



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, JANUARY 14, 2015
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 to 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
2. Conference with legal counsel anticipated litigation-one case – Government Code §54956.9(d)4

OPENING MATTERS – 7:00 P.M.

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

ANNOUNCEMENTS/INTRODUCTIONS – 7:10 P.M.

- Adjourn in memory

PRESENTATIONS – 7:20 P.M.

- Recognition of Barry Steinhardt for his service on the Las Virgenes Municipal Water District

- Recognition of Michael Kessler, Thomas Impliazzo and Tal Cohen for assisting the Sheriff's with an arrest
- [LVUSD Next 50](#)
- Sheriff's crime report

ORAL COMMUNICATIONS – PUBLIC COMMENT– 8:10 P.M.

CONSENT ITEMS – 8:20 P.M.

1. [Approval of meeting minutes from December 10, 2014.](#)
2. [Adoption of Resolution No. 2015-1442, recommending to designate Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road as the Preferential Parking District No. 7.](#)
3. [Amended and restated employment contract-cost of living adjustment for City Manager.](#)
4. [Recommendation to approve amendment No. 1 to include additional scope of work and to increase the value of the professional services agreement with JT Engineering.](#)
5. [Request for consent to assignment of Franchise Agreement for temporary collection services agreement between the City of Calabasas and Crown Disposal Company Inc. to Recology.](#)

PUBLIC HEARING – 8:30 P.M.

6. [Review and approval of projects for the 41st program year \(2015-2016\) Community Development Block Grant \(CDBG\) funding; and adoption of Resolution 2015-1441, approving the CDBG 41st Program Year \(2015-2016\).](#)

NEW BUSINESS – 8:40 P.M.

7. [Recommendation from the Planning Commission regarding Commercial Auto-Related Zoning.](#)
8. [Discussion and direction to staff regarding a Code amendment to conditionally permit drive-through window service.](#)
9. [Introduction of Ordinance No. 2015-319 amending Chapter 10, Preferential Parking of the Calabasas Municipal Code.](#)
10. [Emergency preparedness update.](#)

11. Discussion and direction to staff regarding Code modifications to the Architectural Review Panel.

INFORMATIONAL REPORTS – 10:00 P.M.

12. Check Register for the period of November 25-December 22, 2014.

TASK FORCE REPORTS – 10:05 P.M.

CITY MANAGER’S REPORT – 10:10 P.M.

FUTURE AGENDA ITEMS – 10:15 P.M.

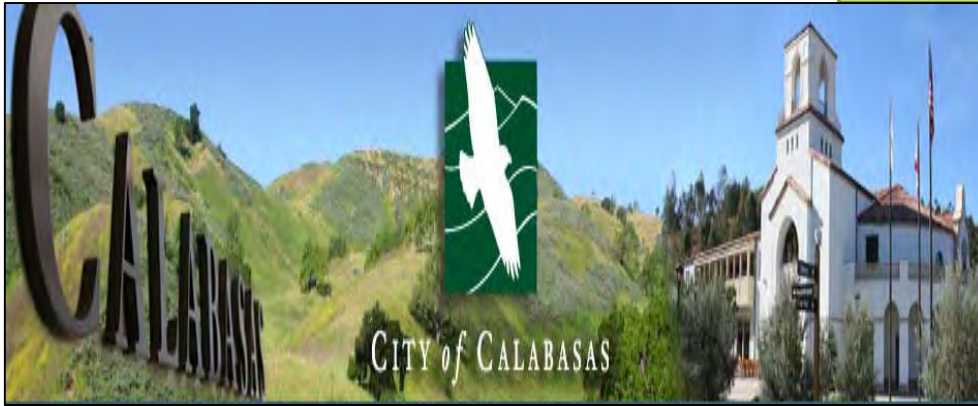
ADJOURN – 10:20 P.M.

The City Council will adjourn in memory of Jamie Daugherty to their next regular meeting scheduled for Wednesday, January 28, 2015, at 7:00 p. m.



Las Virgenes Unified School District





Alice C. Stelle Middle School

A California Distinguished School



A.E. Wright Middle School

A California Distinguished School



Lupin Hill Elementary School

Home of the Tigers

ROUND MEADOW
ELEMENTARY



COLTS



Chaparral Elementary



Bay Laurel Elementary

Home of the Dolphins



Indian Hills High School





Lindero Canyon Middle School



Buttercup Preschool

6098 Reyes Adobe Road - Agoura Hills, CA 91301

AGOURA

HIGH SCHOOL

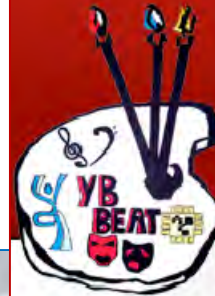
"A California Distinguished School and IB World School"



Willow Elementary

Educating the Whole Child

Embracing the Core of the 21st Century Learner



Yerba Buena Elementary School

6098 Reyes Adobe Rd. - Agoura Hills, CA • (818) 889-0040

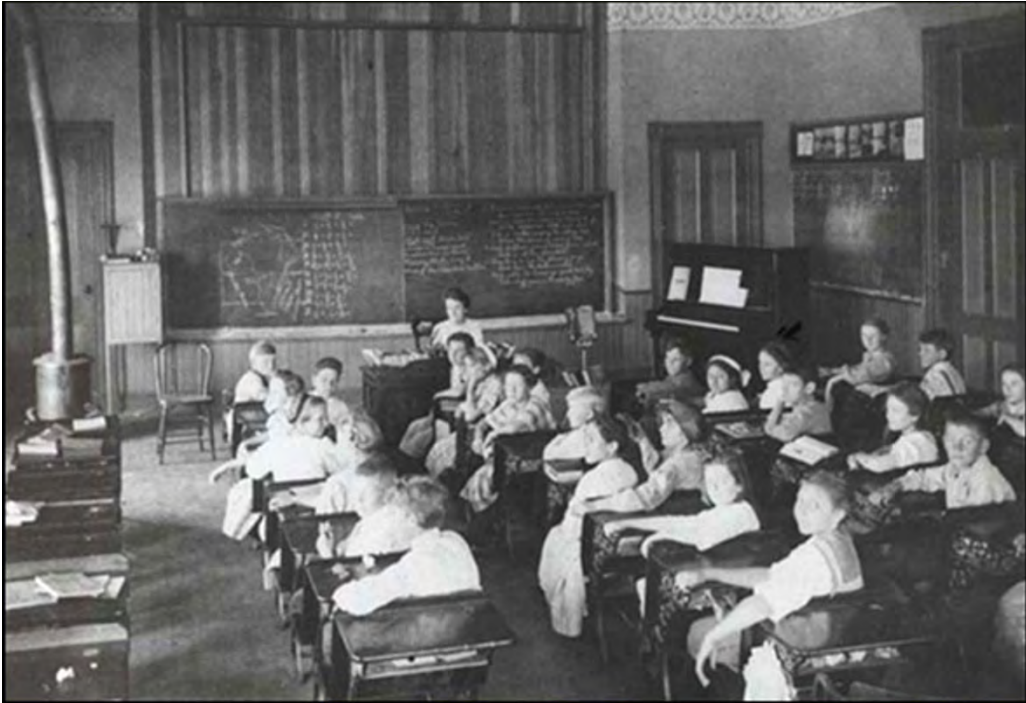
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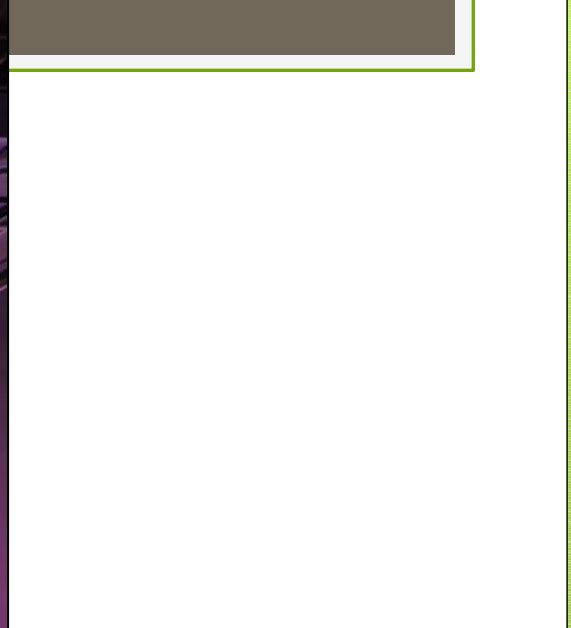
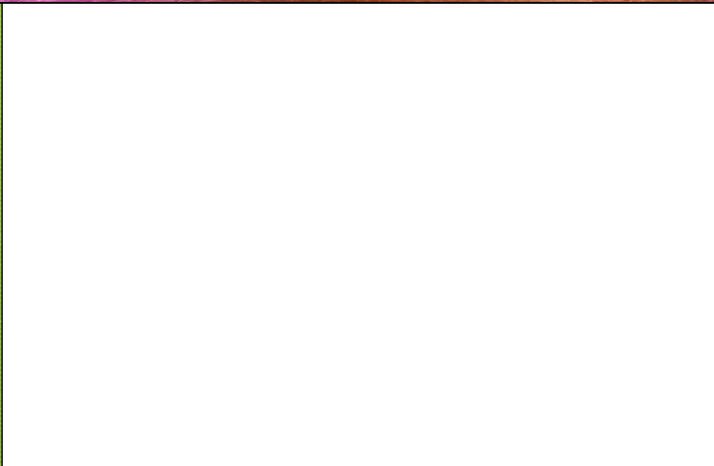


White Oak Elementary School

A National Blue Ribbon School







- Fiscal discipline
- \$4.4 Million saved by bond refinance
- Citizen's Oversight Committee
- LCFF
- Measure E

- Top 2% in the State
- Ranked Top 30 by American Institute for Research
- California Distinguished Schools and National Blue Ribbon Schools
- 17 Advanced Placement Courses
- Service Learning



USC
TROJANS



UCDAVIS

- Advanced Placement Honor Roll
- Award winning Drama, Theater, Dance, Fine Art, and Music.



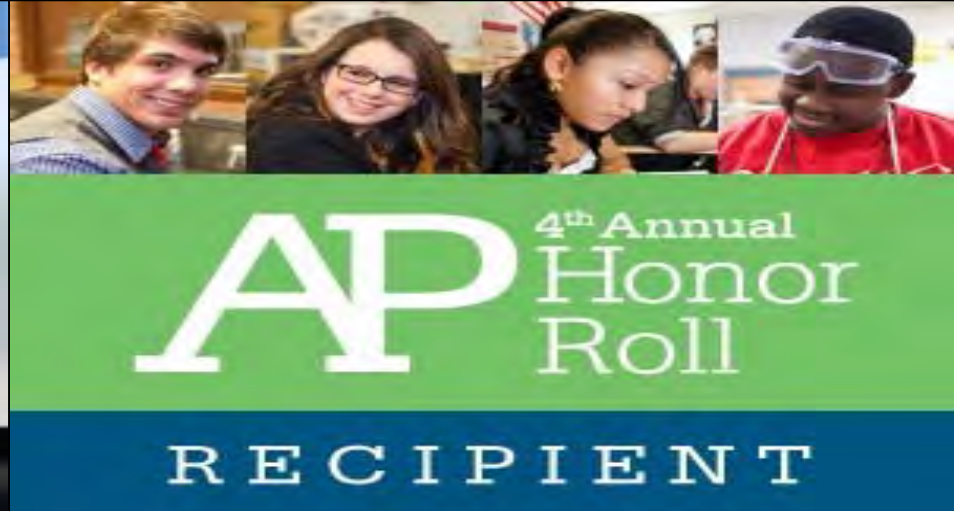
- Technology Integration
- International Baccalaureate
- 50 Career Technical Education Classes
- Dual Immersion
- L-STEM
- Waldorf



- Visual and Performing Arts
Integration
- Media and Entertainment Arts
Academy
- Concurrent Enrollment with
Community
Colleges
- Robotics



Calabasas and Agoura High School



- Lowest Student to Counselor ratio
- Strong City-Schools partnerships
- Model Pre-School program
- Transitional Kindergarten
- Blended Learning









**Thank you for your
continued support!**

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, DECEMBER 10, 2014**

Mayor Shapiro called the Closed Session portion of the meeting at 6:30 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, California. All members of the City Council were present.

CLOSED SESSION

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

The Council convened to Open Session at 7:06 p.m.

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

Mr. Howard reported that the Closed Session item would be continued till the end of the meeting or to a future meeting.

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

Mayor Shapiro announced the meeting would be adjourned in memory of Craig Aaronson, husband of Library Commissioner Britt Aaronson. Councilmembers expressed condolences to the Aaronson Family and presented a certificate of adjournment.

APPROVAL OF AGENDA

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

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

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Bozajian:

- Breakfast with Santa is scheduled on December 13 at the Tennis & Swim Center.
- The 2015 recycling calendar featuring artwork from local students is now available.
- The Winter 2015 Recreation Brochure is now available at all City facilities.
- The Agoura Hills/Calabasas Community Center is celebrating its 15th anniversary on December 11 with an open house. A strategic planning session will take place in the evening.

Mayor pro Tem Martin:

- Expressed appreciation to the Calabasas Rotary Club for the Thanksgiving event.
- Expressed appreciation to staff and the Savvy Seniors for a wonderful holiday luncheon.
- Wished everyone Happy Holidays.

Councilmember Maurer:

- The Calabasas High School dance team donated proceeds from a couple of performances to generosity.org, an organization that builds water wells in areas that lack those resources.

Councilmember Gaines:

- Attended the LVUSD Board reorganization meeting on December 9 with Mayor Shapiro and Councilmembers Bozajian and Maurer; congratulated the newly elected School Board President Cindy Iser as well as Jill Gaines on finishing her term as president.
- Encouraged everyone to shop and dine Calabasas.
- Calabasas Chamber monthly breakfast as well as a toy drive is scheduled on December 11.
- The Chamber's holiday open house will take place on December 18.
- Wished everyone Happy Holidays. A Hanukah menorah lighting will take place on December 17.

Mayor Shapiro:

- Expressed condolences to the Daugherty family on the loss of former CTC Commissioner Jamie.
- Cub Scout Pack 333 and girl scouts collected over 60,000 lbs. of food during their food drive on November 14-15.
- Read to children at Barnes and Noble for the Literately Healing Program fundraiser.
- Echoed appreciation to the Rotary Club for the Thanksgiving dinner.
- Attended the Diviners, the play at Calabasas High.

- Expressed appreciation to the Leonis Adobe and Calabasas Park Homeowners Association for their winter celebrations.
- Also echoed appreciation to staff and the Savvy Seniors for a great holiday lunch.
- Attended the Eagle Court to participate in Rob Maile's Eagle Scout ceremony.
- Wished Councilmember Maurer a happy birthday.
- Lovi's Deli will open on December 15.
- Wished everyone Happy Holidays.

PRESENTATIONS

- Recognition of Bill Garrett, teacher of the year

Mayor Shapiro presented Mr. Garrett with a certificate of appreciation. Members of the Council and Joe Spano expressed appreciation to Mr. Garrett.

- Recognition of Jeff Rudner, Cub Scout Master, Pack 333

Mayor Shapiro presented Mr. Rudner with a certificate of appreciation. Members of the Council congratulated Mr. Rudner.

- Recognition of outgoing Architectural Review Panel members Michael Harrison and Sam Wacht

Mayor Shapiro presented Mr. Wacht with a certificate of appreciation. Members of the Council expressed appreciation to Mr. Wacht.

- Recognition of Relay for Life volunteers

Mayor Shapiro presented Relay for Life volunteers with certificates of appreciation. Ms. Bercy presented certificates of appreciation and a plaque to the City. Members of the Council expressed appreciation to Relay for Life volunteers.

- Sheriff's crime report

Lt. DeSantis presented the report.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Katie Romanovich, Tatianna, Sophia Mosby, Alicia Weintraub, and Bill Davis spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from November 12, 2014.
2. Adoption of Resolution No. 2014-1440 authorizing staff to submit a grant application to the California Department of Water Resources to fund the implementation of Las Virgenes Creek Bank Stabilization, Stream Restoration, Fish Barrier Enhancement and Trail Connection Project.
3. Recommendation to approve a professional service agreement with Malibu Canyon Shell (Ventoro Properties) for the fueling of transit and fleet vehicles.
4. Authorization to approve a contract change order for Valleycrest Landscape Maintenance in the amount of \$26,473 to fund fiscal year 2014-2015 regularly scheduled landscape maintenance and required extra work as part of the landscape maintenance of Public Works street medians and certain sidewalk and parkway areas (Area #2).
5. Authorization to approve budgeted funding and change orders for Venco Western, Inc. in the amount of \$305,300 for fiscal year 2014-2015 authorized extra work in four specified zones as part of Specification No. 10-11-02 Landscape Maintenance of Common Benefit Areas within Landscape Maintenance District 22 and common areas of specified homeowner associations within Landscape Lighting Act District 22.
6. Authorization to approve a contract change order for Venco Western, Inc. in the amount of \$70,100 to fund fiscal year 2014-2015 required extra work for landscape maintenance of City parks.

Councilmember Maurer moved, seconded by Councilmember Bozajian to approve Consent Item Nos. 1-6. MOTION CARRIED 5/0 as follows:

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

NEW BUSINESS

7. Recommendation from the Planning Commission regarding business signage.

Mr. Bartlett presented the report.

Bridget Karl, Bonnie Mulholland, Ana Lazo, Raychel Harrisen, Bob Haas, Charlie Skinner, Genevieve Marie and Launa Stone spoke on Item No. 7.

Extensive discussion ensued.

Direction provided to staff with Councilmember Maurer not in favor.

The Council recessed at 9:35 p.m.

The Council reconvened at 9:47 p.m.

8. Update on the Craftsman's Corner and West Agoura Road annexation efforts.

Mr. Bartlett presented the update.

Direction provided to staff.

9. Adoption of Resolution No. 2014-1439, approving the Quimby fee associated with an 80 condominium unit tract map approved as part of a mixed-use development at 23500 Park Sorrento.

Mr. Michitsch presented the report.

Rick Bianchi spoke on Item No. 9.

Councilmember Gaines moved, seconded by Councilmember Bozajian to approve Item No. 9. MOTION CARRIED 5/0 as follows:

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

10. Recommendation to approve the final map for tract 66208 for condominium purposes with the subdivision agreement for completion of public improvements and direct the City Clerk to file the agreement.

Councilmember Gaines moved, seconded by Councilmember Bozajian to approve Item No. 10. MOTION CARRIED 5/0 as follows:

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

11. Recommendation to award contract for the design of a Park and Ride Lot to JT Engineering.

Councilmember Gaines moved, seconded by Councilmember Maurer to approve Item No. 11. MOTION CARRIED 5/0 as follows:

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

INFORMATIONAL REPORTS

12. Check Register for the period of November 5-25, 2014.

No action was taken on this item.

TASK FORCE REPORTS

Mayor pro Tem Martin provided an extensive report from the last COG meeting. Councilmember Gaines reported on his and Mayor Shapiro's attendance to the last School Area Traffic Safety Committee meeting. Mayor Shapiro reported on emergency preparedness meetings.

CITY MANAGER'S REPORT

Mr. Coroalles reported that Steve Ball and he met with CPHA in regard to landscaping plans to extend the look of the parkway.

FUTURE AGENDA ITEMS

Councilmember Maurer requested an item regarding the formation of a Senior Commission.

The Council recessed to Closed Session at 10:45 p.m.
The Council reconvened to Open Session at 11:37 p.m.

ADJOURN

The meeting adjourned at 11:40 p.m. in memory of Craig Aaronson to their next regular meeting scheduled on Wednesday, January 14, 2015, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 11, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2015-1442 RECOMMENDING TO DESIGNATE DRY CANYON COLD CREEK ROAD FROM MULHOLLAND HIGHWAY TO OLD TOPANGA CANYON ROAD AS THE PREFERENTIAL PARKING DISTRICT NO. 7.

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 2015-1442 designating Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road as Preferential Parking District (PPD) No. 7.

BACKGROUND:

In 1995, the Calabasas City Council passed a Preferential Parking Ordinance (Ord. 95-89) which was revised in 2005 (Ord. 2005-198) in order to incorporate it into Title 10 of the City's Municipal Code.

Based on Section 10.08.030 of the City's Municipal Code, the City is permitted to designate any residential or commercial area, by resolution, as a PPD. The same section requires that a petition be signed by the local residents and then submitted to the City. A directive from the Public Works Director is also a method that may be used to initiate request for creation of the district.

DISCUSSION/ANALYSIS:

The Public Works Department received a request from the Head Master of Viewpoint School to establish a PPD along Dry Canyon Cold Creek Road from Old Topanga Canyon Road to Mulholland Highway. The PPD is needed to control on-street parking and prevent paparazzi or other unwanted visitors near the school.

Viewpoint Educational Foundation owns six properties in the area and has the majority of the frontage facing Dry Canyon Cold Creek Road. Only one other developed property not owned by Viewpoint has a private driveway accessing the road.

The request was taken to the Traffic and Transportation Commission meeting on December 10, 2014. The establishment of District 7 was supported and recommended by the Traffic and Transportation Commission.

FISCAL IMPACT/SOURCE OF FUNDING:

Viewpoint School will be in charge of administrating Dry Canyon Cold Creek Road PPD. Administering the program includes issuing and selling permits, guest permits, enforcement issues and customer service.

Viewpoint School will pay a to-be-determined lump sum amount to the City to compensate the City's cost for PPD sign installation.

The annual cost of a preferential parking permit is \$75. Three permanent resident and two permanent guest permits can be issued for each property. Temporary permits are available on an as-needed basis.

REQUESTED ACTION:

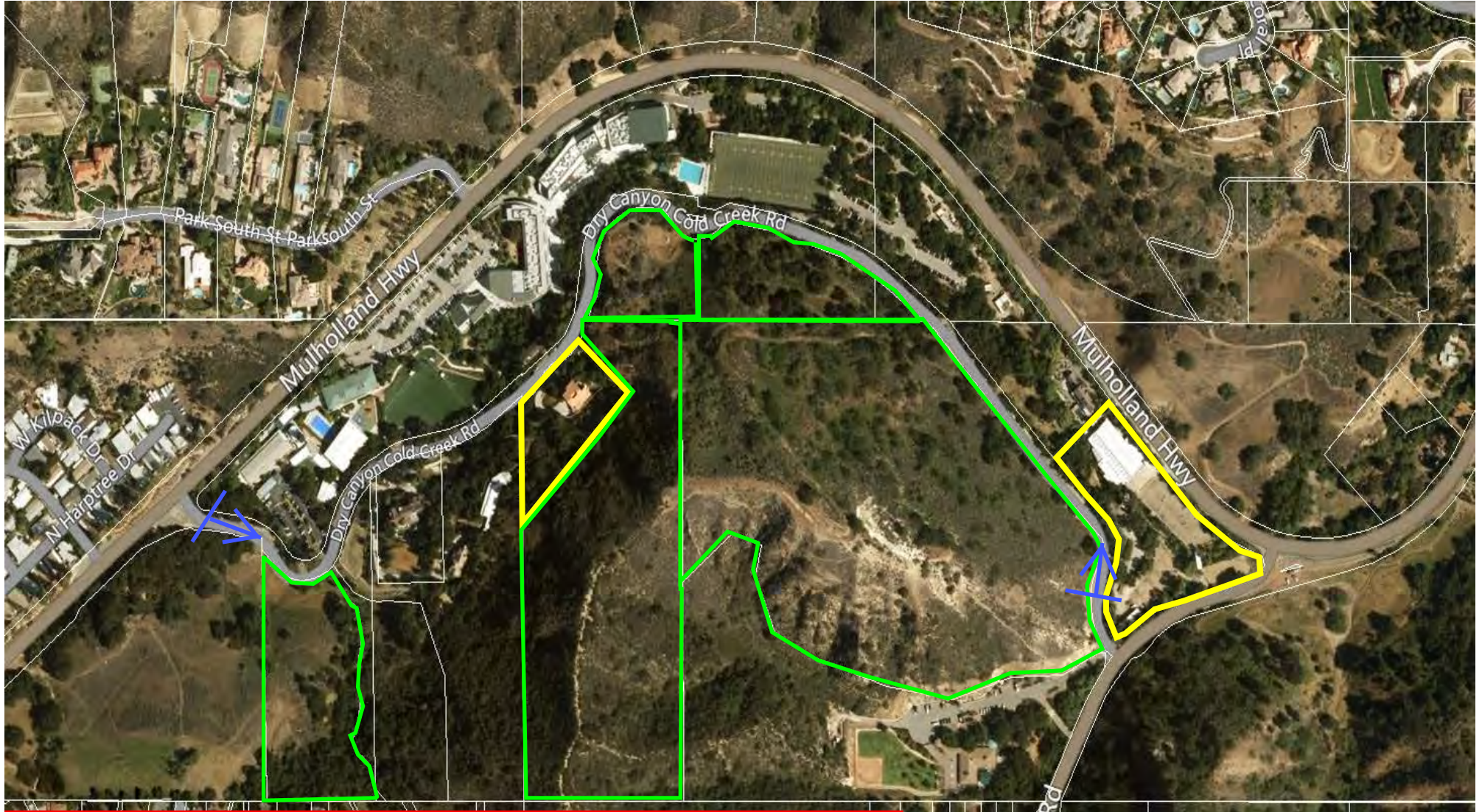
That The City Council adopt Resolution No. 2015-1442 designating Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road as the Preferential Parking District No. 7.

ATTACHMENTS:

Exhibit A: Map of the proposed Preferential Parking District No.7

Exhibit B: Municipal Chapter 10.08 – Preferential Parking

Exhibit C: Resolution No. 2015-1442



LEGEND:

NOT OWNED BY VIEWPOINT

DEVELOPED PROPERTY

UNDEVELOPED PROPERTY

PREFERENTIAL DISTRICT BOUNDARY



Title 10 - VEHICLES AND TRAFFIC

Chapters:

Chapter 10.08 - PREFERENTIAL PARKING

Sections:

FOOTNOTE(S):

--- (1) ---

Prior ordinance history: Ord. 95-89.

10.08.010 - Definitions.

"Commuter vehicle" means a motor vehicle parked in a residential area which is not owned, leased or otherwise controlled by a resident who lives in the area.

"Director" means the city director of transportation or his/her designee.

" Dwelling unit" means a house, apartment, condominium, mobile home or other type of residence, in conformance with other provisions of this code and related zoning maps, having an address assigned consistently with the house numbering maps maintained by the city. Apartments having numbers or letters assigned in addition to the street address shall be deemed independent dwelling units.

"Merchant" means any person who operates a commercial business involved in the retailing of goods or services within a preferential parking district.

"Preferential parking district" or "district" means a commercial or residential area with streets or boundaries designated by the resolution establishing the district, wherein vehicles displaying a valid preferential parking permit shall be exempt from parking restrictions established pursuant to this chapter.

"Preferential parking permit" means a permanent preferential parking permit, guest preferential parking permit or a temporary preferential parking permit as defined by this chapter.

"Resident" means a person who lives in a dwelling unit.

(Ord. 2005-198 § 1 (part), 2005)

10.08.020 - Designation of preferential parking districts.

- A. The city council may, by resolution, designate one or more preferential parking districts pursuant to the provisions of this chapter and Section 22507(b) of the California Vehicle Code as it now reads or may hereafter be amended.
- B. In order to establish a preferential parking district, the city council must find that:
 1. Commuter vehicles regularly interfere with available parking on public streets adjacent to residential property within the proposed preferential parking district and cause or are the source of unreasonable noise, traffic hazards, environmental pollution, or other similar interference with the residential environment;
 2. There is no reasonable alternative to the proposed preferential parking district which will reduce the identified street parking problem to acceptable levels; and

3. Commuter vehicles displaced by the proposed preferential parking district will not unduly impact residential areas surrounding the proposed district.
- C. The director shall determine the days and/or hours during which a preferential parking district shall be in effect unless the council specifies otherwise by resolution. Unless otherwise determined by the director, the preferential parking district shall be in effect at all times after a preferential parking district is created and signs providing notice of the preferential parking district are erected pursuant to Section 10.08.120 of this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.030 - Initiation of proposal for preferential parking district.

- A. A preferential parking district may be initiated by either of the following methods:
1. A petition requesting the creation of the district is signed by residents of more than seventy-five percent (75%) of the residential properties abutting the streets within the proposed preferential parking district and submitted to the city; or
 2. A proposal initiated by the city council, the traffic and transportation commission or the director, following notice sent to the residents of property abutting the streets within the proposed preferential parking district; provided, however, that such a proposal shall be terminated if: (a) one-third or more of such residents object to the creation of the zone in writing on a form provided by the city, or (b) less than a majority of residents who receive such notice respond to the city's request for input.
- B. Upon initiation of a proposed preferential parking district, the director shall:
1. Prepare a study regarding the need for preferential parking restrictions; and
 2. Make a recommendation to the traffic and transportation commission as to whether a preferential parking district should be established and the parking restrictions that should be imposed.
- C. The traffic and transportation commission shall make a recommendation to the city council as to whether a preferential parking district should be established and the parking restriction that should be imposed.
- D. Upon receipt of the recommendation of the traffic and transportation commission, the council shall act by resolution to terminate the proposal or to create the district under the standards set forth in Section 10.08.020 of this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.040 - Changes to a preferential parking district.

Once established by the city council, a preferential parking district shall continue to exist until the city council adopts a resolution to dissolve or modify the district upon:

- A. A recommendation of the director, the traffic and transportation commission or one or more members of the city council; or
- B. A petition signed by seventy-five percent (75%) of the residents of property abutting the streets within the proposed preferential parking district is submitted to the city.

(Ord. 2005-198 § 1 (part), 2005)

10.08.050 - Parking within preferential parking districts.

- A. Persons may park motor vehicles displaying a valid preferential parking permit issued pursuant to this chapter within the preferential parking district for which the permit was issued without respect to restrictions imposed on non-permitted vehicles in that district.
- B. No person may stop, stand or park a motor vehicle that does not display a valid preferential parking permit issued pursuant to this chapter within any preferential parking district other than in accordance with the parking restrictions established for that district except:
 - 1. Repair, maintenance, refuse, utility, fuel or delivery vehicles while such vehicles are doing business in the preferential parking district;
 - 2. Vehicles necessary to the provision of gardening services within the preferential parking district while gardening services are being provided;
 - 3. Vehicles delivering life-support and health services to residents and schools located in the preferential parking district;
 - 4. Government vehicles while the operator of such vehicle is engaged in the performance of public duties; and
 - 5. Vehicles displaying distinguishing handicapped license plates or placards issued pursuant to Sections 9105 or 22511.5 of the California Vehicle Code.
- C. A preferential parking permit shall not guarantee or reserve to the holder of the permit an on-street parking space within the designated preferential parking district.

