



## CITY *of* CALABASAS

**CITY COUNCIL AGENDA  
REGULAR MEETING – WEDNESDAY, JANUARY 22, 2014  
CITY HALL COUNCIL CHAMBERS  
100 CIVIC CENTER WAY, CALABASAS  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)**

THE STARTING TIMES LISTED FOR EACH AGENDA ITEM SHOULD BE CONSIDERED A GUIDELINE ONLY. THE CITY COUNCIL RESERVES THE RIGHT TO ALTER THE ORDER OF DISCUSSION IN ORDER TO RUN AN EFFECTIVE MEETING. IF YOU WISH TO ASSURE YOURSELF OF HEARING A PARTICULAR DISCUSSION, PLEASE ATTEND THE ENTIRE MEETING. YOU MAY SPEAK ON A CLOSED SESSION ITEM PRIOR TO COUNCIL'S DISCUSSION. TO DO SO, PLEASE SUBMIT A SPEAKER CARD TO THE CITY CLERK AT LEAST 5 MINUTES PRIOR TO THE START OF CLOSED SESSION. THE CITY VALUES AND INVITES WRITTEN COMMENTS FROM RESIDENTS ON MATTERS SET FOR COUNCIL CONSIDERATION. IN ORDER TO PROVIDE COUNCILMEMBERS AMPLE TIME TO REVIEW ALL CORRESPONDENCE, PLEASE SUBMIT ANY LETTERS OR EMAILS TO THE CITY CLERK'S OFFICE BEFORE 5:00 P.M. ON THE MONDAY PRIOR TO THE MEETING.

### **OPENING MATTERS – 7:00 P.M.**

Call to Order/Roll Call of Councilmembers  
Pledge of Allegiance by Cub Scout Pack 333  
Approval of Agenda

### **ANNOUNCEMENTS/INTRODUCTIONS – 7:10 P.M.**

### **ORAL COMMUNICATIONS – PUBLIC COMMENT – 7:20 P.M.**

### **CONSENT ITEMS – 7:25 P.M.**

1. [Approval of meeting minutes from January 8, 2014.](#)
2. [Adoption of Resolution No. 2014-1397 proclaiming March 22, 2014, as "Arbor Day" in the City of Calabasas.](#)
3. [Recommendation to approve the recordation of the final map for tract 66338 for condominium purposes located at 26705 Malibu Hills Road.](#)

4. Amended employment contract-cost of living adjustment for City Manager.

**PUBLIC HEARING – 7:35 P.M.**

5. Review and approval of projects for the 40<sup>th</sup> program year (2014-2015) Community Development Block Grant (CDBG) funding; and adoption of Resolution No. 2014-1396, approving the CDBG 40<sup>th</sup> program year (2014-2015).
6. Request to amend the City of Calabasas Development Code pursuant to Calabasas Municipal Code Section 17.76.010 in order to correct typographical, formatting and wording errors. The City's staff has determined that the project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the California CEQA Guidelines.

**NEW BUSINESS – 8:00 P.M.**

7. Introduction of Ordinance No. 2014-309, amending Title 2, Chapters 2.30, 2.37, 2.38, 2.39 and 2.43 of the Calabasas Municipal Code.
8. Voter outreach program.

**INFORMATIONAL REPORTS – 8:45 P.M.**

9. Check Register for the period of December 13, 2013-January 10, 2014.

**TASK FORCE REPORTS – 8:50 P.M.**

**CITY MANAGER'S REPORT – 8:55 P.M.**

**FUTURE AGENDA ITEMS – 8:57 P.M.**

**ADJOURN – 9:00 P.M.**

The City Council will adjourn in memory of Sondra Singer to their next special meeting/workshop scheduled for Saturday, January 25, 2014, at 9:00 a.m.

**MINUTES OF A REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF CALABASAS,  
CALIFORNIA, HELD WEDNESDAY, JANUARY 8, 2014**

Mayor Gaines called the meeting to order at 7:02 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, California. All members of the City Council were present.

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

The Pledge of Allegiance was led by Allison Gaines.

**APPROVAL OF AGENDA**

**Councilmember Maurer moved, seconded by Mayor pro Tem Shapiro to approve the agenda. MOTION CARRIED 5/0 as follows:**

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

**ANNOUNCEMENTS/INTRODUCTIONS**

- Sheriff's crime report

Lt. DeSantis introduced Lt. Williams and made the presentation.

Members of the Council made the following announcements:

Councilmember Martin:

- Wished everyone a happy new year.
- Extended an invitation to the next Straight Up event on January 25.
- Welcomed the newly hired head and assistant coaches at Calabasas High School Rick Casey and Jim Clausen.

Councilmember Bozajian:

- The annual Senior Congress is scheduled on Wednesday, February 5 at St. Maximillian Holy Catholic Church in Westlake Village.

Councilmember Maurer:

- Reiterated a happy new year to all.

- Wished good luck to the Boys Basketball team playing in Westlake Village on January 8.

Mayor pro Tem Shapiro:

- Also wished happy New Year to all.
- Calabasas Day at Pepperdine men's basketball scheduled on January 18.
- The Calabasas High Boys Soccer team is ranking 7<sup>th</sup> in the entire valley. A homecoming game is scheduled on February 4.

Mayor Gaines:

- Extended an invitation to the State of the City Address on January 15.
- The Chamber of Commerce breakfast is scheduled on January 9. The annual Chamber installation gala is scheduled on January 25.
- Encouraged everyone to visit the new restaurant The Six in Old Calabasas.

### **ORAL COMMUNICATIONS - PUBLIC COMMENT**

Barry Steinhart, Rock of Life Youth Board members, Bonnie Mulholland, Alesia Bell Alaziz and Sarah Stevens spoke during public comment.

### **CONSENT ITEMS**

1. Approval of meeting minutes from December 11, 2013.

**Councilmember Maurer moved, seconded by Mayor pro Tem Shapiro to approve Consent Item No. 1. MOTION CARRIED 5/0 as follows:**

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

### **SPECIAL PRESENTATION**

- Aging in the Community of Calabasas.

Councilmember Maurer introduced Dr. Daphna Ganns to make a presentation.

### **NEW BUSINESS**

2. Recommendation by the Senior Center Task Force to find Pankow as the best qualified firm for the design and construction of the Calabasas Senior Center and authorize staff to enter into contract negotiations.

Mr. Rubin presented the report. Brad Whitaker from Pankow and Harry Drake from Gonzalez Goodel provided background information.

Extensive discussion ensued.

**Mayor pro Tem Shapiro moved, seconded by Councilmember Maurer to approve the recommendation from the Senior Center Task Force to find Pankow as the best qualified firm for the design and construction of the Calabasas Senior Center and authorize staff to enter into contract negotiations. MOTION CARRIED 5/0 as follows:**

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

3. Discussion of electric vehicle charging stations and approval of the installation of an electric vehicle charging station included with the Senior Center project and to apply for private/public partnership grants through AQMD or other funding sources, to install charging stations for commercial and industrial properties.

Mr. Coroalles introduced Patrica Kwon from the AQMD to provide a report.

Extensive discussion took place.

Dennis Washburn spoke on this item.

**Mayor pro Tem Shapiro moved, seconded by Councilmember Martin to approve the installation of an electric vehicle charging station included with the Senior Center project and to apply for private/public partnership grants through AQMD or other funding sources, to install charging stations for commercial and industrial properties. MOTION CARRIED 5/0 as follows:**

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

4. Updates on Storm Water and Water Quality projects and activities.

Mr. Farasatti provided an update.

Sarah Stevens spoke on this item.

**No action was taken on this item.**

5. Recommendation from the Parks, Recreation & Education Commission in regard to the Calabasas Film Festival.

Sarah Stevens spoke on this item.

Extensive discussion took place.

**Direction was provided to staff.**

### **INFORMATIONAL REPORTS**

6. Check Register for the period of December 4-11, 2013.

**No action was taken on this item.**

### **TASK FORCE REPORTS**

Mayor Gaines reported that Councilmember Bozajian and he have concluded Council Protocols and will be scheduled at a future meeting.

### **CITY MANAGER'S REPORT**

None.

### **FUTURE AGENDA ITEMS**

After extensive discussion, the Council concurred to hold a Workshop on Saturday, January 25, at 9 a.m. to discuss the following:

- Council Protocols
- Overview of the development process and outside agency interface
- General conversation on public noticing and outreach

Mayor Gaines announced that tonight's meeting would be adjourned in memory of Julia Simon.

**Mayor pro Tem Shapiro moved, seconded by Councilmember Maurer to recess to Closed Session at 9:57 p.m. MOTION CARRIED 5/0 as follows:**

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

**CLOSED SESSION**

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

There were no reportable actions from the Closed Session.

**ADJOURN**

**Mayor pro Tem Shapiro moved, seconded by Councilmember Martin to adjourn the meeting 11:05 p.m. in memory of Julia Simon to the next regular meeting scheduled on Wednesday, January 22, 2014, at 7:00 p.m. MOTION CARRIED 5/0 as follows:**

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

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Maricela Hernandez, MMC  
City Clerk




**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

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**DATE: JANUARY 13, 2014**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR, CITY ENGINEER  
ALEX FARASSATI, PH.D., ENVIRONMENTAL SERVICES SUPERVISOR**

**SUBJECT: ADOPTION OF RESOLUTION NO. 2014-1397 PROCLAIMING MARCH 22, 2014, AS "ARBOR DAY" IN THE CITY OF CALABASAS**

**MEETING**

**DATE: JANUARY 22, 2014**

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**SUMMARY RECOMMENDATION:**

It is recommended that the City Council approve staff's recommended motion to proclaim March 22, 2014 as "Arbor Day" in the City of Calabasas.

**DISCUSSION/ANALYSIS:**

Once annually, the City must both adopt an Arbor Day proclamation and hold an Arbor Day event to renew the City's TREE CITY, USA status. This year is the 15<sup>th</sup> year that Calabasas is recognized as a Tree City USA. Attached is a resolution proclaiming Saturday, March 22, 2014 as Arbor Day. In honor of Arbor Day, the City of Calabasas will be holding a tree-planting ceremony at the Gates Canyon Park. The event will include tree-planting for kids starting at 9:30 AM and the official tree-planting ceremony at 11:30AM.

**FISCAL IMPACT/SOURCE OF FUNDING:**

Estimated costs of approximately \$1,000 will be used from the City's Arbor Day Budget (Account No. 10-321-5252-21)



**REQUESTED ACTION:**

Approve Resolution No. 2014-1397 proclaiming March 22, 2014 as Arbor Day in the City of Calabasas.

**ATTACHMENT:**

Resolution No. 2014-1397.

Item 2 Attachment

**RESOLUTION NO. 2014-1397**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, PROCLAIMING MARCH 22, 2014 AS "ARBOR DAY" IN THE CITY OF CALABASAS**

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fire and countless other wood products; and

**WHEREAS**, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW, THEREFORE**, the City Council of the City of Calabasas does hereby proclaim March 22, 2014 as "**Arbor Day**" in the City of Calabasas. All residents are urged to celebrate Arbor Day and to support the efforts to protect our trees and woodlands.

**BE IT FURTHER RESOLVED**, that all residents are urged to plant trees to promote the well-being of this and future generations.

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 22<sup>nd</sup> day of January 2014.

\_\_\_\_\_  
Fred Gaines, Mayor

ATTEST:

\_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott H. Howard, City Attorney



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

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**DATE: DECEMBER 30, 2013**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

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

**SUBJECT: RECOMMENDATION TO APPROVE THE RECORDATION OF THE  
FINAL MAP FOR TRACT 66338 FOR CONDOMINIUM PURPOSES  
LOCATED AT 26705 MALIBU HILLS ROAD.**

**MEETING DATE: JANUARY 22, 2014**

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**SUMMARY RECOMMENDATION:**

Staff recommends City Council to approve the Final Map for Tract 66338 for Condominium purposes located at 26705 Malibu Hills Road.

**BACKGROUND:**

The subject property located at 26705 Malibu Hills Road was approved by City Council on July 19, 2006 for the construction of a 60-unit senior condominium development. The City Council approved the proposal that comprised of 70,824 square feet of residential living units, 2,200 square foot community building, a pool, courtyard, and a subterranean parking garage.

Pursuant to the Subdivision Map Act 66426 a tentative and final map shall be required for all subdivisions creating five or more condominiums as defined in Section 783 of the Civil Code.

**DISCUSSION/ANALYSIS:**

At the September 10, 2008 meeting City Council approved the Subdivision Maintenance Agreement and the Tract Map for recordation, following which the Agreement was forwarded to Los Angeles County Recorder's office and was recorded on October 9, 2008.

In September 2013 the applicant contacted the City regarding re-initiation of the Final Map recordation process. Staff had reviewed all previous submittals and legal documents and created a list of action items which needed to be completed prior to the recordation of the Final Map.

Staff determined that the Final Map is required to be revised based off the Preliminary Title Report dated September 19, 2011 which listed a change of the Lender and a recently recorded easement for water service to Las Virgenes Municipal Water District. A revised map was submitted, reviewed and determined complete and ready to being presented before the City Council.

City staff has also deemed the project to be in substantial conformance with the principles and standards required by the Municipal Code. The map is ready for City Council approval as required by the Municipal Code 17.42.230 (A) Final Map approval.

**FISCAL IMPACT/SOURCE OF FUNDING:**

None.

**REQUESTED ACTION:**

Staff requests approval of the following items:

1. City Council approve Final Map 66338 (for Condominium Purposes), and
2. Accept ingress and egress on behalf of all government agencies over all private driveways to all governmental vehicles providing for health, safety and welfare, and
3. Direct the City Finance Director to endorse the Special Assessment Certificate on the face of Final Map 66338 which indicates that all special assessments levied by the City have been paid.
4. Make findings as follows: (a) that this project is consistent with the provisions of Sections 66474 and 66474.1 of the Subdivision Map Act and

should be approved; and (b) that this proposed subdivision, together with the provisions for this design and improvements, is consistent with the General Plan required by Article 5 (commencing with Section 65300) of Chapter 3 of Division 1 of the Government Code, or any specific plan adopted pursuant to Article 8 (commencing with Section 65450) of Chapter 3 of Division 1 of the Government Code.

