT	32.81	Public Works
Total Amount for 58 Line Item(s) from Public Works				\$110,407.20	

Recoverable / Refund / Liability

97283	12/21/2016	C.A. RASMUSSEN, INC.	CONSTRUCTION SERVICES- MUL HWY	186,212.48	Recoverable / Refund / Liability
97109	12/7/2016	ALL AMERICAN ASPHALT	2016 CITYWIDE OVERLAY (RET)	15,088.68	Recoverable / Refund / Liability
97304	12/21/2016	HENRY/CEDRIC//	EMPLOYEE COMPUTER LOAN	3,000.00	Recoverable / Refund / Liability
97311	12/21/2016	LYSIK/GARY J//	EMPLOYEE COMPUTER LOAN	2,966.47	Recoverable / Refund / Liability
97166	12/7/2016	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	2,750.00	Recoverable / Refund / Liability
97395	12/28/2016	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	1,147.51	Recoverable / Refund / Liability
97166	12/7/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	923.00	Recoverable / Refund / Liability
97387	12/28/2016	LANSING/JAN//	REFUND BUILDING PERMIT	715.00	Recoverable / Refund / Liability
97309	12/21/2016	LAS VIRGENES MUNICIPAL WATER	REFUND BUILDING PERMIT	583.95	Recoverable / Refund / Liability
97223	12/14/2016	GRANT/LAURA//	EMPLOYEE COMPUTER LOAN	569.74	Recoverable / Refund / Liability
97166	12/7/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	384.60	Recoverable / Refund / Liability



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97166	12/7/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	250.00	Recoverable / Refund / Liability
97150	12/7/2016	KAUFMAN/STEVE//	RECREATION REFUND	150.00	Recoverable / Refund / Liability
97231	12/14/2016	KINGSTON/CAMY//	RECREATION REFUND	150.00	Recoverable / Refund / Liability
97309	12/21/2016	LAS VIRGENES MUNICIPAL WATER	REFUND BUILDING PERMIT	90.90	Recoverable / Refund / Liability
97122	12/7/2016	BLUVOL/MARIS//	FACILITY RENTAL REFUND	84.00	Recoverable / Refund / Liability
97196	12/14/2016	ADNANI/PRAKASH//	FACILITY RENTAL REFUND	84.00	Recoverable / Refund / Liability
97220	12/14/2016	GALBREATH/BRYAN//	FACILITY RENTAL REFUND	84.00	Recoverable / Refund / Liability
97126	12/7/2016	CARDENAS/MARTHA//	RECREATION REFUND	53.00	Recoverable / Refund / Liability
97170	12/7/2016	PICK/GAYLE//	RECREATION REFUND	53.00	Recoverable / Refund / Liability
97196	12/14/2016	ADNANI/PRAKASH//	FACILITY RENTAL REFUND	52.50	Recoverable / Refund / Liability
97181	12/7/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 11/23/16	46.15	Recoverable / Refund / Liability
97332	12/21/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 12/09/16	46.15	Recoverable / Refund / Liability
97405	12/28/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 12/22/16	46.15	Recoverable / Refund / Liability
97220	12/14/2016	GALBREATH/BRYAN//	FACILITY RENTAL REFUND	45.00	Recoverable / Refund / Liability
97122	12/7/2016	BLUVOL/MARIS//	FACILITY RENTAL REFUND	40.00	Recoverable / Refund / Liability
97401	12/28/2016	SAAVEDRA/ARMANDO//	ICMA REIMBURSEMENT	36.87	Recoverable / Refund / Liability
97143	12/7/2016	HAMPARSOUMIAN/TANYA//	FACILITY RENTAL REFUND	30.00	Recoverable / Refund / Liability
97193	12/9/2016	US BANK	VISA- TACO BUENO	-13.48	Recoverable / Refund / Liability
97193	12/9/2016	US BANK	VISA- AMAZON.COM	-174.39	Recoverable / Refund / Liability
97193	12/9/2016	US BANK	VISA- DISNEY RESORT	-190.00	Recoverable / Refund / Liability
97333	12/21/2016	SULLY-MILLER CONTRACTING CO.	PARK & RIDE PROJECT	-7,539.30	Recoverable / Refund / Liability
Total Amount for 32 Line Item(s) from Recoverable / Refund / Liability				\$207,765.98	