(Ord. 2005-198 § 1 (part), 2005)

10.08.060 - Individuals authorized to apply for a preferential parking permit.

- A. The following persons may apply for preferential parking permits:
 - 1. Residents of a preferential parking district shall be eligible to obtain all authorized types of parking permits within the district in which he or she resides;
 - 2. Merchants that operate a business within a preferential parking district shall be eligible to receive permanent and guest preferential parking permits within the district in which the merchant's business operates. Merchants shall not be eligible for any other class of preferential parking permit; and
 - 3. Nonresident owners of property within a preferential parking district are eligible to obtain one guest preferential parking permit annually for use in the preferential parking district in which the owner's property is located for the property owner's personal use and are not eligible for any other class of preferential parking permit.
- B. No permit may issue to any person with outstanding parking tickets that are not subject to a pending review under Chapter 10.04 of this code.
- C. A resident within overlapping preferential parking districts may be issued a guest preferential parking permit for either district as the resident may choose. Residents within such overlapping districts may only use the permit in the district for which a permit has been issued.

(Ord. 2005-198 § 1 (part), 2005)

10.08.070 - Application for and issuance of permits.

- A. The director shall issue such permits under the standards of this chapter.
- B. An applicant for a preferential parking permit shall submit an application on a form approved by the director, which application shall include:

1. Proof, satisfactory to the director, of residency on a street in the preferential parking district or, in the case of a merchant, ownership of a business located in the preferential parking district;
 2. Payment of the preferential parking permit fee of seventy-five dollars (\$75.00) per year (annually indexed for inflation after January 20, 2005 in proportion to the increase in the Consumer Price Index for All Urban Consumers for the Los Angeles Metropolitan Area) or such other amount as is established by resolution of the city council;
 3. The make, model and license plate number of each motor vehicle for which the applicant seeks a permanent preferential parking permit; and
 4. Any other information required by the director or by this chapter.
- C. The director shall accept as proof of residency or ownership of a business within a preferential parking district a current vehicle registration, a current driver's license, a recent utility bill, a current lease, photocopies of any of these, or such other evidence as the director deems credible.
- D. The director shall maintain records of the number of preferential parking permits issued to each dwelling unit and merchant in each district, the names of permit holders, the license plate numbers of vehicles for which a permit has been issued, permit numbers, a notation of the documents checked to establish residency and vehicle ownership, and such other information as shall be necessary or useful in the administration of the city's preferential parking program.

(Ord. 2005-198 § 1 (part), 2005)

10.08.080 - Classes of preferential parking permits.

A. Permanent Preferential Parking Permits.

1. A maximum of three permanent preferential parking permits may be issued for a single dwelling unit or merchant located within a preferential parking district in any twelve (12) month period.
2. Permanent parking permits shall be affixed to front, driver's side windshield of the vehicle for which it is issued.
3. A permanent preferential parking permit is valid for a year from the date it is issued.

B. Guest Preferential Parking Permits.

1. A maximum of two permanent guest preferential parking permits shall be issued for each dwelling unit or to each merchant within a preferential parking district in any twelve (12) month period.
2. Guest preferential parking permits shall be made of brightly colored, durable material and must be displayed on the front driver's side dash board of the vehicle to be parked pursuant to the permit.
3. A guest preferential parking permit is valid for a year from the date it is issued.

C. Temporary Preferential Parking Permits.

1. No more than fifty (50) temporary preferential parking permits shall be issued for a single dwelling unit for a single event and no more than four hundred (400) temporary preferential parking permits shall be issued for a single dwelling unit in any twelve (12) month period.
2. Applications for temporary preferential parking permits shall be submitted at least forty-eight (48) hours in advance of the event for which guest parking is expected.
3. The temporary preferential parking permit shall be of a different color than permanent and guest preferential parking permits and shall state the first and last day on which the temporary

preferential parking permit will be valid. No temporary preferential parking permit shall be valid for more than three days.

4. Each temporary preferential parking permit shall contain a space for the user of the permit to indicate the license plate number of the motor vehicle in which the permit is displayed. A temporary preferential parking permit shall not be valid unless it displays the license plate number of the motor vehicle in which it is displayed.

(Ord. 2005-198 § 1 (part), 2005)

10.08.090 - Notice of determination of application for preferential parking permit.

The director shall either grant or deny an application for any preferential parking permit within ten (10) working days of receipt of a completed application. If the director denies a permit, the written reasons for the denial shall be provided to the applicant, in person or by mail.

(Ord. 2005-198 § 1 (part), 2005)

10.08.100 - Revocation of preferential parking permit.

The director may revoke any preferential parking permit(s) of any person known to the director to no longer be eligible for a permit(s). The director may revoke any preferential parking permit if the permit is displayed in any vehicle for which delinquent unpaid parking tickets not subject to a pending review under Chapter 10.04 of this code remain outstanding. The director shall give written notice to the permit holder of any revocation, the reasons therefor, and that the permit shall be confiscated by the city.

(Ord. 2005-198 § 1 (part), 2005)

10.08.110 - Appeal.

Any person who has been denied a permit(s) or had a permit(s) revoked by the director may appeal that decision to the traffic and transportation commission within ten (10) days after the decision of the director.

(Ord. 2005-198 § 1 (part), 2005)

10.08.120 - Posting of permit parking area.

Upon the designation of a preferential parking district, the director shall cause appropriate signs to be erected providing adequate notice of the parking restrictions imposed pursuant to this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.130 - Permit usage and penalty provisions.

- A. Unless exempted by this chapter, no person shall stop, stand or park a vehicle in any preferential parking district in violation of any parking restrictions established pursuant to this chapter. Any vehicle parked in a preferential parking district in violation of this chapter may be cited and/or towed at the owner's expense.
- B. No person shall falsely represent himself as eligible for a parking permit or furnish false information to the city in an application for a preferential parking permit.
- C. No permit issued pursuant to this section shall thereafter be assigned, transferred or used for any consideration, monetary or otherwise.
- D. No person shall copy, produce or create a facsimile or counterfeit parking permit, nor shall any person use or display a facsimile or counterfeit preferential parking district permit.

- E. Preferential parking permit holders shall report to the director a lost, stolen or missing permit within ten (10) days of loss, at which time that permit shall be canceled and a new permit issued upon payment of a replacement fee to be established from time to time by the director.
- F. Preferential parking permits shall be returned to the city when the permit holder moves out of a preferential parking district or is otherwise ineligible to hold the permit.
- G. No person shall misuse a preferential parking permit or display a stolen permit. Any such misuse or display on a vehicle shall be cause for citation and towing at the vehicle owner's expense. Misused permits shall be confiscated by the city.
- H. No person shall alter, deface, or intentionally conceal an expiration date or otherwise attempt to present false information as true and genuine, on the face of a preferential parking permit displayed in a vehicle parked within a preferential parking district.
- I. A violation of subsections B, D or H of this section shall constitute a misdemeanor punishable pursuant to Section 1.16.020(A) of this code; by a fine of fifty dollars (\$50.00) or, in the discretion of the prosecutor, as an infraction pursuant to Section 1.16.020(B) of this code. Any other violation of this chapter shall constitute an infraction punishable pursuant to Section 1.16.020(B) of this code.

(Ord. 2005-198 § 1 (part), 2005)

Chapter 10.18 - PARKING CODE

Sections:

10.18.010 - Adoption.

Chapters [15.64](#) and [Chapter 15.80](#) of the "Los Angeles County Traffic Code" as adopted by the Board of Supervisors of the County of Los Angeles as Ordinance No. 6544, as amended through and including November 9, 2011, are hereby adopted by reference as the Parking Code of the City of Calabasas, except the following sections, which are not hereby adopted:

15.64.056 through 15.64.075

15.64.195

15.64.341(B)

15.64.445 through 15.64.446

It is the intention of the city council to establish clear and unambiguous regulations for stopping and parking motor vehicles, trailers, and other devices subject to the Vehicle Code of the State of California inside city boundaries. Copies of the code provisions hereby adopted are on file with the city clerk and are open to public inspection.

(Ord. No. 2011-290, § 2, 11-9-2011)

10.18.020 - Definitions.

Whenever the "Los Angeles County Traffic Code" uses the following words or phrases, for purposes of this Code, they shall have the following meanings:

1. "County" or "County of Los Angeles" shall mean city of Calabasas, either the municipal corporation or its territory, as the context shall require.

2. "Board" or "board of supervisors" shall mean the city council.
3. "Commissioner" or "road commissioner" shall mean the director of public works.

(Ord. No. 2011-290, § 2, 11-9-2011)

10.18.030 - Violation—Penalty.

It is unlawful for any person, firm, partnership, corporation or other legal entity to violate any provision, or fail to comply with any of the requirements, of this chapter. Any violation of any provision of this chapter, or failure to comply with any of its requirements, shall be punishable as an infraction pursuant to section 1.16.020(B) of this Code.

(Ord. No. 2011-290, § 2, 11-9-2011)

Chapter 10.20 - REGULATION OF MOBILE BILLBOARD ADVERTISING DISPLAYS

Sections:

10.20.010 - The parking of mobile billboard advertising displays is unlawful.

It shall be unlawful for any person to park or leave standing a mobile billboard advertising display on any public street or public lands in the city.

(Ord. No. 2011-291, § 1, 12-14-2011)

10.20.020 - Definition of mobile billboard advertising display.

For purposes of this chapter, "mobile billboard advertising display" has the meaning provided by section 395.5 of the California Vehicle Code as it now reads and may hereafter be amended. That section presently states:

395.5. A "mobile billboard advertising display" 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.

(Ord. No. 2011-291, § 1, 12-14-2011)

10.20.030 - Removal of mobile billboard advertising displays authorized.

Pursuant to Section 22651, Subdivision (v), of the California Vehicle Code, any peace officer, or any regularly employed and salaried employee of the city, who is engaged in directing traffic or enforcing parking laws and regulations may remove a mobile billboard advertising display found upon any public street or any public lands in the city when all of the following are true:

- A. The mobile billboard advertising display is parked or left standing in violation of this Code;
- B. The registered owner of the mobile billboard advertising display was previously issued a warning citation for the same offense;
- C. The warning citation was issued to a first-time offender at least twenty-four (24) hours prior to the removal of the mobile billboard advertising display and the warning citation advised the registered owner of the mobile billboard advertising display that he or she may be subject to penalties upon a subsequent violation that may include the removal of the mobile billboard advertising display.

Pursuant to Section 22651(v)(2) of the California Vehicle Code, the city is not required to provide further notice for any subsequent violation prior to enforcement.

(Ord. No. 2011-291, § 1, 12-14-2011)

10.20.040 - Post storage impound hearing.

Pursuant to section 22852 of the California Vehicle Code:

- A. Whenever agency peace officer, non-sworn code enforcement officer, or non-sworn parking enforcement officer of the city directs the storage or impoundment of a mobile billboard advertising display, the city shall direct the storage operator to provide the registered and legal owner(s) of record of the mobile billboard advertising display, or their agent(s), opportunity for a post-storage hearing to determine whether reasonable grounds justified the removal. Notice of the storage shall be mailed or personally delivered to the registered and legal owner(s) within 48 hours, excluding weekends and holidays.
- B. The owner(s) of record, or their agent(s), must request a hearing in writing, within ten (10) days of the date appearing on the notice or the right to hearing is waived.
- C. The city shall conduct the hearing within forty-eight (48) hours, excluding weekends and holidays, of receipt of the request under subsection B of this section. The city shall inform the person requesting the hearing of the time and place for the hearing.
- D. The city may authorize any officer or employee to conduct the hearing, provided that the hearing officer is not the person who directed the storage of the vehicle. The hearing officer shall determine the validity of the removal and storage of the mobile billboard advertising display at the conclusion of the hearing.
- E. Following the hearing, if the hearing officer finds that the mobile billboard advertising display was improperly removed and stored, it shall be released to the owner at the storage facility and the city shall bear the cost of removal and storage. Otherwise, the mobile billboard advertising display shall be returned to the owner only after payment of any and all fines or fees, including, but not limited to: penalties under section 10.20.050 of this chapter; any outstanding amounts owed to the city for previous violations involving the same or similar mobile billboard advertising display; and the costs of removal and storage incurred by the city up to the time of release. The hearing officer shall determine the total amount to be paid prior to release of the mobile billboard advertising display, consistent with this subsection.

(Ord. No. 2011-291, § 1, 12-14-2011)

10.20.050 - Violation—Penalties.

After an initial warning citation, any subsequent offense of this chapter is a misdemeanor, punishable pursuant to section 1.16.020 of this Code.

(Ord. No. 2011-291, § 1, 12-14-2011)

10.20.060 - Construction.

It is the intent of this chapter to implement the provisions of the California Vehicle Code authorizing the city to regulate the parking of mobile billboard advertising displays. Reference to any section of the Vehicle Code is for the convenience of those governed by this chapter and those who must enforce it and does not imply that other, relevant provisions of the Vehicle Code are not applicable, nor is this chapter intended to duplicate, vary from or be preempted by the Vehicle Code. This chapter shall be construed in light of this intent.

(Ord. No. 2011-291, § 1, 12-14-2011)

Item 2 Exhibit C

RESOLUTION NO. 2015-1442

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DESIGNATING DRY CANYON COLD CREEK ROAD FROM MULHOLLAND HIGHWAY TO OLD TOPANGA CANYON ROAD AS THE PREFERENTIAL PARKING DISTRICT NO. 7 AND TO ADOPT RESOLUTION NO. 2015-1442, AUTHORIZING THE DISTRICT.

WHEREAS, long-term parking by non-residents and uninvited visitors such as paparazzi's along Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road causes motor vehicle congestion that interferes with the health, safety and welfare of residents, visitors, and persons traveling through the Community; and

WHEREAS, Section 22507(a) of the California Vehicle Code and Section 10.08.030A of the Calabasas Municipal Code permit the City Council to designate any residential or commercial area as a preferential parking district; and

WHEREAS, the City's Traffic & Transportation Division staff has considered and supported a proposal to designate Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road as the preferential parking district number seven (7); and

WHEREAS, through a request by Head Master of View Point School, residents of the proposed preferential parking district indicated their support for the proposed district; and

WHEREAS, the City Council desires to designate Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road as the preferential parking district number seven (7).

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

SECTION 1. DESIGNATION OF PREFERENTIAL PARKING DISTRICT.

Dry Canyon Cold Creek Road from Mulholland Highway to Old Topanga Canyon Road are designated preferential parking districts pursuant to Section 10.08.030A of the Calabasas Municipal Code.

SECTION 2. PERMIT ADMINISTRATION.

The City Manager or his or her designee, is designated as Administrator for the preferential parking district. The Administrator is directed to issue parking permits with respect to this preferential parking district. The Administrator shall cause each

application for a parking permit to be approved or denied within ten days of its receipt by the City. The Administrator may adopt rules and regulations governing the issuance of parking permits. Such rules and regulations shall be consistent with the provisions of Section 10.08.070 of the Municipal Code.

SECTION 3. APPEAL.

Any person who has been denied a permit(s) or had a permit(s) revoked may appeal that decision to the City Council within ten (10) days after the decision of the City Manager or his or her designee has been given or sent to the appellant.

SECTION 4. REVOCATION OF RESIDENT PARKING PERMIT.

The Administrator may revoke the parking permit(s) of any person known to the Administrator to no longer be eligible for a permit(s). The Administrator shall give written notice to the permit holder of said revocation, the reasons therefore, and shall order that the permit be returned to the City.

SECTION 5. POSTING OF PREFERENTIAL PARKING DISTRICT.

- A. The Public Works Director shall cause appropriate signs to be erected in the district pursuant to Section 10.08.120 of the Municipal Code.
- B. Once appropriate signs are erected in a permit parking area, a warning period of fifteen (15) days, shall go into effect. During this warning period, no notices of violation shall be issued with respect to violations of Section 10.080.070 of the Municipal Code occurring in the district.

SECTION 6. FINE.

The parking citation for violating Section 10.080.070 of the Calabasas City Municipal Code with respect to parking in the district shall use Los Angeles County Code 15.20.070 "Obey Signs, Curbs or Markings with a current fine of \$50.00.

SECTION 7. CERTIFICATION.

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

PASSED, APPROVED and ADOPTED this 14th day of January 2015.

David J. Shapiro, 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 24, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: SCOTT H. HOWARD, CITY ATTORNEY

SUBJECT: AMENDED AND RESTATED EMPLOYMENT CONTRACT-COST OF LIVING ADJUSTMENT FOR CITY MANAGER.

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

The City Manager's employment agreement entitles him to a specified salary which may be adjusted by the Council in their discretion. The Council has conducted an annual performance review of the city manager and has requested the city attorney prepare a report to consider amending the city manager's employment agreement to provide a cost of living adjustment (COLA) in the same amount as provided to other employees in September 2014. The COLA authorized for employees was 5.81% retroactive to July 1, 2014 which would result in an adjustment of the city manager's annual salary from \$220,716 (\$18,393 monthly) to \$233,540 (\$19,462 monthly). The attached ninth amended and restated employment agreement would reflect and authorize the COLA increase of 5.81% retroactive to July 1, 2014.

DISCUSSION:

The City Manager's employment agreement entitles him to a specified salary which may, in the discretion of Council, be adjusted. Having now conducted the city manager's performance evaluation, the Council has directed that a proposed COLA be presented for consideration pursuant to law. The proposed COLA of 5.81%, retroactive to July 1, 2014 will be consistent with that approved in September 2014

for full time employees. The change is indicated as highlighted text in the attached ninth amended and restated employment agreement.

FISCAL IMPACT/SOURCE OF FUNDING:

The City's current budget contains sufficient payroll appropriations to cover the COLA adjustment.

SUMMARY RECOMMENDATION:

If the Council desires to approve the COLA adjustment to the City Manager's salary as outlined above, they should approve the ninth amended and restated employment agreement and authorize the Mayor to sign it on behalf of the City.

ATTACHMENT:

Ninth Amended and Restated Employment Agreement between Anthony Coroalles and the City of Calabasas.

NINTH AMENDED AND RESTATED EMPLOYMENT AGREEMENT

THIS **NINTH** AMENDED AND RESTATED AGREEMENT is made and entered into as of the **14th** day of January **2015**, by and between the CITY OF CALABASAS, California, a Municipal Corporation, hereinafter called the "City," and ANTHONY M. COROALLES, hereinafter called "Employee."

RECITALS

A. City desires to retain the services of Employee in the position of City Manager, and Employee desires employment as City Manager of the City;

B. The City Council desires to:

- (1) Retain the services of Employee.
- (2) Encourage the highest standards of fidelity and public service on the part of Employee.
- (3) Provide a just means for terminating Employee's employment and this Agreement when City may desire to do so;
- (4) Recognize Employee's accomplishments during his service to the City to date; and

C. The parties further desire to establish the Employee's conditions of employment.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained the parties agree as follows:

1. Duties. City hereby employs Employee as City Manager of City to perform the functions and duties of the City Manager as specified in City's Municipal Code and to perform such other legally permissible and proper duties and functions as the City Council may from time to time assign to Employee. Employee agrees to devote Employee's full time and effort to the performance of this Agreement and to remain in the exclusive employ of City and not to become otherwise employed while this Agreement is in effect without the prior written approval of the City Council.

2. Hours of Work. Employee shall maintain a regular work schedule of 8 hours per day, Monday through Friday and shall not participate in the 9/80 schedule made available to other employees. Employee's duties may involve expenditures of time in excess of eight (8) hours per day and/or forty (40) hours per week, and may also include time outside normal office hours such as attendance at City Council meetings. Employee shall not be entitled to additional compensation for such time.

3. Term. This Agreement shall be effective December 15, 2003, and will remain in force and effect until terminated as provided herein. The amendments to this Agreement made by this **Ninth** Amendment are effective as of January **14, 2015** unless otherwise expressly stated herein.

4. Salary; Merit Bonus. Effective December 15, 2009, City shall pay Employee for the performance of Employee's duties as City Manager under this Agreement an annual salary of \$210,696 less customary and legally required payroll deductions representing a cost of living adjustment awarded to all City employees. Effective January 14, 2015 that sum shall be increased retroactive to July 1, 2014 representing a 5.81% cost of living increase. Salary and/or benefit adjustments shall be considered by the City Council annually in conjunction with Employee's annual performance evaluation pursuant to paragraph 11 of this Agreement. City shall not, at any time during the term of this Agreement, reduce Employee's salary or benefits unless such reduction is imposed across-the-board for all employees of the City.

5. Automobile. City shall provide Employee with a monthly auto allowance of \$500, which Employee acknowledges shall be subject to taxation. Employee shall have access to City-owned vehicles as needed to conduct official business during regular business hours or extended travel authorized by the City Council. Employee shall be responsible for paying for all liability, property damage, and comprehensive insurance and for the purchase, operation, maintenance, repair, and replacement of his automobile.

6. Retirement and Deferred Compensation. City shall contribute the employer's and Employee's portion of cost of membership in the Public Employees Retirement System (PERS) during the term of this Agreement. City shall also make available to Employee a qualified deferred compensation program under Internal Revenue Code Section 457 and will match any contributions Employee may make to that plan consistent with the City match provided to all other employees (currently 2% of the employee's salary).

7. Medical, Dental and Vision Insurance. City shall pay the monthly premiums for medical, dental and vision insurance for Employee and Employee's dependents in an amount sufficient to cover most plans offered by the City and not less than the amount afforded department heads. If Employee elects not to participate in the City's medical plan, the City will contribute the amount it pays in lieu of those benefits under the current benefit resolution of the City to the Section 457 plan referred to in paragraph 6 above or, at Employee's option, pay that sum as additional taxable compensation to Employee.

8. Other Benefits. City shall provide to Employee any other benefits mandated by state or federal law.

9. General Expenses and Business Equipment. City recognizes that certain expenses of a non-personal and job-related nature may be incurred by Employee. City agrees to reimburse Employee for reasonable expenses which are authorized by the City budget, submitted to the City Council for approval, and which are supported by expense receipts, statements or personal affidavits, and audit thereof in like manner as other demands against the City. City shall provide Employee with a lap-top computer and a cellular phone for the conduct of City business and to assure his availability to the City in the event of an emergency.

10. Official and Professional Development Expenses. City shall pay reasonable sums for professional dues and subscriptions for Employee necessary in the judgment of the City Council for Employee's continued participation in associations and organizations, which memberships are necessary and desirable for the continued professional development of

Employee and for the good of the City, such as the League of California Cities and the International City/County Management Association. Notwithstanding the foregoing, the City Council shall have discretion to establish appropriate amounts, in the annual City budget or otherwise, for official and professional development expenses and travel costs.

11. Performance Evaluation. The City Council shall review and evaluate Employee's performance at least once annually. The City Council and Employee shall annually develop mutually agreeable performance goals and criteria which the City Council shall use in reviewing Employee's performance in the following year. It shall be Employee's responsibility to initiate this review each year. Employee will be afforded an adequate opportunity to discuss each evaluation with the City Council.

12. Indemnification. City shall defend, hold harmless and indemnify Employee against any claim, demand, judgment, or action of any type or kind arising within the course and scope of Employee's employment to the extent required by Government Code Sections 825 and 995.

13. Other Terms and Conditions of Employment.

(A) The City Council may from time to time fix other terms and conditions of employment relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provision of this Agreement, the Municipal Code, or other applicable law.

(B) The provisions of the City's Personnel Rules and Regulations ("Rules") shall apply to Employee to the extent they explicitly apply to the position of City Manager, except that if the specific provisions of this Agreement conflict with the Rules, the terms of this Agreement shall prevail. Without limiting the generality of the exception noted in the previous sentence, however, no provision of the Rules or this Agreement shall confer upon Employee a property right in Employee's employment or a right to be discharged only upon cause during Employee's tenure as City Manager. At such times as Employee is serving as City Manager, Employee is an at-will employee serving at the pleasure of the Council and may be dismissed at any time with or without cause, subject only to the provisions of this Agreement.

(C) Until such time as the Rules entitle him to a greater amount, effective February 13, 2005 Employee shall be entitled to 20 days of vacation leave with pay per year. Employee may accrue up to 45 days vacation and, once having accrued that amount, shall accrue no further vacation under this Agreement until he uses vacation time to reduce his accrued balance. The Employee may cash out vacation time on the same terms and conditions as established by the City for other management employees.

(D) Employee shall be entitled to 12 days of sick leave and 8 days of administrative leave with pay per year. Employee may not cash out unused sick leave upon termination of this Agreement. Administrative leave is prorated and Employee shall receive 4 and 1/3 days administrative leave for the *2003-04* fiscal year. Except as expressly provided in this Agreement, Employee's use and accrual of sick and administrative leave shall be governed by the Rules.

(E) Employee shall be exempt from paid overtime compensation and from Social Security taxes other than the mandatory Medicare portion of such taxes.

(F) Employee shall be entitled to eleven and one-half holidays per year pursuant to City policy and to one floating holiday per year. Except as expressly provided in this Agreement, Employee's holidays shall be governed by the Rules.

(G) The City will pay for Employee's memberships in the Calabasas Tennis & Swim Center and the Agoura Hills / Calabasas Community Center.

(H) The City will provide Employee short-term and long-term disability insurance on the same terms as such insurance is provided to department heads of the City. The City will provide Employee with life insurance in the amount of 1 and one-half times his annual salary with Employee to name the beneficiary. The City will pay the premium for Employee and his household members to participate in the City's Employee Assistance Program.

14. General Provisions.

(A) This Agreement constitutes the entire agreement between the parties. City and Employee hereby acknowledge that they have neither made nor accepted any other promise or obligation with respect to the subject matter of this Agreement. This Agreement may be amended only by a writing signed by Employee, approved by the City Council, and executed on behalf of the City.

(B) If any provision or any portion of this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of the Agreement shall be deemed severable and shall not be affected and shall remain in full force and effect.

(C) This Agreement may be terminated by either party with or without notice and with or without cause subject only to the requirements of paragraph 15 below regarding severance. Notice of termination to City shall be given in writing to City, either by personal service or by registered or certified mail, postage prepaid, addressed to City as follows:

Mayor
City of Calabasas
100 Civic Center Way
Calabasas, CA 91302.

With a courtesy copy to:

Scott H. Howard
Calabasas City Attorney
300 So. Grand Avenue, Ste. 2700
Los Angeles, CA 90071-3137.

Any notice to Employee shall be given in a like manner, and, if mailed, shall be addressed to Employee at the address then shown in City's personnel records. For the purpose of determining compliance with any time limit stated in this Agreement, a notice shall be deemed to have duly

given (a) on the date of delivery, if served personally on the party to whom notice is to be given, or (b) on the second (2nd) calendar day after mailing, if mailed in the manner provided in this section to the party to whom notice is to be given. Notwithstanding the forgoing, this Agreement shall automatically terminate on the death or permanent disability of Employee and Employee agrees to make best efforts to give City not less than 60 days' written notice of his resignation.

(D) If an action at law or in equity is necessary to enforce or interpret this Agreement, the prevailing party in that action shall be entitled to reasonable and actual attorneys' fees and costs with respect to the prosecution or defense of the action.

(E) A waiver of any of the terms and conditions of this Agreement shall not be construed as a general waiver by the City and the City shall be free to enforce any term or condition of this Agreement with or without notice to Employee notwithstanding any prior waiver of that term or condition.

15. Severance. If City terminates this Contract without cause, as defined in this paragraph, then City shall pay Employee severance equal to six months' salary plus one month's salary, in the amounts in effect at the time the notice of termination is given, for each full year of service to the City which Employee has completed as of the termination date, not to exceed an amount equal to twelve months' salary. The City shall have cause to terminate Employee without payment of severance under this paragraph 15 if Employee engages in any of the following conduct: theft or destruction of City property; conviction of a felony, or of a misdemeanor adversely reflecting on Employee's fitness to perform assigned duties; unauthorized absence from employment or abuse of leave privileges; reporting for work, or being at work, under the influence of, or in the possession of, alcoholic beverages, or non-prescribed "controlled substances" as that term is defined in the federal Comprehensive Drug Abuse Prevention and Control Act of 1970 as amended to date (excluding possession of alcoholic beverages in compliance with the Rules); improper or unauthorized use of City funds or City property; acceptance by Employee of any valuable consideration from any person or entity other than the City for the regular performance of Employee's duties; or engaging in harassment prohibited by state or federal law.

IN WITNESS WHEREOF the parties have executed this **Amended and Restated** Agreement as of the day and year first above written.

EMPLOYEE

Anthony M. Coroalles

CITY OF CALABASAS

ATTEST:

Maricela Hernandez, MMC
CITY CLERK

David J. Shapiro
MAYOR

Approved as to form:

Scott H. Howard
CITY ATTORNEY



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 17, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ~~TH~~ TATIANA HOLDEN, P.E., ASSOCIATE CIVIL ENGINEER
ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER**

**SUBJECT: RECOMMENDATION TO APPROVE AMMENDMENT NO. 1 TO
INCLUDE ADDITIONAL SCOPE OF WORK AND TO INCREASE THE
VALUE OF THE PROFESSIONAL SERVICES AGREEMENT WITH JT
ENGINEERING.**

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

Staff recommends approving Amendment No. 1 with JT Engineering for engineering services including design work for Measure R Mulholland Highway Scenic Corridor Improvements (section in front of Calabasas High School) and Las Virgenes Road/Thousand Oaks Blvd. roundabout projects and increasing the contract value by \$55,000. Standard contingency used for engineering design contract is between 10% and 15%. Amount of Amendment No. 1 includes 12.5% contingency.

DISCUSSION/ANALYSIS:

Public Works Department staff requested proposals from qualified engineering firms for the following Capital Improvement Program projects:

1. Measure R Mulholland Highway Scenic Corridor Improvements project (section in from of Calabasas High School from Declaration Avenue to CHS driveway); and

2. Las Virgenes Road/Thousand Oaks Blvd. roundabout.

Staff received proposals from several qualified engineering companies. JT Engineering submitted complete proposals demonstrating understanding of scope of work, familiarity with design process and applicable requirements for the two projects.