5. Direct the City Clerk to endorse the Certificate on the face of Final Map 66338, which embodies the approval of said map and also approves the subject map pursuant to the provisions of Section 66436 (a)(3)(A) of the Subdivision Map Act.
6. Direct the City Engineer to endorse the Statement on the face of Final Map 66338, which provides the verification of substantial conformance with the Tentative Map and all alterations thereof; that all provisions of subdivision ordinances of the City of Calabasas, applicable at the time of approval of the Tentative Tract Map, have been complied with, and that all provisions of the Subdivision Map Act Section 66442 (a) (1), (2), and (3) have been complied with.

**ATTACHMENTS:**

Attachment A: Subdivision Maintenance Agreement for Completion of Public Works Improvements for Tract Map 66338

Attachment B: Final Map 66338

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Recording Requested By:

**City of Calabasas**

When recorded, mail to:

City Clerk's Office  
City of Calabasas  
26135 Mureau Road  
Calabasas, California 91302

10/09/08



**20081813849**

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Exempt from recording fee, per Government Code  
Section 6103

CITY OF CALABASAS, CALIFORNIA

By: Gwen Peirce  
City Clerk

**SUBDIVISION AGREEMENT FOR COMPLETION OF PUBLIC**

**IMPROVEMENTS**

**TRACT NO. 66338**

**between**

**CITY OF CALABASAS**

**a California Municipal Corporation**

**and**

**26705 Malibu Hills Road, LLC**

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**SUBDIVISION AGREEMENT FOR COMPLETION OF PUBLIC IMPROVEMENTS  
TRACT MAP NO. 66338**

**I. PARTIES AND DATE.**

This Agreement for the Completion of Public Improvements ("Agreement") is entered into as of this 10 day of September, 2008 by and between the City of Calabasas, a California municipal corporation ("City") and 26705 Malibu Hills Road, LLC, a California Limited Liability Company ("Developer"). City and Developer are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

**II. RECITALS.**

A. On March 15, 2006, Developer submitted to City an application for approval of a tentative tract map for real property located within City, a legal description of which is attached hereto as Exhibit "A" ("Property"). The tentative tract map is identified in City records as Tract Map No. 66338 ("Tract No. 66338").

B. Developer's application for a tentative tract map for Tract No. 66338 was conditionally approved by the City Council on July 19, 2006.

C. Developer has not completed all of the work or made all of the public improvements required by Chapter 17.48 of the Calabasas Municipal Code, the Subdivision Map Act (Government Code sections 66410 et seq.) ("Map Act"), the conditions of approval for Tract No. 66338, or other ordinances, resolutions, or policies of City requiring construction of improvements in conjunction with the subdivision of land.

D. Pursuant to Government Code, Section 66462 and the applicable provisions of the Map Act, Developer and City enter into this Agreement for the timely construction and completion of the public improvements and the furnishing of the security therefore, acceptable to the City Engineer and City Attorney, for Tract No. 66338.

E. Developer's execution of this Agreement and the provision of the security are made in consideration of City's approval of the final map for Tract No. 66338.

**III. TERMS.**

1.0 Effectiveness. This Agreement shall not be effective unless and until all four of the following conditions are satisfied: (a) Developer provides City with security of the type and in the amounts required by this Agreement; (b) Developer executes and records this Agreement in the Recorder's Office of the County of Los Angeles; (c) the City Council of the City ("City Council") approves the final map for Tract No. 66338 and (d) Developer records the final map for Tract No. 66338 in the Recorder's Office of the County of Los Angeles. If the above described conditions are not satisfied, this Agreement shall automatically terminate without need



of further action by either City or Developer, and Developer may not thereafter record the final map for Tract No.66338.

2.0 Public Improvements. Developer shall construct or have constructed at its own cost, expense, and liability all improvements required by City as part of the approval of Tract No.66338, including, but not limited to, all grading, roads, paving, curbs and gutters, pathways, storm drains, sanitary sewers, utilities, drainage facilities, traffic controls, landscaping, street lights, and all other required facilities as shown in detail on the plans, profiles, and specifications which have been prepared by or on behalf of Developer for Tract Map No. 66338 ("Public Improvements"). The Public Improvements are more specifically described in Exhibit "B," which is attached hereto and incorporated herein by this reference. Construction of the Public Improvements shall include any transitions and/or other incidental work deemed necessary for drainage or public safety. The Developer shall be responsible for the replacement, relocation, or removal of any component of any irrigation water system in conflict with the construction or installation of the Public Improvements. Such replacement, relocation, or removal shall be performed to the complete satisfaction of the City Engineer and the owner of such water system. Developer further promises and agrees to provide all equipment, tools, materials, labor, tests, design work, and engineering services necessary or required by City to fully and adequately complete the Public Improvements.

2.1 Prior Partial Construction of Public Improvements. Where construction of any Public Improvements has been partially completed prior to this Agreement, Developer agrees to complete such Public Improvements or assure their completion in accordance with this Agreement.

2.2 Permits; Notices; Utility Statements. Prior to commencing any work, Developer shall, at its sole cost, expense, and liability, obtain all necessary permits and licenses and give all necessary and incidental notices required for the lawful construction of the Public Improvements and performance of Developer's obligations under this Agreement. Developer shall conduct the work in full compliance with the regulations, rules, and other requirements contained in any permit or license issued to Developer. Prior to commencing any work, Developer shall file a written statement with the City Clerk and the City Engineer, signed by Developer and each utility which will provide utility service to the Property, attesting that Developer has made all deposits legally required by the utility for the extension and provision of utility service to the Property.

2.3 Pre-approval of Plans and Specifications. Developer is prohibited from commencing work on any Public Improvement until all plans and specifications for such Public Improvement have been submitted to and approved by the City Engineer, or his or her designee. Approval by the City Engineer shall not relieve Developer from ensuring that all Public Improvements conform with all other requirements and standards set forth in this Agreement.

2.4 Quality of Work; Compliance With Laws and Codes. The construction plans and specifications for the Public Improvements shall be prepared in accordance with all applicable federal, state and local laws, ordinances, regulations, codes, standards, and other requirements. The Public Improvements shall be completed in accordance with all approved

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maps, plans, specifications, standard drawings, and special amendments thereto on file with City, as well as all applicable federal, state, and local laws, ordinances, regulations, codes, standards, and other requirements applicable at the time work is actually commenced.

2.5 Standard of Performance. Developer and its contractors, if any, shall perform all work required to construct the Public Improvements under this Agreement in a skillful and workmanlike manner, and consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Developer represents and maintains that it or its contractors shall be skilled in the professional calling necessary to perform the work. Developer warrants that all of its employees and contractors shall have sufficient skill and experience to perform the work assigned to them, and that they shall have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the work, and that such licenses, permits, qualifications and approvals shall be maintained throughout the term of this Agreement.

2.6 Alterations to Improvements. The Public Improvements in Exhibit "B" are understood to be only a general designation of the work and improvements to be done, and not a binding description thereof. All work shall be done and improvements made and completed as shown on approved plans and specifications, and any subsequent alterations thereto. If during the course of construction and installation of the Public Improvements it is determined that the public interest requires alterations in the Public Improvements, Developer shall undertake such design and construction changes as may be reasonably required by City. Any and all alterations in the plans and specifications and the Public Improvements to be completed may be accomplished without giving prior notice thereof to Developer's surety for this Agreement.

3.0 Maintenance of Public Improvements and Landscaping. City shall not be responsible or liable for the maintenance or care of the Public Improvements until City approves and accepts them. City shall exercise no control over the Public Improvements until accepted. Any use by any person of the Public Improvements, or any portion thereof, shall be at the sole and exclusive risk of the Developer at all times prior to City's acceptance of the Public Improvements. Developer shall maintain all the Public Improvements in a state of good repair until they are completed by Developer and approved and accepted by City, and until the security for the performance of this Agreement is released. Maintenance shall include, but shall not be limited to, repair of pavement, curbs, gutters, sidewalks, signals, parkways, water mains, and sewers; maintaining all landscaping in a vigorous and thriving condition reasonably acceptable to City; removal of debris from sewers and storm drains; and sweeping, repairing, and maintaining in good and safe condition all streets and street improvements. It shall be Developer's responsibility to initiate all maintenance work, but if it shall fail to do so, it shall promptly perform such maintenance work when notified to do so by City. If Developer fails to properly prosecute its maintenance obligation under this section, City may do all work necessary for such maintenance and the cost thereof shall be the responsibility of Developer and its surety under this Agreement. City shall not be responsible or liable for any damages or injury of any nature in any way related to or caused by the Public Improvements or their condition prior to acceptance.

4.0 Construction Schedule. Unless extended pursuant to this Section 4.1 of this Agreement, Developer shall fully and adequately complete or have completed the Public

Improvements within **twelve (12) months** following approval of the final map for Tract No.66338.

4.1 Extensions. City may, in its sole and absolute discretion, provide Developer with additional time within which to complete the Public Improvements. It is understood that by providing the security required under Section 13.0 et seq. of this Agreement, Developer and its surety consent in advance to any extension of time as may be given by City to Developer, and waives any and all right to notice of such extension(s). Developer's acceptance of an extension of time granted by City shall constitute a waiver by Developer and its surety of all defense of laches, estoppel, statutes of limitations, and other limitations of action in any action or proceeding filed by City following the date on which the Public Improvements were to have been completed hereunder. In addition, as consideration for granting such extension to Developer, City reserves the right to review the provisions of this Agreement, including, but not limited to, the construction standards, the cost estimates established by City, and the sufficiency of the improvement security provided by Developer, and to require adjustments thereto when warranted according to City's reasonable discretion.

4.2 Accrual of Limitations Period. Any limitations period provided by law related to breach of this Agreement or the terms thereof shall not accrue until Developer has provided the City Engineer with written notice of Developer's intent to abandon or otherwise not complete required or agreed upon Public Improvements.

5.0 Grading. Developer agrees that any and all grading done or to be done in conjunction with construction of the Public Improvements or development of Tract No. 66338 shall conform to all federal, state, and local laws, ordinances, regulations, and other requirements, including City's grading regulations. In order to prevent damage to the Public Improvements by improper drainage or other hazards, the grading shall be completed in accordance with the time schedule for completion of the Public Improvements established by this Agreement, and prior to City's approval and acceptance of the Public Improvements and release of the Security as set forth in Section 13.0 et seq. of this Agreement.

6.0 Utilities. Developer shall provide utility services, including water, power, gas, and telephone service to serve each parcel, lot, or unit of land within Tract No. 66338 in accordance with all applicable federal, state, and local laws, rules, and regulations, including, but not limited to, the regulations, schedules and fees of the utilities or agencies providing such services. All utilities shall be installed underground.

7.0 Fees and Charges. Developer shall, at its sole cost, expense, and liability, pay all fees, charges, and taxes arising out of construction of the Public Improvements, including, but not limited to, all plan check, design review, engineering, inspection, and other service fees, and any impact or connection fees established by City ordinance, resolution, regulation, or policy, or as established by City relative to Tract No.66338.

8.0 City Inspection of Public Improvements. Developer shall, at its sole cost, expense, and liability, and at all times during construction of the Public Improvements, maintain reasonable and safe facilities and provide safe access for inspection by City of the Public Improvements and areas where construction of the Public Improvements is occurring or will

occur. The City Engineer shall make any inspections as he/she deems necessary to ensure that all construction complies with the approved improvement plans. Where required by the City Engineer, the Developer shall pay the full cost of any contract inspection services determined to be necessary by the City Engineer.

9.0 Default; Notice; Remedies.

9.1 Notice. If Developer neglects, refuses, or fails to fulfill or timely complete any obligation, term, or condition of this Agreement, or if City determines there is a violation of any federal, state, or local law, ordinance, regulation, code, standard, or other requirement, City may at any time thereafter declare Developer to be in default or violation of this Agreement and make written demand upon Developer or its surety, or both, to immediately remedy the default or violation ("Notice"). Developer shall substantially commence the work required to remedy the default or violation within ten (10) days of the Notice. If the default or violation constitutes an immediate threat to the public health, safety, or welfare, City may provide the Notice verbally, and Developer shall substantially commence the required work within twenty-four (24) hours thereof. Immediately upon City's issuance of the Notice, Developer and its surety shall be liable to City for all costs of construction and installation of the Public Improvements and all other administrative costs expenses as provided for in Section 10.0 of this Agreement.

9.2 Failure to Remedy; City Action. If the work required to remedy the noticed default or violation is not diligently prosecuted to a completion acceptable to City within the time frame contained in the Notice, City may complete all remaining work, arrange for the completion of all remaining work, and/or conduct such remedial activity as in its sole and absolute discretion it believes is required to remedy the default or violation. All such work or remedial activity shall be at the sole and absolute cost, expense, and liability of Developer and its surety, without the necessity of giving any further notice to Developer or surety. City's right to take such actions shall in no way be limited by the fact that Developer or its surety may have constructed any, or none of the required or agreed upon Public Improvements at the time of City's demand for performance. In the event City elects to complete or arrange for completion of the remaining work and improvements, City may require all work by Developer or its surety to cease in order to allow adequate coordination by City. Notwithstanding the foregoing, if conditions precedent for reversion to acreage can be met and if the interests of City will not be prejudiced thereby, City may also process a reversion to acreage and thereafter recover from Developer or its surety the full cost and expense incurred.

9.3 Other Remedies. No action by City pursuant to Section 9.0 et seq. of this Agreement shall prohibit City from exercising any other right or pursuing any other legal or equitable remedy available under this Agreement or any federal, state, or local law. City may exercise its rights and remedies independently or cumulatively, and City may pursue inconsistent remedies. City may institute an action for damages, injunctive relief, or specific performance.

10.0 Administrative Costs. If Developer fails to construct and install all or any part of the Public Improvements within the time required by this Agreement, or if Developer fails to comply with any other obligation contained herein, Developer and its surety shall be jointly and severally liable to City for all administrative expenses, fees, and costs, including reasonable

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attorney's fees and costs, incurred in obtaining compliance with this Agreement or in processing any legal action or for any other remedies permitted by law.