Tennis & Swim Center

97185	12/7/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,687.38	Tennis & Swim Center
97258	12/14/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	3,373.20	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- GREAT MATS	3,309.52	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- OFFICE DEPOT	3,214.36	Tennis & Swim Center
97380	12/28/2016	HORIZON MECHANICAL CONTRACTORS	POOL REPAIRS	2,835.65	Tennis & Swim Center
97388	12/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,532.08	Tennis & Swim Center
97388	12/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,542.37	Tennis & Swim Center
97383	12/28/2016	ICHKOVA/SVETLANA//	RECREATION INSTRUCTOR	1,306.20	Tennis & Swim Center
97221	12/14/2016	GARBA ONADJA ENTERPRISES, LLC	RECREATION INSTRUCTOR	1,205.00	Tennis & Swim Center
97275	12/21/2016	ATMOSPHERE EVENTS & CATERING	HEALTH PERMIT 2016-2017	1,034.50	Tennis & Swim Center
97272	12/21/2016	AM PM DOOR INC	DOOR REPAIRS	1,018.31	Tennis & Swim Center
97205	12/14/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	1,003.39	Tennis & Swim Center



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97226	12/14/2016	ICHOVA/SVETLANA//	RECREATION INSTRUCTOR	896.00	Tennis & Swim Center
97287	12/21/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	783.42	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- NATIONAL GYM SUPPLY	770.57	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- G&F LIGHTING	723.83	Tennis & Swim Center
97359	12/28/2016	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- BREAKFST SANTA	662.40	Tennis & Swim Center
97363	12/28/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	610.55	Tennis & Swim Center
97363	12/28/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	600.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- DECOR STORE	569.74	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- RECYCLE AWAY	529.99	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- SIRIUS	491.63	Tennis & Swim Center
97127	12/7/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	477.88	Tennis & Swim Center
97131	12/7/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	470.75	Tennis & Swim Center
97266	12/14/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	434.32	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- HOME DEPOT	425.92	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- OFFICE DEPOT	378.82	Tennis & Swim Center
97345	12/21/2016	VIEWPOINT EDUCATIONAL	POOL RENTAL	371.25	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- ONCOURT OFFCOURT	361.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- INTERMOUNTAIN LOCK	352.94	Tennis & Swim Center
97366	12/28/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	348.41	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- INDEED	340.78	Tennis & Swim Center
97288	12/21/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	330.84	Tennis & Swim Center
97359	12/28/2016	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- CRUNCHERS	330.00	Tennis & Swim Center
97192	12/7/2016	ZACHARATOS/GERASSIMOS T//	RECREATION INSTRUCTOR	301.70	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- G&F LIGHTING	297.03	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- PATTERSON MEDICAL	278.72	Tennis & Swim Center
97187	12/7/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	267.52	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- LOWES	266.78	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- HOME DEPOT	254.47	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- PYRAMID PIPE & SUPPLY	250.16	Tennis & Swim Center
97152	12/7/2016	KNORR SYSTEMS, INC.	POOL VACUUM PARTS	238.99	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- LESLIES POOL MART	235.36	Tennis & Swim Center
97412	12/28/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	232.35	Tennis & Swim Center
97353	12/21/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	220.56	Tennis & Swim Center
97415	12/28/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	220.56	Tennis & Swim Center
97282	12/21/2016	BROADBASED COMMUNICATIONS INC	PHONE SYSTEM REPAIRS/UPDATES	217.79	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- FRANKLINS HARDWARE	209.44	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- PATTERSON MEDICAL	206.20	Tennis & Swim Center