The City Council awarded a contract for the design of a Park and Ride Lot to JT Engineering for the amount not to exceed \$98,855 at the December 10, 2014 City Council meeting.

Staff recommends utilizing JT Engineering for the other two projects based on review of their proposals, supplemental submittals and provided fee schedule. The company has provided conceptual layouts for center median on Mulholland Highway as well as for a roundabout project as part of their proposal and preliminary conceptual study work. The total amount of an amended contract will be increased to \$153,855.

FISCAL IMPACT/SOURCE OF FUNDING:

Mulholland Highway Scenic Corridor Improvements project (section in front of Calabasas High School from Declaration Avenue to CHS driveway) is funded through the Measure R half-cent sales tax for Los Angeles County.

Las Virgenes Road/Thousand Oaks Blvd Roundabout project is funded by Developer Impact Fees, Fund 16.

REQUESTED ACTION:

Staff recommends approving Amendment No. 1 with JT Engineering for engineering services including design work for Measure R Mulholland Highway Scenic Corridor Improvements (section in front of Calabasas High School) and Las Virgenes Road/Thousand Oaks Blvd. Roundabout projects and increasing the contract value by \$55,000.

ATTACHMENTS:

Exhibit 1: Proposal for Mulholland Hwy center median design

Exhibit 2: Proposal for Las Virgenes Road/Thousand Oaks Blvd. roundabout design

Exhibit 3: Proposed Amendment No.1



TEL: (661) 268-8899

FAX: (661) 268-1936

FEE FOR SERVICE PROPOSAL / CONTRACT

AUTH.	14-28R	DATE:	December 18, 2014
JOB TITLE:	Street Re-Design Mulholland Hwy	Subject Site:	Mulholland Hwy From Declaration Ave. To Old Topanga Cyn.
REQUESTED BY:	Miss. Tatiana Holden		
CLIENT:	City of Calabasas 100 Civic Center Way <u>Calabasas, CA. 91302</u> Ph: (818) 224-1674		

DESCRIPTION OF ENGINEERING SERVICES REQUESTED:

JT Engineering (hereinafter known as **Consultant**) is pleased to submit this proposal to City of Calabasas (hereinafter known as **Client**) to provide civil engineering design services for the Subject Project.

City of Calabasas is requesting to change the plans to reflect 1% to 2% positive cross slope at median to ease the grade break between (E) and (N) pavement and create crown condition at the new median.

Consultant will modify effected improvement plans to reflect the change.

#	SCOPE OF SERVICES	FEES
1	Prepare Street Improvement Plans to Show Plan View of Proposed Street improvements, Above Ground Man Made Objects and New Median Location.	7,800
2	Prepare Signage & Striping Plan to Reflect Proposed Striping and Added Signage.	1,680
3	Prepare Erosion Control Plan (If required)	1,800
4	Prepare Opinion of Probable Construction Cost of Proposed Improvements	1,750
5	Coordination, Meetings, Plots, Prints & Administrative	750
Total		\$13,780

Items not listed in the Consultant's scope of services and requested by the Client or jurisdictional authority, will be billed as an additional fee under a separate agreement.

Exclusion:

New Curb, Gutter and Sidewalk	Traffic Study
Landscape and Irrigation	Specifications
Underground Utilities Design or Modification	Hydrology Hydraulics Study

Should the proposed fee be accepted; City of Calabasas may prepare consultant's agreement listing the scope of services and associated fees for Consultant's signature and acceptance.



TEL: (661) 268-8899

FAX: (661) 268-1936

FEE FOR SERVICE PROPOSAL / CONTRACT

AUTH.	14-49R	DATE:	Dec. 16, 2014
JOB TITLE:	Roundabout Design	Subject Site:	Intersection of Thousand Oaks Blvd. Las Virgenes Rd.
REQUESTED BY:	Miss Tatiana L. Holden P.E.		
CLIENT:	City of Calabasas 100 Civic Center Way <u>Calabasas, CA. 91302</u> Ph: (818) 224-1674		

DESCRIPTION OF ENGINEERING SERVICES REQUESTED:

JT Engineering (hereinafter known as **Consultant**) is pleased to submit this proposal to City of Calabasas (hereinafter known as **Client**) to provide civil engineering services for the Subject Project.

Consultant will explore alternative layouts for proposed round about, then survey pertinent streets and prepare construction documents with construction notes and details for bidding purposes.

Consultant will assist City staff in bid proposal & contractor selection process, and provide construction support to answer RFIs, Material Submittal, filed visits as needed during construction.

#	SCOPE OF SERVICES	FEES
1	Preliminary design and alternate roundabout layouts	2,800
2	Recon site to determine limits and magnitude of survey area	800
3	Research available public record for existing utilities in the vicinity of the project	3,500
4	Survey pertinent area affecting design requirements	7,700
5	Map surveyed and researched information and create 1' contour topographic plan	3,600
6	Prepare street improvement plans with plan, profile construction notes and detail	8,500
7	Prepare Signage and stripping	5,500
8	Prepare opinion of probable cost for construction activities	2,200
9	Coordination, Meetings, Plots, Prints & Administrative	500
	Total	\$35,100

Items not listed in the scope of services and requested by Client, will be billed as additional work based on force account and consultant's current schedule of rates and charges.

Should the City of Calabasas accept the terms of this "Fee for service proposal/Contract", please prepare a professional services agreement for acceptance and execution.

SCHEDULE OF RATES AND CHARGES

EFFECTIVE JULY 1, 2014

Principal Engineer	\$ 195.00/HR
Project Manager.....	165.00/HR
Project Engineer.....	135.00/HR
Engineering Associate.....	120.00/HR
Engineering Designer.....	100.00/HR
CAD Operator.....	65.00/HR
Projects Coordinator.....	65.00/HR
Technical Typist.....	50.00/HR
Geotechnical Engineer.....	195.00/HR
Field Engineer.....	95.00/HR
Soils Technician.....	75.00/HR
2-Man Survey Party.....	185.00/HR
3-Man Survey Party.....	225.00/HR
Survey Office Technician.....	125.00/HR
Expert Witness (4 Hour Minimum).....	400.00/HR

DIRECT COSTS

Type	24x36	30x42
Bonds or Sepias	\$5.00/sheet	\$7.00/sheet
Vellum	\$8.00/sheet	\$12.00/sheet
Mylars	\$20.00/sheet	\$25.00/sheet
Scanning	\$12.00/sheet	\$15.00/sheet
Fee		
Delivery Charges (FedEx, UPS, etc...)	Cost plus 15% markup	
City/County Requested Reproductions	Cost plus 15% markup	
Electronic data files	\$ 85.00 initial fee plus coordination fee of \$65/hr	

Overtime – 1-1/2 times hourly rate
 Saturday/Sunday/Holiday – double hourly rate

Projects performed on an hourly basis will be billed per this schedule.

AMENDMENT No. [1] TO PROFESSIONAL SERVICES AGREEMENT
(City of Calabasas and JT Engineering)

This Amendment No. 1 (“Amendment”) to Professional Services Agreement (“Agreement”) is made on this 14 day of January, 2015 at Calabasas, California, by and between the City of Calabasas, a municipal corporation, 100 Civic Center Way, Calabasas, California 91302 (“City”) and JT Engineering, 33336 N. Agua Dulce Canyon Road, #103, Agua Dulce, CA 91390 (“Contractor”).

This “Amendment” modifies the original “Agreement” between the “City” and the “Contractor” dated December 10, 2014 in the following fashion:

- A. “City” and “Contractor” desire to amend the “Agreement” by modifying section 3.1 – Scope of Services as set forth in “Consultant’s” proposals to “City” dated 12/16/14 and 12/18/14 and attached hereto as Exhibits 1 and 2 and incorporated herein by this reference.
- B. “City” and “Contractor” desire to amend the “Agreement” by modifying section 3.2 – Approved Fee Schedule as set forth in “Consultant’s” fee schedule to “City” dated 12/16/14 and 12/18/14 and attached hereto as Exhibits 1 and 2 and incorporated herein by this reference.
- C. “City” and “Contractor” desire to amend the “Agreement” by modifying section 3.4 – Expiration Date of the “Agreement” to read as follows:

3.3 “Expiration Date”: _____.
- D. “City” and “Contractor” desire to amend the “Agreement” by modifying the total compensation and costs payable to “Consultant” under this “Agreement” to a not-to-exceed sum of [\$153,855.00].

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

“City”
City of Calabasas

By: _____
David J. Shapiro, Mayor

Date: _____

“Consultant”
JT Engineering

By: _____
Tony Jacob, P.E., CEO

Date: _____

By: _____
John Jacob, P.E., Principal Engineer

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JANUARY 5, 2015

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER
MARINA ISSAKHANI, ENVIRONMENTAL CONSULTANT**

SUBJECT: REQUEST FOR CONSENT TO ASSIGNMENT OF FRANCHISE AGREEMENT FOR TEMPORARY COLLECTION SERVICES BETWEEN THE CITY OF CALABASAS AND CROWN DISPOSAL COMPANY, INC. TO RECOLOGY.

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve the request for consent to assignment of Franchise Agreement for Temporary Collection Services Agreement between the City and Crown Disposal Company Inc, to Recology.

BACKGROUND:

On March 1, 2009, the City of Calabasas entered into an exclusive Solid Waste Franchise agreement for Temporary Collection Services with Crown Disposal. Since March 1, 2014, the agreement has been extended on a continuance of a month-to-month basis. City Staff and Consultant are currently drafting a Request for Proposal for City Council review and authorization to be released by the 2nd Quarter of 2015. The City received a letter on November 24, 2014, from Crown Disposal requesting the consent to assignment of Franchise Agreement for Temporary Collection Services.

ANALYSIS:

On October 22, 2014, Crown Disposal Company, Inc. entered into an agreement to sell all or substantially all of its assets to Recology, who will continue Crown's operations. Upon the assignment of the Temporary Collection Services Agreement, Recology will be subject to the applicable terms and conditions of the Agreement and will continue to perform the obligations thereunder.

Pursuant to the Temporary Collection Services Agreement, the City has full discretion to approve or deny, with or without cause, any proposed or actual assignment by the Contractor.

Information regarding Recology is provided in Attachment B for review. In addition, a representative from Recology is invited to attend the City Council meeting to answer any questions or concerns regarding the Assignment of the Franchise Agreement.

FISCAL IMPACT/SOURCE OF FUNDING:

The City collects an AB 939 Franchise Fee (10% of gross revenue) from Contractor.

REQUESTED ACTION:

That the City Council approves the request for consent to assignment of Franchise Agreement for Temporary Collection Services Agreement between the City and Crown Disposal to Recology.

ATTACHMENTS:

Attachment A: Letter of Consent to Assignment
Attachment B: Recology Information



9189 DE GARMO AVENUE • Mailing Address: P.O. BOX 1081 • SUN VALLEY, CALIFORNIA 91352
(818) 767-0675 • (323) 875-0587 • FAX# (818) 768-3930

November 25, 2014

Via Hand Delivery

City of Calabasas
Mr. Alex Farassati
100 Civic Center Way
Calabasas, CA 91302-4112

Re: Request for Consent to Assignment of Franchise Agreement for Temporary Collection Services Agreement by and between The City of Calabasas and Crown Disposal Company, Inc. dated January 14, 2009, as amended March 10, 2014 (the "**Agreement**")

Dear Sir/Madam,

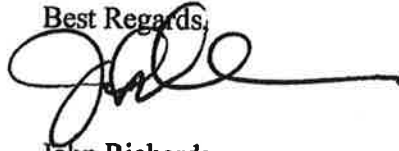
We wish to inform you that Crown Disposal Company, Inc. ("**Crown**") has entered into an agreement dated as of October 22, 2014, to sell all or substantially all of its assets to Recology Los Angeles or an affiliate thereof ("**Recology**"), who will continue Crown's operations (the "**Transaction**").

The purpose of this letter is to request that the City of Calabasas provide its consent for Crown to assign the Agreement to Recology. Upon the assignment of the Agreement, Recology will be subject to the applicable terms and conditions of the Agreement and will continue to perform the obligations thereunder.

At your earliest convenience, please countersign this letter agreement to indicate your consent of the assignment of the Agreement and send a copy of the signed document to Lisa Whiting at Lewitt Hackman Shapiro Marshall & Harlan, via e-mail at lwhiting@lewitthackman.com or via mail at 16633 Ventura Boulevard, Eleventh Floor, Encino, CA 91436, Attn: Lisa Whiting. Your consent will become effective as of the closing of the Transaction and will have no effect unless the closing of the Transaction occurs. We expect the Transaction to close in January 2015. Time is of the essence in obtaining a response to this request, accordingly, please do not hesitate to contact me at (818) 767-0675 regarding this matter.

We appreciate your prompt consideration of this request.

Best Regards,



John Richardson
Senior Vice President

cc: Donald Gambelin, Recology

ACKNOWLEDGED AND AGREED:

CITY OF CALABASAS

BY: _____
NAME: _____
TITLE: _____



December 17, 2014

Marina Issakhani
 Recycling Coordinator, City of Calabasas
 100 Civic Center Way
 Calabasas, CA 91302

Re: Request for Information about Recology

To Marina Issakhani,

Recology Los Angeles (Recology) is pleased to provide you with background information about our company, in order to aid the Calabasas City Council as they evaluate whether to assign the Franchise Agreement for Temporary Collection Services (Agreement) with Crown Disposal Company, Inc. (Crown) to Recology. As previously discussed, Recology is acquiring substantially all of the assets of Crown (the Transaction).

Mission and Vision

Recology sees a world without waste. This vision comes from the belief that the best and highest use can be achieved for all resources – minimizing the amount of material bound for landfill.

In this letter, Recology is providing information on its:

- History and Organizational Structure
- Employee Ownership
- Diversion Experience
- Organics Implementation Experience
- Community Involvement
- Artist in Residence Program
- Municipal References



History and Organizational Structure

Recology traces its roots to the 1920s. Over the years, Recology Inc. has become the largest 100% employee-owned company in the solid waste collection and processing industries.

Recology Inc. is the parent to over 40 subsidiaries – including Recology Los Angeles. These subsidiaries partner with 119 communities in California, Washington, Oregon, and Nevada, helping over 710,000 residential and 95,000 commercial customers divert material from landfills. Recology Inc. operates:

- 11 transfer stations (six Company-owned)
- 10 Material Recovery Facilities (MRFs)
- Nine compost facilities

Following completion of the Transaction, Recology will operate the Sun Valley MRF and the Lamont composting facility, which is the largest permitted compost facility in California.

Employee Ownership

Recology is a 100% employee-owned corporation through an Employee Stock Ownership Plan (ESOP). As an ESOP, Recology is proud of the fact that minority and/or women employees own more than 56% of the value of the stock in Recology.

As an employee-owned company, employees are motivated to provide high-quality and efficient service to all customers. Recology's service agreements with cities and counties are repeatedly renewed, enabling Recology to maintain long-term, stable relationships with customers. This long-term and forward-thinking outlook, developed through the dedication of Recology's employee-owners, has made the company a leader in the recycling and solid waste industry



Today, Recology employs a workforce of over 2,800 employees, of which about 70% are covered by a collective bargaining agreement.

Diversion Experience

Recology pioneered the three bin sorting system, which helps customers source-separate municipal solid waste (MSW), recyclables, and organics.

Recology partners closely with the municipalities it serves to meet diversion goals. This entails developing tailored outreach and education programs, coupled with the proper technical assistance to help customers participate in diversion programs.



Recology maintains teams of Waste Zero Specialists, who work closely with individual accounts to help achieve higher diversion rates on the customer level. Through waste characterization studies, data-driven metrics, and education, Recology has helped some of the largest material generators achieve high diversion rates.

Alongside this letter, Recology has provided PDF samples of outreach and education material used by Recology in its existing service areas. The material is translated into languages that represent the community (such as Spanish or Mandarin).

Recology's partnerships with municipalities have yielded some of the industry's greatest diversion successes:

- In 2013, Recology helped the City of San Francisco achieve an 80% total diversion rate by diverting 63% of the City's waste stream. This helped San Francisco earn the title of "Greenest City" in North America by the Siemens Green City Index.
- When Recology assumed services for the 12 jurisdictions of the South Bayside Waste Management Authority (SBWMA) in January of 2011, Recology transitioned customers from bi-weekly, dual-stream recycling collection to a more efficient weekly single-stream recycling collection. Customers were also transitioned from bi-weekly yard waste collection to a weekly organics collection program that comingled yard trimmings with food scraps. These efforts helped reduce landfill disposal by 19.8% in the first quarter of 2011 (when Recology provided services) compared to the prior year period (when Recology was not the contractor).

- In January 2014, Recology and the City of Cupertino received national recognition from the Environmental Protection Agency (EPA) for their partnership in the Food Recovery Challenge with local grocery stores and produce markets. Since 2010, more than 10,000 tons of food scraps generated by Cupertino businesses has been diverted from landfills.
- Recology and the six jurisdictions it serves in Yuba & Sutter Counties achieved a 70% diversion rate in 2013 for the fifth consecutive year. Approximately 43% of the diverted material was organics, collected through Recology's food scraps and yard trimmings collection program.

Organics Diversion Experience

In 1996, Recology pioneered the nation's first comprehensive, curbside organics collection program in the City of San Francisco. The program combines food scraps with yard trimmings, and has become a model for organics collection throughout the nation.

Recology has since launched organics collection programs in numerous cities, including the cities that comprise the 12 jurisdictions of the SBWMA, Cupertino, Pacifica, and San Bruno. Whenever Recology launches a new organics program, the rollout is tailored to the unique needs of the customer.

According to the Environmental Protection Agency, food scraps comprise almost 30% of the waste stream in the United States. Composting is an excellent opportunity to put this material to better use, and recent legislation is pushing California towards composting as an alternative:

- Assembly Bill (AB) 1826, which will be implemented in stages starting in 2016. The Bill requires commercial businesses to divert organics.
- AB 1594, which goes into effect in 2020. The Bill will no longer allow green material used as Alternative Daily Cover (ADC) to count as diversion.

The material collected in Recology's organics programs is composted into nutrient-rich soil amendments. Today, over 200 vineyards in Napa and Sonoma use Recology compost.

Community Involvement

Recology's employee-owners live and work in the communities they serve, and as a result, many are deeply involved in community activities. Recology has established a company-wide Volunteer Program, which brings together Recology employees from numerous operations to help beautify the communities they serve. Over 16 major volunteer projects have been completed since the program's inception in 2008, with an average of 100 volunteers lending a helping hand at each event. Past volunteer events include:

- Painting the gymnasium and hallways with recycled paint at the Bayview Hunters Point YMCA in San Francisco
- Creating a Waste Zero event where every aspect of the Dixon Teen Center project focused on reusable, renewable and sustainable materials



- Transforming the landscaping at Oakland’s Hoover Elementary School to become both educational and sustainable

Keeping with Recology goal to achieve a world without waste, Recology operating companies commonly donate compost to the communities they serve. This year in the Los Angeles area, Recology has already donated compost to:

- Attendees of the 2014 Central Avenue Jazz Fest. At the event, Recology employees distributed bags of nutrient-rich compost, chive seed packets, and composting tips. Over 400 pounds of compost were distributed to approximately 800 event attendees.
- The Loyola Marymount University LIONS garden, a sustainable garden created by LMU students. Recology donated 600 pounds of compost to help the garden continue its mission.

Artist in Residence Program

Recology’s Artist In Residence (AIR) programs have attracted international attention for their efforts to help communities see discarded material differently through artwork created by local artists. Currently, Recology hosts two programs – the AIR program in San Francisco and the GLEAN program in Portland, OR – and is excited to extend the AIR program to the Los Angeles area.



Under the AIR programs, professional artists are given a stipend and access to recyclable material. All artwork made during the program must be 90% comprised of recycled material. At the end of each residency, Recology hosts a public exhibition of the work created.

By supporting artists who work with re-used materials, Recology hopes to encourage people to conserve natural resources and promote new ways of thinking about art and the environment.

Since 1990, Recology has hosted over 100 professional artists and 25 college student artists at its San Francisco-based AIR program. Artwork created by AIR fellows was recently displayed at the San Francisco International Airport SFO Museum, where approximately 3 million passengers learned about innovative uses for recyclable material.



References

The following references represent municipalities currently serviced by Recology.

City and County of San Francisco
Robert Haley
Zero Waste Manager
Telephone: (415) 355-3752
Total accounts: 170,807

City of Menlo Park
Alex McIntyre
Menlo Park City Manager
Telephone: (650) 330-6610
Total accounts: 9,013

City of Seattle, WA
Ray Hoffman, Director
Seattle Public Utilities
Telephone: (206) 684-5852
Total accounts: 67,824

City of Atherton
George Rodericks
Atherton City Manager
Telephone: (650) 752-0500
Total accounts: 2,366

City of San Mateo
Larry Patterson
City Manager of San Mateo
Telephone: (650) 522-7303
Total accounts: 22,919

City of Burlingame
Lisa Goldman
City Manager of Burlingame
Telephone: (650) 558-7204
Total accounts: 8,011

City of Hillsborough
Randy Schwartz
Hillsborough City Manager
Telephone: (650) 375-7412
Total accounts: 3,668

City of Redwood City
Robert Bell
City Manager of Redwood City
Telephone: (650) 780-7000
Total accounts: 19,420

City of Cupertino
Cheri Donnelly
Environmental Programs Manager
Telephone: (408) 777-3242
Total accounts: 14,445

Thank you for your review. If you have any further questions, please feel free to contact me at dgambelin@recology.com or 1-650-242-6383.

We look forward to continued discussions.

Sincerely,



Donald Gambelin
Senior Director of Business Development
Recology Inc.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 30, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ROBIN PARKER, ADMINISTRATIVE SERVICES DIRECTOR
JOHN BINGHAM, SENIOR MANAGEMENT ANALYST

SUBJECT: REVIEW AND APPROVAL OF PROJECTS FOR THE 41ST PROGRAM YEAR (2015-2016) - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING; AND ADOPTION OF RESOLUTION NO. 2015-1441, APPROVING THE CDBG 41ST PROGRAM YEAR (2015-2016).

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

Conduct a public hearing on the proposed projects and budget for the 2015-2016 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2015-1441 (Attachment A) approving the allocation of 2015-2016 CDBG funds, and the proposed projects for implementation during the CDBG 2015-2016 Program Year.

BACKGROUND:

Each year, Community Development Block Grant (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 are 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 service; 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.

This is the forty-first 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 2015-2016 program year, which begins on July 1, 2015 and ends on June 30, 2016, the City of Calabasas must prepare and submit its proposed CDBG project descriptions to the Los Angeles County Community Development Commission no later than January 31, 2015 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 2015-2016 is approximately \$83,461. This is a **planning estimate only**; the CDC will not release final appropriations from HUD until Spring 2015. The City's final CDBG allocation may be **more** or **less** than the planning estimate. Generally, the final allocation is within 10 percent of the estimate provided. In FY 2014-2015, Calabasas' CDBG appropriation was \$87,841. As mandated by the CDC, cities may **no longer** expend up to 7.5 percent of the total annual allocation for the administration of the CDBG Program.

For consideration, the following projects are proposed for the 2014-2015 CDBG Program Year:

Residential Rehabilitation - \$83,462

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. To be eligible, owners must qualify as low or moderate income under HUD guidelines. Grants up to a maximum of \$7,500 and deferred zero percent (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 15 prospective applicants remain on the Residential Rehabilitation waiting list. During FY 2014-2015, seven households were served. For FY 2015-2016, it is anticipated that ten to twelve 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 2015-2016.

The majority of participants in this year's Residential Rehabilitation Program are residents of the Calabasas Village Mobile Home Estates (one project was outside of the park).

FISCAL IMPACT/SOURCE OF FUNDING:

For planning purposes, the City's CDBG estimated annual allocation for the upcoming 2015-2016 Program Year will be approximately \$83,461.

REQUESTED ACTION:

Conduct a public hearing on the proposed projects and budget for the 2015-2016 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2015-1441 approving the allocation of 2015-2016 CDBG funds.

ATTACHMENT:

Resolution Number 2015-1441.

RESOLUTION NO. 2015-1441

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING PROJECTS FOR THE 41ST PROGRAM YEAR (2015-2016) 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 \$83,461 in federal CDBG funds to further the attainment of these goals during Fiscal Year 2015-2016; and

WHEREAS, the City conducted a public hearing on January 14, 2015, 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 41st 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 41st 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 2015-2016 Program Year will be approximately \$83,461 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 14th day of January, 2015.

David J. Shapiro, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard, City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JANUARY 5, 2015

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TOM BARTLETT, CITY PLANNER TB

**SUBJECT: RECOMMENDATION FROM THE PLANNING COMMISSION
REGARDING COMMERCIAL AUTO-RELATED ZONING**

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

That the City Council receives the Planning Commission's report regarding Commercial Auto-Related zoning, and provides direction to staff.

BACKGROUND:

On December 6, 2006 the Calabasas City Council adopted Resolution No. 2006-1060 approving the West Calabasas Road Master Plan and Design Guidelines document (Resolution No. 2006 – 1060 is attached as Attachment A, and the Master Plan is attached as Attachment B). The Master Plan sets out a cohesive approach for infill development and redevelopment along the corridor, with particular focus on continuing economic vitality, providing adequate infrastructure support, and maintaining an attractive aesthetic quality.

The West Calabasas Road corridor has undergone some changes since the adoption of the Master Plan and Guidelines document. Several projects were processed during this time, and they were reviewed and considered on the basis of conformance with the design guidelines, together with applicable scenic corridor

guidelines, hillside development standards, and underlying zoning requirements. These projects included: Mercedes Benz remodel; Bob Smith Mini Cooper (complete remodel of the former Volvo dealership); and Malamut Vintage Auto (a new vintage auto museum and sales facility approved for construction and presently completing building permit reviews).

More recently, owners and purchasers of other properties along the corridor have indicated strong interest in developing additional automotive sales and service uses, similar to the five dealerships already in place or under way. Meanwhile, some other property owners and potential buyers of properties along the corridor have been offering development proposals for non-auto retail, commercial and even hotel uses, which disregard the recommendations of the Master Plan. Because the baseline zoning for these remaining parcels permits such uses with a CUP, the existing zoning is not well aligned with the Master Plan's land use strategy and Guidelines. For that reason it is appropriate for the City Council to discuss an approach for rezoning this area to facilitate and encourage development of auto sales and support.

DISCUSSION/ANALYSIS:

On November 4, 2014, the Planning Commission consulted with staff and discussed the item (the staff report is attached as Attachment C). In general, the Planning Commission was amenable to considering changes to the Development Code and the zoning map to designate a significant portion of the West Calabasas Road corridor for commercial auto-related land uses via a specifically tailored zoning district (tentatively termed "Commercial, Auto-Related", or CAR), and the Commission recommends further study on the initiative. The Planning Commission meeting minutes are attached as Attachment D. Planning Commission Chairman Robert Lia will be present at the City Council meeting to respond to questions.

FISCAL IMPACT/SOURCE OF FUNDING:

If the City Council is favorable to staff proceeding forward to study and amend the zoning code and zoning map by creating and applying a new 'CAR' zoning district, the effort will require some costs for CEQA review and re-publication of the revised code, the extent of which are not yet known. If the proposal would result in favorable sales increases for local businesses, the costs could be offset by future revenues to the City.

REQUESTED ACTION:

That the City Council receives the Planning Commission's report regarding Commercial Auto-Related zoning, and provides direction to staff.

ATTACHMENTS:

- A. Resolution No. 2006-1060
- B. West Calabasas Road Master Plan and Design Guidelines (available via web link: <http://www.cityofcalabasas.com/departments/planning/pdf/West-Calabasas-Road-Planning-Guidelines.pdf>)
- C. Staff Report to the Planning Commission – Nov. 20, 2014
- D. Planning Commission Meeting Minutes, Nov. 20, 2014
- E. Presentation to Planning Commission, Nov. 20, 2014

RESOLUTION NO. 2006-1060

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS ADOPTING THE WEST CALABASAS ROAD MASTER PLAN.

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 report prepared by the Community Development Department.
2. Staff presentation at the Public Hearing held on December 6, 2006 before the City Council.
3. Staff presentations at the public hearings before the Planning Commission held on November 9, 2006 and November 30, 2006.
4. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
5. 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.
6. 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 hearing.
7. All related documents received and/or submitted at or prior to the public hearing.

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

1. Notice of the December 6, 2006 City Council public hearing was posted at Juan de Anza Bautista Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall on November 29, 2006.
2. Notice of the City Council public hearing was published in the *Acorn* prior to the hearing.

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

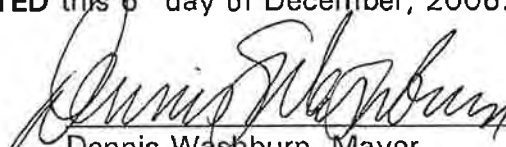
1. That the West Calabasas Road Master Plan (Attachment "A") is consistent with the City of Calabasas General Plan, and the general Plan remains the legally binding policy document.
2. The West Calabasas Road Master Plan is statutorily exempt from the requirements of CEQA, per section 15262 of the CEQA Guidelines.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council hereby adopts the West Calabasas Road Master Plan, excluding its provisions regarding pole signs, to provide guidance to land owners and applicants for land use entitlements and to City staff and officials in the exercise of the discretion granted them by the Calabasas General Plan, the City's zoning ordinance, and other land use ordinances, plans and policies of the City. It is not intended to have independent regulatory force, but only to provide policy guidance for the implementation of land use regulations of the City.


Section 5. The City Council directs the General Plan Advisory Commission, Planning Commission, City staff and consultants to include the policy objectives of the West Calabasas Road Master Plan in the General Plan Update proposed for the City Council consideration. Accordingly, this resolution shall expire and the West Calabasas Master Plan shall be of no further force and effect upon and adoption of an updated General Plan following conclusion of the General Plan Update process now underway.

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 6th day of December, 2006.


Dennis Washburn, Mayor

ATTEST:


Gwen Peirce, Assistant City Clerk

APPROVED AS TO FORM:


Michael G. Colantuono, City Attorney

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


I, **GWEN PEIRCE**, Assistant City Clerk of the City of Calabasas, California, **DO HEREBY CERTIFY** that the foregoing resolution, being **Resolution No. 2006-1060** was duly adopted by the City Council of the City of Calabasas, at a regular meeting of the City Council held December 6, 2006 and that it was adopted by the following vote, to wit:

AYES: Mayor pro Tem Bozajian, Councilmembers Groveman, Maurer and Wolfson.