11.0 Acceptance of Improvements; As-Built or Record Drawings. If the Public Improvements are properly completed by Developer and approved by the City Engineer, and if they comply with all applicable federal, state and local laws, ordinances, regulations, codes, standards, and other requirements, the City Council shall be authorized to accept the Public Improvements. The City Council may, in its sole and absolute discretion, accept fully completed portions of the Public Improvements prior to such time as all of the Public Improvements are complete, which shall not release or modify Developer's obligation to complete the remainder of the Public Improvements within the time required by this Agreement. Upon the total or partial acceptance of the Public Improvements by City, Developer shall file with the Recorder's Office of the County of Los Angeles a notice of completion for the accepted Public Improvements in accordance with California Civil Code section 3093, at which time the accepted Public Improvements shall become the sole and exclusive property of City without payment therefore. If Tract No. 66338 was approved and recorded as a single phase map, City shall not accept any one or more of the improvements until all of the Public Improvements are completed by Developer and approved by City. Issuance by City of occupancy permits for any buildings or structures located on the Property shall not be construed in any manner to constitute City's acceptance or approval of any Public Improvements. Notwithstanding the foregoing, City may not accept any Public Improvements unless and until Developer provides one (1) set of "as-built" or record drawings or plans to the City Engineer for all such Public Improvements. The drawings shall be certified and shall reflect the condition of the Public Improvements as constructed, with all changes incorporated therein.

12.0 Warranty and Guarantee. Developer hereby warrants and guarantees all Public Improvements against any defective work or labor done, or defective materials furnished in the performance of this Agreement, including a warranty and guarantee that all trees, shrubs and irrigation within the Property shall survive, with reasonable maintenance, in a vigorous and thriving condition reasonably acceptable to City, for a period of one (1) year following completion of the work and acceptance by City ("Warranty"). During the Warranty period, Developer shall repair, replace, or reconstruct any defective or otherwise unsatisfactory portion of the Public Improvements, including irrigation, shrubs, trees and/or transplanted trees that have died despite reasonable maintenance, in accordance with the current ordinances, resolutions, regulations, codes, standards, tree preservation plans or other requirements of City, and to the approval of the City Engineer. All repairs, replacements, or reconstruction during the Warranty periods shall be at the sole cost, expense, and liability of Developer and its surety. As to any Public Improvements which have been repaired, replaced, or reconstructed during the Warranty period, Developer and its surety hereby agree to extend the Warranty for an additional one (1) year period following City's acceptance of the repaired, replaced, or reconstructed Public Improvements. Nothing herein shall relieve Developer from any other liability it may have under federal, state, or local law to repair, replace, or reconstruct any Public Improvement following expiration of the Warranty or any extension thereof. Developer's warranty obligation under this section shall survive the expiration or termination of this Agreement. In addition, nothing contained herein shall impose upon Developer additional maintenance obligations for any Public Improvements that are repaired, replaced or reconstructed once these are accepted by City.

13.0 Security; Surety Bonds. Prior to execution of this Agreement, Developer shall provide City with surety bonds in the amounts and under the terms set forth below ("Security"). The amount of the Security shall be based on the City Engineer's approximation of the actual cost to construct the Public Improvements, including the replacement cost for all landscaping ("Estimated Costs"). If City determines, in its sole and absolute discretion, that the Estimated Costs have changed, Developer shall adjust the Security in the amount requested by City. Developer's compliance with this provision (Section 13.0 et seq.) shall in no way limit or modify Developer's indemnification obligation provided in Section 16.0 of this Agreement.

13.1 Performance Bond. To guarantee the faithful performance of the Public Improvements and all the provisions of this Agreement, to protect City if Developer is in default as set forth in Section 8.0 et seq. of this Agreement, and to secure Developer's one-year guarantee and warranty of the Public Improvements, including the maintenance of all landscaping in a vigorous and thriving condition, Developer shall provide City a faithful performance bond in the amount of Two Hundred and Sixty Thousand Nine Hundred and Four Dollars (\$263,904.00), which sum shall be not less than one hundred percent (100%) of the Estimated Costs. The City Council may, in its sole and absolute discretion and upon recommendation of the City Engineer, partially release a portion or portions of the security provided under this section as the Public Improvements are accepted by City, provided that Developer is not in default on any provision of this Agreement or condition of approval for Tract No. 66338, and the total remaining security is not less than twenty-five percent (25%) of the Estimated Costs. All security provided under this section shall be released at the end of the Warranty period, or any extension thereof as provided in Section 12 of this Agreement, provided that Developer is not in default on any provision of this Agreement or condition of approval for Tract No. 66338.

13.2 Labor & Material Bond. [Intentionally deleted]

13.3 Additional Requirements. The surety for any surety bonds provided as Security shall have a current A.M. Best's rating of no less than A:VIII, shall be licensed to do business in California, and shall be satisfactory to City. As part of the obligation secured by the Security and in addition to the face amount of the Security, the Developer or its surety shall secure the costs and reasonable expenses and fees, including reasonable attorney's fees and costs, incurred by City in enforcing the obligations of this Agreement. The Developer and its surety stipulate and agree that no change, extension of time, alteration, or addition to the terms of this Agreement, the Public Improvements, or the plans and specifications for the Public Improvements shall in any way affect its obligation on the Security.

13.4 Evidence and Incorporation of Security. Evidence of the Security shall be provided on the forms set forth in Exhibit "C," unless other forms are deemed acceptable by the City Engineer and the City Attorney, and when such forms are completed to the satisfaction of City, the forms and evidence of the Security shall be attached hereto as Exhibit "C" and incorporated herein by this reference.

14.0 [Intentionally deleted]

15.0 Lien. To secure the timely performance of Developer's obligations under this Agreement, including those obligations for which security has been provided pursuant to Sections 13 et seq. and 14 of this Agreement, Developer hereby creates in favor of City a lien against all portions of the Property not dedicated to City or some other governmental agency for a public purpose. As to Developer's default on those obligations for which security has been provided pursuant to Sections 13 et seq. and 14 of this Agreement, City shall first attempt to collect against such security prior to exercising its rights as a contract lienholder under this section.

16.0 Indemnification. Developer shall defend, indemnify, and hold harmless City, its elected officials, officers, employees, and agents from any and all actual or alleged claims, demands, causes of action, liability, loss, damage, or injury, to property or persons, including wrongful death, whether imposed by a court of law or by administrative action of any federal, state, or local governmental body or agency, arising out of or incident to any acts, omissions, negligence, or willful misconduct of Developer, its personnel, employees, agents, or contractors in connection with or arising out of construction or maintenance of the Public Improvements, or performance of this Agreement. This indemnification includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys fees, and related costs or expenses, and the reimbursement of City, its elected officials, officers, employees, and/or agents for all legal expenses and costs incurred by each of them. This indemnification excludes only such portion of any claim, demand, cause of action, liability, loss, damage, penalty, fine, or injury, to property or persons, including wrongful death, which is caused solely and exclusively by the negligence or willful misconduct of Agency as determined by a court or administrative body of competent jurisdiction. Developer's obligation to indemnify shall survive the expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by City, its elected officials, officers, employees, or agents.

17.0 Insurance.

17.1 Types; Amounts. Developer shall procure and maintain, and shall require its contractors to procure and maintain, during construction of any Public Improvement pursuant to this Agreement, insurance of the types and in the amounts described below ("Required Insurance"). If any of the Required Insurance contains a general aggregate limit, such insurance shall apply separately to this Agreement or be no less than two times the specified occurrence limit.

17.1.1 General Liability. Developer and its contractors shall procure and maintain occurrence version general liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000 per occurrence for bodily injury, personal injury, and property damage.

17.1.2 Business Automobile Liability. Developer and its contractors shall procure and maintain business automobile liability insurance, or equivalent form, with a combined single limit of not less than \$1,000,000 per occurrence. Such insurance shall include coverage for the ownership, operation, maintenance, use, loading, or unloading of any vehicle owned, leased, hired, or borrowed by the insured or for which the insured is responsible.

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17.1.3 Workers' Compensation. Developer and its contractors shall procure and maintain workers' compensation insurance with limits as required by the Labor Code of the State of California and employers' liability insurance with limits of not less than \$1,000,000 per occurrence, at all times during which insured retains employees.

17.1.4 Professional Liability. For any consultant or other professional who will engineer or design the Public Improvements, liability insurance for errors and omissions with limits not less than \$1,000,000 per occurrence, shall be procured and maintained for a period of five (5) years following completion of the Public Improvements. Such insurance shall be endorsed to include contractual liability.

17.2 Deductibles. Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either: (a) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City, its elected officials, officers, employees, agents, and volunteers; or (b) Developer and its contractors shall provide a financial guarantee satisfactory to City guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.

17.3 Additional Insured; Separation of Insureds. The Required Insurance shall name City, its elected officials, officers, employees, agents, and volunteers as additional insureds with respect to work performed by or on behalf of Developer or its contractors, including materials, parts, or equipment furnished in connection therewith. The Required Insurance shall contain standard separation of insureds provisions, and shall contain no special limitations on the scope of its protection to City, its elected officials, officers, employees, agents, and volunteers.

17.4 Primary Insurance; Waiver of Subrogation. The Required Insurance shall be primary with respect to any insurance or self-insurance programs covering City, its elected officials, officers, employees, agents, and volunteers. All policies for the Required Insurance shall provide that the insurance company waives all right of recovery by way of subrogation against City in connection with any damage or harm covered by such policy.

17.5 Certificates; Verification. Developer and its contractors shall furnish City with original certificates of insurance and endorsements effecting coverage for the Required Insurance. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by City before work pursuant to this Agreement can begin. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

17.6 Term; Cancellation Notice. Developer and its contractors shall maintain the Required Insurance for the term of this Agreement and shall replace any certificate, policy, or endorsement which will expire prior to that date. All policies shall be endorsed to provide that the Required Insurance shall not be suspended, voided, reduced, canceled, or allowed to expire except on 30 days prior written notice to City.



17.7 Insurer Rating. Unless approved in writing by City, all Required Insurance shall be placed with insurers licensed to do business in the State of California and with a current A.M. Best rating of at least A:VIII.

18.0 Signs and Advertising. Developer understands and agrees to City's ordinances, regulations, and requirements governing signs and advertising structures. Developer hereby agrees with and consents to the removal by City of all signs or other advertising structures erected, placed, or situated in violation of any City ordinance, regulation, or other requirement. Removal shall be at the expense of Developer and its surety. Developer and its surety shall indemnify and hold City free and harmless from any claim or demand arising out of or incident to signs, advertising structures, or their removal.

19.0 Relationship Between the Parties. The Parties hereby mutually agree that neither this Agreement, any map related to Tract No. 66338, nor any other related entitlement, permit, or approval issued by City for the Property shall operate to create the relationship of partnership, joint venture, or agency between City and Developer. Developer's contractors and subcontractors are exclusively and solely under the control and dominion of Developer. Nothing herein shall be deemed to make Developer or its contractors an agent or contractor of City.

20.0 General Provisions.

20.1 Authority to Enter Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

20.2 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate, or convenient to attain the purposes of this Agreement.

20.3 Construction; References; Captions. It being agreed the Parties or their agents have participated in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days, or period for performance shall be deemed calendar days and not work days. All references to Developer include all personnel, employees, agents, and subcontractors of Developer, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

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

**CITY:**  
City of Calabasas  
100 Civic Center Way  
Calabasas, California 91302

**DEVELOPER:**  
26705 Malibu Hills Road, LLC  
5400 W. Rosecrans Ave  
Hawthorne, CA 90250

ATTN: City Engineer

Depending upon the method of transmittal, notice shall be deemed received as follows: by facsimile, as of the date and time sent; by messenger, as of the date delivered; and by U.S. Mail first class postage prepaid, as of 72 hours after deposit in the U.S. Mail.

20.5 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

20.6 Waiver. City's failure to insist upon strict compliance with any provision of this Agreement or to exercise any right or privilege provided herein, or City's waiver of any breach of this Agreement, shall not relieve Developer of any of its obligations under this Agreement, whether of the same or similar type. The foregoing shall be true whether City's actions are intentional or unintentional. Developer agrees to waive, as a defense, counterclaim or set off, any and all defects, irregularities or deficiencies in the authorization, execution or performance of the Public Improvements or this Agreement, as well as the laws, rules, regulations, ordinances or resolutions of City with regards to the authorization, execution or performance of the Public Improvements or this Agreement.

20.7 Assignment or Transfer of Agreement. Developer shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without prior written consent of City. Any attempt to do so shall be null and void, and any assignee, hypothecatee, or transferee shall acquire no right or interest by reason of such attempted assignment, hypothecation, or transfer. Unless specifically stated to the contrary in City's written consent, any assignment, hypothecation, or transfer shall not release or discharge Developer from any duty or responsibility under this Agreement.

20.8 Binding Effect. Each and all of the covenants and conditions shall be binding on and shall inure to the benefit of the Parties, and their successors, heirs, personal representatives, or assigns. This section shall not be construed as an authorization for any Party to assign any right or obligation.

20.9 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

20.10 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

20.11 Consent to Jurisdiction and Venue. This Agreement shall be construed in accordance with and governed by the laws of the State of California. Any legal action or proceeding brought to interpret or enforce this Agreement, or which in any way arises out of the Parties' activities undertaken pursuant to this Agreement, shall be filed and prosecuted in the appropriate California State Court in the County of Los Angeles, California. Each Party waives the benefit of any provision of state or federal law providing for a change of venue to any other court or jurisdiction including, without limitation, a change of venue based on the fact that a governmental entity is a party to the action or proceeding, or that a federal right or question is involved or alleged to be involved in the action or proceeding. Without limiting the generality of

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the foregoing waiver, Developer expressly waives any right to have venue transferred pursuant to California Code of Civil Procedure Section 394.