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97193	12/9/2016	US BANK	VISA- VISTA PAINT	189.59	Tennis & Swim Center
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	163.28	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- HOME DEPOT	161.05	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- OTC BRANDS	160.33	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- SMART & FINAL	157.18	Tennis & Swim Center
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	151.51	Tennis & Swim Center
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	151.51	Tennis & Swim Center
97363	12/28/2016	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	150.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- SUPER A CLEANERS	148.00	Tennis & Swim Center
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	143.10	Tennis & Swim Center
97260	12/14/2016	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	138.06	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- CATALINA PAINTS	117.61	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- AMAZON.COM	115.11	Tennis & Swim Center
97360	12/28/2016	BOB'S LOCKSMITH SHOP	KEY/LOCK REPAIRS- T&SC	115.00	Tennis & Swim Center
97190	12/7/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	110.28	Tennis & Swim Center
97171	12/7/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- NOV 16	97.60	Tennis & Swim Center
97322	12/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 16	97.60	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- CONSTANT CONTACT	95.00	Tennis & Swim Center
97234	12/14/2016	LITTLEJOHN COMMUNICATIONS INC	PAY PHONE SVC-OCT-DEC 2016	90.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- USTA	86.00	Tennis & Swim Center
97278	12/21/2016	BCC	LIFE & DISABILITY INS- DEC 16	73.19	Tennis & Swim Center
97120	12/7/2016	BCC	LIFE & DISABILITY INS- NOV 16	64.14	Tennis & Swim Center
97154	12/7/2016	L.A. CO. DEPT. OF HLTH SERVICE	BACKFLOW DEVICE FEE	64.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- WALMART	63.19	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- US MASTERS	56.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- RALPHS	50.00	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- MCCALLA COMPANYS	44.84	Tennis & Swim Center
97151	12/7/2016	KISHIMOTO/RAINE//	REIMB MILEAGE - NOV 16	40.07	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- DUNN EDWARDS	38.35	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- UNION 76	38.25	Tennis & Swim Center
97356	12/28/2016	AIRGAS- WEST	TC HELIUM	30.53	Tennis & Swim Center
97271	12/21/2016	AIRGAS- WEST	TC HELIUM	30.50	Tennis & Swim Center
97271	12/21/2016	AIRGAS- WEST	TC HELIUM	29.90	Tennis & Swim Center
97193	12/9/2016	US BANK	VISA- DE LIGHT VILLE	10.90	Tennis & Swim Center
Total Amount for 83 Line Item(s) from Tennis & Swim Center				\$44,292.30	



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Transportation					
97253	12/14/2016	SECURITY PAVING COMPANY INC	LOST HILLS INTERCHANGE PROJ	802,042.50	Transportation
97333	12/21/2016	SULLY-MILLER CONTRACTING CO.	PARK & RIDE PROJECT	150,785.85	Transportation
97169	12/7/2016	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	118,409.46	Transportation
97169	12/7/2016	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	105,580.90	Transportation
97398	12/28/2016	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	78,162.29	Transportation
97200	12/14/2016	BANK OF SACRAMENTO	LOST HILLS PROJ- RETENTION	42,212.76	Transportation
97300	12/21/2016	GO GREEN SOLAR SOLUTIONS, INC.	PERMIT- PARK & RIDE SOLAR	24,178.37	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - OCT 16	22,168.36	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 16	20,124.77	Transportation
97335	12/21/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	20,068.00	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - OCT 16	13,307.29	Transportation
97161	12/7/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	12,341.70	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 16	11,466.07	Transportation
97315	12/21/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	8,774.15	Transportation
97227	12/14/2016	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE NOV 2016	7,414.50	Transportation
97312	12/21/2016	MALIBU CANYON SHELL	FUEL CHARGES- OCT 2016	6,673.37	Transportation
97312	12/21/2016	MALIBU CANYON SHELL	FUEL CHARGES- JUL 2016	6,026.35	Transportation
97306	12/21/2016	KIER & WRIGHT CIVIL ENGINEERS	ENGINEERING SERVICES	4,980.30	Transportation
97198	12/14/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,831.98	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - OCT 16	4,560.02	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - OCT 16	3,357.12	Transportation
97257	12/14/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,236.68	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 16	3,136.52	Transportation
97357	12/28/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	2,680.58	Transportation
97358	12/28/2016	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- JAN 2017	1,925.00	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	TRANSIT MAINTENANCE	1,868.42	Transportation
97269	12/14/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	1,745.50	Transportation
97328	12/21/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,435.20	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 16	1,410.07	Transportation
97291	12/21/2016	CONVERSE CONSULTANTS	CONSULTING SERVICES	1,202.50	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - OCT 16	1,031.99	Transportation
97240	12/14/2016	MOORE & ASSOCIATES, INC.	TITLE VI PLAN ANALYSIS	915.00	Transportation
97241	12/14/2016	MV TRANSPORTATION, INC.	TRANSIT MAINTENANCE	776.25	Transportation
97400	12/28/2016	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	612.00	Transportation
97348	12/21/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	556.04	Transportation
97265	12/14/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	506.78	Transportation