NOES: None.

ABSTAIN: Mayor Washburn.

ABSENT: None.



Gwen Peirce, Assistant City Clerk
City of Calabasas, California



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
NOVEMBER 20, 2014

TO: Members of the Planning Commission

FROM: Tom Bartlett, AICP, City Planner

PROPOSAL: Discussion of Commercial – Auto Related Zoning for the West Calabasas Road Corridor

STAFF RECOMMENDATION:

That the Commission discuss rezoning properties located along West Calabasas Road to align the zoning with the recommendations found in the West Calabasas Road Master Plan.

REVIEW AUTHORITY:

The matter for discussion at today's Planning Commission meeting involves possible future amendments to the Development Code, as well as potential amendments to the General Plan. Calabasas Municipal Code (CMC) Chapter 17.76 requires that the Planning Commission review proposed amendments to the General Plan and/or the Development Code, and make recommendations accordingly to the City Council.

BACKGROUND:

On December 6, 2006 the Calabasas City Council adopted Resolution No. 2006-1060 approving the West Calabasas Road Master Plan and Design Guidelines document (Resolution No. 2006 – 1060 is attached as Exhibit A, and the Master Plan is attached as Exhibit B). The Master Plan sets out an approach for infill development and redevelopment along the corridor, such that city interests in continued economic vitality, provision of adequate infrastructure support, and maintenance of an attractive aesthetic quality can all be achieved.

The West Calabasas Road corridor has undergone some changes since the adoption of the Master Plan and Guidelines document. Several projects were processed during this time, and they were reviewed and considered on the basis of conformance with the design guidelines, together with applicable scenic corridor guidelines, hillside development

standards, and underlying zoning requirements. These projects included: Mercedes Benz remodel; Bob Smith Mini Cooper (complete remodel of the former Volvo dealership); and Malamut Vintage Auto (a new vintage auto museum and sales facility approved for construction and presently completing building permit reviews).

More recently, owners and purchasers of other properties along the corridor have indicated strong interest in developing additional automotive sales and service uses, similar to the five dealerships already in place or under way. Of concern are proposals suggested or being pursued by new property owners which disregard the recommendations of the Master Plan and instead look to the development of non-auto retail, commercial and even hotel uses. Because the baseline zoning for these remaining parcels permits such uses with a CUP, the existing zoning is not well aligned with the Master Plan's land use strategy and Guidelines. For that reason it is appropriate for the Planning Commission to discuss an approach for rezoning this area to facilitate and encourage development of auto sales and support.

STAFF ANALYSIS:

A. General Plan Policies. The Calabasas 2030 General Plan recognizes the importance of the West Calabasas Road commercial corridor to City of Calabasas economic vitality in terms of both local employment, as well as provision of necessary commercial goods and services, as well as general fiscal benefits. Applicable policies from the General Plan include the following:

1. **Business – Retail (B-R) Land Use Designation in the Land Use Element.** The B-R land use designation accommodates a variety of commercial retail land uses, to include: general retail, commercial services, markets, restaurants, automotive repair and service, hardware and home improvement, durable goods sales, commercial recreation, and automotive sales, as well as business office uses. The B-R designation applies currently to most of the properties located in the corridor. The maximum FAR is 0.4.
2. **Business – Limited Intensity (B-LI) Land Use Designation in the Land Use Element.** The B-LI land use designation “accommodates low intensity retail and commercial services on lands that because of their unique locations need special attention in order to maintain compatibility with adjacent uses or environmental features.” Uses identified in the General Plan for the B-LI designation include: “limited retail and commercial services, restaurants, nurseries, convalescent facilities and professional offices”. Within the area generally known as the automotive uses corridor, this designation currently applies to the Acura 101 property, the former Pelican's Retreat property, and the Sperling's Nursery property. It also is the applicable land use designation

for all the properties located along Calababas Road west of the Mureau Road intersection. The maximum FAR is 0.2.

3. Policy No. II-11 states as follows: “Promote a mix of retail and service commercial, office, and business park areas that: meet the retail and service needs of Calababas Citizens; contribute to a sound local economic base; and, are visually attractive and compatible in number, intensity, building scale, and architectural design with the community’s natural environment and character.”
4. Policy No. XII-1 states: “Facilitate retail and service businesses in those sectors patronized by the local population and travelers along the Ventura Freeway.”

B. West Calababas Road Master Plan and Design Guidelines. Maps 1.3, 1.6, and 1.7 in the Master Plan all support and promote development of a uniform development strategy for the commercial auto corridor, particularly the segment between Mureau Road and Parkway Calababas. The Master Plan lays out a cohesive land use strategy in Chapter 2, with detailed design guidelines to complement this approach offered in Chapter 3. The following statements are found on page 3-1 of the Master Plan:

1. “The West Calababas Road Master Plan area will primarily accommodate two distinct types of land uses. From roughly Mureau Road eastward the emphasis will be on vehicular dealerships and uses that are similar in nature. From Mureau Road westward, medical facilities, recovery centers, and low-key overnight accommodations will be the focus.”
2. “Vehicular dealerships along West Calababas Road currently cater to the client who is purchasing a high-end vehicle. This trend will continue as will the implementation of other compatible uses (e.g., gas station, car spa, scooter sales, bicycle sales, etc.). New dealerships and businesses in the Master Plan area will exhibit a high attention to detail. They will be carefully designed to appeal to and attract customers who are in the market for luxury vehicles.”

C. Existing Zoning. Existing zoning for the properties located along this particular stretch of West Calababas Road is somewhat disjointed, similar to the land use designations discussed above. The Acura 101 property, the former Pelican’s Retreat property, and the Sperling’s Nursery property are all zoned Commercial – Limited (CL), while the Malamut property is zoned Commercial – Business Park (CB) with a Development Plan overlay. Meanwhile, all other properties in this area are zoned Commercial -- Retail (CR). The Master Plan illustrates this disjointedness and recommends a more cohesive zoning approach.

CONSIDERATIONS FOR DISCUSSION:

Perhaps the optimal approach for aligning the zoning for this area to the policy statements and design guidelines embodied within the Master Plan would be to create a new Commercial Auto-Related zone which would be applied uniformly to all the properties. This “CAR” zone would be applied in conjunction with the existing Scenic Corridor Overlay zone. Staff will facilitate discussion of this concept during the course of the meeting.

ENVIRONMENTAL REVIEW:

Today’s item is a discussion only and no legislative decisions, or actions are being taken; thus, this discussion is not a project under CEQA and is therefore not subject to environmental review, per California Environmental Quality Act (CEQA) Guidelines Section 15378. Moreover, planning studies are statutorily exempt from environmental review under CEQA Guidelines 15262. At such future time a selected approach would be carried forward as a rezoning effort, review for potential environmental impacts under CEQA would be accomplished as part of the process.

ATTACHMENTS:

- Exhibit A: City Council Resolution No. 2006-1060
- Exhibit B: West Calabasas Road Master Plan and Design Guidelines
- Exhibit C: General Plan Land Use Map
- Exhibit D: Zoning Map of West Calabasas Road Area

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY, NOVEMBER 20, 2014**

Opening Matters:

Call to Order / Roll Call of Commission Members

Chair Lia called the meeting to order at 7:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Present: Chair Lia, Vice Chair Weintraub, and Commissioners Sikand, Shumacher, Mueller and Alternate Commissioner Litt.

Absent: None

Staff: Summers, Tamuri, Bartlett, Rice

Pledge of Allegiance

The pledge of allegiance was led by Alternate Commissioner Litt

Approval of Agenda

Commissioner Sikand, seconded by Commissioner Weintraub to approve the Planning Commission Agenda of November 20, 2014 and continue the meeting minutes of November 6, 2014. MOTION CARRIED 5/0.

Announcements and Introductions

Commissioner Mueller announced that the Calabasas HS football team was successful in their first playoff game, and urged support at their second playoff game on Friday.

Oral Communications – Public Comment:

There were no public speakers.

Consent Item(s):

1. Approval of Minutes:

The Commission requested that the word “he” be revised to “some Commissioners” in the first paragraph of page 3, in line three; in recommendation #3, remove the words “in allowance” in the first line and add the words “for monuments” after the word requirement in the second line; in recommendation #4, add the words “the prohibition of” in the second line after the word reconsideration.

Commissioner Sikand moved, seconded by Commissioner Weintraub, to approve the minutes of the Planning Commission meeting of October 16, 2014 with the revisions noted. MOTION CARRIED 5/0.

Community Development Director Tamuri added that Chair Lia had agreed to attend the Council Meeting of December 10th, 2014 to represent the business signage item, and will be accompanied by these minutes.

2. Discussion of Commercial – Auto Related Zoning for the West Calabasas Road Corridor.

City Planner Bartlett and Community Development Director Tamuri presented a PowerPoint proposal for a new uniform Commercial Auto zone (CAR) in the West Calabasas Road automotive district.

The Commission commented that the proposal makes sense to unify the disparate zoning and land use standards in the auto district and align it with the West Calabasas Road Master Plan. They were supportive of the concept that auto sales should be allowed in the district by right, and agreed that other types of uses might be appropriate under a conditional use permit. They suggested that the district should perhaps not be limited to auto uses alone. Other uses, such as a restaurant, might benefit the district and they desired public and property owner input on that point. The Commissioners were made aware of and surprised by the financial burden placed on property owners to apply for a General Plan amendment and zone change and as a result thereof were amenable to consideration of the proposed change. The Commission also suggested that the effort also look at aligning the sign code and architectural design standards in the area with the West Calabasas Road Master Plan. The Commission indicated concerns regarding the type and nature of vehicle sales and automotive services, and agreed that if the proposal went forward that this would be an area for further study. They supported the use of an informal workshop to hear more from the dealers, property owners and the public concerning the proposal, and the path proposed by staff to accomplish the development of a new zoning district.

Commissioner Sikand moved, seconded by Commissioner Weintraub, to support the Staff recommendation. MOTION CARRIED 5/0.

A Planning Commission break was called by Chair Lia at 8:15 pm.

The Planning Commission was called back to order at 8:21 pm.

Public Hearing Items:

3. File No. 140001160. Request for a Conditional Use Permit to allow live music and entertainment in conjunction with the operation of a restaurant located at 24005 Calabasas Road, in the Commercial, Mixed Use (CMU) zoning district and designated Scenic Corridor. The City's staff has determined that the project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) and Section 15301 Class 1 (Existing Facilities) of the CEQA Guidelines.

Associate Planner Rice presented the staff report

One speaker, Alexander Lovi, stated he was the applicant and owner of Lovi's Delicatessen.

The Commissioners discussed the proposal and asked questions of staff and the applicant.

The Commission requested that amendments be made to Condition 6, page five of the resolution be amended to add the language "two" after limited to in the 5th line, and to add the

words “at any one time” after performers, and to add the words “or woodwind” after acoustical and to add the words“, flute, but not a brass instrument” after the words guitar on line 6; and to add a new condition #10 which states “the Community Development Director shall return to make recommendations to the Planning Commission on modifications to the conditional use permit if nuisance complaints are received regarding the live entertainment.”

Commissioner Sikand moved, seconded by Commissioner Shumacher, to approve File No. 140001160 Planning Commission meeting with the amendments noted. MOTION CARRIED 5/0.

4. Director’s Report and Update on Current Projects and Future Agenda Items

Community Development Director Tamuri provided an update on the future agendas for the City Council and the Planning Commission.

5. Reports from the Planning Commission

Commissioner Shumacher wished everyone a happy Thanksgiving.

Commissioner Mueller reported that he will not be at the Planning Commission meeting of December 18, 2014.

Adjournment:

Chair Lia adjourned the Planning Commission meeting at 9:19 pm in member of resident and former Communications and Technology Commissioner Jaimie Daugherty.

Respectfully Submitted:

Liz Parker

Commercial - Auto Related Zoning District



CITY *of* CALABASAS

Planning Commission Discussion
November 20, 2014

Commercial – Auto Related Zoning District

- The City Council adopted the West Calabasas Road Master Plan (WCRMP) on December 6, 2006.
- The Master Plan prioritizes Auto Serving Uses
- Property owners who wish to meet the requirements of the WCRMP are financially burdened with zoning and land use inconsistent with the WCRMP Goals.
- Staff is recommending the creation of a new Commercial Auto Zone (CAR) to align land use, zoning and standards with the WCRMP.



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

- West Calabasas Road land use is currently dominated by auto sales & service establishments, with expansions and additional dealer applications in the near future
- However, various proposals inconsistent with the WCRMP continue to be pursued by some developers
- The current zoning pattern is disjointed (CL, CR, and CB) and permits too wide a range of uses
- A new zoning district would be tailored to support auto uses, consistent with the recommendations in the West Calabasas Road Master Plan



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

CAR Zoning District

Existing Uses:

- Acura 101
- Bob Smith BMW
- Bob Smith Mini Cooper
- Mercedes Benz of Calabasas
- Malamut Vintage Auto (approved)
- Gas Station and Car Wash
- Sperling's Nursery
- Former Pelicans
- Three vacant properties
- Multi-Use Building
- LAC Fire Station

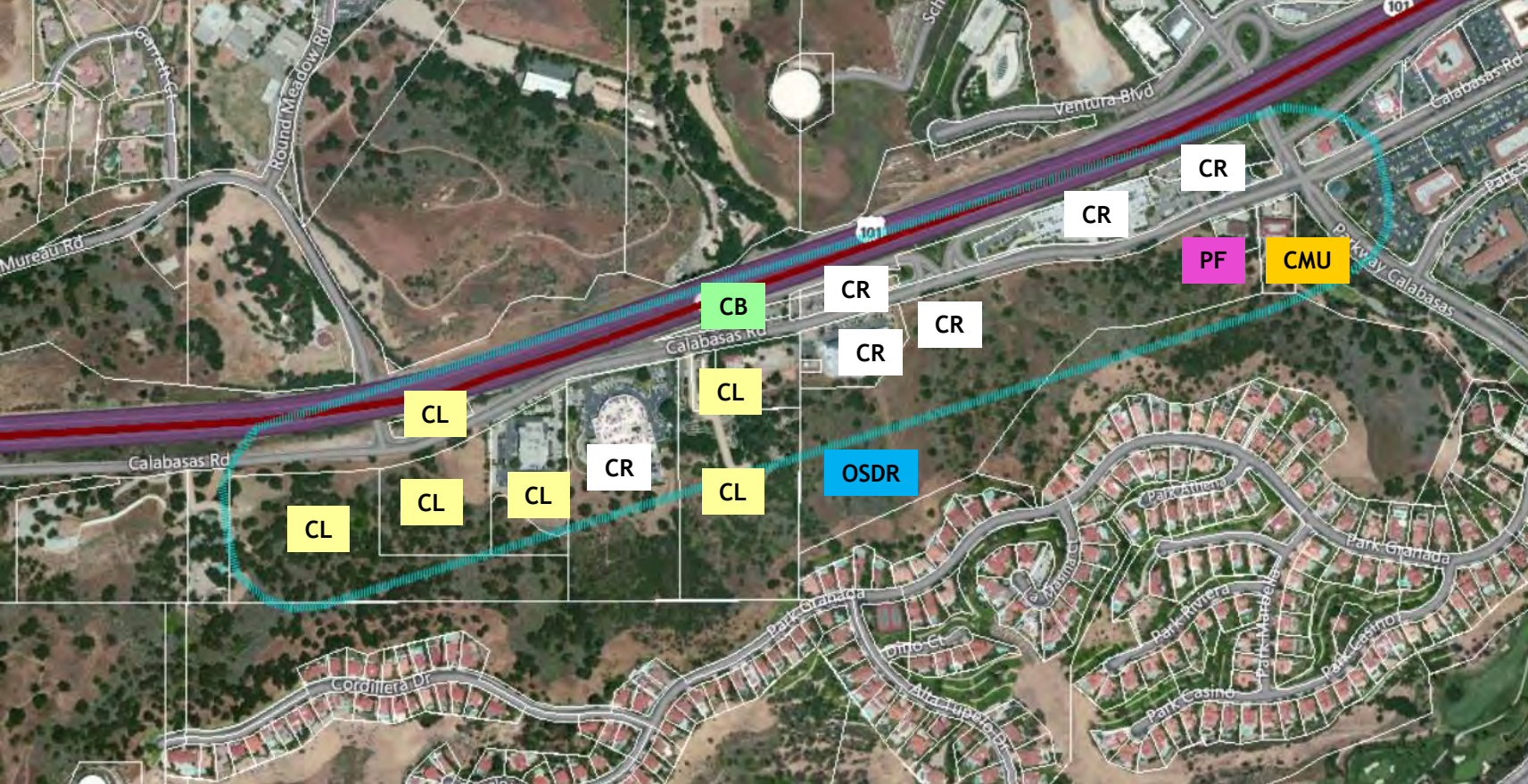


Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District



Discussion of Commercial – Auto Related Zoning
By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

Permitted Uses By Zone by Right...

- Commercial Limited: *Emergency Shelters, Police Substations, Churches, Non-profits, Public Utilities, Recording and Sound Studios, Day Care Centers, Offices, Equip. Sales & Rentals, Banks, Dog Washes*
- Commercial Retail: *Medical Offices, Laboratories, Restaurants, Antiques, Nurseries, Cigar Shops, Bakeries, Grocery and Discount Stores, Furniture Sales, Dance and Yoga Studios, Dry Cleaners*

But No Auto Sales!!!!



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

Proposed “CAR” zoning for the Corridor:

- Establish Auto Sales as **permitted by right**
- Allowed other land uses *conditionally and only if supportive of auto sales*
- Establish appropriate standards regarding structures, site coverage, signs, lighting, etc.



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

Current Opportunities:

- Three properties with interest in Auto Sales
- Temporary vehicle storage and display lots but with no auto signage allowed currently
- Monument sign code revisions consistent with past approvals (internal lighting by variance)
- Separate Auto Service Identification



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

Considerations for ‘CAR’ zone:

- Which properties to include in the zone?
- What permitted and conditionally permitted uses would be appropriate for the zone?
- What would be the appropriate site development standards, as well as standards for off-street parking, signs, lighting, landscaping, etc.?
- How to accommodate seasonal sales events and other temporary uses?
- Scenic Corridor Overlay Zone - Screening/Signage?



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

CAR Zoning District Process:

1. Conduct an informal workshop with Planning Commission, property owners, and the general public
2. Prepare Draft Code and General Plan revisions and conduct PC review
3. CEQA review and documentation as appropriate
4. Conduct public hearings before both the Planning Commission and City Council for CAR adoption



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District

*Planning Commission Discussion
and Recommendation
to City Council*



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014



Discussion of Commercial – Auto Related Zoning

By the Calabasas Planning Commission

Nov. 20, 2014

Commercial – Auto Related Zoning District



Discussion of Commercial – Auto Related Zoning
By the Calabasas Planning Commission



Nov. 20, 2014



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JANUARY 5, 2015

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION AND DIRECTION TO STAFF REGARDING A CODE AMENDMENT TO CONDITIONALLY PERMIT DRIVE-THROUGH WINDOW SERVICE.

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

That the City Council discuss and provide direction to staff regarding a Code Amendment to conditionally permit drive-through window service

BACKGROUND:

On December 5, 2014, staff initiated a discussion item regarding relaxation of the current prohibition on drive-through window service. The item was agendized following numerous inquiries from businesses and after Staff research into surrounding cities revealed that none contain code prohibitions similar to those currently in place in Calabasas. All neighboring communities permit drive-throughs to be considered as part of a Conditional Use Permit heard by the Planning Commission. In one city, code standards for drive through facilities have been established as well.

The Planning Commission last considered this code provision in 2009 during the Development Code updates. At that time, the Commission recommended a modification to permit drive-through windows for pharmacies. That modification

was approved by Council when they adopted the revised Development Code in 2010.

In summary, three of the five commissioners and the alternate were not supportive or enthusiastic of the modification based on concerns regarding the possible impacts of drive-through restaurants. These include traffic congestion, vagrancy, litter and noise. They were also concerned about disproportional impacts to the Westside where the majority of the facilities are already located. The Commission acknowledged that properly constructed conditions of approval and standards might offset some of these concerns, and that further study of the specific locations for such uses would be of value to them if a formal recommendation from the Commission to the Council was desired. They stated that they were open to further study.

Staff is supportive of lifting the prohibition, and believes that a requirement to obtain a Conditional Use Permit for such uses provides an adequate safeguard to inappropriate siting of such facilities. Staff also believes that code language could be developed with the Planning Commission to establish clear standards for such uses.

Staff is requesting direction from the Council on the above initiative. A copy of the Commission's draft meeting minutes are attached.

FISCAL IMPACT/SOURCE OF FUNDING:

Drive-through restaurants provide fair sales-tax revenue to the City. Relaxation of the current prohibitions could potentially attract new sources of revenue to the City.

REQUESTED ACTION:

Discuss and provide direction to Staff regarding a code amendment to conditionally permit drive-through window service.

ATTACHMENTS:

- A: Planning Commission report of December 4, 2014
- B: Draft Planning Commission Minutes of December 4, 2014
- C: Municipal Code Section 17.12.080
- D: PowerPoint Presentation



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
DECEMBER 4, 2014

TO: Members of the Planning Commission

FROM: Maureen Tamuri, Community Development Director

SUBJECT: Discussion of Code Amendment to Conditionally Permit Drive-Through Window Service

RECOMMENDATION: That the Planning Commission discusses the current prohibition on drive-through windows and provides a recommendation regarding modifications to CMC 17.12.080.

STAFF RECOMMENDATION:

That the Planning Commission discusses the current prohibition on drive-through windows and provides a recommendation regarding modifications to CMC 17.12.080 (Exhibit A).

REVIEW AUTHORITY:

The Planning Commission is reviewing this item because Section 2.28.040 of the Calabasas Municipal Code requires the Planning Commission to hold public hearings on any proposed amendment to the City's zoning ordinance and render written recommendations to the City Council.

BACKGROUND:

The City's 1998 Development Code created a prohibition on drive-through windows. At that time, the intent was to restrict expansion of drive-through restaurants, which were seen as less than desirable amenities by the community due to the noise and traffic generated around these sites. In 2010, the Development Code was amended to add an exception for pharmacies, allowing them to be considered with a CUP.

Planning staff frequently receives inquiries from businesses interested in establishing in Calabasas, but cannot due to the ban on drive-through windows. Examples include: drive-through restaurants, banks, coffee shops, dry cleaners and other businesses that cater to

customers in cars.

Locally, drive-throughs are permitted in both Agoura Hills and Westlake Village. Staff in Agoura Hills indicate that drive-through windows are allowed by right in most commercial zones (except Business Park and Agoura Village), without the requirement of a CUP (Exhibit B). Designs are reviewed by Traffic Engineers to ensure there are no adverse impacts from the design of the facility on traffic queuing, sign board locations, etc. In Westlake Village, a CUP is required for such establishments, and identified in the Westlake North Specific Plan (Exhibit C).

The City's three drive-through restaurant facilities (Jack in the Box, McDonalds and Taco Bell) generate fair revenue for the City. Few, if any, complaints are received regarding these businesses. The current prohibition impacts the ability of certain retail properties to attract businesses into the City. Staff is asking the Planning Commission to discuss whether or not they recommend that the prohibition should be re-visited, and that the use be allowed either by right or conditionally.

STAFF RECOMMENDATION:

That the Planning Commission discusses the current prohibition on drive-through windows and provides a recommendation regarding modifications to CMC 17.12.080.

ATTACHMENTS:

- Exhibit A: Calabasas Municipal Code Section 17.12.080
- Exhibit B: Agoura Hills Municipal Code Section 9394.2
- Exhibit B: Excerpt of the Westlake Village Specific Plan

17.12.080 - Drive-in and drive-through facilities.

The establishment of new drive-in or drive-through sales or service facilities is prohibited within the city because these facilities create problems or detrimental impacts of noise, air pollution, excessive pavement, traffic congestion, litter, unsightliness, and the inefficient use of energy resources.

Notwithstanding the foregoing, in order to facilitate senior access to medications and other vital health services, pharmacies with accessory drive-through facilities may be permitted subject to a conditional use permit.

(Ord. No. 2010-265, § 3, 1-27-2010)

Since satellite dish antennas of any configuration have the important purpose of screening and/or transmitting communication or other signals from and/or to orbiting satellites, but also have an effect on property values, the level of attractiveness of the community and the public peace, safety and general welfare, the following standards shall be met for all installations of satellite dishes:

- A. All ground mounted dish antennas shall be located in the rear yard and conform to the following setbacks for accessory buildings:

Rear yard: Five (5) feet;

Side yard: Five (5) feet;

Maximum height: Fifteen (15) feet or the height of an adjacent building on the same lot, whichever is less.

All dish antennas shall not exceed a maximum of twenty-five (25) percent of the required fifteen-foot rear yard setback.

- B. All roof mounted dish antennas shall be located in a roofwell or at a location screened by a parapet wall so as not to be seen from any adjacent streets; however, [such antennas] shall not exceed the height of the existing roof.
- C. All dish antennas shall be color coordinated to harmonize with the dominant background materials and colors.
- D. All accessory equipment related to dish antennas shall conform to the same provisions as the antennas.
- E. Prior to the installation of all satellite antennas, the location and design shall be subject to the approval of the director of planning and community development after an on-site inspection.
- F. The provisions of this section 9394.1 () shall not be applied in such a manner as to preclude reception of signals by dish antennas.

Cross reference— Satellite dish standards, § 9288.3.

9394.2. - Drive-up windows.



The provisions of sections 9394.12 to 9394.22 () shall apply to drive-up windows and remote tellers located on the same parcel as the principal use permitted in the commercial land use districts.

9394.21. - Findings.



Such facilities shall not be approved unless the city finds that:

- A. The design and location of the facility and lane will not contribute to increased congestion on public or private streets adjacent to the subject property;

- B. The design and location of the facility and lane will not impede access to or exit from the parking lot serving the facility, nor impair normal circulation within the parking lot.

9394.22. - Design requirements.



The following shall be the minimum requirements for all drive-up windows and remote tellers.

- A. Drive-up windows and remote tellers shall provide at least one hundred eighty (180) feet of reservoir space for each facility, as measured from the service windows or unit to the entry point into the drive-up lane;
- B. Entrances to drive-up lanes shall be at least twenty-five (25) feet from driveways entering a public street;
- C. Drive-up windows or remote tellers shall not be considered as justification for reducing the number of parking spaces which are otherwise required;
- D. Any permit authorizing such facility is revocable if congestion attributable to the facility regularly occurs on public streets or within the parking lot, and the management cannot alleviate such situation.

9395. - Outdoor dining design and operational standards; purpose and definition.



The purpose of the following standards for outdoor dining design and operational standards shall be to provide the dining commodities and services required by residents of the city and its surrounding market area. For the purpose of these standards, outdoor dining shall be defined as an ancillary dining area with seats and/or tables located outdoors and immediately adjacent to a dining establishment. A table shall be defined as providing seating for one (1) to four (4) persons.

(Ord. No. 94-245, § 1, 3-9-94)

9395.1. - Outdoor dining design and operational standards enumerated.



No property in the commercial land use districts which allows for dining establishments defined in this section shall be used for outdoor dining unless said outdoor dining complies with the following standards. This section does not apply to patio areas which were designated for dining as part of the original permit processing.

- A. Outdoor dining operational standards.
 - 1. All outdoor dining shall be located on private property, immediately adjacent to the dining establishment.
 - 2.

Maureen Tamuri

Subject: FW: quick question...

From: Michael Klein
Sent: Monday, November 24, 2014 2:24 PM
To: Maureen Tamuri
Subject: RE: Drive Through Codes

The Westlake North Specific Plan contains the following language:

Specific Design Concerns. The following design concerns shall be address in the processing of specific Planned Development Permits within Planning Area E.

- The signalized entry to Planning Area E from Thousand Oaks Boulevard shall be designed in a manner that provides separate and distinctive entrances to adjacent commercial and residential areas
- Generous landscaped setback area, in excess of the minimum setbacks set forth above shall be required at the intersection of Thousand Oaks Boulevard and Lindero Canyon Road
- Freestanding anchor tenant building(s) located south of the Loop Road shall be designed and landscaped in such a manner to avoid a massive, box-like appearance
- A meandering, two way bikeway, at least 12 feet in width, shall be provided along the east side of Lindero Canyon Road within a 20-foot wide, landscaped easement
- Storefronts shall be adequately separated from parking areas and aisles by landscaped areas and covered pedestrian paseos
- Building architecture shall reflect an Early California Spanish theme
- The interface between commercial and residential areas shall be designed to address and mitigate noise and visual impacts
- Fast food ~~drive through~~ facilities shall be designed and oriented so as to avoid traffic conflict points within off-street parking areas. Such ~~drive through~~ facilities shall include stacking lane capacity sufficient to accommodate seven automobiles, and shall be screened with appropriate landscaping

Michael Klein
Planner
City of Calabasas, CA
Tel: (818) 224-1710
mklein@cityofcalabasas.com

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY, DECEMBER 4, 2014**

Opening Matters:

Call to Order / Roll Call of Commission Members

Chair Lia called the meeting to order at 7:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Present: Chair Lia, Vice-Chair Weintraub, Commissioners Shumacher, Sikand, Mueller, and Alternate Commissioner Litt.

Absent: None

Staff: Summers, Tamuri

Pledge of Allegiance

The pledge of allegiance was led by Chair Lia

Approval of Agenda

Commissioner Sikand moved, seconded by Commissioner Shumacher to approve the Planning Commission Agenda of December 4, 2014. MOTION CARRIED 5/0.

Announcements and Introductions

There were no announcements or introductions.

Oral Communications – Public Comment:

There were no public speakers.

Consent Item(s):

1. Approval of Minutes:

The Commissioners requested minor revisions to both minutes.

Commissioner Weintraub moved, seconded by Commissioner Shumacher, to approve the Minutes of November 6th, 2014 as revised. MOTION CARRIED 5/0

Commissioner Shumacher moved, seconded by Commissioner Weintraub, to approve the Minutes of November 20th, 2014 as revised. MOTION CARRIED 5/0

Discussion Items

2. Discussion of the Architectural Review Panel and why a Chairperson should be established, similar to other City commissions, boards, and panels.