20.12 Attorneys' Fees and Costs. If any arbitration, lawsuit, or other legal action or proceeding is brought by one Party against the other Party in connection with this Agreement or the Property, the prevailing party, whether by final judgment or arbitration award, shall be entitled to and recover from the other party all costs and expenses incurred by the prevailing party, including actual attorneys' fees ("Costs"). Any judgment, order, or award entered in such legal action or proceeding shall contain a specific provision providing for the recovery of Costs, which shall include, without limitation, attorneys' and experts' fees, costs and expenses incurred in the following: (a) post judgment motions and appeals, (b) contempt proceedings, (c) garnishment, levy, and debtor and third party examination, (d) discovery, and (e) bankruptcy litigation. This section shall survive the termination or expiration of this Agreement.

20.13 Counterparts. This Agreement may be executed in counterpart originals, which taken together, shall constitute one and the same instrument.

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IN WITNESS WHEREOF, the parties hereto have executed this Subdivision Improvements Agreement as of the date first above written.

City of Calabasas  
"City" ✓ PLEASE SEE ATTACHED  
FOR NOTARIZATION

"Developer"  
26705 Malibu Hills Road, LLC  
a California Limited Liability Company

By: Mary Sue Maurer  
Mary Sue Maurer, Mayor

By: Isaac Zaharoni  
Isaac Zaharoni, Manager

Date: 9/10/08

Date: 9/9/08

PLEASE SEE NEXT PAGE FOR  
NOTARY ACKNOWLEDGMENT.  
Attest:

By: Gwen Peirce  
Gwen Peirce, City Clerk

Date: 9/11/08

Approved as to form:

By: Michael G. Colantuono for  
Michael G. Colantuono, City Attorney

Date: 9/10/08

**NOTE: DEVELOPER'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO DEVELOPER'S BUSINESS ENTITY.**

### ACKNOWLEDGMENT

State of California  
County of Los Angeles )

On September 10, 2008 before me, Gwendolynn B. Peirce, Notary Public  
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.

Signature Gwendolynn B. Peirce (Seal)



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### ACKNOWLEDGMENT

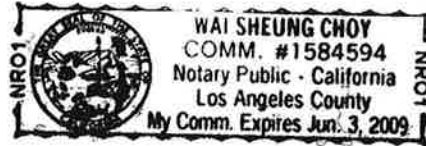
State of California  
County of Los Angeles

On September 4, 2008 before me, Wai Sheung Choy Notary Public  
(insert name and title of the officer)

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

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

WITNESS my hand and official seal.



Signature Wai Sheung Choy (Seal)

ACKNOWLEDGMENT

State of : California

County of Los Angeles

On September 4, 2008, before me Wai Sheung Choy, Notary Public  
Date Name and Title of Officer (e.g., "Jane Doe, Notary Public")

personally appeared Isaac Zoharoni,  
Name(s) of Signer (s)

personally known to me  
 proved to me on the basis of satisfactory evidence

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



WITNESS my hand and official seal

Wai Sheung Choy  
Signature of Notary Public

Place Notary Seal Above

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**EXHIBIT "A"**  
**LEGAL DESCRIPTION OF PROPERTY**  
**TRACT NO. 66338**



**EXHIBIT "A"**

All that certain real property situated in the County of Los Angeles, State of California, described as follows:

That portion of Lot 16 in Tract No. 32952, in the City of Calabasas, County of Los Angeles, State of California, as per map recorded in Book 1081 Pages 30 to 34, inclusive of Maps, in the Office of the County Recorder of said County, being described as follows:

Beginning at the Northeasterly corner of said Lot 16;

Thence, along the Southeasterly line of said lot, South 31° 48' 40" West a distance of 330.90 feet, to a point on the arc of a 55.00 foot radius non-tangent curve, concave to the Southeast, a radial to said point bears South 31° 48' 40" East;

Thence, Southwesterly, along said curve and said lot line, through a central angle of 104° 24' 25" an arc distance of 100.22 feet;

Thence, continuing along said lot line South 17° 24' 15" West a distance of 50.00 feet, to the beginning of a 90.00 foot radius tangent curve, concave to the Northwest;

Thence, Southwesterly, along said curve and said lot line, through a central angle of 14° 24' 25" an arc distance of 22.63 feet;

Thence, continuing along said lot line South 31° 48' 40" West a distance of 21.04 feet;

Thence, North 58° 11' 20" West a distance of 303.41 feet to a point in the Northwesterly line of said Lot 16;

Thence, along said lot line, North 37° 10' 52" East a distance of 298.31 feet to the Northwesterly corner of said Lot 16;

Thence, along the Northerly line of said lot, South 89° 59' 56" East a distance of 368.90 feet to the point of beginning.

Except therefrom a portion of said land all oil, oil rights, minerals, mineral rights, natural gas, natural gas rights and other hydrocarbons, by whatsoever name known, that may be within or under the parcels of land hereinabove described, without, however, the right ever to drill, dig or mine through the surface of said land therefor or otherwise in such manner as to endanger the safety of any highway that may be constructed on the lands hereby conveyed, as provided in the Deed recorded April 2, 1951 as Instrument No. 3238, of Official Records.

File No: 02003041

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Also except therefrom a portion of said land one-half of all crude oil, petroleum, gas, brea, asphaltum, and all kindred substances and other minerals under and in said land, without right of entry, as provided in the Deed recorded December 6, 1954 as Instrument No. 540, of Official Records.

Also except therefrom a portion of said land one-half of all minerals, oil, petroleum, asphaltum, gas, coal and other hydrocarbon substances and water contained in, on, within and under said land provided, however, that this grant shall neither grant nor shall it be construed as granting to grantees, their successors in interest or assigns the right to go upon or under said lands for the purposes of extracting any of said substances, as provided in the Deed recorded October 23, 1958 as Instrument No. 1532, of Official Records.

Assessor's Parcel Number: **2064-004-051**

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**EXHIBIT "B"**  
**LIST OF PUBLIC IMPROVEMENTS**  
**TRACT NO. 66338**

**GRADING AND DRAINAGE IN ACCORDANCE**  
**WITH GRADING PLAN TRACT 66338**

**EXHIBIT "C"**  
**SURETY BONDS AND OTHER SECURITY**  
**PARCEL/TRACT NO. 66338**

As evidence of understanding the provisions contained in this Agreement, and of the Developer's intent to comply with same, the Developer has submitted the below described security in the amounts required by this Agreement, and has affixed the appropriate signatures thereto:

**PERFORMANCE BOND PRINCIPAL AMOUNT: \$263,904.00**

Surety: SureTec Insurance Company

Attorney-in-fact: David Noddle

Address: SureTec - California  
3033 5th Avenue, Suite 300  
San Diego, CA 92103  
(619) 400-4100

# TRACT MAP NO. 66338

IN THE CITY OF CALABASAS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

BEING A SUBDIVISION OF A PORTION OF LOT 16 OF TRACT NO. 32952  
PER MAP RECORDED IN BOOK 1081, PAGES 30 THROUGH 34 INCLUSIVE  
OF MAPS, RECORDS OF LOS ANGELES COUNTY.

FOR CONDOMINIUM PURPOSES

### OWNER'S STATEMENT:

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR ARE INTERESTED IN THE LAND INCLUDED WITHIN THE SUBDIVISION SHOWN ON THIS MAP WITHIN THE DISTINCTIVE BORDER LINES, AND WE CONSENT TO THE PREPARATION AND FILING OF SAID MAP AND SUBDIVISION.

26705 MALIBU HILLS ROAD, LLC (OWNER)

BY: \_\_\_\_\_

BY: \_\_\_\_\_

MUTUAL OF OMAHA BANK, A FEDERALLY CHARTERED THRIFT  
BENEFICIARY, UNDER A DEED OF TRUST RECORDED MARCH 28, 2012 AS INSTRUMENT NO. 20120470733,  
OF OFFICIAL RECORDS, RECORDS OF LOS ANGELES COUNTY.

BY: \_\_\_\_\_

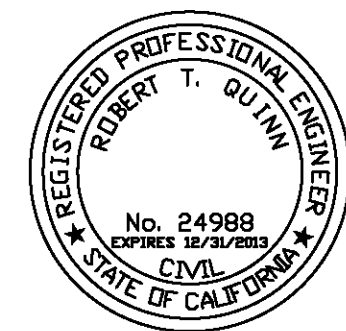
BY: \_\_\_\_\_

### ENGINEER'S CERTIFICATE:

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY, IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF DANIEL S. ZAHARONI ON FEBRUARY 2, 2007. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP; THAT ALL THE MONUMENTS OF THE CHARACTER AND LOCATIONS SHOWN HEREON ARE IN PLACE OR WILL BE IN PLACE WITHIN 24 MONTHS FROM THE FILING DATE OF THIS MAP; AND THAT SAID MONUMENTS ARE OR WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

ROBERT T. QUINN R.C.E. NO. 24988  
MY REGISTRATION EXPIRES: 12-31-13

DATE \_\_\_\_\_



### BASIS OF BEARINGS:

THE BEARINGS SHOWN HEREON ARE BASED ON THE BEARING N31°48'40"E OF THE CENTER LINE OF MALIBU HILLS ROAD AS SHOWN ON THE MAP OF TRACT NO. 32952 AS RECORDED IN BOOK 1081, PAGES 30-34 OF MAPS, RECORDS OF LOS ANGELES COUNTY.

### CITY ENGINEER'S STATEMENT:

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP; AND THAT IT CONFORMS SUBSTANTIALLY TO THE TENTATIVE MAP AND ALL APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF SUBDIVISION ORDINANCES OF THE CITY OF CALABASAS, APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH; AND THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT SECTION 66442 (a) (1) (2) AND (3) HAVE BEEN COMPLIED WITH.

DATE \_\_\_\_\_ CITY ENGINEER OF THE CITY OF CALABASAS  
ROBERT YALDA, R.C.E. NO. 69053 EXP. DATE: 06-30-08

### SPECIAL ASSESSMENT CERTIFICATE:

I HEREBY CERTIFY THAT ALL SPECIAL ASSESSMENTS, LEVIED UNDER THE JURISDICTION OF THE CITY OF CALABASAS, TO WHICH THE LAND INCLUDED IN THE WITHIN SUBDIVISION OR ANY PART THEREOF IS SUBJECT, AND WHICH MAY BE PAID IN FULL, HAVE BEEN PAID IN FULL.

DATE \_\_\_\_\_ GARY LYSK CITY FINANCE OFFICER/TREASURER - CITY OF CALABASAS

### CITY CLERK'S CERTIFICATE:

I HEREBY CERTIFY THAT THE CITY COUNCIL OF THE CITY OF CALABASAS BY MOTION PASSED ON \_\_\_\_\_ APPROVED THE ATTACHED MAP AND DID ALSO APPROVE SUBJECT MAP PURSUANT TO THE PROVISIONS OF SECTION 66436 (a) (3) (A) OF THE SUBDIVISION MAP ACT.

DATE \_\_\_\_\_ ROBIN PARKER, CMC, CITY CLERK - CITY OF CALABASAS

### CITY SURVEYOR'S CERTIFICATE:

I HEREBY STATE THAT I HAVE EXAMINED THIS MAP; AND HAVE FOUND THAT IT CONFORMS WITH THE MAPPING PROVISIONS OF THE SUBDIVISION MAP ACT AND I AM SATISFIED SAID MAP IS TECHNICALLY CORRECT.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

DAVID O. KNELL - ACTING CITY SURVEYOR OF THE CITY OF CALABASAS  
MY REGISTRATION EXPIRES 12-31-09



### SIGNATURE OMISSIONS:

THE SIGNATURES OF JACOBA BUCHENAU, MERTON L. SCHWARTZ AND EDYTHE SCHWARTZ, THEIR SUCCESSORS OR ASSIGNS OF OIL, GAS OR MINERAL RIGHTS BY DEED RECORDED IN OCTOBER 23, 1958 AS INSTRUMENT NO. 1532, IN BOOK D-253, PAGE 669 OF OFFICIAL RECORDS, RECORDS OF LOS ANGELES COUNTY, HAVE BEEN OMITTED UNDER THE PROVISIONS OF SECTION 66436 (a) (3) (C) OF THE SUBDIVISION MAP ACT.

THE SIGNATURE OF PACIFIC BELL, HOLDER OF AN EASEMENT FOR UNDERGROUND COMMUNICATION FACILITY PURPOSES, BY DEEDS RECORDED DECEMBER 24, 1987 AS INSTRUMENT NO. 87-2029243 AND RECORDED JUNE 4, 1999 AS INSTRUMENT NO. 99-1022903, BOTH OF OFFICIAL RECORDS HAS BEEN OMITTED UNDER THE PROVISIONS OF SECTION 66436 (a) 3A (i-viii) OF THE SUBDIVISION MAP ACT; AS THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE.

THE SIGNATURE OF LAS VIRGENES MUNICIPAL WATER DISTRICT, A MUNICIPAL CORPORATION, HOLDER OF AN EASEMENT FOR PUBLIC UTILITIES PURPOSES, BY DOCUMENT RECORDED JANUARY 16, 2013 AS INSTRUMENT NO. 20130076572 OF OFFICIAL RECORDS HAS BEEN OMITTED PURSUANT TO THE PROVISIONS OF SECTION 66436 (a) 3A (i-viii) OF THE SUBDIVISION MAP ACT; AS THEIR INTEREST IS SUCH THAT IT CANNOT RIPEN INTO A FEE.

### CONDOMINIUM NOTE:

THIS SUBDIVISION IS APPROVED AS A CONDOMINIUM PROJECT FOR 80 UNITS, WHEREBY THE OWNERS OF THE UNITS OF AIR SPACE WILL HOLD AN INTEREST IN THE AREAS WHICH WILL, IN TURN, PROVIDE THE NECESSARY ACCESS AND UTILITY EASEMENTS FOR THE UNITS.