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97193	12/9/2016	US BANK	VISA- INST OF TRANSPORTATION	309.28	Transportation
97193	12/9/2016	US BANK	VISA- SHELL OIL	295.65	Transportation
97182	12/7/2016	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- DEC 2016	258.92	Transportation
97307	12/21/2016	LA DWP	TRAFFIC METER SERVICE	153.16	Transportation
97193	12/9/2016	US BANK	VISA- WOODLAND HILLS HONDA	112.82	Transportation
97193	12/9/2016	US BANK	VISA- AMAZON.COM	107.19	Transportation
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	103.65	Transportation
97265	12/14/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	102.34	Transportation
97413	12/28/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	95.39	Transportation
97346	12/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	91.48	Transportation
97193	12/9/2016	US BANK	VISA- EXXON MOBIL	79.95	Transportation
97193	12/9/2016	US BANK	VISA- CHEVRON	78.33	Transportation
97323	12/21/2016	R P BARRICADE INC	EQUIPMENT RENTAL- BIKE SIGNAGE	72.00	Transportation
97193	12/9/2016	US BANK	VISA- CHEVRON	69.42	Transportation
97193	12/9/2016	US BANK	VISA- HOME DEPOT	69.02	Transportation
97193	12/9/2016	US BANK	VISA- SHELL OIL	45.75	Transportation
97193	12/9/2016	US BANK	VISA- NORTHRIDGE LUMBER	39.65	Transportation
97193	12/9/2016	US BANK	VISA- RABI	35.90	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	35.50	Transportation
97111	12/7/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	35.12	Transportation
97193	12/9/2016	US BANK	VISA- EXXON MOBIL	33.55	Transportation
97193	12/9/2016	US BANK	VISA- EXXON MOBIL	33.31	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	32.74	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	31.71	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	30.78	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	30.62	Transportation
97217	12/14/2016	FARASSATI/ALEX//	REIMB- RECYCLING CONTEST	30.13	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	29.04	Transportation
97193	12/9/2016	US BANK	VISA- UNION 76	27.74	Transportation
97193	12/9/2016	US BANK	VISA- DIY	18.57	Transportation
97133	12/7/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	9.03	Transportation
Total Amount for 67 Line Item(s) from Transportation				\$1,493,002.38	
GRAND TOTAL for 781 Line Items				\$2,741,063.15	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

25-Jan

CC	Presentation	Calabasas Film Festival 2017 dates
CC	Consent	Sheriff's Crime Report
PS	Consent	Adoption of Ordinance No. 2017-345, amending Calabasas Municipal Code Section 9.31.020 to impose a misdemeanor penalty for violations of Calabasas Municipal Code Section 9.31.010, prohibiting the sale of knives to minors
CD	Public Hearing	Introduction of Ordinance No. 2017-346 to amend Development Code for density bonus

Future Items

CD	Public Hearing	Introduction of Ordinance No. 2017-347 to amend Development Code for accessory dwellings
CD	Public Hearing	Introduction of Ordinance 2017-349 adopting by reference, pursuant to Government Code Section 50022.2, California Code of Regulations – Title 24, the 2016 California Building Standards Code Parts 2 through 6, Part 8, and Part 11, and adopting local amendments thereto in accordance with California Health and Safety Code Sections 17922, 17958 AND 18941.5. The proposed Ordinance is exempt from CEQA. Per CEQA Guidelines Section 15061(b)(3).
CD	New Business	Introdction of Ordinance No. 2017-348; changes for Recreational Marijuana Use
PS	New Business	Drone regulations Ordinance
AS	Presentations	Employee Service Awards
PS	New Business	Knox boxes at HOA gates
CD	Public Hearing	CAR Zone
CD	New Business	Developer presentation regarding proposed Westin Hotel
PW	Consent	Recommendation to approve the funding agreement between the City of Calabasas and Los Angeles County Metropolitan Transportation Authority for the Calabasas Signal Synchronization and bus speed improvement project
Finance	New Business	Budget update (three months from Nov 9)
CD	Consent	Housing Element Report
PW	New Business	Environmental Commission review of programs/ordinances (plastic bag, coyote, styrofoam, car wash, rodenticide, etc.)
CD	New Business	Business recognition program for environmental efforts
CD	New Business	Noticing procedures/newspaper publications

2017 Meeting Dates	
8-Feb	9-Aug
22-Feb	23-Aug
8-Mar	13-Sep - Canceled League Annual Meeting
22-Mar	27-Sep
12 Apr - Canceled Passover	11-Oct
26-Apr	25-Oct
10-May - Canceled CCCA Annual Meeting	8-Nov
24-May	22-Nov - Canceled Thanksgiving Eve
14-Jun	29-Nov - Special Meeting Council Reorg.
28-Jun	13-Dec
12-Jul - Canceled	27-Dec - Canceled
26-Jul - Canceled	