Director Tamuri provided a short oral presentation of the staff report. She stated that the chair request was initiated by the ARP and supported by Staff, and would assist in meeting management and minute preparation. In response to a Commissioner question, she stated that she did not know the reason that the ARP code language specifically states that all members should have an “equal voice”, and that no chair should be established.

The Commissioners discussed the item.

At the conclusion of the discussion, the Commissioners unanimously recommended to the Council that the code be modified to include a chair and vice chair position, and specify a term of service. They also recommended that they be permitted to consider modifications to the code to a) limit ARP members to City residents (or to state a preference to City residents), b) to establish a minimum attendance requirement, c) and to determine if the current two alternate members should be full members with voting ability.

3. Discussion of Code Amendment to Conditionally Permit Drive-Through Window Service.

Director Tamuri presented a short power-point and took questions of Commissioners.

The Commissioners discussed the item. While two generally supported lifting of the prohibition, three and the alternate were less or non-supportive of the relaxation. The Commissioners focused their discussions on fast food restaurants, including the likelihood for the action to result in new facilities on the west side of Calabasas which already contain three drive-throughs. Impacts of concern included homelessness, loitering, noise, traffic congestion and no apparent demand by residents for new facilities outside of daily office building users.

The Commissioners agreed to advise the Council that there is no significant or enthusiastic support to the proposal. However, there is openness to studying the concept in greater detail, with an emphasis on looking at possible locations which could accommodate the drive through if the Council wanted a more developed recommendation regarding lifting the prohibition. The Commission’s concerns are focused on the Westside and the impacts from old LA County approved drive-throughs in that area. The Commission acknowledged that impacts might be addressed through the development of well-crafted standards and conditions of approval if the prohibition was lifted. The Commission believed that should a drive-through be ultimately permitted, it should not be shoehorned into an existing facility.

The Commission questioned if Craftsman’s Corner would be affected if the prohibition was lifted; the Director responded that that area will be pre-zoned by the Council as part of our annexation proceedings. The area is not currently slated for a commercial retail zone, but carries a mixed use designation as does the south side of West Calabasas Road.

4). Director’s Report and Update on Current Projects and Future Agenda Items

Staff Member Tamuri provided an overview of future Agendas of the City Council and Commission.

5). Reports from the Planning Commission

None

Adjournment:

Chair Lia adjourned the Planning Commission meeting at 8:13 pm

Respectfully Submitted:

Liz Parker

DRAFT

17.12.080 - Drive-in and drive-through facilities.

The establishment of new drive-in or drive-through sales or service facilities is prohibited within the city because these facilities create problems or detrimental impacts of noise, air pollution, excessive pavement, traffic congestion, litter, unsightliness, and the inefficient use of energy resources.

Notwithstanding the foregoing, in order to facilitate senior access to medications and other vital health services, pharmacies with accessory drive-through facilities may be permitted subject to a conditional use permit.

(Ord. No. 2010-265, § 3, 1-27-2010)



Discussion of Drive-Thru Window Service

Council Meeting
January 14, 2015

Drive-Through Windows

- Code prohibitions on drive-throughs were originally established in 1998
- The Planning Commission last looked at the prohibition in 2009, and recommended the allowing drive- up pharmacy service via a CUP
- Staff continues to receive inquiries regarding the remaining prohibitions

Staff Research

- Staff initiated a discussion with the Planning Commission on December 4th, 2014
- Local drive-thru regulations:
 - Agoura Hills - allowed by right in certain zones, conditionally allowed in others
 - Westlake Village – allowed conditionally
 - Malibu – allowed conditionally
 - Thousand Oaks – allowed conditionally

Current Calabasas Drive-throughs

- Facilities with “drive-through” service:

- Three “Fast-Food” Restaurants
- Two Car-Washes



- Facilities with car “bay” service:

- Seven Gas Stations
- One Oil and Lubricant/Smog Center

Issues for PC Consideration

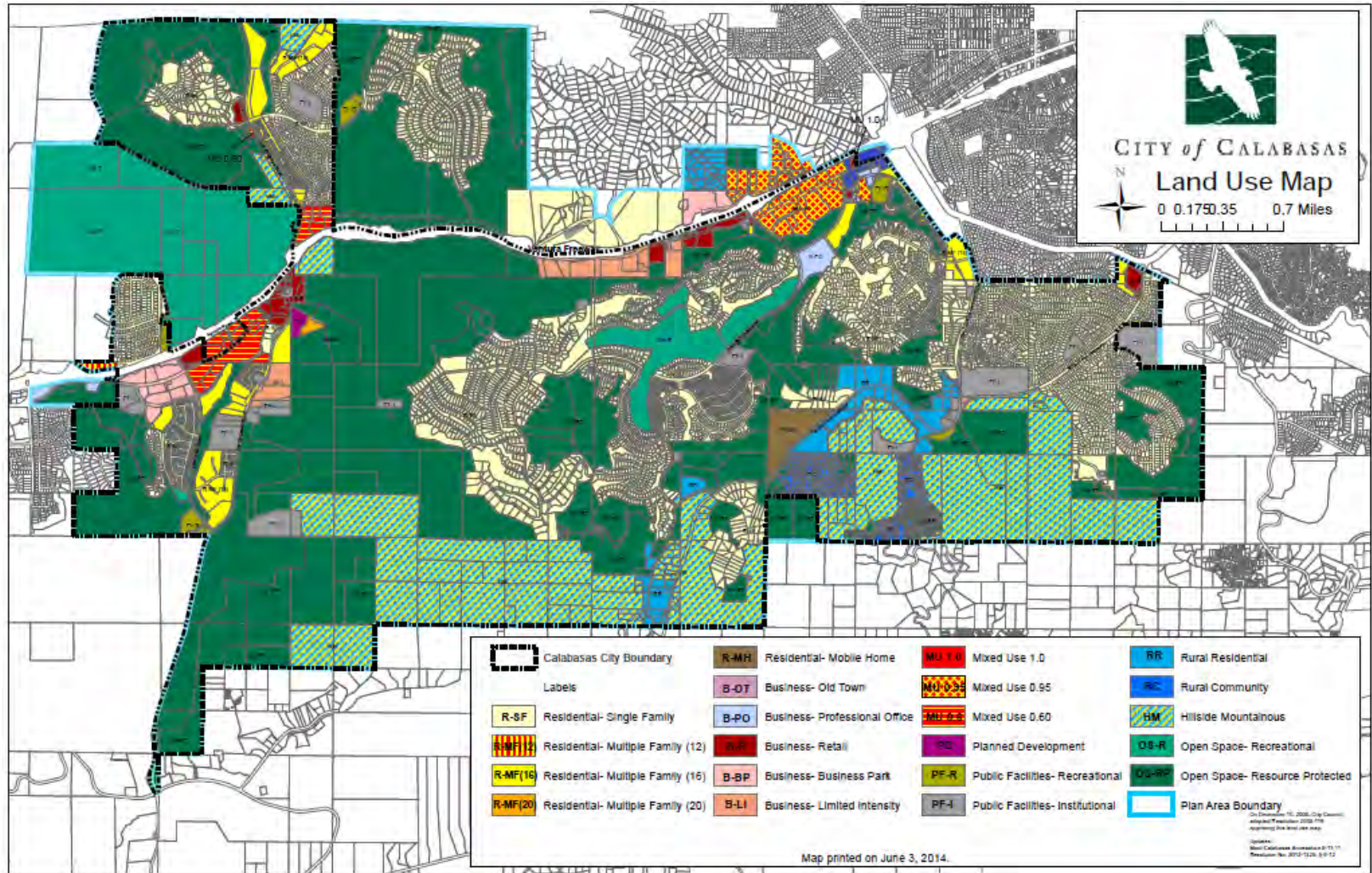
- Drive-though restaurant “stigma”
- Traffic Impacts
- Parking Congestion
- Air Pollution
- Trash
- Noise
- Alternative designs
- Drive-though restaurant “stigma”
- Service to residents and businesses
- City revenue
- Limited locations
- Code Standards



Planning Commission Discussion

- While two generally supported lifting of the prohibition, three and the alternate were non-supportive of the relaxation
- The Commissioners stated that there is no significant or enthusiastic support to the proposal
- Concerns raised included homelessness, loitering, noise, traffic congestion, no apparent resident demand and potentially disproportional impact to the Westside
- The Commission acknowledged that properly conducted standards and conditions may address their concerns
- The PC was open to further study, and stated that a review of possible locations would assist them in providing a more formal recommendation if desired by Council

Calabasas Land Use Map



Staff Discussion

- Staff is supportive of a code revision to conditionally permit consideration of drive-throughs
 - Restaurants are used by local business community and others
 - Drive-throughs provide revenue to the City
 - Other businesses, such as gun stores, are permitted to be considered under our code with a CUP
 - Drive-through design and service improvements
 - Current facilities all approved under LA County lacked standards, and any revised code would contain development guidelines
 - Impacts are already present with existing “quick service” retailers, such as dry cleaners and ATM kiosks

Drive-Through Windows

Staff Request:



That the City Council discuss drive-through window service and provide direction to Staff





CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 11, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ~~REDACTED~~ ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER
TATIANA HOLDEN, P.E., ASSOCIATE CIVIL ENGINEER
HALI AZIZ GOKTAPEH, ASSISTANT TRANSPORTATION PLANNER**

**SUBJECT: INTRODUCTION OF ORDINANCE NO. 2015-319, AMENDING CHAPTER
10, PREFERENTIAL PARKING, OF THE CALABASAS MUNICIPAL CODE.**

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

Staff recommends that The City Council introduce Ordinance No. 2015-319, amending Chapter 10, Preferential Parking, of the Calabasas Municipal Code.

BACKGROUND:

The City of Calabasas presently has six preferential parking districts established in different areas throughout the City. These districts were created because several residents in the neighborhood felt it was needed to better organize the student parking and create a "paparazzi free" area. They then completed the required petition and submitted it to the City. One of the recent requests for preferential parking included a few residents on the street where preferential parking district was already established. However, this petition did not include several houses between the existing and proposed districts. Establishing districts a few houses long and separated from each other can be complicated and will likely pose certain difficulties in maintaining and enforcing preferential parking rules.

In order to avoid future instances similar to the one described above, staff recommends amending the definition of a preferential parking district and its boundaries.

DISCUSSION/ANALYSIS:

Staff has reviewed the Section 10.08 of Calabasas Municipal Code and recommends two chapters to be amended. The requested amendments will define “Preferential Parking District” more comprehensively and will provide the Director of Public Works with authority to review limits of a proposed district and modify it based on evaluation by the staff. A preferential Parking District should be defined such that it covers a street block between two intersections or major driveways. The Director of Public Works can also reject a petition in the case of incompliance with the Municipal Code.

The <u>current</u> Section 10.08	The <u>proposed</u> Section 10.08
<p>10.08.010 Definitions</p> <p>“Preferential Parking District” or “District” means a commercial or residential area with streets or boundaries designated by the resolution establishing the district, wherein vehicles displaying a valid preferential parking permit shall be exempt from parking restrictions established pursuant to the chapter.</p>	<p>10.08.010 Definitions</p> <p>A. “Preferential Parking District” or “District” means a commercial or residential area with streets or boundaries designated by the resolution establishing the district, wherein vehicles displaying a valid preferential parking permit shall be exempt from parking restrictions established pursuant to the chapter.</p> <p>B. Preferential Parking District area shall include at least one street block between intersections or any other street which, although not being between two intersections, is deemed by the Director as being the equivalent thereof and an appropriate location for a “District.” (e.g. Street between entrance to gated community and intersection.)</p>
<p>10.08.020 Designation of Preferential Parking District</p> <p>A. The city council may, by resolution, designate one or more preferential parking districts pursuant to the provisions of this chapter and Section 22507(b) of the</p>	<p>10.08.020 Designation of Preferential Parking District</p> <p>A. The city council may, by resolution, designate one or more preferential parking districts pursuant to the provisions of this chapter and Section 22507(b) of the</p>

<p>California Vehicle Code as it now reads or may hereafter be amended.</p> <p>B. In order to establish a preferential parking district, the city council must find that:</p> <ol style="list-style-type: none"> 1. Commuter vehicles regularly interfere with available parking on public streets adjacent to residential property within the proposed preferential parking district and cause or are the source of unreasonable noise, traffic hazards, environmental pollution, or other similar interference with the residential environment; 2. There is no reasonable alternative to the proposed preferential parking district which will reduce the identified street parking problem to acceptable levels; and 3. Commuter vehicles displaced by the proposed preferential parking district will not unduly impact residential areas surrounding the proposed district. <p>C. The director shall determine the days and/or hours during which a preferential parking district shall be in effect unless the council specifies otherwise by resolution. Unless otherwise determined by the director, the preferential parking district shall be in effect at all times after a preferential parking district is created and signs providing notice of the preferential parking district are erected pursuant to Section 10.08.120 of this chapter.</p>	<p>California Vehicle Code as it now reads or may hereafter be amended.</p> <p>B. The director shall assess a proposed district for compliance with the provisions of this chapter. The director may modify boundaries of a district to comply with Section 10.08.010(B). All affected property owners shall be notified about modification.</p> <p>C. In order to establish a preferential parking district, the city council must find that:</p> <ol style="list-style-type: none"> 1. Commuter vehicles regularly interfere with available parking on public streets adjacent to residential property within the proposed preferential parking district and cause or are the source of unreasonable noise, traffic hazards, environmental pollution, or other similar interference with the residential environment; 2. There is no reasonable alternative to the proposed preferential parking district which will reduce the identified street parking problem to acceptable levels; and 3. Commuter vehicles displaced by the proposed preferential parking district will not unduly impact residential areas surrounding the proposed district. <p>D. The director shall determine the days and/or hours during which a preferential parking district shall be in effect unless the council specifies otherwise by resolution. Unless otherwise determined by the director, the preferential parking district shall be in effect at all times after a preferential parking district is created and signs providing notice of the preferential parking district are erected pursuant to</p>
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	Section 10.08.120 of this chapter.
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The request was taken to the Traffic and Transportation Commission meeting on December 10, 2014. The proposed amendment of Calabasas Municipal Code 10.08 was supported and recommended by the Traffic and Transportation Commission.

FISCAL IMPACT/SOURCE OF FUNDING:

None.

REQUESTED ACTION:

That The City Council introduce ordinance No. 2015-319, amending chapter 10, Preferential Parking, of the Calabasas Municipal Code.

ATTACHMENTS:

Exhibit 1: Calabasas Municipal Code, Title 10, Vehicles and Traffic, Chapter 10.08, Preferential Parking

Exhibit 2: Ordinance No. 2015-319

Chapter 10.08 - PREFERENTIAL PARKING

Sections:

FOOTNOTE(S):

--- (1) ---

Prior ordinance history: Ord. 95-89.

10.08.010 - Definitions.

"Commuter vehicle" means a motor vehicle parked in a residential area which is not owned, leased or otherwise controlled by a resident who lives in the area.

"Director" means the city director of transportation or his/her designee.

"Dwelling unit" means a house, apartment, condominium, mobile home or other type of residence, in conformance with other provisions of this code and related zoning maps, having an address assigned consistently with the house numbering maps maintained by the city. Apartments having numbers or letters assigned in addition to the street address shall be deemed independent dwelling units.

"Merchant" means any person who operates a commercial business involved in the retailing of goods or services within a preferential parking district.

"Preferential parking district" or "district" means a commercial or residential area with streets or boundaries designated by the resolution establishing the district, wherein vehicles displaying a valid preferential parking permit shall be exempt from parking restrictions established pursuant to this chapter.

"Preferential parking permit" means a permanent preferential parking permit, guest preferential parking permit or a temporary preferential parking permit as defined by this chapter.

"Resident" means a person who lives in a dwelling unit.

(Ord. 2005-198 § 1 (part), 2005)

10.08.020 - Designation of preferential parking districts.

- A. The city council may, by resolution, designate one or more preferential parking districts pursuant to the provisions of this chapter and Section 22507(b) of the California Vehicle Code as it now reads or may hereafter be amended.
- B. In order to establish a preferential parking district, the city council must find that:
 1. Commuter vehicles regularly interfere with available parking on public streets adjacent to residential property within the proposed preferential parking district and cause or are the source of unreasonable noise, traffic hazards, environmental pollution, or other similar interference with the residential environment;
 2. There is no reasonable alternative to the proposed preferential parking district which will reduce the identified street parking problem to acceptable levels; and

3. Commuter vehicles displaced by the proposed preferential parking district will not unduly impact residential areas surrounding the proposed district.
- C. The director shall determine the days and/or hours during which a preferential parking district shall be in effect unless the council specifies otherwise by resolution. Unless otherwise determined by the director, the preferential parking district shall be in effect at all times after a preferential parking district is created and signs providing notice of the preferential parking district are erected pursuant to Section 10.08.120 () of this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.030 - Initiation of proposal for preferential parking district.

- A. A preferential parking district may be initiated by either of the following methods:
1. A petition requesting the creation of the district is signed by residents of more than seventy-five percent (75%) of the residential properties abutting the streets within the proposed preferential parking district and submitted to the city; or
 2. A proposal initiated by the city council, the traffic and transportation commission or the director, following notice sent to the residents of property abutting the streets within the proposed preferential parking district; provided, however, that such a proposal shall be terminated if: (a) one-third or more of such residents object to the creation of the zone in writing on a form provided by the city, or (b) less than a majority of residents who receive such notice respond to the city's request for input.
- B. Upon initiation of a proposed preferential parking district, the director shall:
1. Prepare a study regarding the need for preferential parking restrictions; and
 2. Make a recommendation to the traffic and transportation commission as to whether a preferential parking district should be established and the parking restrictions that should be imposed.
- C. The traffic and transportation commission shall make a recommendation to the city council as to whether a preferential parking district should be established and the parking restriction that should be imposed.
- D. Upon receipt of the recommendation of the traffic and transportation commission, the council shall act by resolution to terminate the proposal or to create the district under the standards set forth in Section 10.08.020 () of this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.040 - Changes to a preferential parking district.

Once established by the city council, a preferential parking district shall continue to exist until the city council adopts a resolution to dissolve or modify the district upon:

- A. A recommendation of the director, the traffic and transportation commission or one or more members of the city council; or
- B. A petition signed by seventy-five percent (75%) of the residents of property abutting the streets within the proposed preferential parking district is submitted to the city.

(Ord. 2005-198 § 1 (part), 2005)

10.08.050 - Parking within preferential parking districts.

- A. Persons may park motor vehicles displaying a valid preferential parking permit issued pursuant to this chapter within the preferential parking district for which the permit was issued without respect to restrictions imposed on non-permitted vehicles in that district.
- B. No person may stop, stand or park a motor vehicle that does not display a valid preferential parking permit issued pursuant to this chapter within any preferential parking district other than in accordance with the parking restrictions established for that district except:
 - 1. Repair, maintenance, refuse, utility, fuel or delivery vehicles while such vehicles are doing business in the preferential parking district;
 - 2. Vehicles necessary to the provision of gardening services within the preferential parking district while gardening services are being provided;
 - 3. Vehicles delivering life-support and health services to residents and schools located in the preferential parking district;
 - 4. Government vehicles while the operator of such vehicle is engaged in the performance of public duties; and
 - 5. Vehicles displaying distinguishing handicapped license plates or placards issued pursuant to Sections 9105 or 22511.5 of the California Vehicle Code.
- C. A preferential parking permit shall not guarantee or reserve to the holder of the permit an on-street parking space within the designated preferential parking district.

(Ord. 2005-198 § 1 (part), 2005)

10.08.060 - Individuals authorized to apply for a preferential parking permit.

- A. The following persons may apply for preferential parking permits:
 - 1. Residents of a preferential parking district shall be eligible to obtain all authorized types of parking permits within the district in which he or she resides;
 - 2. Merchants that operate a business within a preferential parking district shall be eligible to receive permanent and guest preferential parking permits within the district in which the merchant's business operates. Merchants shall not be eligible for any other class of preferential parking permit; and
 - 3. Nonresident owners of property within a preferential parking district are eligible to obtain one guest preferential parking permit annually for use in the preferential parking district in which the owner's property is located for the property owner's personal use and are not eligible for any other class of preferential parking permit.
- B. No permit may issue to any person with outstanding parking tickets that are not subject to a pending review under Chapter 10.04 () of this code.
- C. A resident within overlapping preferential parking districts may be issued a guest preferential parking permit for either district as the resident may choose. Residents within such overlapping districts may only use the permit in the district for which a permit has been issued.

(Ord. 2005-198 § 1 (part), 2005)

10.08.070 - Application for and issuance of permits.

- A. The director shall issue such permits under the standards of this chapter.
- B. An applicant for a preferential parking permit shall submit an application on a form approved by the director, which application shall include:
 - 1.

- Proof, satisfactory to the director, of residency on a street in the preferential parking district or, in the case of a merchant, ownership of a business located in the preferential parking district;
2. Payment of the preferential parking permit fee of seventy-five dollars (\$75.00) per year (annually indexed for inflation after January 20, 2005 in proportion to the increase in the Consumer Price Index for All Urban Consumers for the Los Angeles Metropolitan Area) or such other amount as is established by resolution of the city council;
 3. The make, model and license plate number of each motor vehicle for which the applicant seeks a permanent preferential parking permit; and
 4. Any other information required by the director or by this chapter.
- C. The director shall accept as proof of residency or ownership of a business within a preferential parking district a current vehicle registration, a current driver's license, a recent utility bill, a current lease, photocopies of any of these, or such other evidence as the director deems credible.
- D. The director shall maintain records of the number of preferential parking permits issued to each dwelling unit and merchant in each district, the names of permit holders, the license plate numbers of vehicles for which a permit has been issued, permit numbers, a notation of the documents checked to establish residency and vehicle ownership, and such other information as shall be necessary or useful in the administration of the city's preferential parking program.

(Ord. 2005-198 § 1 (part), 2005)

10.08.080 - Classes of preferential parking permits.

- A. Permanent Preferential Parking Permits.
1. A maximum of three permanent preferential parking permits may be issued for a single dwelling unit or merchant located within a preferential parking district in any twelve (12) month period.
 2. Permanent parking permits shall be affixed to front, driver's side windshield of the vehicle for which it is issued.
 3. A permanent preferential parking permit is valid for a year from the date it is issued.
- B. Guest Preferential Parking Permits.
1. A maximum of two permanent guest preferential parking permits shall be issued for each dwelling unit or to each merchant within a preferential parking district in any twelve (12) month period.
 2. Guest preferential parking permits shall be made of brightly colored, durable material and must be displayed on the front driver's side dash board of the vehicle to be parked pursuant to the permit.
 3. A guest preferential parking permit is valid for a year from the date it is issued.
- C. Temporary Preferential Parking Permits.
1. No more than fifty (50) temporary preferential parking permits shall be issued for a single dwelling unit for a single event and no more than four hundred (400) temporary preferential parking permits shall be issued for a single dwelling unit in any twelve (12) month period.
 2. Applications for temporary preferential parking permits shall be submitted at least forty-eight (48) hours in advance of the event for which guest parking is expected.
 3. The temporary preferential parking permit shall be of a different color than permanent and guest preferential parking permits and shall state the first and last day on which the temporary preferential parking permit will be valid. No temporary preferential parking permit shall be valid for more than three days.

4. Each temporary preferential parking permit shall contain a space for the user of the permit to indicate the license plate number of the motor vehicle in which the permit is displayed. A temporary preferential parking permit shall not be valid unless it displays the license plate number of the motor vehicle in which it is displayed.

(Ord. 2005-198 § 1 (part), 2005)

10.08.090 - Notice of determination of application for preferential parking permit.

The director shall either grant or deny an application for any preferential parking permit within ten (10) working days of receipt of a completed application. If the director denies a permit, the written reasons for the denial shall be provided to the applicant, in person or by mail.

(Ord. 2005-198 § 1 (part), 2005)

10.08.100 - Revocation of preferential parking permit.

The director may revoke any preferential parking permit(s) of any person known to the director to no longer be eligible for a permit(s). The director may revoke any preferential parking permit if the permit is displayed in any vehicle for which delinquent unpaid parking tickets not subject to a pending review under Chapter 10.04 () of this code remain outstanding. The director shall give written notice to the permit holder of any revocation, the reasons therefor, and that the permit shall be confiscated by the city.

(Ord. 2005-198 § 1 (part), 2005)

10.08.110 - Appeal.

Any person who has been denied a permit(s) or had a permit(s) revoked by the director may appeal that decision to the traffic and transportation commission within ten (10) days after the decision of the director.

(Ord. 2005-198 § 1 (part), 2005)

10.08.120 - Posting of permit parking area.

Upon the designation of a preferential parking district, the director shall cause appropriate signs to be erected providing adequate notice of the parking restrictions imposed pursuant to this chapter.

(Ord. 2005-198 § 1 (part), 2005)

10.08.130 - Permit usage and penalty provisions.

- A. Unless exempted by this chapter, no person shall stop, stand or park a vehicle in any preferential parking district in violation of any parking restrictions established pursuant to this chapter. Any vehicle parked in a preferential parking district in violation of this chapter may be cited and/or towed at the owner's expense.
- B. No person shall falsely represent himself as eligible for a parking permit or furnish false information to the city in an application for a preferential parking permit.
- C. No permit issued pursuant to this section shall thereafter be assigned, transferred or used for any consideration, monetary or otherwise.
- D. No person shall copy, produce or create a facsimile or counterfeit parking permit, nor shall any person use or display a facsimile or counterfeit preferential parking district permit.
- E. Preferential parking permit holders shall report to the director a lost, stolen or missing permit within ten (10) days of loss, at which time that permit shall be canceled and a new permit issued upon payment of a replacement fee to be established from time to time by the director.

- F. Preferential parking permits shall be returned to the city when the permit holder moves out of a preferential parking district or is otherwise ineligible to hold the permit.
- G. No person shall misuse a preferential parking permit or display a stolen permit. Any such misuse or display on a vehicle shall be cause for citation and towing at the vehicle owner's expense. Misused permits shall be confiscated by the city.
- H. No person shall alter, deface, or intentionally conceal an expiration date or otherwise attempt to present false information as true and genuine, on the face of a preferential parking permit displayed in a vehicle parked within a preferential parking district.
- I. A violation of subsections B, D or H of this section shall constitute a misdemeanor punishable pursuant to Section 1.16.020 ()(A) of this code; by a fine of fifty dollars (\$50.00) or, in the discretion of the prosecutor, as an infraction pursuant to Section 1.16.020 ()(B) of this code. Any other violation of this chapter shall constitute an infraction punishable pursuant to Section 1.16.020 ()(B) of this code.

(Ord. 2005-198 § 1 (part), 2005)

ORDINANCE NO. 2015-319

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING CHAPTER 10, PREFERENTIAL PARKING, OF CALABASAS MUNICIPAL CODE.

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

Section 1. Section 10.08.010 AND 10.08.020 of the Calabasas Municipal Code is hereby amended to read as follows:

10.08.010 Definitions

A. "Preferential Parking District" or "District" means a commercial or residential area with streets or boundaries designated by the resolution establishing the district, wherein vehicles displaying a valid preferential parking permit shall be exempt from parking restrictions established pursuant to the chapter.

B. Preferential Parking District area shall include at least one street block between intersections or any other street which, although not being between two intersections, is deemed by the Director as being the equivalent thereof and an appropriate location for a "District." (e.g. Street between entrance to gated community and intersection.)

10.08.020 Designation of Preferential Parking District

A. The city council may, by resolution, designate one or more preferential parking districts pursuant to the provisions of this chapter and Section 22507(b) of the California Vehicle Code as it now reads or may hereafter be amended.

B. The director shall assess a proposed district for compliance with the provisions of this chapter. The director may modify boundaries of a district to comply with Section 10.08.010(B). All affected property owners within a proposed district shall be notified prior to a modification.

C. In order to establish a preferential parking district, the city council must find that:

1. Commuter vehicles regularly interfere with available parking on public streets adjacent to residential property within the proposed preferential parking district and cause, or are the source of unreasonable noise, traffic hazards, environmental pollution, or other similar

interference with the residential environment;

2. There is no reasonable alternative to the proposed preferential parking district which will reduce the identified street parking problem to acceptable levels; and

3. Commuter vehicles displaced by the proposed preferential parking district will not unduly impact residential areas surrounding the proposed district.

D. The director shall determine the days and/or hours during which a preferential parking district shall be in effect unless the council specifies otherwise by resolution. Unless otherwise determined by the director, the preferential parking district shall be in effect at all times after a preferential parking district is created and signs providing notice of the preferential parking district are erected pursuant to Section 10.08.120 of this chapter.

Section 2. This ordinance shall become effective on the 30th day following its passage.

Section 3. The Mayor shall sign this Ordinance and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED AND ADOPTED this _____ day of January, 2015.

David J. Shapiro, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

Scott H. Howard, City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JANUARY 5, 2015
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: JAMES JORDAN, DIRECTOR OF PUBLIC SAFETY *JJ*
SUBJECT: EMERGENCY PREPAREDNESS UPDATE

**MEETING
DATE:** JANUARY 14, 2015

SUMMARY RECOMMENDATION:

It is recommended that the City Council receive and file this report.

BACKGROUND:

In March 2009, the City Council created the Department of Public Safety & Emergency Preparedness. Emergency supplies have been purchased for use by city staff. Both the Multi-Jurisdictional Hazard Mitigation Plan and Emergency Operations Plan (EOP) have been updated and approved by FEMA. CERP caches have been inventoried and supplies updated. Basic NIMS/SEMS training for city staff is ongoing.

FISCAL IMPACT/SOURCE OF FUNDING:

This report is informational only. The funding and budget for public safety & emergency preparedness has been addressed at previous council meetings.

REQUESTED ACTION:

It is recommended that the council receive and file this report.

ATTACHMENTS:

- 1 – EOP City Council Checklist
- 2 – Continuity of Government Overview
- 3 – CERP Sector Map
- 4 – PowerPoint Presentation

EOP City Council Checklist

Primary Responsibilities:

- Proclaim and/or ratify local emergency.
- Establish policies to support response and recovery efforts. This includes emergency ordinances and resolutions designed to provide short, mid and long-term assistance to first responders as well as establish a base for recovery planning.
- Provide the Director of Emergency Services/EOC Director clear policy direction from the City Council.
- Demonstrate leadership by visiting with victims and emergency workers.
Perhaps one of the most immediate functions of the local officials is to meet with and comfort citizens who have suffered losses in the disaster.
- Meet with the community to discuss recovery issues (i.e. town hall meetings, forums, workshops, etc.).
- Participate in and provide guidance to the Recovery organization.