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, \_\_\_\_\_ NOTARY PUBLIC, PERSONALLY APPEARED \_\_\_\_\_ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:

SIGNATURE: \_\_\_\_\_  
PRINT NAME OF NOTARY: \_\_\_\_\_  
DATE COMMISSION EXPIRES: \_\_\_\_\_  
COMMISSION NUMBER: \_\_\_\_\_

STATE OF CALIFORNIA )  
COUNTY OF LOS ANGELES ) SS

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, \_\_\_\_\_ NOTARY PUBLIC, PERSONALLY APPEARED \_\_\_\_\_ WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

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WITNESS MY HAND:

SIGNATURE: \_\_\_\_\_  
PRINT NAME OF NOTARY: \_\_\_\_\_  
DATE COMMISSION EXPIRES: \_\_\_\_\_  
COMMISSION NUMBER: \_\_\_\_\_

# TRACT MAP NO. 66338

IN THE CITY OF CALABASAS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

FD. 2" I.P. TAGGED "R.C.E.  
26120" PER TRACT NO. 32952  
M.B. 1081 PGS 30-34

TRACT NO. 42708  
M.B. 1088 / 3-9 AND  
1081 / 3-9

SWLY LINE OF TRACT NO. 42708, M.B. 1088/3-9 AND  
THE NWLY LINE OF THE CERTIFICATE OF COMPLIANCE  
PER DOCUMENT NO. 87-1957859, RECORDED DECEMBER  
10, 1987. ESTABLISHED THROUGH FOUND MONUMENTS.

FD. 3/4" I.P. TAGGED "R.C.E.  
26120" NO REF. ACCEPTED AS  
THE NWLY COR. OF LOT 6, TRACT  
NO. 32952, M.B. 1081/30-34 AND  
THE NWLY COR. OF THE  
CERTIFICATE OF COMPLIANCE PER  
DOCUMENT NO. 87-1957859,  
RECORDED DECEMBER 10, 1987.

5' WIDE EASEMENT FOR UNDERGROUND  
COMMUNICATION STRUCTURE PER DEED  
RECORDED JUNE 4, 1999 AS INSTRUMENT  
NO. 99-1022903 O.R.

6' 20" WIDE EASEMENT FOR UNDERGROUND  
COMMUNICATION STRUCTURE PER DEED  
RECORDED DECEMBER 24, 1987 AS  
INSTRUMENT NO. 87-20209243 O.R.

NWLY LINE OF TRACT NO. 32953, M.B.  
1106/50-56 AND THE SE'LY LINE OF THE  
CERTIFICATE OF COMPLIANCE PER DOCUMENT NO.  
87-1957859, RECORDED DECEMBER 10, 1987.  
ESTABLISHED THROUGH FOUND MONUMENTS.

TRACT NO. 32953  
M.B. 1106 / 50-56

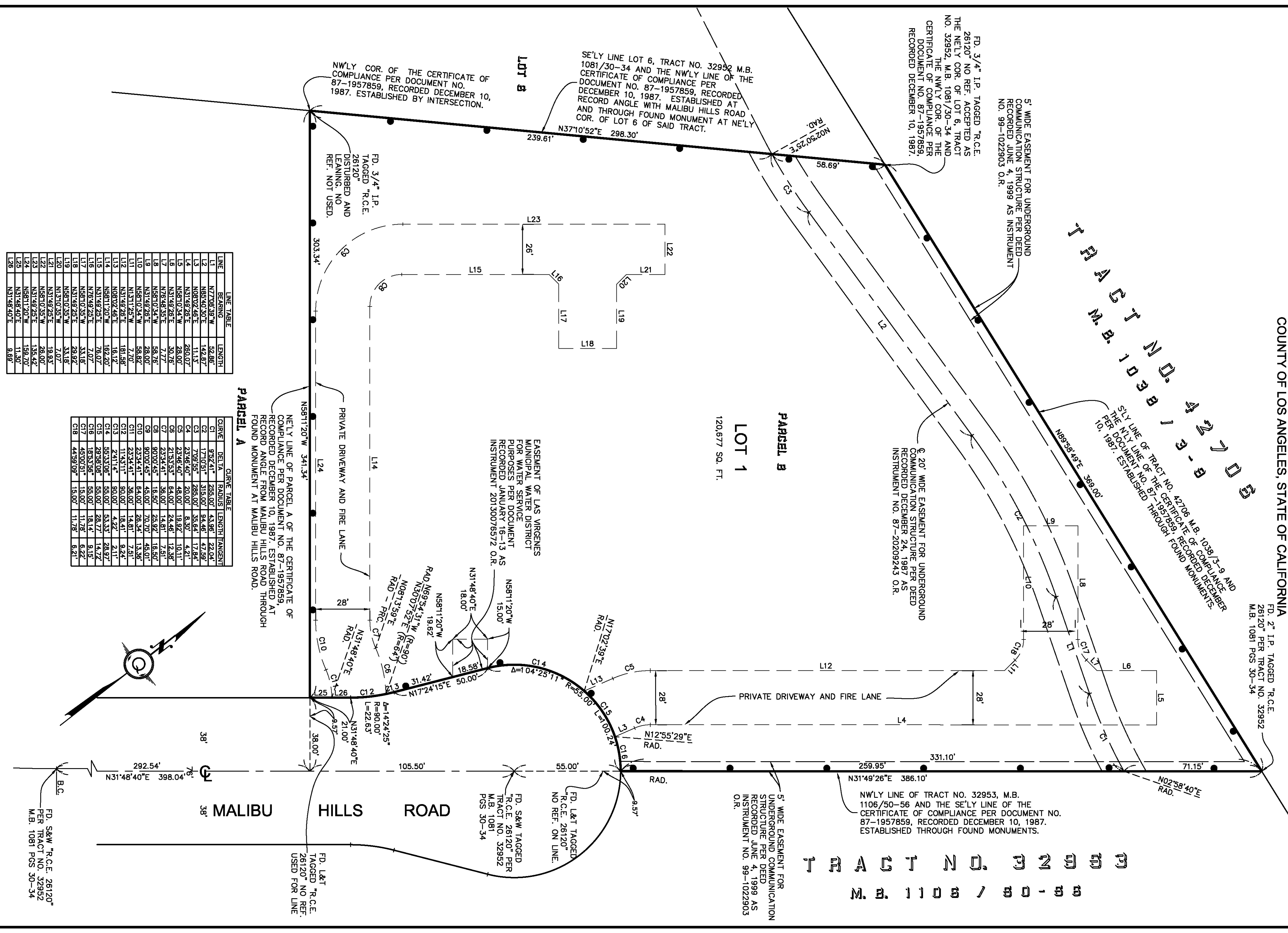
5' WIDE EASEMENT FOR  
UNDERGROUND COMMUNICATION  
STRUCTURE PER DEED  
RECORDED JUNE 4, 1999 AS  
INSTRUMENT NO. 99-1022903  
O.R.

SE'LY LINE LOT 6, TRACT NO. 32952 M.B.  
1081/30-34 AND THE NW'LY LINE OF THE  
CERTIFICATE OF COMPLIANCE PER  
DOCUMENT NO. 87-1957859, RECORDED  
DECEMBER 10, 1987. ESTABLISHED AT  
RECORD ANGLE WITH MALIBU HILLS ROAD  
AND THROUGH FOUND MONUMENT AT NE'LY  
COR. OF LOT 6 OF SAID TRACT.

NW'LY COR. OF THE CERTIFICATE OF  
COMPLIANCE PER DOCUMENT NO.  
87-1957859, RECORDED DECEMBER 10,  
1987. ESTABLISHED BY INTERSECTION.

FD. 3/4" I.P.  
TAGGED "R.C.E."  
26120"  
DISTURBED AND  
LEANING. NO  
REF. NOT USED.

NE'LY LINE OF PARCEL A OF THE CERTIFICATE OF  
COMPLIANCE PER DOCUMENT NO. 87-1957859,  
RECORDED DECEMBER 10, 1987. ESTABLISHED AT  
RECORD ANGLE FROM MALIBU HILLS ROAD THROUGH  
FOUND MONUMENT AT MALIBU HILLS ROAD.

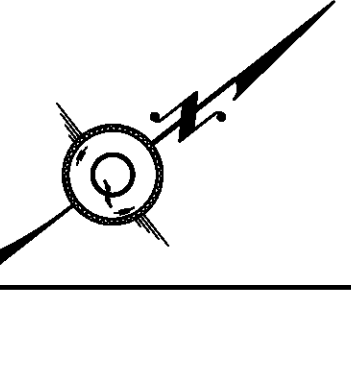


LINE TABLE

LINE	BEARING	LENGTH
L1	N77°06'38"W	52.88'
L2	N65°04'30"E	149.87'
L3	N69°07'43"E	114.31'
L4	N61°48'28"E	280.07'
L5	N58°10'54"W	288.00'
L6	N51°49'24"E	50.79'
L7	N78°48'59"E	7.77'
L8	N58°10'54"W	58.76'
L9	N51°49'24"E	58.00'
L10	N58°10'54"W	58.82'
L11	N51°49'24"W	7.07'
L12	N51°49'28"E	181.58'
L13	N68°02'46"E	18.12'
L14	N58°11'20"W	162.20'
L15	N51°49'28"E	76.07'
L16	N78°48'28"E	7.07'
L17	N58°10'55"W	53.18'
L18	N51°49'25"E	28.92'
L19	N58°10'55"W	53.18'
L20	N31°0'55"W	7.07'
L21	N31°49'25"E	18.93'
L22	N58°10'55"W	28.00'
L23	N31°49'25"E	135.42'
L24	N58°11'20"W	158.70'
L25	N31°48'40"E	11.30'
L26	N31°48'40"E	8.89'

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	TANGENT
C1	95°24'1"	285.00'	43.98'	22.84'
C2	17°06'51"	518.00'	34.48'	47.89'
C3	71°08'32"	285.00'	53.63'	17.84'
C4	23°48'40"	20.00'	8.50'	1.41'
C5	23°48'40"	48.00'	19.92'	10.11'
C6	21°53'53"	64.00'	24.46'	12.38'
C7	23°34'41"	38.00'	14.81'	7.91'
C8	90°00'45"	43.00'	78.70'	43.01'
C9	90°00'45"	64.00'	78.70'	43.01'
C10	23°34'41"	64.00'	28.34'	13.36'
C11	23°34'41"	38.00'	14.81'	7.91'
C12	11°43'11"	90.00'	4.22'	2.11'
C13	2°41'14"	90.00'	53.33'	28.97'
C14	55°33'06"	55.00'	28.77'	14.72'
C15	29°38'08"	55.00'	18.14'	8.15'
C16	18°33'56"	55.00'	11.78'	6.22'
C17	45°00'51"	13.00'	11.78'	6.22'
C18	44°59'09"	13.00'	11.78'	6.21'



FD. S&W "R.C.E." 26120"  
PER TRACT NO. 32952  
M.B. 1081 PGS 30-34

FD. L&T  
TAGGED "R.C.E."  
26120" NO REF.  
USED FOR LINE

FD. S&W TAGGED  
"R.C.E." 26120" PER  
TRACT NO. 32952  
M.B. 1081  
PGS 30-34

FD. L&T TAGGED  
"R.C.E." 26120"  
NO REF. ON LINE.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE:** JANUARY 10, 2014

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** SCOTT H. HOWARD, CITY ATTORNEY

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

**MEETING DATE:** JANUARY 22, 2014

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**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 completed 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 2013. The COLA authorized for employees was 2.03% retroactive to July 1, 2013 which would result in an adjustment of the city manager's annual salary from \$216,324 (\$18,027 monthly) to \$220,716 (\$18,393 monthly). The attached eighth amended employment agreement would reflect and authorize the COLA increase of 2.03% retroactive to July 1, 2013.

**DISCUSSION:**

The City Manager's employment agreement entitles him to a specified salary which may, in the discretion of Council, be adjusted. Having now completed 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 2.03%, retroactive to July 1, 2013 will be consistent with that approved in September 2013

for full time employees. The change is highlighted as redline and cross-out text in the attached eighth amended 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, you should approve the eighth amended employment agreement and authorize the Mayor to sign it on behalf of the City.

**ATTACHMENT:**

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



## ITEM 4 ATTACHMENT

### EIGHTH-AMENDED EMPLOYMENT AGREEMENT

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THIS EIGHTH AMENDED AGREEMENT is made and entered into as of the 22nd day of January, 2014, 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 Eighth Amendment are effective as of ~~February~~ January 22, 2014 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 ~~February 13, 2013~~ January 22, 2014, that sum shall be increased retroactive to ~~July 1, 2012~~ 2013 to ~~\$216,324~~ \$220,716 representing a ~~2.67~~ 2.03% 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.

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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).

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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~~

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established by the City for other management employees.

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(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:

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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 (2<sup>nd</sup>) 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 Agreement as of the day and year first above written.

**EMPLOYEE**

\_\_\_\_\_  
Anthony M. Coroalles

**CITY OF CALABASAS**

ATTEST:

\_\_\_\_\_  
Maricella Hernandez  
CITY CLERK

\_\_\_\_\_  
Fred Gaines  
MAYOR

Approved as to form:

\_\_\_\_\_  
Scott H. Howard  
CITY ATTORNEY

## EIGHTH AMENDED EMPLOYMENT AGREEMENT

THIS EIGHTH AMENDED AGREEMENT is made and entered into as of the 22nd day of January 2014, by and between the CITY OF CALABASAS, California, a Municipal Corporation, hereinafter called the "City," and ANTHONY M. COROALLES, hereinafter called "Employee."

### RECITALS

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B. The City Council desires to:

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- (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.

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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 22, 2014 that sum shall be increased retroactive to July 1, 2013 to \$220,716 representing a 2.03% 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 (2<sup>nd</sup>) 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 Agreement as of the day and year first above written.

**EMPLOYEE**

\_\_\_\_\_  
Anthony M. Coroalles

**CITY OF CALABASAS**

ATTEST:

\_\_\_\_\_  
Maricela Hernandez, MMC  
CITY CLERK

\_\_\_\_\_  
Fred Gaines  
MAYOR

Approved as to form:

\_\_\_\_\_  
Scott H. Howard  
CITY ATTORNEY



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE:** JANUARY 13, 2014

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** ROBIN PARKER, ADMINISTRATIVE SERVICES DIRECTOR *R. Parker*  
JOHN BINGHAM, SENIOR MANAGEMENT ANALYST *JB*

**SUBJECT:** REVIEW AND APPROVAL OF PROJECTS FOR THE 40TH PROGRAM YEAR (2014-2015) - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING; AND ADOPTION OF RESOLUTION NO. 2014-1396, APPROVING THE CDBG 40TH PROGRAM YEAR (2014-2015).