Checklist Actions

Start Up:

- Check in at your predesignated location.
- Make contact with City Council Liaison (position described at end of this checklist).
- Get initial briefing on situation status from EOC Director, City Council Liaison or Public Information Officer (PIO).

Meetings/Briefings:

- Obtain briefings from EOC Director, City Council Liaison or PIO on overall situation on a regular on-going basis.
- Prior to any media interview or press conference, receive a detailed briefing on the current situation. Have the information provided to you in writing for reference during meetings with the media.
- Participate in the initial meeting with Preliminary Damage Assessment (PDA) teams from FEMA and State OES.

Documentation:

- Complete appropriate forms, i.e., expense reports (if any), log of constituents spoken with, key issues discussed, etc. Turn completed forms in to City Council Liaison.

Note: Complete and precise information is essential to meet requirements for reimbursement by State OES and FE

Policies:

- Local Emergency Proclamation:
 - Issuance: Within 10 days of the occurrence of a disaster if assistance will be requested through the California Disaster Assistance Act (CDAA).
 - Ratification: If issued by official (City Manager) other than the City Council, must be ratified by City Council within 7 days.
 - Renewal:
 - Reviewed at regularly scheduled council meetings until terminated.
 - Reviewed every thirty days until terminated.
 - Termination: When conditions warranting proclamation have ended.
- Call emergency meetings of City Council to proclaim and/or ratify a local emergency and issue/approve emergency orders and resolutions as needed.
- Work with EOC Director to develop and implement emergency policies including but not limited to issues such as:
 - Price gouging
 - Resource conservation
 - Limiting gasoline sales
 - Employee welfare issues
 - Curfew
 - Fee waivers
 - Hours of operation for local businesses
 - Establishment of the Recovery organization

Public Information:

- Read all press releases.
- Refer all media requests and announcements to the PIO.
- At the request of the EOC Director or PIO, be ready to participate in the release of official statements and press conferences.
- Obtain most current copies of any information being provided to the community, such as list of locations for food & water distribution, shelters, organizations providing disaster relief, etc. Have those lists with you at all times for easy reference

Ongoing:

- If you don't know the answer to a particular question, use the City Council Liaison to get answers from the EOC.
- Upon request of the EOC Director or PIO, host and accompany VIPs on tours of the disaster area.
- Refer requests for VIP tours to the PIO for scheduling.
- Maintain contact with elected officials in neighboring jurisdictions to identify areas of common interest.
- Work with other elected leadership (Board of Supervisors, Assembly Districts, Senators, etc.) to ensure resources and financial assistance is provided in a timely and effective manner.
- Refer inquiries for emergency information to the appropriate staff or a telephone hotline, if established.
- Be supportive and encouraging to employees affected by the disaster.
- Participate on activities of the Disaster Council.
- Assist in developing positive and encouraging statements and messages for distribution to employees and the community.
- Make public appearances at events and centers established to support victims, such as:
 - Local Assistance Centers (LACs)
 - Food and water distribution sites
 - Evacuation and shelter sites
 - Memorial or tribute services

Recovery:

- Ensure the establishment of a Recovery organization early on in the disaster to immediately begin addressing short, mid and long-term activities for assisting and rebuilding the community.
- Recovery issues will cover a wide range of challenges including, but not limited to:
 - Distribution of goods including food, water, clothing, etc.

- Housing of those displaced from their residences
- Infrastructure repair (transportation (streets/roads/highways), utility restoration, etc.)
- Debris management
- Community development planning including possible rezoning, etc. of impacted areas
- Economic stabilization planning (business and industry)
- Financial assistance to individuals and businesses through state and federal resources
- Public assistance funding to the city from state and federal resources
- Reopening of educational resources

Note:

A City Council Liaison may be appointed by the EOC Director to serve as liaison and facilitate communications between City Council members and the EOC Director.

Other primary duties of the City Council Liaison are:

- Accompany the elected officials when they are out in the community
- Assist City Council members in maintaining a log of contacts and items for follow up
- Advise the EOC Director of any items for follow up by city staff.

City Council members should refrain from direct involvement with City or joint City/County/State Emergency Operations Centers (EOC) activities. City Council members will be provided information updates through the City Council Liaison or EOC Director.

CONTINUITY OF GOVERNMENT

Purpose

A major disaster or national security emergency could result in the death or injury of key government officials and/or the partial or complete destruction of established seats of government, and public and private records essential to continued operations of government. In the aftermath of a major disaster, law and order must be preserved and essential government services must be maintained. This preservation is best accomplished by civil government. To this end, it is particularly essential that local units of government continue to function.

Responsibilities

Government at all levels is responsible for providing continuity of effective leadership, authority and adequate direction of emergency and recovery operations (preparedness, response, recovery, prevention and mitigation). Under California's concept of mutual aid, local officials remain in control of their jurisdiction's emergency operations while other jurisdictions may provide additional resources upon request. A key aspect of this control is to be able to communicate official requests, situation reports, and emergency information during any disaster a community may face.

Preservation of Local Government

The California Government Code Section 8643(b) and the Constitution of California provide the authority for state and local governments to reconstitute themselves in the event incumbents are unable to serve.

Article 15 of the California Emergency Services Act (CESA) (Chapter 7 of Division 1 of Title 2 of the Government Code) provides the authority, as well as the procedures to be employed, to ensure continued functioning of political subdivisions within the State of California. Generally, Article 15 permits the appointment of up to three standby officers for each member of the governing body, and up to three standby officers for the chief executive, if not a member of the governing body. Article 15 provides for the succession of officers who head departments responsible for maintaining law and order, or in furnishing public services relating to health and safety.

Article 15 also outlines procedures to assure continued functioning of political subdivisions in the event the governing body, including standby officers, is unavailable to serve.

The CESA provides for the preservation of city government in the event of a peacetime or national security emergency.

Lines of Succession for Officials Charged with Discharging Emergency Responsibilities

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for government in the event of a natural, technological, or national security disaster.

City Council

Article 15, Section 8638 of the CESA authorizes governing bodies to designate and appoint three standby officers for each member of the governing body and for the chief executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed. Standby officers take the same oath as regular officers and are designated Number 1, 2, or 3 as the case may be.

Article 15, Section 8644 of the CESA establishes a method for reconstituting the governing body. It authorizes that, should all members, including all standbys be unavailable, temporary officers shall be appointed as follows:

- By the chairman of the board of the county in which the political subdivision is located, or
- By the mayor of any city within 150 miles (nearest and most populated down to farthest and least populated).

Article 15, Section 8642 of the CESA authorizes local governing bodies to convene as soon as possible whenever a State of War Emergency, State of Emergency, or Local Emergency exists, and at a place not necessarily within the political subdivision.

Article 15, Section 8643 of the CESA describes the duties of a governing body during emergencies as follows:

- Ascertain the damage to the jurisdiction and its personnel and property.
- Reconstitute itself and any subdivisions.
- Perform functions in preserving law and order and furnishing local services.

Article 15, Section 8637 of the CESA authorizes political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety.

Director of Emergency Services

A successor to the position of Director of Emergency Services is appointed by the City Council. The succession occurs:

- Should the director be unavailable or unable to serve, the positions listed below, in order, shall act as the Director of Emergency Services.

- Should these positions be unavailable or unable to serve, the individuals who hold permanent appointments to the following positions in the city will automatically serve as acting director in the order shown. The individual who serves as acting director shall have the authority and powers of the Director, and will serve until the Director is again able to serve, or until a successor has been appointed by the City Council.

First Alternate:	Public Safety/Emergency Preparedness Director
Second Alternate:	Community Development Director
Third Alternate:	Administrative Services Director

Notification of any successor changes shall be made through the established chain of command.

Department Heads

Article 15, Section 8637 of the CESA authorizes political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety.

Temporary Council Meeting Location and Alternate City Government Location

Section 8642 of the CESA authorizes the City Council to meet at a place not necessarily within the City in the event of State of War Emergency, State of Emergency, or Local Emergency. Whenever a State of War Emergency, a State of Emergency or a Local Emergency exists the governing body of the political subdivision shall meet as soon as possible. The place of meeting need not be within the political subdivision. The meeting may be called by the chief executive of the political subdivision or by a majority of the members of the governing body. Should there be only one member of the governing body, he may call and hold said meeting and perform acts necessary to reconstitute the governing body.

Section 54954 of the Brown Act provides that if a fire, flood, earthquake, or other emergency makes it unsafe to meet in the place designated for holding regular City Council meetings, the presiding officer of the City Council, or his or her designee, can designate a place that regular meetings will be held for the duration of the emergency. The presiding officer's designation of a meeting place under those circumstances must be:

- Made in a notice to the local media that have requested notice pursuant to Section 54956 of the Government Code, and
- By the most rapid means of communication available at the time. (Section 54954(e))

In the event that City Hall is not usable because of emergency conditions, the temporary office of city government will be as follows:

First Alternate: Calabasas Tennis & Swim Center
Second Alternate: De Anza Park
Third Alternate: Agoura Hills/Calabasas Community Center

CALIFORNIA GOVERNMENT CODE
SECTIONS 8635-8644 (Preservation of Local Government)

8635. The Legislature recognizes that if this state or nation were attacked by an enemy of the United States, many areas in California might be subjected to the effects of an enemy attack and some or all of these areas could be severely damaged. During such attacks and in the reconstruction period following such attacks, law and order must be preserved and so far as possible government services must be continued or restored. This can best be done by civil government. To help to preserve law and order and to continue or restore local services, it is essential that the local units of government continue to function.

In enacting this article the Legislature finds and declares that the preservation of local government in the event of enemy attack or in the event of a State of Emergency or a Local Emergency is a matter of statewide concern. The interdependence of political subdivisions requires that, for their mutual preservation and for the protection of all the citizens of the State of California, all political subdivisions have the power to take the minimum precautions set forth in this article. The purpose of this article is to furnish a means by which the continued functioning of political subdivisions will be assured. Should any part of this article be in conflict with or inconsistent with any other part of this chapter, the provisions of this article shall control.

Nothing in this article shall prevent a city or county existing under a charter from amending said charter to provide for the preservation and continuation of its government in the event of a State of War Emergency.

8636. As used in this article, "unavailable" means that an officer is either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his duties. Any question as to whether a particular officer is unavailable shall be settled by the governing body of the political subdivision or any remaining available members of said body (including standby officers who are serving on such governing body).

8637. Each political subdivision may provide for the succession of officers who head departments having duties in the maintenance of law and order or in the furnishing of public services relating to health and safety.

8638. To provide for the continuance of the legislative and executive departments of the political subdivision during a State of War Emergency or a State of Emergency or a Local Emergency the governing body thereof shall have the power to appoint the following standby officers:

(a) Three for each member of the governing body.

(b) Three for the chief executive, if he is not a member of the governing body.

In case a standby officer becomes vacant because of removal, death, resignation, or other cause, the governing body shall have the power to appoint another person to fill said office. Standby officers shall be designated Nos. 1, 2, and 3 as the case may be.

8639. The qualifications of each standby officer should be carefully investigated, and the governing body may request the Director of Emergency Services to aid in the investigation of any prospective appointee. No examination or investigation shall be made without the consent of the prospective appointee.

Consideration shall be given to places of residence and work, so that for each office for which standby officers are appointed there shall be the greatest probability of survivorship. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed as standby officers.

8640. Each standby officer shall take the oath of office required for the officer occupying the office for which he stands by. Persons appointed as standby officers shall serve in their posts as standby officers at the pleasure of the governing body appointing them and may be removed and replaced at any time with or without cause.

8641. Each standby officer shall have the following duties:

(a) To inform himself or herself of the duties of the office for which the officer stands by. Officers and employees of the political subdivision shall assist the standby officer and each political subdivision shall provide each standby officer with a copy of this article.

(b) To keep informed of the business and affairs of the political subdivision to the extent necessary to enable the standby officer to fill his or her post competently. For this purpose the political subdivision may arrange information meetings and require attendance.

(c) To immediately report himself or herself ready for duty in the event of a State of War Emergency or in the event of a State of Emergency or a Local Emergency at the place and in the method previously designated by the political subdivision.

(d) To fill the post for which he or she has been appointed when the regular officer is unavailable during a State of War Emergency, a State of Emergency or a Local Emergency. Standby officers Nos. 2 and 3 shall substitute in succession for standby officer No. 1 in the same way that standby officer No. 1 is substituted in place of the regular officer. The standby officer shall serve until the regular officer becomes available or until the election or appointment of a new regular officer.

8642. Whenever a State of War Emergency a State of Emergency or a Local Emergency exists, the governing body of the political subdivision shall meet as soon as possible. The place of meeting need not be within the political subdivision. The meeting

may be called by the chief executive of the political subdivision or by a majority of the members of the governing body. Should there be only one member of the governing body, he may call and hold said meeting and perform acts necessary to reconstitute the governing body.

8643. During a State of War Emergency a State of Emergency or a Local Emergency the governing body shall:

(a) Ascertain the damage to the political subdivision and its personnel and property. For this purpose it shall have the power to issue subpoenas to compel the attendance of witnesses and the production of records.

(b) Proceed to reconstitute itself by filling vacancies until there are sufficient officers to form the largest quorum required by the law applicable to that political subdivision. Should only one member of the governing body or only one standby officer be available, that one shall have power to reconstitute the governing body.

(c) Proceed to reconstitute the political subdivision by appointment of qualified persons to fill vacancies.

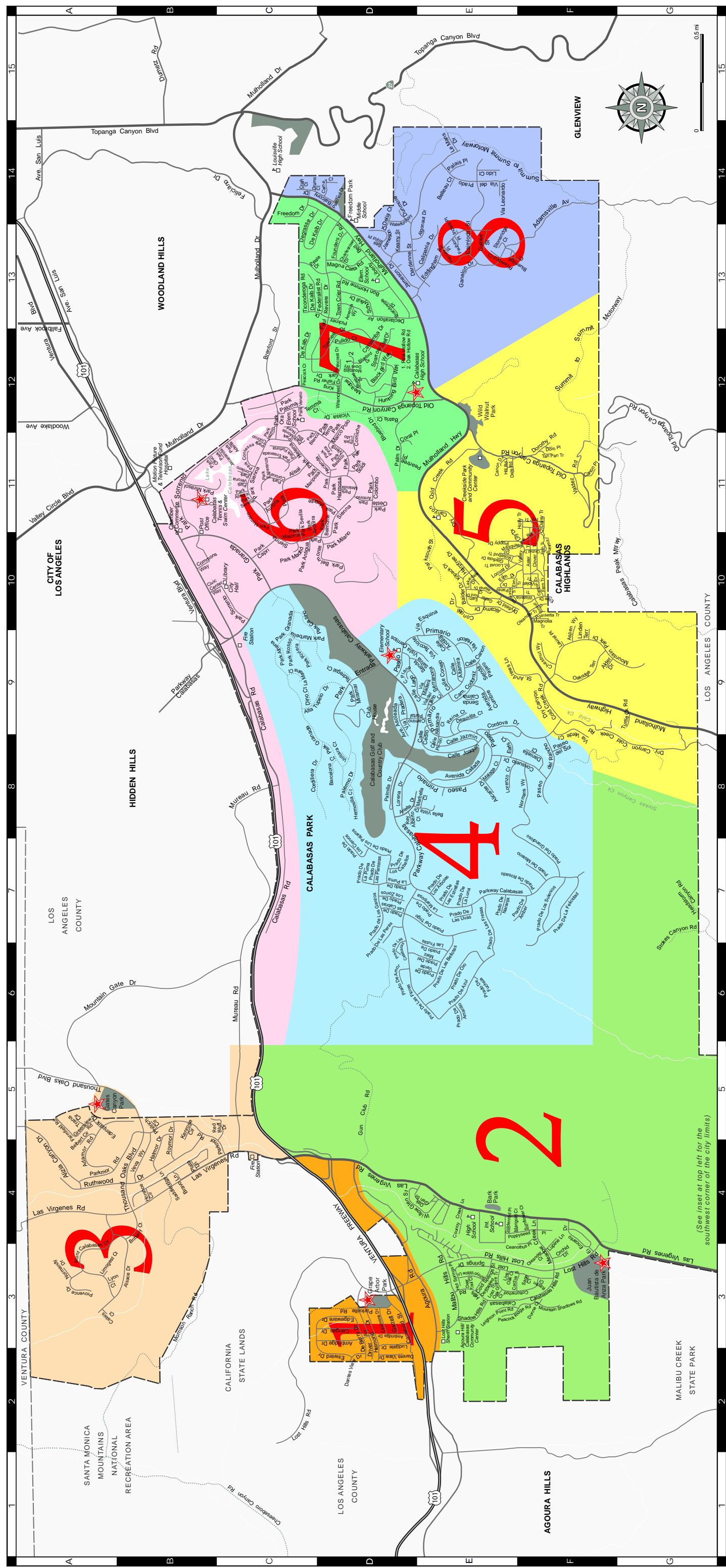
(d) Proceed to perform its functions in the preservation of law and order and in the furnishing of local services.

8644. Should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed as follows:

(a) By the chairman of the board of supervisors of the county in which the political subdivision is located, and if he is unavailable,

(b) By the chairman of the board of supervisors of any other county within 150 miles of the political subdivision, beginning with the nearest and most populated county and going to the farthest and least populated, and if he is unavailable,

(c) By the mayor of any city within 150 miles of the political subdivision, beginning with the nearest and most populated city and going to the farthest and least populated.



CITY of CALABASAS

January 2015

SECTOR	MEDICAL CACHE SITE
1	Grape Arbor Park
2	De Anza Park
3	Gates Canyon Park
4	Bay Laurel Elementary
6	Tennis & Swim Center
7	Calabasas High School

Note: Sectors 5, 7, & 8 will use the Calabasas High School medical cache.

CALABASAS EMERGENCY RESPONSE PROGRAM SECTOR INDEX



City of Calabasas Emergency Preparedness Update



CITY *of* CALABASAS

January 14, 2015

Communication is Critical

- Television – Calabasas Television (CTV)
- Internet – City Website, E-mail & Operational Area Response & Recovery System (OARRS)
- Phones – landline and cell
- Alert LA, Emergency Alert System & Blackboard Connect



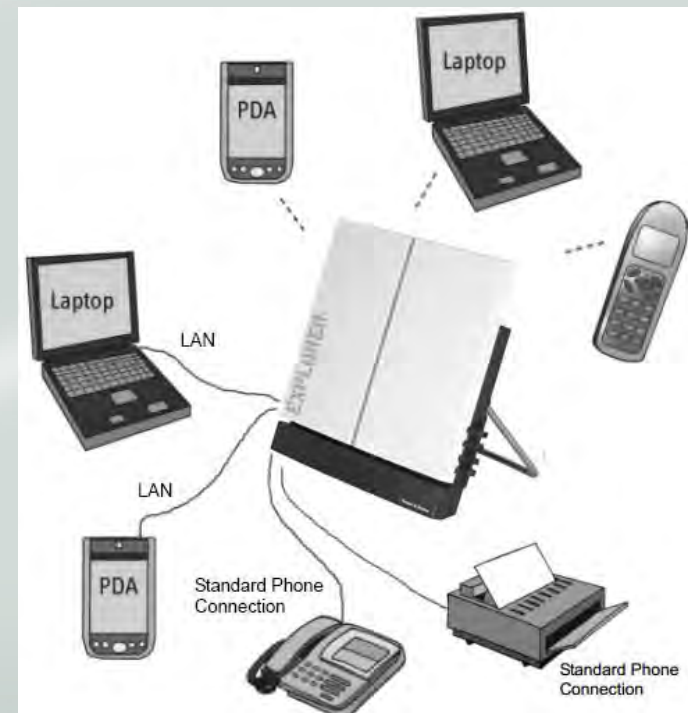
Methods of Communicating

- Radio – Calabasas 1630 AM
- Commercial FM and Amateur Radio (HAM) CERP members
- Satellite



City Phone Systems

- Landlines and cell phones are used if operational.
- The City has four satellite phones.
- BGAN terminal - Portable satellite phone & internet connectivity.



What if the TV and internet are not functional?

In the event of a disaster, the following locations can be activated as information sites.



Agoura Hills/Calabasas
Community Center

Calabasas Tennis and
Swim Center

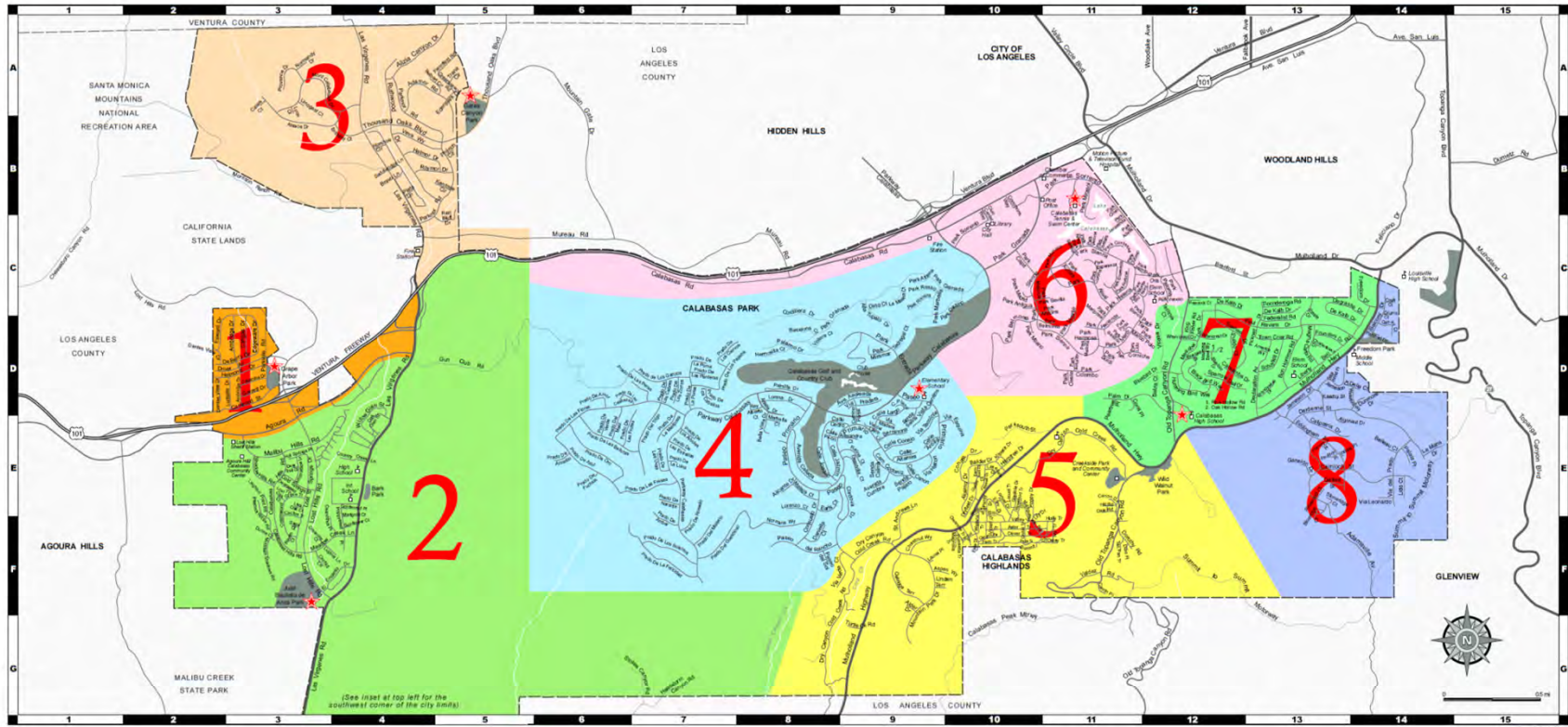


Other locations to obtain medical supplies & information during an extended disaster

CERP caches are at the following locations and can be staffed by CERP volunteers:

- Calabasas High School
- Bay Laurel School
- De Anza Park
- Gates Canyon Park
- Grape Arbor Park
- Tennis & Swim Center





**CALABASAS
EMERGENCY
RESPONSE
PROGRAM
SECTOR INDEX**

<u>SECTOR</u>	<u>MEDICAL CACHE SITE</u>
1	Grape Arbor Park
2	De Anza Park
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6	Tennis & Swim Center
7	Calabasas High School

Note: Sectors 5, 7, & 8 will use the Calabasas High School medical cache.



CITY of CALABASAS

January 2015

Attachment #3



CITY of CALABASAS

January 14, 2015

Operational Area Response & Recovery System (OARRS)

The Operational Area Response & Recovery System is a computer database system which gives detailed, real-time information, linked directly to the Los Angeles County Emergency Operations Center.



Emergency Supplies

Food & water for city staff

- 300 meals (5 year shelf life)
- 300 gallons of water (5 year shelf life)



Education

- Weekly emergency preparedness tips on The Buzz
- Developing online preparedness course for residents & city staff
- Public Safety Commission is looking at options for an Emergency Preparedness Expo at Founders Hall
 - Vendors
 - Lectures
 - Emergency vehicle exhibits
- Staff presentations at HOA meetings



CERT

- Training provided by L.A. County Fire Department
- Next session will begin March 19th in Founders Hall



City Council Responsibilities

- Continuity of Government
- IS-908 online FEMA course for elected officials
- City Council Checklist







CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: DECEMBER 10, 2014

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION AND DIRECTION TO STAFF REGARDING CODE MODIFICATIONS TO THE ARCHITECTURAL REVIEW PANEL.

MEETING DATE: JANUARY 14, 2015

SUMMARY RECOMMENDATION:

That the City Council discuss and provide direction to Staff regarding code modifications to the Architectural Review Panel.

BACKGROUND:

On December 5th, 2014 the Planning Commission considered a request from staff received through the Architectural Review Panel (ARP) to establish the position of a Chair and Vice Chair to better conduct their meetings. The Planning Commission unanimously endorsed this concept.

The Architectural Review Panel is established under Title 2 of the City's Administrative Code, and consists of three members and two alternates, all of which are design or construction professionals. They meet once or twice a month on Friday afternoons to consider design components of projects and provide their recommendations to the Planning Commission. The code specifically states that all members "shall have equal voice and responsibility so that no chair, vice-chair, or other officers will be necessary or allowed on the panel."

Because the meetings are open to the public, it is often necessary for one panel member to take the responsibility to “chair” the meeting and work with staff to conduct the meeting and review meeting minutes. For this reason, the Panel supported the relaxation of the code language allowing creation of this position. Staff was unable to determine why the prohibition to the establishment of a chair was inserted into the code.

The Planning Commission also requested that the Council allow them to consider three additional modifications to the ARP as follows:

- a) The limitation of ARP members to City residents (or to state a preference to City residents),
- b) The establishment of a minimum attendance requirement,
- c) To determine if the current two alternate members should be full members with voting ability.

Staff is requesting direction from the Council on the above initiatives.

FISCAL IMPACT/SOURCE OF FUNDING:

None.

REQUESTED ACTION:

That the City Council discusses and provide direction to Staff regarding code modifications to the Architectural Review Panel

ATTACHMENTS:

- A: Planning Commission Report of December 4, 2014 and
Municipal Code Chapter 2.40 – Architectural Review Panel
- B: Draft PC Minutes December 4, 2014



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
DECEMBER 4, 2014

TO: Members of the Planning Commission

FROM: Tom Bartlett, AICP, City Planner

PROPOSAL: Discussion of the Architectural Review Panel and why a Chairperson should be established, similar to other City commissions, boards, and panels

STAFF RECOMMENDATION:

That the Commission discuss whether the City Council should consider amending Chapter 2.40 of the Calabasas Municipal Code such that the Architectural Review Panel (ARP) should select from among its members a Chairperson and Vice-chair person.

REVIEW AUTHORITY:

The matter for discussion at today's Planning Commission meeting involves the organization and function of the Architectural Review Panel (ARP), which is the official citizen body authorized to conduct meetings for the purpose of reviewing development proposals. The make-up of the ARP is set out in CMC Chapter 2.40 (and not within Title 17, the Development Code); therefore the Planning Commission may discuss and recommend changes to the City Council, but only in an advisory capacity.

BACKGROUND:

Section 2.40 of the Municipal Code establishes the Architectural Review Panel, consisting of three permanent members and two alternate members. Section 2.40.040 states as follows regarding ARP organization: "Panel members shall have equal voice and responsibility, so that no chair, vice-chair, or other officers will be necessary or allowed on the panel."

Some members of the ARP, as well as Planning Division staff, believe that ARP meetings would benefit greatly from having a chairperson who would run the meetings and sign ARP

meeting minutes. Such an arrangement would be consistent with practice and protocol for all other city commissions and/or panels. The language within CMC Section 2.40.040 emphasizes the importance of ARP members having equal voice and responsibilities. This meaningful goal can easily be maintained even with a panel chairperson. The procedural benefit of having an ARP chairperson would be that the chair can ensure orderly discussions take place, and that the panel follows the meeting agenda. Meanwhile, the expert critique and opinions expressed by any individual ARP member can and would continue to carry equal weight to the critique and opinions expressed by a chairperson.

ENVIRONMENTAL REVIEW:

Today's item is a discussion only and no legislative decisions, or actions are being taken; thus, this discussion is not a project under CEQA and is therefore not subject to environmental review, per California Environmental Quality Act (CEQA) Guidelines Section 15378.

STAFF RECOMMENDATION:

That the Commission discuss whether the City Council should consider amending Chapter 2.40 of the Calabasas Municipal Code such that the Architectural Review Panel (ARP) should select from among its members a Chairperson and Vice-chair person.

ATTACHMENTS:

Exhibit A: Calabasas Municipal Code, Section 2.40

Chapter 2.40 - ARCHITECTURAL REVIEW PANEL***Sections:****2.40.010 - Architectural review panel creation.**

An architectural review panel (ARP) is created in and for the city of Calabasas.

(Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010)

2.40.020 - Membership.