**MEETING DATE:** JANUARY 22, 2014

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**SUMMARY RECOMMENDATION:**

Conduct a public hearing on the proposed projects and budget for the 2014-2015 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2014-1396 (Attachment A) approving the allocation of 2014-2015 CDBG funds, and the proposed projects for implementation during the CDBG 2014-2015 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 is less than 50,000, participate in the Los Angeles Urban County CDBG Program, and receive funding based upon the total number of cities participating in the County's program. It is also based on a city's need to provide housing, economic and social 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 fortieth 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 2014-2015 program year, which begins on July 1, 2014 and ends on June 30, 2015, 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, 2014, 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 2014-2015 is approximately \$83,449. This is a **planning estimate only**; the CDC will not release final appropriations from HUD until Spring 2014. 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 2013-2014, 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 - \$83,449**

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 17 prospective applicants remain on the Residential Rehabilitation waiting list. During FY 2013-2014, seven households were served. For FY 2014-2015, it is anticipated that ten to 12 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 2014-2015.

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 2014-2015 Program Year will be approximately \$83,449.

**REQUESTED ACTION:**

Conduct a public hearing on the proposed projects and budget for the 2014-2015 Community Development Block Grant (CDBG) Program Year. Upon consideration of the public testimony and discussion of relevant issues, adopt Resolution No. 2014-1396 approving the allocation of 2014-2015 CDBG funds.

**ATTACHMENT:**

Resolution Number 2014-1396.

**ITEM 5 ATTACHMENT**

**RESOLUTION NO. 2014-1396**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING PROJECTS FOR THE FORTITH PROGRAM YEAR (2014-2015) 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 \$83,449 in federal CDBG funds to further the attainment of these goals during Fiscal Year 2014-2015; and

**WHEREAS**, the City conducted a public hearing on January 23, 2014, 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 40th 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 40th 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 4:** That for planning purposes, the City's CDBG estimated annual allocation for the upcoming 2014-2015 Program Year will be approximately \$83,449 and that those funds will be utilized to rehabilitate qualified homes in Calabasas.

**SECTION 5:** That notice of the public hearing was posted and advertised pursuant to applicable federal, state, and local laws.

**SECTION 6:** The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law, and said copy to be submitted to the County of Los Angeles.

**PASSED, APPROVED AND ADOPTED** this 22<sup>nd</sup> day of January, 2014.

\_\_\_\_\_  
Fred Gaines, Mayor

ATTEST:

\_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott H. Howard, City Attorney



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE: JANUARY 9, 2014**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: ISIDRO FIGUEROA, PLANNER**

**SUBJECT: REQUEST TO AMEND THE CITY OF CALABASAS LAND USE AND DEVELOPMENT CODE PURSUANT TO CALABASAS MUNICIPAL CODE SECTION 17.76.010 IN ORDER TO CORRECT TYPOGRAPHICAL, FORMATTING AND WORDING ERRORS.**

**MEETING DATE: JANUARY 22, 2014**

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**SUMMARY RECOMMENDATION:**

That the City Council adopt Ordinance 2014-310 to approve File No. 130001608, amending the City of Calabasas Land Use and Development Code.

**REVIEW AUTHORITY:**

The City Council is reviewing this project pursuant to Calabasas Municipal Code Section (CMC) 17.76.040 (Development Code Amendments), which stipulates that the City Council shall render an approval or disapproval. Please see Attachment A for City Council Ordinance No. 2014-310

**BACKGROUND:**

On January 27, 2010, the City Council adopted the Calabasas Land Use and Development Code and Zoning Map. The adoption of the Land Use and Development Code and Zoning Map was the final phase of the 2030 General Plan update project that began in late 2006. The adoption of the City's Land Use and

Development Code and Zoning Map was necessary to make the Land Use and Development Code and Zoning Map consistent with the policies and directives of the newly updated 2030 General Plan.

On May 9, 2012, the City Council conducted a public hearing to review a Development Code Amendment and unanimously approved Ordinance No. 2012-297, correcting the typographical, wording and mapping errors to the City of Calabasas Land Use and Development Code.

However, in the two years since the adoption of Ordinance No. 2012-297, staff has discovered a number of additional technical errors. Based on consultation with the City attorney, staff recommends correction of these technical errors, which consist only of clerical, typographical and formatting errors, and will not alter the meaning or intent of the Development Code.

On December 19, 2013, the Planning Commission reviewed the proposed code amendments at a noticed public hearing. Public notices for the Commission public hearing were published in the Los Angeles Daily News and mailed to all registered city homeowner associations, consistent with statutory requirements and city protocol. At the hearing, no member of the public spoke before the Commission regarding the proposed amendments. After thorough review and discussion, the Planning Commission voted unanimously to adopt Resolution No. 2013-561 (see Attachment B) recommending to the City Council approval of File No. 130001608. Please see Attachment D to review the December 19, 2013 Planning Commission minutes. Additionally, the December 19, 2012 Planning Commission staff report can be accessed through the following web address:

[http://calabasas.granicus.com/MediaPlayer.php?view\\_id=4&clip\\_id=4436](http://calabasas.granicus.com/MediaPlayer.php?view_id=4&clip_id=4436)

#### **DISCUSSION/ANALYSIS:**

It is important to reiterate that there are no introductions of any new amendments to the City of Calabasas Land Use and Development Code. The only objective with the technical amendments is to ensure that the Development Code functions correctly, is consistent internally, is easily and consistently interpreted and understood and that it is consistent with the policies and directives of the City's General Plan. A redline draft of the technical amendments has been compiled in order to properly identify all of the proposed changes (Attachment C).

#### **Technical Amendments**

Please note the page number at the end of each listed correction is in reference to the corresponding page in the redline draft of the City of Calabasas Land Use and Development Code (Code), Attachment C.

**17.11.010- Permitted, conditional and ancillary land uses- All zoning districts.**

There are two clerical errors to CMC Section 17.11.010(F). The first error is found within Table 2-2, which identifies allowed land uses by zoning districts. The land use table identifies Mobilehome parks as a land use but it fails to disclose the permitting requirement and under what zoning districts, Mobilehome Parks are allowed. Mobilehome parks are conditionally allowed in the Residential, Mobilehome (RMH) district pursuant to CMC Section 17.12.135. (pg.28) Table 2-2 is being corrected to indicate this.

The second error in CMC Section 17.11.010(F) relates to the private school land use found under the 'Institutional' heading in Table 2-2. The private school land use was a conditionally allowed use in the RR zone district in the previous code but it was inadvertently eliminated as an allowed use in the final print of the updated Code. The Council did not eliminate the private school land use from the RR zone, since it would have meant that Viewpoint School, which is located in the RR zone district, would become a legal non-conforming land use. After having been an allowed use. The inserted conditionally allowed use is the same as in the previous code and was part of the Code adopted by the Council in 2010. This is not an introduction of a new land use in the RR zone. (Pg. 29)

**17.12.110- Hobby Farms**

There is only one correction to CMC Section 17.12.110(A)(2): a bracket is added to the front of the word "one" to complete the parenthesis. (pg.67)

**17.12.140- Mobilehomes**

There is only one correction to CMC Section 17.12.140: the fourth sentence in the opening paragraph incorrectly references CMC Section 17.12.125 as "mobilehome parks" section. The correct reference should be CMC Section 17.12.135. (pg.76)

**17.12.160 Recycling facilities.**

There is one correction to CMC Section 17.12.160 (C)(3): the section incorrectly identifies the size of a large collection facility as three hundred fifty (350) square feet. The correct size of a large collection facility is over five hundred (500) square feet. Pursuant to CMC Section 17.12.160(C)(2)(b), the size of a small collection facility shall be no more than five hundred square feet (500). (pg. 83)

**17.13.020- Residential District General Development Standards**

A number of errors found in Table 2-5 in Section 17.30.020(A) correspond to format errors during the final editing of the Code. Under height for the RR and RC zoning districts the incorrect narrative was inserted in each of the respective columns. The existing table incorrectly identifies the RR zone with an 18ft/ or one-story height limit and the narrative for the RC height requirement is an actual footnote associated with height requirements. Additionally, the RMH zone is listed

with no height requirement. The maximum height requirement for the RR and RC zones are actually thirty five (35) feet, same as the maximum allowable height for other residential zones, and will be inserted in the proper identification boxes. The language currently listed under the RR zone (18 feet) is actually the correct height requirement for the RMH zone and shall be placed under that column. The inserted language is the same as found in the previous Code and was part of the Code adopted by the Council in 2010. This correction is not an introduction of a new standard. (pg. 97)

**17.16.010- Special Purpose District General Development Standards**

Currently, Table 2-7 found in CMC Section 17.16.010 does not list any height requirements for OS-DR, PF and REC special purpose zones. The height requirements for these special purpose zones did not change during the Development Code Update of 2010 and the requirements from the previous code carried over. The height requirement for OS-DR will read 'Not Applicable', since development is not allowed in conjunction with General Plan policies for Open Space Resource Protected land use. The height requirement for PF and REC special purpose districts are determined through the development plan process pursuant to CMC Section 17.62.070. As such, the empty identification boxes for the PF and REC zone districts will have 'Determined by Development Plan Process (Section 17.62.070)' language inserted. (pg.108)

**17.18.020- Old Topanga Canyon overlay zone**

The only correction to this section is to Section 17.18.020(B): it references the incorrect section for site plan review process. The correct section citation is CMC Section 17.62.030. (pg.112)

**17.18.025- Calabasas Highlands overlay zone**

The only correction to this section is to Section 17.18.025(B): it references the incorrect section for site plan review process. The correct section citation is CMC Section 17.62.030. (pg.117)

**17.20.070- Design Considerations (Design Guidelines for Second Stories of Single Family Homes)**

There is only one correction to CMC Section 17.20.070(A)(9): The narrative explains that General Urban Design Guidelines shall be utilized by the Architectural Review Panel in their review of projects pertaining to the applicable section. The narrative should also include the Community Development Director, because the Director also reviews projects involving new two-story additions and single-family residences. The revised section will include the 'Community Development Director' to make it explicitly clear that all new second-story additions and single-family residences that the Director reviews will have to comply with the aforementioned Guidelines. (pg.144)

### **17.22.020- Affordable Housing**

The only correction in this section is found in Section 17.22.020(A)(4): the numerical reference to the word "fifty" is listed as the number forty-eight (48). The revised section will be revised so the word "fifty" has the appropriate numerical reference, which is the number 50. (pg.185)

### **17.28.040- Parking Requirements by Land Use**

There are formatting errors to the 'Bicycle Spaces Required' column found in Table 3-11. The empty identification boxes create confusion as to whether bicycle spaces are required or if the above or below bicycle space requirements correspond to the empty identification boxes. The redline table will insert the words "none" where appropriate and delete line breaks to the empty identification boxes that correspond to the above or below bicycle space requirements. (pg. 228-232).

### **17.28.070- Development standards for off-street parking.**

The only error in this section relates to Figure 3-14, which incorrectly identifies the minimum stall depth for 60-degree double-loaded aisles as 18 feet. The revised figure will identify the correct minimum depth for 60-degree double-loaded aisles, which is 20 feet. (pg. 251)

### **17.30.050- Sign permits and program required**

The only error to this section is found in CMC Section 17.30.050(A)(2): it incorrectly references subsection (E) as the findings for approval. The correct reference is, subsection (F). (pg. 261)

### **17.30.080- On-site sign regulations.**

There are two corrections to Table 3-18. The first error is the elimination of heading number 3, which corresponds to signs permitted in the Commercial- Old Town (CT) Zone. The language will be eliminated as it does not correspond to Table 3-18, and all regulations corresponding to signage in the CT Zone can be found in Table 3-19.

The second correction to Table 3-18 is a formatting one. The bottom portion of the table is designated for monument sign regulations pertaining to single-purpose buildings. The narrative on all columns should be shifted to the right to be categorized under the appropriate column headings. (pg.271)

### **17.46.070- Lot and block design and configuration**

The only correction is to CMC Section 17.46.070(B)(2): the numerical reference to the word two hundred fifty is listed as the number one hundred fifty (150). The revised section will be revised so the word two hundred fifty has the appropriate numerical reference, which is the number 250. (pg.381)

**17.30.050-Scenic corridor permits**

There is only one clerical error correction to CMC Section 17.30.50(B): after the word "by" the following words will be inserted to the requirement, "this Development Code". (pg.417)

**REQUIRED FINDINGS:**

The required findings are contained in City Council Ordinance No. 2014-310 attached as Attachment A.

**ENVIRONMENTAL REVIEW:**

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(B)(3) and 15305 of the CEQA Guidelines. A Notice of Exemption has been prepared and is attached as Attachment E.

**FISCAL IMPACT/SOURCE OF FUNDING:**

The fiscal impact to the City of Calabasas will be \$75, which will be taken from the General Fund to post the filing fee for the "Notice of Exemption" with the County of Los Angeles.

**REQUESTED ACTION:**

That the City Council adopt Ordinance 2014-310 to approve File No. 130001608, amending the City of Calabasas Land Use and Development Code.

**ATTACHMENTS:**

- Attachment A: City Council Ordinance 2014-310
- Attachment B: Planning Commission Resolution 2013-561
- Attachment C: Redline Land Use and Development Code (changes only)
- Attachment D: Draft Planning Commission Minutes (December 19, 2013)
- Attachment E: Notice of Exemption

ITEM 6 ATTACHMENT A  
**ORDINANCE NO. 2014-310**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA APPROVING AMENDMENTS TO TITLE 17- LAND USE AND DEVELOPMENT CODE.**

**WHEREAS**, the City Council of the City of Calabasas, California ("the City Council") has considered all of the evidence including, but not limited to, the Planning Commission Resolution No. 2013-561, Planning Division staff report and attachments, and public testimony before making a final decision on January 22, 2014; and

**WHEREAS**, the City Council finds that the Land Use and Development Code Amendment is consistent with the goals, policies, and actions of the Calabasas 2030 General Plan and will not conflict with the General Plan; and

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

**WHEREAS**, the proposed actions are in compliance with the provisions of the California Environmental Quality Act (CEQA) because this project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(B)(3) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance to the CEQA guidelines; and

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

**WHEREAS**, the City Council has considered the entirety of the record, which includes without limitation, The Calabasas General Plan; all reports, testimony from Planning Commission's December 19, 2013 meeting; and reports, and testimony at the City Council's January 22, 2014 meeting.