The architectural review panel shall consist of the following members:

- A. Five members, with two members to serve as alternate members, residing in or near the city of Calabasas or conducting business in the city, at the time of appointment and during their respective terms of office. A majority vote of the entire planning commission is required to appoint members. Each member may serve an unlimited number of terms subject to periodic planning commission reappointment.
 1. At least one member of the architectural review panel shall be a licensed architect.
 2. Other members of the panel shall be persons who, as a result of their training, experience and attainments, are qualified to analyze and interpret architectural and site planning information, including, but not limited to, licensed landscape architects, urban planners, engineers and builders/developers.
- B. Any member of the panel may be removed from office with or without cause by a majority vote of the entire planning commission.
- C. All terms of office shall run for a period of two years. The terms of office for each member shall continue to and include October 30th of the year in which the term shall expire, and thereafter until a successor is appointed.
- D. If a vacancy occurs other than by term expiration, the planning commission shall fill such vacancy by appointment for the unexpired portion of the term.
- E. The alternate member shall attend and participate in meetings of, and deliberate on matters before, the architectural review panel, as necessary to fill in for any absent member.

(Ord. 2005-209 §§ 1, 2, 2005; Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2011-283, § 1, 3-16-2011)

2.40.030 - Organization.

Panel members shall have equal voice and responsibility so that no chair, vice-chair, or other officers will be necessary or allowed on the panel. Staff shall have responsibility for administering panel affairs, subject to planning commission direction and policies.

(Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010)

2.40.040 - Duties.

The purpose of the panel is to make advisory recommendations to the planning commission and the city council in all matters pertaining to site plan reviews, and evaluating architectural designs of buildings and other structures, landscape plans and other site features. Procedures in this section for site plan reviews, and evaluating architectural designs of buildings and other structures, landscape plans and other site features are established to pursue the following purposes:

- A. To preserve and enhance the beauty of the city's natural and built environment;
- B. To encourage individual building scale and character consistent with the existing community;
- C. To discourage development of individual buildings that dominate the cityscape or attract attention to themselves through inappropriate color, mass, or architectural expression;
- D. To ensure that new development, and the alteration or enlargement of existing development, maintain the attractiveness and character of the city, especially as projects are seen from city streets, freeway and scenic corridors, adjacent properties, and from neighboring communities;
- E. To maintain and improve the quality of, and relationship among, individual buildings, and between structures and their sites, so that groups of structures contribute to neighborhood and community attractiveness;
- F. To ensure that:
 - 1. Site landscaping provides visually pleasing settings for structures,
 - 2. Proposed landscaping blends harmoniously with the natural landscape,
 - 3. Appropriate landscape themes and variations support the design and function of the structures to which they relate,
 - 4. Views of structures from off-site are softened or screened;
- G. To encourage the highest quality of architectural design, energy efficiency, minimal use of toxic materials during construction, maximum use of natural materials, and emphasis on construction methods which are least disruptive to the site and to the community;
- H. To balance private prerogatives and preferences with the public interest and welfare;
- I. In order to achieve these purposes, except for projects zoned Commercial, Old Town (CT), the architectural review panel shall review the architecture and landscape architecture of all commercial projects and signage and residential projects within scenic corridors, Master Plan and the Old Topanga/Highlands Overlay Areas, proposed subdivisions, hillside developments. The architectural review panel may also review other projects the community development director or planning commission deem appropriate for the panel's review, including projects zoned Commercial, Old Town (CT). The panel shall limit its advice to architecture, site planning, landscaping, signage and streetscape design. The panel shall perform such other advisory duties as the planning commission may request from time to time.

(Ord. 2005-201 § 4, 2005: Ord. 2002-171 § 1 (part), 2002)

(Ord. No. 2010-265, § 2, 1-27-2010; Ord. No. 2010-276, § 5, 6-23-2010)

2.40.050 - Regular meetings.

Regular meetings shall be held not less than monthly on a date established from time to time by resolution of the panel.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

2.40.060 - Absence from meetings.

Notwithstanding any other provisions of this code, any panelist who absents himself or herself from three regular meetings of the panel in any calendar year, unless excused by the panel by action recorded in its minutes, shall thereby automatically forfeit his or her position. The panel staff member shall thereupon promptly notify the planning commission, and the former panelist, of the fact of the vacancy.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

2.40.070 - Reimbursement for expenses.

The panelists shall serve without compensation, but may receive reimbursement for actual and necessary expenses incurred in connection with the performance of their duties. No expense of any kind shall be incurred by the panel or any panelist, unless first authorized and approved by the city council.

(Ord. 2006-215 § 6 (part), 2006: Ord. 2002-171 § 1 (part), 2002)

**MINUTES OF A REGULAR MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY, DECEMBER 4, 2014**

Opening Matters:

Call to Order / Roll Call of Commission Members

Chair Lia called the meeting to order at 7:00 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Present: Chair Lia, Vice-Chair Weintraub, Commissioners Shumacher, Sikand, Mueller, and Alternate Commissioner Litt.

Absent: None

Staff: Summers, Tamuri

Pledge of Allegiance

The pledge of allegiance was led by Chair Lia

Approval of Agenda

Commissioner Sikand moved, seconded by Commissioner Shumacher to approve the Planning Commission Agenda of December 4, 2014. MOTION CARRIED 5/0.

Announcements and Introductions

There were no announcements or introductions.

Oral Communications – Public Comment:

There were no public speakers.

Consent Item(s):

1. Approval of Minutes:

The Commissioners requested minor revisions to both minutes.

Commissioner Weintraub moved, seconded by Commissioner Shumacher, to approve the Minutes of November 6th, 2014 as revised. MOTION CARRIED 5/0

Commissioner Shumacher moved, seconded by Commissioner Weintraub, to approve the Minutes of November 20th, 2014 as revised. MOTION CARRIED 5/0

Discussion Items

2. Discussion of the Architectural Review Panel and why a Chairperson should be established, similar to other City commissions, boards, and panels.

Director Tamuri provided a short oral presentation of the staff report. She stated that the chair request was initiated by the ARP and supported by Staff, and would assist in meeting management and minute preparation. In response to a Commissioner question, she stated that she did not know the reason that the ARP code language specifically states that all members should have an "equal voice", and that no chair should be established.

The Commissioners discussed the item.

At the conclusion of the discussion, the Commissioners unanimously recommended to the Council that the code be modified to include a chair and vice chair position, and specify a term of service. They also recommended that they be permitted to consider modifications to the code to a) limit ARP members to City residents (or to state a preference to City residents), b) to establish a minimum attendance requirement, c) and to determine if the current two alternate members should be full members with voting ability.

3. Discussion of Code Amendment to Conditionally Permit Drive-Through Window Service.

Director Tamuri presented a short power-point and took questions of Commissioners.

The Commissioners discussed the item. While two generally supported lifting of the prohibition, three and the alternate were less or non-supportive of the relaxation. The Commissioners focused their discussions on fast food restaurants, including the likelihood for the action to result in new facilities on the west side of Calabasas which already contain three drive-throughs. Impacts of concern included homelessness, loitering, noise, traffic congestion and no apparent demand by residents for new facilities outside of daily office building users.

The Commissioners agreed to advise the Council that there is no significant or enthusiastic support to the proposal. However, there is openness to studying the concept in greater detail, with an emphasis on looking at possible locations which could accommodate the drive through if the Council wanted a more developed recommendation regarding lifting the prohibition. The Commission's concerns are focused on the Westside and the impacts from old LA County approved drive-throughs in that area. The Commission acknowledged that impacts might be addressed through the development of well-crafted standards and conditions of approval if the prohibition was lifted. The Commission believed that should a drive-through be ultimately permitted, it should not be shoehorned into an existing facility.

The Commission questioned if Craftsman's Corner would be affected if the prohibition was lifted; the Director responded that that area will be pre-zoned by the Council as part of our annexation proceedings. The area is not currently slated for a commercial retail zone, but carries a mixed use designation as does the south side of West Calabasas Road.

4). Director's Report and Update on Current Projects and Future Agenda Items

Staff Member Tamuri provided an overview of future Agendas of the City Council and Commission.

5). Reports from the Planning Commission

None

Adjournment:

Chair Lia adjourned the Planning Commission meeting at 8:13 pm

Respectfully Submitted:

Liz Parker

DRAFT



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Administrative Services					
89801	12/11/2014	US BANK	VISA- BARCODES INC	1,335.95	Administrative Services
89922	12/19/2014	LYSIK/GARY J//	REIMBURSE EDUC EXPS- FALL 2014	765.00	Administrative Services
89761	12/10/2014	KRDILYAN/ANNIE//	REIMBURSE EDUC EXPS-FALL 14	511.44	Administrative Services
89801	12/11/2014	US BANK	VISA- UNITED AIRLINES	339.20	Administrative Services
89820	12/17/2014	CYBERCOPY	COPY/PRINTING SERVICE	284.93	Administrative Services
89832	12/17/2014	HERNANDEZ/MARICELA//	REIMB TRAVEL EXP- ELECTION SEM	195.20	Administrative Services
89801	12/11/2014	US BANK	VISA- HOLIDAY INN	108.96	Administrative Services
89820	12/17/2014	CYBERCOPY	COPY/PRINTING SERVICE	46.88	Administrative Services
89801	12/11/2014	US BANK	VISA- OFFICE DEPOT	38.13	Administrative Services
89820	12/17/2014	CYBERCOPY	COPY/PRINTING SERVICE	30.52	Administrative Services
Total Amount for 10 Line Item(s) from Administrative Services				\$3,656.21	
Boards and Commissions					
89801	12/11/2014	US BANK	VISA- RALPHS	23.05	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				\$23.05	
City Attorney					
89903	12/19/2014	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	11,375.88	City Attorney
89903	12/19/2014	COLANTUONO, HIGHSMITH &	ASSESSMENTS & PROP 218	1,650.00	City Attorney
89745	12/10/2014	DEBOER IP, PC- CLIENT TRUST	LICENSE & RELEASE AGREEMENT	500.00	City Attorney
Total Amount for 3 Line Item(s) from City Attorney				\$13,525.88	
City Council					
89720	12/3/2014	ROTARY CLUB OF CALABASAS	DONATION- THANKSGIVING DINNER	500.00	City Council
89801	12/11/2014	US BANK	VISA- CORNER BAKERY	351.20	City Council
89801	12/11/2014	US BANK	VISA- STILLPOINT FAMILY RES	350.00	City Council
89801	12/11/2014	US BANK	VISA- STILLPOINT FAMILY RES	350.00	City Council
89801	12/11/2014	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
89801	12/11/2014	US BANK	VISA- DOMINO'S PIZZA	163.65	City Council
89794	12/10/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	94.42	City Council
89882	12/17/2014	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	City Council
89716	12/3/2014	LEONIS ADOBE MUSEUM	MEMBERSHIP DUES	25.00	City Council





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Total Amount for 9 Line Item(s) from City Council				\$2,056.28	
City Management					
89801	12/11/2014	US BANK	VISA- SO CAL BRONZE CO	534.10	City Management
89801	12/11/2014	US BANK	VISA- TOSCA NOVA	55.87	City Management
Total Amount for 2 Line Item(s) from City Management				\$589.97	
Civic Center O&M					
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	5,301.36	Civic Center O&M
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,893.57	Civic Center O&M
89863	12/17/2014	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,969.30	Civic Center O&M
89863	12/17/2014	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,950.86	Civic Center O&M
89814	12/17/2014	CLIMATEC BUILDING	HVAC SERVICES	1,352.19	Civic Center O&M
89814	12/17/2014	CLIMATEC BUILDING	HVAC SERVICES	1,352.19	Civic Center O&M
89801	12/11/2014	US BANK	VISA- GRIND TO A HALT	993.48	Civic Center O&M
89801	12/11/2014	US BANK	VISA- GRIND TO A HALT	993.47	Civic Center O&M
89796	12/10/2014	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	913.40	Civic Center O&M
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	822.53	Civic Center O&M
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	759.26	Civic Center O&M
89796	12/10/2014	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	612.03	Civic Center O&M
89937	12/19/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	597.82	Civic Center O&M
89812	12/17/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
89812	12/17/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
89937	12/19/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	551.82	Civic Center O&M
89750	12/10/2014	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- NOV 2014	500.00	Civic Center O&M
89763	12/10/2014	L.A. CO. FIRE DEPARTMENT	HAZMAT PROGRAM CUPA# AR0050416	363.00	Civic Center O&M
89750	12/10/2014	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- NOV 2014	250.00	Civic Center O&M
89742	12/10/2014	CLIMATEC BUILDING	HVAC SERVICES	236.25	Civic Center O&M
89742	12/10/2014	CLIMATEC BUILDING	HVAC SERVICES	236.25	Civic Center O&M
89823	12/17/2014	DEPT. OF INDUSTRIAL RELATIONS	OPERATING PERMIT- ELEVATOR	225.00	Civic Center O&M
89823	12/17/2014	DEPT. OF INDUSTRIAL RELATIONS	OPERATING PERMIT- ELEVATOR	225.00	Civic Center O&M
89871	12/17/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	212.50	Civic Center O&M
89871	12/17/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	212.50	Civic Center O&M
89801	12/11/2014	US BANK	VISA- FASTENAL CO	107.13	Civic Center O&M
89801	12/11/2014	US BANK	VISA- FASTENAL CO	107.13	Civic Center O&M



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89801	12/11/2014	US BANK	VISA- HOME DEPOT	82.92	Civic Center O&M
89801	12/11/2014	US BANK	VISA- HOME DEPOT	82.92	Civic Center O&M
89702	12/3/2014	ACCURATE BACKFLOW TESTING	BACKFLOW DEVICE TEST	30.00	Civic Center O&M
89702	12/3/2014	ACCURATE BACKFLOW TESTING	BACKFLOW DEVICE TEST	30.00	Civic Center O&M
89801	12/11/2014	US BANK	VISA- KL JACK & CO	27.00	Civic Center O&M
89801	12/11/2014	US BANK	VISA- DIY	19.35	Civic Center O&M
89801	12/11/2014	US BANK	VISA- DIY	19.34	Civic Center O&M
89801	12/11/2014	US BANK	VISA- WALMART	13.38	Civic Center O&M
89801	12/11/2014	US BANK	VISA- WALMART	13.37	Civic Center O&M
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.80	Civic Center O&M
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.20	Civic Center O&M
Total Amount for 38 Line Item(s) from Civic Center O&M				\$27,188.32	

Community Development

89846	12/17/2014	M6 CONSULTING, INC.	PLAN CHECK SERVICES	25,827.44	Community Development
89900	12/19/2014	CITY OF BURBANK	IT HOSTING/ TECH SUPPORT	12,720.00	Community Development
89767	12/10/2014	LOS ANGELES LAFCO	ANNEX FEE- CRAFTSMAN CORNER	10,600.00	Community Development
89769	12/10/2014	M6 CONSULTING, INC.	INSPECTION SERVICES	8,450.00	Community Development
89808	12/17/2014	CALABASAS CREST LTD	R.A.P.- JAN 2015	5,712.00	Community Development
89906	12/19/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	3,013.78	Community Development
89820	12/17/2014	CYBERCOPY	COPY/PRINTING SERVICE	908.42	Community Development
89906	12/19/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	638.37	Community Development
89946	12/22/2014	RMS DIRECT INC.	COUNTER FLYERS	479.60	Community Development
89818	12/17/2014	CROSBY/ GEORGE//	R.A.P.- JAN 2015	194.00	Community Development
89827	12/17/2014	FLEYSHMAN/ALBERT//	R.A.P.- JAN 2015	194.00	Community Development
89848	12/17/2014	MEDVETSKY/LINA//	R.A.P.- JAN 2015	194.00	Community Development
89831	12/17/2014	HENDERSON/LYN//	R.A.P.- JAN 2015	194.00	Community Development
89872	12/17/2014	SHAHIR/RAHIM//	R.A.P.- JAN 2015	194.00	Community Development
89887	12/17/2014	YAZDINIAN/SUSAN//	R.A.P.- JAN 2015	194.00	Community Development
89850	12/17/2014	MILES/AUDREY//	R.A.P.- JAN 2015	194.00	Community Development
89802	12/17/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	192.00	Community Development
89703	12/3/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	180.00	Community Development
89703	12/3/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	174.00	Community Development
89889	12/19/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	174.00	Community Development
89802	12/17/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	168.00	Community Development
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	160.78	Community Development



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89801	12/11/2014	US BANK	VISA- IAPMO	150.00	Community Development
89944	12/19/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	125.81	Community Development
89801	12/11/2014	US BANK	VISA- INTL CODE COUNCIL	112.50	Community Development
89726	12/3/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	93.72	Community Development
89840	12/17/2014	L.A. CO. ASSESSOR	MAPS AND POSTAGE	14.77	Community Development
Total Amount for 27 Line Item(s) from Community Development				\$71,253.19	

Community Services

89905	12/19/2014	CUSTOM PRINTING, INC.	RECREATION BROCHURE	13,854.39	Community Services
89815	12/17/2014	COMMAND PERFORMANCE CATERING	CATERING- HOLIDAY GALA	8,699.70	Community Services
89923	12/19/2014	MONAHAN/ANN//	RECREATION INSTRUCTOR	7,183.75	Community Services
89940	12/19/2014	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	4,496.80	Community Services
89905	12/19/2014	CUSTOM PRINTING, INC.	POSTAGE	3,516.50	Community Services
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,220.49	Community Services
89785	12/10/2014	SUPER SOCCER STARS	RECREATION INSTRUCTOR	3,185.46	Community Services
89798	12/10/2014	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	2,626.66	Community Services
89734	12/10/2014	AUDICK/PATRICIA//	RECREATION INSTRUCTOR	2,460.00	Community Services
89933	12/19/2014	SAGEBRUSH CANTINA	SENIOR LUNCHEON	2,273.25	Community Services
89756	12/10/2014	JOLIN/JEAN//	RECREATION INSTRUCTOR	2,265.20	Community Services
89909	12/19/2014	GONZALES MASONRY	PARK MAINTENANCE	2,120.00	Community Services
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	2,017.26	Community Services
89749	12/10/2014	DOMINE/JAMES//	RECREATION INSTRUCTOR	1,972.60	Community Services
89783	12/10/2014	SHALEV/ ALINA//	RECREATION INSTRUCTOR	1,718.33	Community Services
89746	12/10/2014	DIAL M PRODUCTIONS	ENTERTAINMENT- HOLIDAY PARTY	1,500.00	Community Services
89936	12/19/2014	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	1,404.00	Community Services
89873	12/17/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,194.47	Community Services
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,185.90	Community Services
89938	12/19/2014	SPORTS N MORE	RECREATION INSTRUCTOR	1,166.90	Community Services
89822	12/17/2014	DEPARTMENT OF SOCIAL SERVICES	ANNUAL LIC FEE-LUPIN HILL	968.00	Community Services
89748	12/10/2014	DNA ELECTRIC	ELECTRICAL REPAIRS	965.19	Community Services
89760	12/10/2014	KRAUS/PETER//	RECREATION INSTRUCTOR	914.20	Community Services
89825	12/17/2014	FEDER/LINDA J.//	RECREATION INSTRUCTOR	691.60	Community Services
89801	12/11/2014	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
89857	12/17/2014	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	602.00	Community Services
89778	12/10/2014	PAULIN-RIDGLEY/SYNTHIA//	RECREATION INSTRUCTOR	511.00	Community Services
89801	12/11/2014	US BANK	VISA- HOME DEPOT	510.11	Community Services



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89902	12/19/2014	COHEN/SHELDON//	RECREATION INSTRUCTOR	490.00	Community Services
89765	12/10/2014	LAS VIRGENES UNIFIED SCHOOL	FACILITY RENTAL	487.50	Community Services
89860	12/17/2014	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	486.00	Community Services
89801	12/11/2014	US BANK	VISA- PLUM TREE	459.96	Community Services
89765	12/10/2014	LAS VIRGENES UNIFIED SCHOOL	FACILITY RENTAL	420.00	Community Services
89871	12/17/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES/GRP	420.00	Community Services
89838	12/17/2014	KORNFIELD, MD/JERRY//	RECREATION INSTRUCTOR	408.10	Community Services
89801	12/11/2014	US BANK	VISA- ROADSIDE LUMBER	405.34	Community Services
89797	12/10/2014	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	403.20	Community Services
89736	12/10/2014	BOWDEN/BONNIE//	RECREATION INSTRUCTOR	400.00	Community Services
89854	12/17/2014	NASSERY/HIFA//	RECREATION INSTRUCTOR	395.50	Community Services
89801	12/11/2014	US BANK	VISA- SANTA BARBARA COUNTY	370.00	Community Services
89763	12/10/2014	L.A. CO. FIRE DEPARTMENT	HAZMAT PROGRAM CUPA# AR0019106	363.00	Community Services
89857	12/17/2014	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	361.20	Community Services
89800	12/10/2014	YEREVANIAN/ODILE//	RECREATION INSTRUCTOR	350.50	Community Services
89801	12/11/2014	US BANK	VISA- BORDER GRILL	302.59	Community Services
89927	12/19/2014	PAY PHONES NORTH INC	PAYPHONE SERVICE-DE ANZA/GRAPE	300.00	Community Services
89801	12/11/2014	US BANK	VISA- 7 ELEVEN	261.04	Community Services
89801	12/11/2014	US BANK	VISA- INVITATION CONSULTANT	249.00	Community Services
89733	12/10/2014	AT&T	TELEPHONE SERVICE	248.03	Community Services
89799	12/10/2014	YEEOPP/BETTY//	RECREATION INSTRUCTOR	240.80	Community Services
89762	12/10/2014	KUHN/JOHN//	RECREATION INSTRUCTOR	231.00	Community Services
89811	12/17/2014	CAYNE/STACIE//	RECREATION INSTRUCTOR	226.80	Community Services
89799	12/10/2014	YEEOPP/BETTY//	RECREATION INSTRUCTOR	226.40	Community Services
89739	12/10/2014	CAYNE/STACIE//	RECREATION INSTRUCTOR	191.10	Community Services
89821	12/17/2014	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	170.00	Community Services
89801	12/11/2014	US BANK	VISA- IKEA	159.31	Community Services
89835	12/17/2014	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2014 MONITORING- DEANZ	135.00	Community Services
89803	12/17/2014	ACUITY SPECIALTY PRODUCTS, INC	JANITORIAL SUPPLIES	124.53	Community Services
89877	12/17/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
89801	12/11/2014	US BANK	VISA- TARGET	89.13	Community Services
89801	12/11/2014	US BANK	VISA- PLUMBING CITY	87.15	Community Services
89790	12/10/2014	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	86.82	Community Services
89861	12/17/2014	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
89861	12/17/2014	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
89801	12/11/2014	US BANK	VISA- DICE GAME DEPOT	81.99	Community Services
89833	12/17/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	79.17	Community Services



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89733	12/10/2014	AT&T	TELEPHONE SERVICE	68.79	Community Services
89801	12/11/2014	US BANK	VISA- TARGET	65.93	Community Services
89801	12/11/2014	US BANK	VISA- GELSONS	61.86	Community Services
89801	12/11/2014	US BANK	VISA- FRANKLINS HARDWARE	61.09	Community Services
89801	12/11/2014	US BANK	VISA- BLANKS USA	58.60	Community Services
89937	12/19/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	56.61	Community Services
89788	12/10/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	55.00	Community Services
89877	12/17/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	55.00	Community Services
89801	12/11/2014	US BANK	VISA- AMAZON MARKETPLACE	49.08	Community Services
89801	12/11/2014	US BANK	VISA- FENCE FACTORY	48.88	Community Services
89801	12/11/2014	US BANK	VISA- STAPLES	40.07	Community Services
89801	12/11/2014	US BANK	VISA- CONSTANT CONTACT	40.00	Community Services
89801	12/11/2014	US BANK	VISA- DIY	39.60	Community Services
89801	12/11/2014	US BANK	VISA- SPORT CHALET	38.10	Community Services
89741	12/10/2014	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- CRKSIDE	36.00	Community Services
89741	12/10/2014	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- CRKSIDE	36.00	Community Services
89801	12/11/2014	US BANK	VISA- COST PLUS	29.27	Community Services
89801	12/11/2014	US BANK	VISA- UNION 76	25.99	Community Services
89913	12/19/2014	INNER-I ...SECURITY IN FOCUS	GATE REPAIR- CREEKSIDE	25.50	Community Services
89801	12/11/2014	US BANK	VISA- MALIBU LAUNDRY	25.00	Community Services
89835	12/17/2014	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2014 MONITORING- CRKSD	22.50	Community Services
89766	12/10/2014	LIVESCAN	FINGERPRINTING SERVICES	21.00	Community Services
89753	12/10/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	15.70	Community Services
89912	12/19/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	15.70	Community Services
89801	12/11/2014	US BANK	VISA- CALABASAS ARTS COUNCIL	13.94	Community Services
89912	12/19/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	13.08	Community Services
89801	12/11/2014	US BANK	VISA- CHEVRON	3.26	Community Services
Total Amount for 92 Line Item(s) from Community Services				\$84,883.47	

Finance

89728	12/10/2014	ADP, INC	PAYROLL PROCESSING	2,503.91	Finance
89728	12/10/2014	ADP, INC	PAYROLL PROCESSING	912.96	Finance
89801	12/11/2014	US BANK	VISA- WALLSTREET JOURNAL	792.21	Finance
89801	12/11/2014	US BANK	VISA- EXPEDIA.COM	695.18	Finance
89888	12/19/2014	ACE BUSINESS MACHINES	CHECK SIGNING MACHINE REPAIRS	679.09	Finance
89879	12/17/2014	UTILITY COST MANAGEMENT LLC	UTILITY TAX SERVICES	642.16	Finance



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89801	12/11/2014	US BANK	VISA- INTERCONTINENTAL HOTEL	535.01	Finance
89829	12/17/2014	GOVERNMENT FINANCE OFFICERS	CAFR AWARD PROGRAM FEE	435.00	Finance
89801	12/11/2014	US BANK	VISA- ENTERPRISE	340.41	Finance
89768	12/10/2014	LYSIK/GARY J//	REIMB TRAVEL EXP- CFO CONF	177.00	Finance
89897	12/19/2014	CALIFORNIA BOARD OF	CPA LICENSE FEE	50.00	Finance
89801	12/11/2014	US BANK	VISA- LAX AIRPORT	48.00	Finance
89801	12/11/2014	US BANK	VISA- AMAZON MARKETPLACE	27.24	Finance
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	10.55	Finance
Total Amount for 14 Line Item(s) from Finance				\$7,848.72	

Klubhouse Preschool

89860	12/17/2014	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	1,134.00	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- SMART & FINAL	689.41	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- TARGET	336.43	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- TARGET	294.62	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- HOME DEPOT	275.85	Klubhouse Preschool
89752	12/10/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	225.52	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- TOYS R US	215.02	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- MICHAELS	205.24	Klubhouse Preschool
89833	12/17/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	184.73	Klubhouse Preschool
89733	12/10/2014	AT&T	TELEPHONE SERVICE	160.50	Klubhouse Preschool
89871	12/17/2014	SECURAL SECURITY CORP	SECURITY- THANKSGIVING FEAST	112.00	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- LAKESHORE LEARNING	101.76	Klubhouse Preschool
89801	12/11/2014	US BANK	VISA- BABIES R US	101.20	Klubhouse Preschool
89741	12/10/2014	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- CRKSIDE	84.00	Klubhouse Preschool
89741	12/10/2014	CINTAS FIRST AID & SAFETY	QUARTERLY MONITORING- CRKSIDE	84.00	Klubhouse Preschool
89732	12/10/2014	ARROWHEAD	WATER SERVICE	80.42	Klubhouse Preschool
89781	12/10/2014	ROSATI FARMS	MILK/YOGURT DELIVERY	63.00	Klubhouse Preschool
89868	12/17/2014	ROSATI FARMS	MILK/YOGURT DELIVERY	63.00	Klubhouse Preschool
89913	12/19/2014	INNER-I ...SECURITY IN FOCUS	GATE REPAIR- CREEKSIDE	59.50	Klubhouse Preschool
89871	12/17/2014	SECURAL SECURITY CORP	ALARM RESPONSE- CREEKSIDE	54.00	Klubhouse Preschool
89835	12/17/2014	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2014 MONITORING- CRKSD	52.50	Klubhouse Preschool
89752	12/10/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	41.80	Klubhouse Preschool
89753	12/10/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	36.62	Klubhouse Preschool
89912	12/19/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	36.62	Klubhouse Preschool
89912	12/19/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	30.52	Klubhouse Preschool



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89801	12/11/2014	US BANK	VISA- TRADER JOES	8.97	Klubhouse Preschool
Total Amount for 26 Line Item(s) from Klubhouse Preschool				\$4,731.23	

Library

89866	12/17/2014	RECORDED BOOKS, LLC	E-BOOKS	1,074.01	Library
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	924.23	Library
89866	12/17/2014	RECORDED BOOKS, LLC	E-BOOKS	758.78	Library
89776	12/10/2014	OCLC, INC.	MEMBERSHIP DUES- NOV 2014	643.23	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	420.30	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	309.12	Library
89810	12/17/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- SJN11213	294.17	Library
89787	12/10/2014	TIME WARNER CABLE	CABLE MODEM- LIBRARY	290.00	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	237.32	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	235.75	Library
89751	12/10/2014	GALLERY SYSTEMS ART DISPLAY	ART WORK TRACK/HOOKS	188.90	Library
89801	12/11/2014	US BANK	VISA- COSTCO.COM	186.95	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	182.60	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	154.68	Library
89733	12/10/2014	AT&T	TELEPHONE SERVICE	154.16	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	153.73	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	138.52	Library
89801	12/11/2014	US BANK	VISA- HOME DEPOT	133.26	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	105.19	Library
89774	12/10/2014	MIDWEST TAPE	DVD'S-LIBRARY	80.02	Library
89849	12/17/2014	MIDWEST TAPE	DVD'S-LIBRARY	79.02	Library
89774	12/10/2014	MIDWEST TAPE	DVD'S-LIBRARY	79.02	Library
89849	12/17/2014	MIDWEST TAPE	DVD'S-LIBRARY	72.56	Library
89866	12/17/2014	RECORDED BOOKS, LLC	BOOKS ON CD	64.47	Library
89866	12/17/2014	RECORDED BOOKS, LLC	BOOKS ON CD	56.90	Library
89849	12/17/2014	MIDWEST TAPE	DVD'S-LIBRARY	51.68	Library
89866	12/17/2014	RECORDED BOOKS, LLC	E-BOOKS	48.02	Library
89866	12/17/2014	RECORDED BOOKS, LLC	BOOKS ON CD	45.34	Library
89801	12/11/2014	US BANK	VISA- USPS	43.51	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	41.88	Library
89754	12/10/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	38.70	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	36.95	Library