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

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



1. Notice of the January 22, 2014 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.
2. Notice of the January 22, 2014 City Council public hearings were posted in the *Acorn* ten (10) days prior to the hearings.
3. Notice of the January 22, 2014 City Council public hearings included the information set forth in Government Code Section 65009 (b)(2).
4. Following a public hearing held on December 19, 2013, the Planning Commission adopted Resolution No. 2013-561 recommending to the City Council adoption of this ordinance and approval of File No. 130001608.

**SECTION 2.** In view of all the evidence and based on the foregoing findings and conclusions, the City Council hereby approves the Land Use and Development Code Amendment associated with File No.130001608, as shown in the attached Land Use and Development Code (changes only) as set forth in Exhibit A.

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

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

The technical amendments to the Land Use and Development Code clarify permit procedures, correct clerical errors and reincorporate sections of the Land Use and Development Code previously approved by the City Council on January 27, 2010 but which accidentally been omitted when the Code was printed. Accordingly, these technical amendments are consistent with the action items and policy directives in the City's 2030 General Plan, which was adopted in December of 2008.

The proposed technical amendments will improve the livability of the City by enhancing established high quality land use standards for new and existing uses with the community and by implementing the vision and desires of the community as expressed in the City's 2030 General Plan. Therefore, this Development Code Amendment meets this finding.

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

The proposed technical amendments are in the public interest and reflect the input of residents, decision-makers, and other stakeholders in the community. No changes are proposed under the proposed technical amendments that would reduce or compromise existing standards that protect the health, safety or general welfare of the City. Furthermore, because the proposed technical amendments will correct deficiencies and confusing sections of the Development Code, the amendments will improve the functionality of the Development Code to better protect the public interest, health, safety or general welfare of the City. As such, this project meets this finding.

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

This project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) and pursuant to Section 15061(B)(3) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance to the CEQA Guidelines. As such, this project meets this finding.

4. *The proposed amendment is internally consistent with other applicable provisions of this development code.*

By correcting formatting errors, omissions, and mistakes, the technical amendments to the Land Use and Development Code will improve internal consistency within the Development Code and with other titles of the Calabasas Municipal Code. Based on the foregoing evidence, this project meets this finding.

### **SECTION 3.** Severability Clause:

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

### **SECTION 4.** Effective Date:

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

**SECTION 5. Certification:**

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

**PASSED, APPROVED AND ADOPTED** this 22<sup>nd</sup> day of January, 2014.

\_\_\_\_\_  
Fred Gaines, Mayor

ATTEST:

\_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott H. Howard  
City Attorney

Exhibit A: Land Use and Development Code (changes only)

**Calabasas Land Use and Development Code  
January 2010**

**Land Use Requirements**

**Chapter 17.11**

<b>TABLE 2-2 - LAND USE TABLE</b>																		
<b>KEY: P=Permitted Use (See Chapter 17.62 for required permit), C=Conditionally Permitted (CUP required), A=Allowed as an Accessory Use, TUP=Temporary Use (TUP required)</b>																		
<b>LAND USE</b>	<b>ZONE</b>																	<b>See standards in section</b>
	<b>RS</b>	<b>RM</b>	<b>RMH</b>	<b>RR</b>	<b>RC</b>	<b>PD</b>	<b>HM</b>	<b>OS</b>	<b>OS- DR</b>	<b>PF</b>	<b>REC</b>	<b>CL</b>	<b>CR</b>	<b>CO</b>	<b>CMU</b>	<b>CB</b>	<b>CT</b>	
<b>AGRICULTURE</b>																		
Agricultural uses for fuel modification				A			A	A										17.12.030 D.& E.
Equestrian Facilities				C	C		C	C			A							
Farm Animals				A			A/C	A/C										17.12.040
Hobby Farms				A/C			A/C	A/C										17.12.110
Kennels and animal boarding												C	C				C	17.12.1205
Plant Nurseries												C	C				C	
<b>RESIDENTIAL</b>																		
Apartments, Condominiums, Duplexes and other Multi-Family Dwellings		P				p							C		C		C	17.12.145
Community center, neighborhood	C	C	C		C	C					P				C			
Emergency Shelters												P						17.12.090
Home Occupations	A	A	A	A	A	A	A	A							A		A	17.12.115
Mobilehome parks			C															17.12.135
Mobilehomes/manufactured housing (on a single lot)	P	P		P	P		P											17.12.140
Planned Development - Residential						C												
Residential accessory uses and structures	A	A	A	A	A	A	A	A					A		A			17.12.165
Residential care homes, six or fewer clients	P	P	P	P	P		P	P										
Residential care homes, seven or more clients		C											C		C		C(1)	

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**Land Use Requirements**

**Chapter 17.11**

<b>TABLE 2-2 - LAND USE TABLE</b>																			
<b>KEY: P=Permitted Use (See Chapter 17.62 for required permit), C=Conditionally Permitted (CUP required), A=Allowed as an Accessory Use, TUP=Temporary Use (TUP required)</b>																			
<b>LAND USE</b>	<b>ZONE</b>																	<b>See standards in section</b>	
	<b>RS</b>	<b>RM</b>	<b>RMH</b>	<b>RR</b>	<b>RC</b>	<b>PD</b>	<b>HM</b>	<b>OS</b>	<b>OS- DR</b>	<b>PF</b>	<b>REC</b>	<b>CL</b>	<b>CR</b>	<b>CO</b>	<b>CMU</b>	<b>CB</b>	<b>CT</b>		
Rooming and boarding houses		C																	
Secondary housing units	P			P			P	P										17.12.170	
Senior residential projects		P				P							C		C		C(1)	17.12.180	
Single-family housing	P	P		P	P	P	P	P			P								
Transitional/Supportive housing	P (2)	P(2)																	
<b>INSTITUTIONAL</b>																			
<b>Educational</b>																			
<b>Schools K-12:</b>																			
- Private	C	C		C							C		C						
- Public	C	C		C	C						C		C						
<b>Schools, Universities/Colleges:</b>																			
-Private											C		C	C	C	C			
-Public											C		C	C	C	C			
Schools, Vocational/Trade											C		C	C	C	C			
<b>Medical Services</b>																			
Veterinarian Clinic and animal hospital													C	C	C	C	C		17.12.230
Assisted Living/Congregate Care Facility		C											C	C	C	C		C	
Convalescent Care Facility (with continuous skilled nursing care)													C	C	C	C	C		
Hospital														C					
Medical Office/ Clinic/Lab						P							C	P	P	P			

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**January 2010**

**Standards for Specific Land Uses**

**Chapter 17.12**

shall demonstrate to the city that adequate controls or measures will be taken to mitigate offensive noise, vibration, dust or bright lights.

**17.12.110 Hobby farms.**

Hobby farms may be allowed subject to the following standards:

- A. Hobby farms for agricultural uses shall be allowed as an accessory use with a conditional use permit subject to the following standards.
  - 1. On-site sales of agricultural produce shall be prohibited.
  - 2. Hobby farms for agricultural uses are limited to twenty thousand square feet in agricultural use area on parcels two and one-half acres or less in size or forty-three thousand five hundred sixty square feet (one acre) on parcels over two and one-half acres.
  - 3. Hobby farms for agricultural uses cannot be located on slopes greater than approximately three to one nor may hobby farms involve activities which require the issuance of a commercial license by the Department of Alcoholic Beverage Control (ABC) or the Bureau of Alcohol, Tobacco and Firearms (ATF).
  - 4. Minor deviations from these general standards may be granted by the planning commission through an approval of a conditional use permit.
  - 5. Hobby farms for agricultural uses shall be subject to the standards in Section 17.12.030.
  - 6. Hobby farms for agricultural uses shall utilize organic farming methods to the extent feasible.
- B. Agricultural uses that do not meet the size limitations for a hobby farm may be allowed with a conditional use permit subject to the standards in Section 17.12.030.
- C. Hobby farms for farm animals (shall be a subject to the permits and standards in Section 17.12.040. In addition, all uses shall be designed to avoid significant adverse effects to surrounding area resources including increases in erosion, slope failure or sedimentation on adjacent or downstream watershed properties.



**Calabasas Land Use and Development Code**  
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**Standards for Specific Land Uses**

**Chapter 17.12**

convert the mobilehome park to another use, the department shall notify the applicant in writing of the provisions of Section 798.56 of the Civil Code regarding the responsibility of the applicant to notify residents and mobilehome owners of the mobilehome park of the proposed change in use. No hearing on a proposed mobile home park conversion shall be scheduled until the applicant has verified this notification to the satisfaction of the Director.

**17.12.140 Mobilehomes.**

Mobilehomes (identified as manufactured homes by the National Manufactured Housing Construction and Safety Standards Act of 1974) on lots zoned for conventional single-family dwellings, and the storage of mobilehomes are subject to the requirements of this section. Mobilehomes placed in mobilehome parks (Section 17.12.1325), that are regulated by the California Department of Housing and Community Development, are not subject to the provisions of this section. Modular (also known as factory-built) housing units are considered the same as single-family dwellings for the purposes of this Development Code, and are not subject to the provisions of this section.

Mobilehomes to be used as permanent dwellings in compliance with this section are subject to the following requirements:

- A. **Certified Mobilehomes.** Mobilehomes that are certified under the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 USC Section 5401, et seq.), are subject to the following standards:
  - 1. **Location.** As required by Government Code Section 65852.3, mobilehomes for permanent occupancy are considered the same as single-family dwellings, and are permitted by Chapter 17.11 in all zoning districts that allow single-family housing units;
  - 2. **Foundation System.** The mobilehome shall be placed on a foundation system in compliance with Section 18551 of the Health and Safety Code; and
  - 3. **Architectural Standards.** Mobilehomes shall be designed and constructed with roof eave and gable overhangs of not less than one foot measured from the vertical side of the structure.
  
- B. **Non-certified Mobilehomes.** Mobilehomes that are not certified under the National Mobile Home Construction and Safety Act of 1974, and that do not meet the

**Calabasas Land Use and Development Code  
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**Standards for Specific Land Uses**

**Chapter 17.12**

- ii. Use no power-driven processing equipment except for reverse vending machines;
  - iii. Use containers that are constructed with durable waterproof and rustproof material, covered when the site is not attended, secured from unauthorized removal of material, and shall be of a capacity sufficient to accommodate materials collected and the collection schedule;
  - iv. Store all recyclable materials in containers or in the mobile unit vehicle, and shall not leave materials outside of containers when attendant is not present; and
  - v. Be maintained free of litter and any other waste materials, and the site for mobile facilities, at which truck(s) or containers are removed at the end of each collection day, shall be swept at the end of each collection day.
  - h. Hours of Operation. Attended facilities located within one hundred feet of a property zoned or occupied for residential use shall operate only between the hours of nine a.m. and seven p.m. on any day except legal holidays.
3. Large Collection Facilities. A large collection facility which is larger than ~~three hundred fifty~~ five hundred square feet, or on a separate parcel not accessory to a primary use, which has a permanent structure may be allowed in the CB zoning district subject to conditional use permit approval and the following standards.
- a. Location Requirements. The facility shall not abut a parcel zoned or planned for residential use.
  - b. Container Location. Any containers provided for after-hours donation of recyclable materials shall be permanently located at least one hundred feet from any property zoned or occupied for residential use, constructed of sturdy, rustproof materials, with sufficient capacity to accommodate materials collected, and secured from unauthorized entry or removal of materials.



**Table 2-5  
Residential District General Development Standards**

Development Feature	Requirement by Zoning District				
	RS	RM	RR	RC	RMH
Minimum Lot Size	Minimum lot area and width required for new parcels.				
	5,000 sq. ft. (1)		1 acre (1)		5 acres for a mobile home park
	50 feet for interior lots, 65 feet for corner lots.		75 feet		
Residential Density (3)	1 dwelling per lot, except where a secondary housing unit is allowed by Sections 17.11.010 and 17.12.17-0. In new subdivisions, 2 dwellings per acre minimum; 6 dwellings per acre maximum. (4)	2 dwellings per acre minimum, 20 dwellings per acre maximum, except where a suffix to the Zoning Map symbol applies, and Section 17.12.020B allows a higher maximum density. (4) (5)	1 dwelling per lot except where a secondary housing unit is allowed by Sections 17.111.010 and 17.12.170. In new subdivisions, 1 dwelling per 10 acres, minimum; 1 dwelling per acre, maximum. (4)	1 dwelling per lot. In new subdivisions, 1 dwelling per 10 acres, minimum; 2 dwellings per acre, maximum (4)	8 mobile homes per acre
Site Coverage	50% of net site area, maximum, on lots less than 1/3 acre; 35% of net site area on lots of 1/3 acre or more or 7,260 square feet, whichever is greater, on lots of 1/3 acre or more	55% of net site area, maximum	30% of net site area, maximum.	35% of net site area, maximum	55% of net site area, maximum
Setbacks Required (6)					
Front	20 feet minimum		30 feet minimum		30 feet minimum (2)
Sides (each)	10 feet minimum		10 feet minimum		10 feet minimum (2)
Street side	15 feet minimum		20 feet minimum		30 feet minimum (2)
Distance Between Structures	10 feet minimum	20 feet minimum	10 feet minimum		10 feet minimum
Rear	20 feet minimum		20 feet minimum		10 feet minimum (2)
Height Limits (7)	35 feet maximum			13 ft/ or 1 story whichever is less	18 ft/ or 1 story whichever is less Height Limits (7)
Hillside Development	See Section 17.20.150 (Hillside and Ridgeline Development)				
Landscaping	As required by Chapter 17.26 (Landscaping)				
Parking	As required by Chapter 17.28 (Parking and Loading)				