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89864	12/17/2014	RANDOM HOUSE, INC.	BOOKS ON CD	34.77	Library
89864	12/17/2014	RANDOM HOUSE, INC.	BOOKS ON CD	34.77	Library
89866	12/17/2014	RECORDED BOOKS, LLC	BOOKS ON CD	27.79	Library
89735	12/10/2014	BAKER & TAYLOR	BOOKS-LIBRARY	26.96	Library
89754	12/10/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	26.54	Library
89754	12/10/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	23.15	Library
89834	12/17/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	22.92	Library
89866	12/17/2014	RECORDED BOOKS, LLC	BOOKS ON CD	22.74	Library
89754	12/10/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.92	Library
89834	12/17/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.47	Library
89774	12/10/2014	MIDWEST TAPE	DVD'S-LIBRARY	15.64	Library
89806	12/17/2014	BAKER & TAYLOR	BOOKS-LIBRARY	11.77	Library
89849	12/17/2014	MIDWEST TAPE	DVD'S-LIBRARY	9.34	Library
89866	12/17/2014	RECORDED BOOKS, LLC	E-BOOKS	-130.87	Library
Total Amount for 46 Line Item(s) from Library				\$7,491.88	

LMD #22

89880	12/17/2014	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	9,875.00	LMD #22
89805	12/17/2014	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,405.86	LMD #22
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,042.66	LMD #22
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,283.86	LMD #22
89791	12/10/2014	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	3,800.00	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,875.00	LMD #22
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,087.64	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,396.96	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,175.32	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,105.88	LMD #22
89791	12/10/2014	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	960.00	LMD #22
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	843.75	LMD #22
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	675.75	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	566.81	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	508.52	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	451.65	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	421.89	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	420.92	LMD #22
89805	12/17/2014	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	360.00	LMD #22



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89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	358.89	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	246.70	LMD #22
89873	12/17/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	169.50	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	155.00	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	155.00	LMD #22
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	126.35	LMD #22
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	124.22	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	86.01	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	74.57	LMD #22
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	49.40	LMD #22
Total Amount for 29 Line Item(s) from LMD #22				\$43,803.11	
<u>LMD #24</u>					
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	230.00	LMD #24
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	140.07	LMD #24
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	9.03	LMD #24
Total Amount for 3 Line Item(s) from LMD #24				\$379.10	
<u>LMD #27</u>					
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	3,000.00	LMD #27
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	422.38	LMD #27
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.16	LMD #27
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	2.26	LMD #27
Total Amount for 4 Line Item(s) from LMD #27				\$3,449.80	
<u>LMD #32</u>					
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	49.93	LMD #32
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	2.26	LMD #32
Total Amount for 2 Line Item(s) from LMD #32				\$52.19	
<u>LMD 22 - Common Benefit Area</u>					
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	27,347.69	LMD 22 - Common Benefit Area



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89772	12/10/2014	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,500.00	LMD 22 - Common Benefit Area
89757	12/10/2014	JORDAN GILBERT & BAIN	ARCHITECTURAL SERVICES	4,437.45	LMD 22 - Common Benefit Area
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,095.23	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,543.93	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	713.07	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	685.00	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	575.09	LMD 22 - Common Benefit Area
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	495.00	LMD 22 - Common Benefit Area
89836	12/17/2014	INNOVATIVE ELECTRIC INC	ELECTRICAL REPAIR	465.88	LMD 22 - Common Benefit Area
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	461.12	LMD 22 - Common Benefit Area
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	373.12	LMD 22 - Common Benefit Area
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	243.03	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	242.69	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	147.32	LMD 22 - Common Benefit Area
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	129.80	LMD 22 - Common Benefit Area
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	85.74	LMD 22 - Common Benefit Area
89882	12/17/2014	VERIZON WIRELESS	TELEPHONE SERVICE	39.02	LMD 22 - Common Benefit Area
Total Amount for 18 Line Item(s) from LMD 22 - Common Benefit Area				\$51,580.18	

Media Operations

89914	12/19/2014	INSIGHT PUBLIC SECTOR	COMPUTER SOFTWARE	11,498.94	Media Operations
89914	12/19/2014	INSIGHT PUBLIC SECTOR	COMPUTER HARDWARE	6,748.35	Media Operations
89914	12/19/2014	INSIGHT PUBLIC SECTOR	COMPUTER HARDWARE	2,735.26	Media Operations
89882	12/17/2014	VERIZON WIRELESS	TELEPHONE SERVICE	2,473.96	Media Operations
89784	12/10/2014	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	1,575.00	Media Operations
89733	12/10/2014	AT&T	TELEPHONE SERVICE	1,085.48	Media Operations
89801	12/11/2014	US BANK	VISA- SHI CORP	534.36	Media Operations
89925	12/19/2014	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	504.00	Media Operations
89719	12/3/2014	PEREIRA/PABLO//	CTV HOST-SPOTLIGHT CALABASAS	500.00	Media Operations
89915	12/19/2014	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	484.53	Media Operations
89773	12/10/2014	MEGAPATH CORPORATION	DSL SERVICE	450.30	Media Operations
89901	12/19/2014	CLIENTFIRST CONSULTING GRP LLC	IT CONSULTING SERVICES	450.00	Media Operations
89801	12/11/2014	US BANK	VISA- B&H PHOTO	449.00	Media Operations
89801	12/11/2014	US BANK	VISA- CALENDAR WIZ	449.00	Media Operations
89941	12/19/2014	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
89925	12/19/2014	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	350.00	Media Operations



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89925	12/19/2014	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	252.00	Media Operations
89801	12/11/2014	US BANK	VISA- INMOTION HOSTING	156.86	Media Operations
89789	12/10/2014	TRIBUNE MEDIA SERVICES	CTV GUIDE LISTING	91.32	Media Operations
89786	12/10/2014	TELECOMMUNICATIONS MANAGEMENT	CTV CONSULTING SERVICES	75.00	Media Operations
89801	12/11/2014	US BANK	VISA- AMAZON MARKETPLACE	69.16	Media Operations
89889	12/19/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89889	12/19/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89889	12/19/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89889	12/19/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	52.28	Media Operations
89801	12/11/2014	US BANK	VISA- GOTOMYPC.COM	50.85	Media Operations
89706	12/3/2014	AT&T MOBILITY	TELEPHONE SERVICE	46.27	Media Operations
89895	12/19/2014	AT&T MOBILITY	TELEPHONE SERVICE	46.27	Media Operations
89801	12/11/2014	US BANK	VISA- MACROPLANT	34.99	Media Operations
89801	12/11/2014	US BANK	VISA- ADOBE SYSTEMS	29.99	Media Operations
89801	12/11/2014	US BANK	VISA- AOL SERVICE	20.99	Media Operations
89801	12/11/2014	US BANK	VISA- RALPHS	13.06	Media Operations
Total Amount for 33 Line Item(s) from Media Operations				\$31,842.22	

Non-Departmental

89852	12/17/2014	MS CONSTRUCTION	CDBG RES REHAB- GOLDSTEIN	9,995.00	Non-Departmental
89704	12/3/2014	ALL HOME MANAGEMENT INC.	CDBG RES REHAB- DERVIN	9,880.00	Non-Departmental
89852	12/17/2014	MS CONSTRUCTION	CDBG RES REHAB- REUSS	9,548.00	Non-Departmental
89856	12/17/2014	NEOFUNDS BY NEOPOST	POSTAGE	3,000.00	Non-Departmental
89871	12/17/2014	SECURAL SECURITY CORP	PARKING ENFORCEMENT	2,775.00	Non-Departmental
89837	12/17/2014	IRON MOUNTAIN	STORAGE SERVICES	1,981.36	Non-Departmental
89801	12/11/2014	US BANK	VISA- STORAGE ETC	1,925.00	Non-Departmental
89779	12/10/2014	PMC	HOUSING REHAB SERVICES	1,187.50	Non-Departmental
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	817.40	Non-Departmental
89944	12/19/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	702.90	Non-Departmental
89801	12/11/2014	US BANK	VISA- DISCOUNT PRINTING	640.92	Non-Departmental
89707	12/3/2014	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	518.19	Non-Departmental
89737	12/10/2014	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	396.32	Non-Departmental
89801	12/11/2014	US BANK	VISA- COFFEE WHOLESALE USA	336.76	Non-Departmental
89705	12/3/2014	ARROWHEAD	WATER SERVICE	326.70	Non-Departmental
89946	12/22/2014	RMS DIRECT INC.	BUSINESS CARDS	218.00	Non-Departmental



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89801	12/11/2014	US BANK	VISA- COFFEE WHOLESALE USA	167.57	Non-Departmental
89801	12/11/2014	US BANK	VISA- AMAZON MARKETPLACE	115.94	Non-Departmental
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	106.49	Non-Departmental
89801	12/11/2014	US BANK	VISA- RALPHS	18.93	Non-Departmental
89826	12/17/2014	FEDERAL EXPRESS CORP.	COURIER SERVICE	8.99	Non-Departmental
Total Amount for 21 Line Item(s) from Non-Departmental				\$44,666.97	
<u>Payroll</u>					
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	9,274.68	Payroll
89718	12/3/2014	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- DEC 14	72.00	Payroll
Total Amount for 2 Line Item(s) from Payroll				\$9,346.68	
<u>Police / Fire / Safety</u>					
89842	12/17/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- NOV 2014	335,262.80	Police / Fire / Safety
89842	12/17/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- NOV 2014	14,512.49	Police / Fire / Safety
89714	12/3/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	3,176.04	Police / Fire / Safety
89714	12/3/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,888.09	Police / Fire / Safety
89917	12/19/2014	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- NOV 2014	1,811.33	Police / Fire / Safety
89714	12/3/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	918.65	Police / Fire / Safety
89919	12/19/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- MLH BIKE MS	306.22	Police / Fire / Safety
89714	12/3/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	246.62	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$358,122.24	
<u>Public Safety & Emergency Preparedness</u>					
89929	12/19/2014	PHOTO-SCAN OF LOS ANGELES, INC	SECURITY SOFTWARE	2,882.00	Public Safety & Emergency Preparedness
89759	12/10/2014	KR NIDA CORPORATION	RADIO SERVICE	282.55	Public Safety & Emergency Preparedness
89801	12/11/2014	US BANK	VISA- MACKAY COMMUNICATION	215.22	Public Safety & Emergency Preparedness
89801	12/11/2014	US BANK	VISA- STAPLES DIRECT	48.08	Public Safety & Emergency Preparedness
89801	12/11/2014	US BANK	VISA- DX ENGINEERING	47.90	Public Safety & Emergency Preparedness
89726	12/3/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	46.86	Public Safety & Emergency Preparedness
89801	12/11/2014	US BANK	VISA- FRANKLIN COVEY PRODUCTS	41.92	Public Safety & Emergency Preparedness
89801	12/11/2014	US BANK	VISA- CALTECH PAY STATION	6.00	Public Safety & Emergency Preparedness



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Total Amount for 8 Line Item(s) from Public Safety & Emergency Preparedness				\$3,570.53	
Public Works					
89943	12/19/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SMART	58,426.92	Public Works
89725	12/3/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	16,219.89	Public Works
89830	12/17/2014	HAHN AND ASSOCIATES, INC.	TOPOGRAPHY SURVEY	10,000.00	Public Works
89898	12/19/2014	CALIFORNIA CIVIL ENGINEERING	MAINTENANCE YARD DRIVEWAY	9,997.23	Public Works
89865	12/17/2014	RBF CONSULTING	WATERSHED CONSULTING	9,028.28	Public Works
89875	12/17/2014	SWRCB FEES	NPDES PERMIT FEE FY 14/15	8,740.00	Public Works
89910	12/19/2014	HAHN AND ASSOCIATES, INC.	TOPOGRAPHY SURVEY	7,800.00	Public Works
89813	12/17/2014	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	6,727.78	Public Works
89869	12/17/2014	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	4,494.00	Public Works
89708	12/3/2014	CONVERSE CONSULTANTS	CONSULTING SERVICES	4,397.50	Public Works
89931	12/19/2014	RON'S MAINTENANCE, INC.	CATCH BASIN CLEANING SERVICE	3,900.00	Public Works
89886	12/17/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	3,843.75	Public Works
89885	12/17/2014	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	3,190.00	Public Works
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,025.03	Public Works
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,594.52	Public Works
89723	12/3/2014	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	2,349.69	Public Works
89875	12/17/2014	SWRCB FEES	NPDES PERMIT FEE FY 14/15	2,088.00	Public Works
89755	12/10/2014	ISSAKHANI/MARINA//	ENVIRONMENTAL CONSULTING	2,080.00	Public Works
89886	12/17/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	1,840.00	Public Works
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,745.96	Public Works
89886	12/17/2014	WILLDAN ASSOCIATES INC.	SEPTIC REVIEW	1,500.00	Public Works
89792	12/10/2014	VARELA/ADRIAN//	INSPECTION SERVICES	1,440.00	Public Works
89942	12/19/2014	VARELA/ADRIAN//	INSPECTION SERVICES	1,440.00	Public Works
89743	12/10/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	1,320.36	Public Works
89886	12/17/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	1,316.25	Public Works
89904	12/19/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	1,276.81	Public Works
89870	12/17/2014	SALGUERO/BRYAN//	CONSULTING SERVICES	1,147.50	Public Works
89717	12/3/2014	ORTIZ/JOEL//	CONSULTING SERVICES	1,120.00	Public Works
89858	12/17/2014	ORTIZ/JOEL//	CONSULTING SERVICES	1,120.00	Public Works
89793	12/10/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	943.00	Public Works
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	874.43	Public Works
89934	12/19/2014	SALGUERO/BRYAN//	CONSULTING SERVICES	840.00	Public Works
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	825.00	Public Works



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89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	604.51	Public Works
89801	12/11/2014	US BANK	VISA- A1 LAWNMOWERS	594.27	Public Works
89715	12/3/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	521.16	Public Works
89886	12/17/2014	WILLDAN ASSOCIATES INC.	CHECK EASEMENT	425.00	Public Works
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	420.00	Public Works
89881	12/17/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	402.00	Public Works
89801	12/11/2014	US BANK	VISA- HOME DEPOT	308.66	Public Works
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
89724	12/3/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
89802	12/17/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
89802	12/17/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
89801	12/11/2014	US BANK	VISA- UNITED TRAFFIC SVCS	237.43	Public Works
89731	12/10/2014	ARC	COPY/PRINTING SERVICE	235.89	Public Works
89862	12/17/2014	PRECISION CONCRETE CUTTING	STREET REPAIRS	223.59	Public Works
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	188.54	Public Works
89907	12/19/2014	DARABEDIAN/MEGHEDI//	CONSULTING SERVICES	144.00	Public Works
89883	12/17/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	141.05	Public Works
89817	12/17/2014	COUNTY SANITATION DISTRICT	REFUSE FEES- NOV 2014	122.15	Public Works
89801	12/11/2014	US BANK	VISA- ORCHARD SUPPLY	98.84	Public Works
89710	12/3/2014	FARASSATI/ALEX//	REIMB- RECYCLING CONTEST	91.48	Public Works
89873	12/17/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	60.36	Public Works
89801	12/11/2014	US BANK	VISA- HD SUPPLY	59.27	Public Works
89894	12/19/2014	ARC	COPY/PRINTING SERVICE	52.51	Public Works
89882	12/17/2014	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
89918	12/19/2014	L.A. CO. REGISTRAR-RECORDER	RECORDING FEE- PROJ#595	33.00	Public Works
89801	12/11/2014	US BANK	VISA- APWA	30.00	Public Works
89878	12/17/2014	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	25.50	Public Works
89794	12/10/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	17.00	Public Works
Total Amount for 62 Line Item(s) from Public Works				\$184,172.54	

Recoverable / Refund / Liability

89718	12/3/2014	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	1,625.48	Recoverable / Refund / Liability
89718	12/3/2014	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	659.40	Recoverable / Refund / Liability
89709	12/3/2014	ECMC	WAGE GARNISHMENT- 11/26/14	294.13	Recoverable / Refund / Liability
89824	12/17/2014	ECMC	WAGE GARNISHMENT- 12/12/14	294.13	Recoverable / Refund / Liability



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89851	12/17/2014	MONTGOMERY/JOHN//	RECREATION REFUND	290.00	Recoverable / Refund / Liability
89718	12/3/2014	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	260.00	Recoverable / Refund / Liability
89712	12/3/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 11/26/14	184.62	Recoverable / Refund / Liability
89828	12/17/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/12/14	184.62	Recoverable / Refund / Liability
89711	12/3/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 11/26/14	159.79	Recoverable / Refund / Liability
89771	12/10/2014	MALLIE/HUDSON//	RECREATION REFUND	145.00	Recoverable / Refund / Liability
89926	12/19/2014	NUMA/GALIT//	RECREATION REFUND	145.00	Recoverable / Refund / Liability
89939	12/19/2014	STRIEWSKI/KELLY//	RECREATION REFUND	145.00	Recoverable / Refund / Liability
89807	12/17/2014	BRANDT/LYNN//	RECREATION REFUND	60.00	Recoverable / Refund / Liability
89775	12/10/2014	MONIS/FERIBA//	RECREATION REFUND	48.20	Recoverable / Refund / Liability
89722	12/3/2014	STATE DISBURSMENT	WAGE GARNISHMENT- 11/26/14	46.15	Recoverable / Refund / Liability
89874	12/17/2014	STATE DISBURSMENT	WAGE GARNISHMENT- 12/12/14	46.15	Recoverable / Refund / Liability
89839	12/17/2014	KRAUS/IRMGARD//	RECREATION REFUND	20.00	Recoverable / Refund / Liability
89782	12/10/2014	ROSEN/CORINNE//	RECREATION REFUND	12.00	Recoverable / Refund / Liability
89852	12/17/2014	MS CONSTRUCTION	CDBG RES REHAB- REUSS	-954.80	Recoverable / Refund / Liability
89704	12/3/2014	ALL HOME MANAGEMENT INC.	CDBG RES REHAB- DERVIN	-988.00	Recoverable / Refund / Liability
89852	12/17/2014	MS CONSTRUCTION	CDBG RES REHAB- GOLDSTEIN	-999.50	Recoverable / Refund / Liability
89740	12/10/2014	CHARLES PANKOW BUILDERS, LTD	ARCHITECTURAL DESIGN	-5,922.00	Recoverable / Refund / Liability
Total Amount for 22 Line Item(s) from Recoverable / Refund / Liability				\$-4,244.63	

Senior Center Construction

89740	12/10/2014	CHARLES PANKOW BUILDERS, LTD	ARCHITECTURAL DESIGN	118,434.00	Senior Center Construction
Total Amount for 1 Line Item(s) from Senior Center Construction				\$118,434.00	

Tennis & Swim Center

89744	12/10/2014	DEAN STEWART CONSTRUCTION	TILE INSTALLATION	4,896.00	Tennis & Swim Center
89764	12/10/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,270.84	Tennis & Swim Center
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,758.30	Tennis & Swim Center
89845	12/17/2014	LITTLE LEARNERS LLC	RECREATION INSTRUCTOR	1,355.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- HOME DEPOT	818.47	Tennis & Swim Center
89896	12/19/2014	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- AQUAFIT	780.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- 4IMPRINTS	620.36	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- NATIONAL GYM SUPPLY	616.53	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- THOUSAND OAKS TROPHIES	615.98	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- NATIONAL GYM SUPPLY	589.98	Tennis & Swim Center



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89799	12/10/2014	YEEOPP/BETTY//	RECREATION INSTRUCTOR	551.40	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- HOME CONSIGNMENT	530.83	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- HAMPTON FITNESS	471.93	Tennis & Swim Center
89896	12/19/2014	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- SANTA BRKFST	469.00	Tennis & Swim Center
89795	12/10/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	447.76	Tennis & Swim Center
89876	12/17/2014	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	421.78	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- KEISER CORP	405.96	Tennis & Swim Center
89876	12/17/2014	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	392.96	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- HOME DEPOT	386.07	Tennis & Swim Center
89937	12/19/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	365.15	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- OFFICE DEPOT	364.06	Tennis & Swim Center
89841	12/17/2014	L.A. CO. FIRE DEPARTMENT	HAZMAT PROGRAM CUPA# AR0020264	363.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- BOWLMOR	354.62	Tennis & Swim Center
89816	12/17/2014	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	354.14	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- THE WEBSTAIRANT	336.31	Tennis & Swim Center
89795	12/10/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	327.07	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- MARIA'S ITALIAN	310.55	Tennis & Swim Center
89738	12/10/2014	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	294.08	Tennis & Swim Center
89899	12/19/2014	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	294.08	Tennis & Swim Center
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	287.81	Tennis & Swim Center
89928	12/19/2014	PETTY CASH-TENNIS & SWIM CNTR	REPLENISH PETTY CASH	284.32	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- PRO BOXING SUPPLIES	232.15	Tennis & Swim Center
89788	12/10/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	230.00	Tennis & Swim Center
89884	12/17/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	209.78	Tennis & Swim Center
89816	12/17/2014	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	205.03	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- PYRAMID PIPE & SUPPLY	202.42	Tennis & Swim Center
89787	12/10/2014	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	196.48	Tennis & Swim Center
89738	12/10/2014	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	183.80	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- OFFICE DEPOT	176.55	Tennis & Swim Center
89809	12/17/2014	CALIFORNIA PARK & RECREATION	MEMBERSHIP RENEWAL- D. HUNCKE	170.00	Tennis & Swim Center
89892	12/19/2014	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- T&SC	162.00	Tennis & Swim Center
89780	12/10/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 14	146.59	Tennis & Swim Center
89913	12/19/2014	INNER-I ...SECURITY IN FOCUS	GATE REPAIR- T&SC	120.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- SMART & FINAL	116.64	Tennis & Swim Center
89945	12/19/2014	YEEOPP/BETTY//	RECREATION INSTRUCTOR	110.28	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- CONSTANT CONTACT	105.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- RALPHS	93.10	Tennis & Swim Center



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89920	12/19/2014	LITTLEJOHN COMMUNICATIONS INC	PAY PHONE SVC- OCT-DEC 2014	90.00	Tennis & Swim Center
89835	12/17/2014	INNER-I ...SECURITY IN FOCUS	OCT-DEC 2014 MONITORING- T&SC	75.00	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- FEDEX OFFICE	68.68	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- VONS	66.45	Tennis & Swim Center
89928	12/19/2014	PETTY CASH-TENNIS & SWIM CNTR	REPLENISH PETTY CASH	65.37	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- VAN NUYS PLYWOOD	61.04	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- PIER 1	58.31	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- US MASTERS SWIM	55.00	Tennis & Swim Center
89795	12/10/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	50.33	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- SMART & FINAL	37.89	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- UNION 76	28.15	Tennis & Swim Center
89729	12/10/2014	AIRGAS- WEST	TC HELIUM	27.61	Tennis & Swim Center
89890	12/19/2014	AIRGAS- WEST	TC HELIUM	27.05	Tennis & Swim Center
89758	12/10/2014	KISHIMOTO/RAINE//	REIMB MILEAGE - NOV 14	26.32	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- MICHAELS	26.13	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- CRAIGSLIST.COM	25.00	Tennis & Swim Center
89729	12/10/2014	AIRGAS- WEST	TC HELIUM	24.20	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- FEDEX OFFICE	21.71	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- SHELL OIL	16.98	Tennis & Swim Center
89801	12/11/2014	US BANK	VISA- JOANN STORE	9.79	Tennis & Swim Center
Total Amount for 67 Line Item(s) from Tennis & Swim Center				\$25,855.17	

Transportation

89713	12/3/2014	HUITT-ZOLLARS INC	CONSTRUCTION SVCS-LOST HILLS	113,035.55	Transportation
89777	12/10/2014	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	32,768.42	Transportation
89859	12/17/2014	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	22,059.87	Transportation
89924	12/19/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 14	16,586.06	Transportation
89921	12/19/2014	LNI CUSTOM MANUFACTURING, INC.	BUS SHELTER INSTALLATION	10,651.12	Transportation
89924	12/19/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 14	9,625.25	Transportation
89727	12/10/2014	A2B TRANSPORTATION COMPANY LLC	DIAL-A-RIDE NOV 2014	6,774.15	Transportation
89819	12/17/2014	CROSTOWN ELECTRICAL	TRAFFIC LIGHTING SERVICES	5,380.81	Transportation
89730	12/10/2014	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	3,869.05	Transportation
89873	12/17/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,599.35	Transportation
89847	12/17/2014	MALIBU CANYON SHELL	FUEL CHARGES- NOV 2014 (1/2)	3,593.58	Transportation
89924	12/19/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 14	3,208.55	Transportation
89893	12/19/2014	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- JAN 2015	2,964.78	Transportation



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89770	12/10/2014	MALIBU CANYON SHELL	FUEL CHARGES- NOV 2014 (2/2)	2,859.13	Transportation
89891	12/19/2014	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	2,411.65	Transportation
89721	12/3/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,257.19	Transportation
89935	12/19/2014	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,690.00	Transportation
89908	12/19/2014	DIAMOND WEST ENGINEERING, INC	ENGINEER CONSULTING	1,500.00	Transportation
89924	12/19/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 14	1,373.85	Transportation
89853	12/17/2014	MV TRANSPORTATION, INC.	TRANSIT MAINTENANCE	1,310.69	Transportation
89932	12/19/2014	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	1,214.71	Transportation
89916	12/19/2014	KOA CORPORATION	CALABASAS ON-CALL SVCS	840.00	Transportation
89855	12/17/2014	NATIONAL DATA & SURVEYING SVCS	TRAFFIC COUNTERS	740.00	Transportation
89911	12/19/2014	HERNANDEZ/JOSE LUIS//	REIMB VEHICLE EXPENSE	647.20	Transportation
89798	12/10/2014	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	350.46	Transportation
89801	12/11/2014	US BANK	VISA- LOWES	346.47	Transportation
89747	12/10/2014	DIAMOND WEST ENGINEERING, INC	ENGINEER CONSULTING	250.00	Transportation
89908	12/19/2014	DIAMOND WEST ENGINEERING, INC	ENGINEER CONSULTING	250.00	Transportation
89801	12/11/2014	US BANK	VISA- SHELL OIL	217.69	Transportation
89801	12/11/2014	US BANK	VISA- BNI BUILDING NEWS	210.78	Transportation
89844	12/17/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	194.05	Transportation
89801	12/11/2014	US BANK	VISA- HD SUPPLY	184.21	Transportation
89804	12/17/2014	ARC	COPY/PRINTING SERVICE	183.53	Transportation
89801	12/11/2014	US BANK	VISA- CHEVRON	169.01	Transportation
89843	12/17/2014	LA DWP	METER SERVICE - TRAFFIC LIGHT	149.10	Transportation
89794	12/10/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	129.84	Transportation
89935	12/19/2014	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	116.34	Transportation
89801	12/11/2014	US BANK	VISA- ACCO BRANDS DIRECT	88.35	Transportation
89801	12/11/2014	US BANK	VISA- APWA	85.00	Transportation
89801	12/11/2014	US BANK	VISA- SHELL OIL	77.06	Transportation
89801	12/11/2014	US BANK	VISA- CHEVRON	49.28	Transportation
89801	12/11/2014	US BANK	VISA- RABI INC	36.73	Transportation
89801	12/11/2014	US BANK	VISA- SHELL OIL	36.04	Transportation
89801	12/11/2014	US BANK	VISA- AMAZON MARKETPLACE	35.60	Transportation
89904	12/19/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	35.25	Transportation
89801	12/11/2014	US BANK	VISA- RABI INC	35.18	Transportation
89801	12/11/2014	US BANK	VISA- EXXON MOBIL	34.58	Transportation
89801	12/11/2014	US BANK	VISA- 7 ELEVEN	33.78	Transportation
89743	12/10/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	30.50	Transportation
89801	12/11/2014	US BANK	VISA- UNION 76	30.00	Transportation



Check Register Report

Bank: BANK OF AMERICA - OPERATING
Reporting Period: 11/25/2014 to 12/22/2014

Date: 12/23/2014
Time: 9:51:39AM
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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
89801	12/11/2014	US BANK	VISA- SHELL OIL	28.60	Transportation
89801	12/11/2014	US BANK	VISA- CALABASAS CAR CARE	25.20	Transportation
89801	12/11/2014	US BANK	VISA- UNION 76	25.03	Transportation
89801	12/11/2014	US BANK	VISA- UNION 76	24.99	Transportation
89801	12/11/2014	US BANK	VISA- UNION 76	21.99	Transportation
89801	12/11/2014	US BANK	VISA- UNION 76	19.20	Transportation
89801	12/11/2014	US BANK	VISA- CANOGA PARK	12.69	Transportation
89801	12/11/2014	US BANK	VISA- EXXON MOBIL	8.00	Transportation
89801	12/11/2014	US BANK	VISA- SHELL OIL	8.00	Transportation
Total Amount for 59 Line Item(s) from Transportation				\$254,493.49	
GRAND TOTAL for 607 Line Items				\$1,348,771.79	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

28-Jan

PW	New Business	Construction award for Lost Hills overpass
CC	New Business	Council liasions appointments

Future Items

AS	Presentations	Employee Service Awards
CS	New Business	Senior Commission
CC	New Business	Section 2.04 Muni Code Amendment - City Council reorg date
CC	New Business	Muni Code Amendment - Commission term expiration date
MO	New Business	Ordinance update for wireless facility regulation, Section 6409(a) exemptions
PW	New Business	Stormwater semi-annual quarterly update
PW	Update	Bicycle Master Plan update
CD	New Business	Business registration program
CD	Consent	MOU with Calabasas Tech Center for the Las Virgenes Creek Trail
CC	New Business	Commissioner interviews for appointments expiring in 2015
CM	New Business	Mayor Garcetti's proposed minimum wage increase informational item

2015 CITY COUNCIL MEETING DATES

11-Feb	12-Aug
25-Feb	26-Aug
11-Mar	9-Sep
25-Mar - Council Reorg.	23-Sep - Canceled - Yom Kippur
8-Apr	14-Oct
22-Apr	28-Oct
13-May - Canceled - CCCA Annual Conference	3-Nov - Municipal Election
27-May	11-Nov - Canceled - Veterans' Day
10-Jun	18-Nov - Special Meeting Election Certification - Council Reorg.
24-Jun	25-Nov - Canceled - Thanksgiving Eve
8-Jul - Canceled	9-Dec
22-Jul - Canceled	23-Dec - Canceled