Form

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**Table 2-7**

**Special Purpose District General Development Standards**

Development Feature	Requirement by Zoning District						
	PD	HM	OS	OS-DR	PF	REC	
<b>Minimum Lot Size</b>	Minimum lot area and width required for new parcels.						
<b>Area</b>	Determined by Development Plan Process (Section 17.62.070)	From 40 acres to 10 acres, determined through the subdivision review process based on site opportunities and constraints, applicable Performance Standards in Chapter 17.20, and Table 6-2 - Significant Impacts of Individual Development Projects) in Chapter 17.60.	160 acres for existing open space property.	No minimum.	Determined through the subdivision review process based on site opportunities and constraints, applicable Performance Standards in Chapter 17.20, and Table 6-2 Maximum Acceptable Impacts of Individual Development in Chapter 17.60.		
<b>Width</b>		Not applicable					
<b>Residential Density</b>		1 dwelling per lot(1)		None Allowed		None Allowed	1 dwelling unit per lot(1)
<b>Floor Area Ratio</b>		Not Applicable					
<b>Setbacks (2)</b>							
<b>Front</b>	Determined by Development Plan Process (Section 17.62.070)	50 feet minimum	Determined by Development Plan Process (Section 17.62.070) but in no case less than the minimum setbacks required in the RS zone.	Not applicable	<u>Determined by Development Plan Process (Section 17.62.070)</u>		
<b>Sides (each)</b>		25 feet minimum					
<b>Street side</b>		30 feet minimum					
<b>Rear</b>		50 feet minimum					
<b>Interior</b>		10 feet minimum between structures					
<b>Height Limits</b>	35 feet maximum (3)	25 feet maximum (3)					
<b>Hillside Development</b>	See Section 17.20.150 (Hillside and Ridgeline Development)						
<b>Landscaping</b>	As required by Chapter 17.26 (Landscaping)						
<b>Parking</b>	As required by Chapter 17.28 (Parking and Loading)						

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**Overlay Zones**

**Chapter 17.18**

B. Permit and Application Requirements. All development within the -OT overlay zoning district shall be subject to site plan review and approval by the review authority. Applications shall include the forms provided by the city, and all information normally required by Section 17.629.030 for a site plan review application. Applications shall also include the following submittals, except where the director determines that existing information on file with the department or readily available to the city makes particular submittals unnecessary.

1. Additional Submittal Requirements for All Applications. All site plan review applications within any -OT overlay zone shall include the following materials. These materials shall include documentation demonstrating how the project will comply with the performance standards of Chapter 17.20.

- a. Site Plan, Topography. A topographic map prepared by a licensed land surveyor or qualified registered civil engineer, showing the building site, existing slopes, and the location of all trees on the site, at a minimum scale of one inch equals ten feet, with a maximum contour interval of two feet for all areas of the site where grading, other construction, or vegetation removal will occur.
- b. Grading Plan. A conceptual grading plan for all access and lot improvements showing existing and proposed contours, cuts, fills and gradients.
- c. Oak Tree Report. A report prepared by a city-qualified arborist consistent with the city's oak tree ordinance and guidelines.
- d. Hydrology Report. A hydrologic data and hydraulic analysis report, indicating whether there will be potential drainage impacts on the site and other properties, particularly down slope properties, as a result of proposed vegetation removal or changes in natural grades, drainage, and impervious surface. If adverse drainage problems are identified, a mitigation plan may also be required.
- e. Geology and Soils Report. A geology and soils report providing an assessment of site conditions, including geological hazards, that could potentially exacerbate or create (i) damage to the proposed development in the event of a seismic or other geological event, (ii) adverse effects upon existing development including adjacent properties. The conditions assessed are to include, where applicable, soils, slopes, slope failure potential, water table, bedrock geology, and any other substrate conditions

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**Overlay Zones**

**Chapter 17.18**

**17.18.025 Calabasas Highlands (-CH) overlay zone.**

- A. Purpose and Applicability. The Calabasas Highlands (-CH) overlay zone is applied to the Calabasas Highlands area of the city. These are mountainous areas where existing parcels were created before modern zoning and subdivision regulations required appropriate relationships between parcel size, terrain, and building size. The intent of this zoning district is to:
1. Ensure that the scale of residential development is in reasonable proportion to the size of the building site and its environmental constraints, including slope and vegetation;
  2. Provide standards for appropriate development in relation to the high fire hazards, flood hazards, access problems, and steep slopes of the areas to which this overlay zoning district may be applied; and
  3. Ensure that development is consistent with the hillside and ridgeline regulations of Article III in this title and the grading ordinance in Title 15.
- B. Permit and Application Requirements. All development within the -CH overlay zoning district shall be subject to site plan review and approval by the review authority. Applications shall include the forms provided by the city, and all information normally required by Section 17.6.620.030 for site plan review application. Applications shall also include the following submittals, except where the director determines that existing information on file with the department or readily available to the city make particular submittals unnecessary.
1. Submittal requirements for all applications. All site plan review applications within any -CH overlay zone shall include the following materials
    - a. Documentation which demonstrates how the project will comply with the Performance Standards in Chapter 17.20, including to the Performance Standards for Hillside Development, Erosion Control Performance Standards, Seismic and Geologic Hazards Management Performance Standards, Stormwater Management and Flooding Performance Standards, and Fire Hazard Management Performance Standards.
    - b. Site Plan, Topography. A topographic map prepared by a licensed land surveyor or qualified registered civil engineer, showing the building site, existing slopes, and the location of all trees on the site, at a minimum scale of one inch equals ten feet, with a maximum contour interval of two

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**General Property Development and Use Standards**

**Chapter 17.20**

- public and private property, and should not interfere with pedestrian use of the sidewalk.
- s. Benches and planters should provide comfortable and adequate seating.
  - t. Trash containers should be of such size and quantity so as to discourage littering.
  - u. Transportation-related furniture (e.g., bicycle parking, bus shelters, bus benches, pedestrian channelization features, railings, bollards) should accommodate and encourage the use of non-automobile travel modes, without blocking sidewalk travel.
  - v. Bus passenger waiting areas should be placed between the sidewalk and the street where adequate space exists. Inadequate space or driveway proximity may necessitate placing the passenger shelter behind the sidewalk.
  - w. The design of utilities (e.g., traffic signal boxes, power poles, transformers, underground cables) should minimize the visual presence of these features within the streetscape.
9. Design Guidelines for Second Stories of Single Family Homes. The following guidelines shall be utilized by the Architectural Review Panel and Community Development Director in their review of new second story additions or new two story homes. Alternative design features may be allowed, if the reviewing body finds they are consistent with the intent of the guidelines.
- a. Changes in wall planes and consistent level of articulation should be incorporated into every elevation of the home visible from public view.
  - b. Street facing elevations should incorporate architectural features that indicate where a first story ends and a second story begins. For example, floor delineations can be accomplished by adding rooflines.
  - c. Where appropriate, some portions of the second story roof should be lowered to the gutter or eave line of the first story roof to reduce the apparent volume of the building.
  - d. Building heights should be compatible with the size of a lot, as well as the context of the surrounding neighborhood. The height of a structure should



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**Affordable Housing**

**Chapter 17.22**

2. Fifteen percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to ninety percent of the county median income; or
  3. Ten percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to seventy-five percent of the county median income; or
  4. Five percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to fifty (5048) percent of the county median income.
- B. In order to be eligible for a density bonus and other incentives as provided by this Chapter, a proposed residential development project shall:
1. Consist of five or more dwelling units; and
  2. Provide for the construction of one or more of the following within the development, one of which the permit applicant shall elect as the basis for its request for a density bonus:
    - a. Ten percent of the total units of a housing development for low income households, as defined in Health and Safety Code section 50079.5; or
    - b. Five percent of the total units of a housing development for very low income households, as defined in Health and Safety Code section 50105; or
    - c. A senior citizen housing development as defined in Civil Code sections 51.3 and 51.12, or mobilehome park that limits residency based on age requirements for housing for older persons pursuant to Civil Code section 798.76 or 799.5; or
    - d. Ten percent of the total dwelling units in a common interest development as defined in Civil Code section 1351, for persons and families of moderate income, as defined in Health and Safety Code section 50093, provided that all units in the development are offered to the public for purchase; and
  3. Satisfy all other applicable provisions of this development code.

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**Parking and Loading**

**Chapter 17.28**

3. Rounding of Quantities. Where the number of required parking spaces results in a fraction of 0.50 or higher, the requirements shall be rounded up to the next whole space.
4. When a parking study is utilized, as allowed in Table 3-11, to determine the required number of parking spaces, the parking study shall be prepared by a licensed traffic engineer and shall be subject to review and approval by the director and city engineer.

**Table 3-11  
Parking Requirements by Land Use**

<b>Land Use</b>	<b>Vehicle Spaces Required</b>	<b>Bicycle Spaces Required</b>
<b>Agriculture</b>		
Kennels and animal boarding	1 space for each employee, plus 1 space for each 500 sq. ft. of gross floor area.	5% of vehicle spaces.
Plant nurseries	1 space for each 300 sq. ft. of indoor display area, plus 1 space for each 1,000 sq. ft. of outdoor display area.	5% of vehicle spaces.
<b>Residential</b>		
Multi-Family and senior housing	Studio unit- 1 covered space per unit	1 space per unit
	1 bedroom unit – 1.5 spaces per unit, 1 of which shall be covered	
	2 bedrooms or more-2 spaces for each bedroom over two. 1 of every 2 required spaces shall be covered.	
	Guest parking-1 space per 3 units	1 space per 10 units
Condominiums and small lot single family housing	As required for multi-family housing. Each driveway with minimum dimensions of 20 ft. by 20 ft. outside of a public right-of-way or private street may be counted as a guest parking space.	1 space per unit
<b>Emergency Shelters</b>	1 space for each 250 sq. ft. of gross floor area	None
Mobilehome parks	2 covered spaces (may be tandem) per unit, plus guest parking as required for multi-family	None
Buildings containing offices, services or recreational activity	1 space for each employee	
Residential care homes, seven or more clients	0.5 spaces per bed; plus 1 space per employee, other than doctors, of the largest shift; plus 1 space per staff or regular visiting doctor or as determined by a parking study	
Rooming and boarding houses	1 space per room or 1 space per 2 beds, whichever is greater	None
Secondary housing units	1 space	None
Single-family housing	2 spaces within a garage	None
Transitional/Supportive housing	Based on type of units, use applicable standard for dwellings listed above	None

**Calabasas Land Use and Development Code  
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**Parking and Loading**

**Chapter 17.28**

**Table 3-11  
Parking Requirements by Land Use**

<b>Table 3-11 Parking Requirements by Land Use</b>		
<b>Institutional</b>		
<b>Educational</b>		
Schools- Public and Private		1 spaces for every 10 students.
Elementary/junior high	3 spaces for each classroom.	
High school	7 spaces for each classroom; plus auditorium parking at a ratio of 1 space for each 5 fixed seats or 1 space for each 35 sq. ft. of auditorium floor area.	
University/College	1 space for every 2 full time students.	
Vocational/Trade schools	1 space for 1.5 students.	5% of vehicle spaces.
<b>Medical Services</b>		
Veterinary clinics and animal hospital	1 space per 200 sq. ft. of gross floor area.	5% of vehicle spaces.
Assisted Living/Congregate Care Facility	.5 spaces per unit 1 space per employee of the largest shift plus 1 space per regular visiting doctor or as determined by a parking study.	None
Convalescent Care Facility (with continuous skilled nursing care)	1 space for each 3 beds	
Hospital	4 spaces for each patient bed.	
Medical services Clinics, medical/dental offices, labs including physical therapists and chiropractors.		5% of vehicle spaces
Under 20,000 sq. ft.	1 space for each 200 sq. ft. of gross floor area.	
20,000+ sq. ft.	1 space for each 250 sq. ft. of gross floor area.	
Pharmacies and drug stores	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces
<b>Public</b>		
Libraries and museums and other cultural facilities	1 space for each 500 sq. ft. of gross floor area.	10% of vehicle spaces.
Public facilities	Parking study is required to determine the parking demand generated by the use.	
<b>Religious</b>		
Churches and other places of worship	1 space for each 4 fixed seats, or each 7 linear ft. of bench or pew seating or where no fixed seats are provided, 1 per 20 sq. ft. of assembly area.	5% of vehicle spaces for places of worship



**Calabasas Land Use and Development Code  
January 2010**

**Parking and Loading**

**Chapter 17.28**

**Table 3-11  
Parking Requirements by Land Use**

<b>Land Use Type</b>		
<b>Commercial</b>		
Automobile Repair  <del>Facilities designed for customer to wait on-site during service</del>	5 spaces, plus 1 space for each 200 sq. ft. of gross floor area.  <del>2 spaces per service bay plus adequate queuing lanes.</del>	None
<del>Facilities designed for customer to wait on-site during service</del>	<del>2 spaces per service bay plus adequate queuing lanes.</del>	<del>None</del>
Self-service vehicle washing	2.5 spaces per washing stall, for queuing and drying.	None
Car Wash – Full Service	12 spaces, plus adequate queuing and drying area.	None
Service stations	1 space for each 180 sq. ft. of gross floor area; plus 1 space for each service bay.	5% of vehicle spaces.
Motor vehicle and parts sales	1 space for each 450 sq. ft. of gross floor area for showroom and office, plus 1 space for each 2,000 sq. ft. of outdoor display area, plus 1 space for each 500 sq. ft. of gross floor area for vehicle repair, plus 1 space for each 300 sq. ft. of gross floor area for the parts department.	5% of vehicle spaces.
<b>Facilities</b>		
Child Day Care Center	2 spaces for each employee, plus an adequate drop-off area as required by the director.	10% of vehicle spaces.
Large Family Day Care Home (9 to 14 children)	1 for each employee	
<b>Eating/Drinking Places &amp; Food Services</b>		
Bar / Cocktail Lounge/Night Club	1 space for each 100 sq. ft. of gross floor area	10% of vehicle spaces.
Banquet Hall	1 space for each 100 sq. ft. of gross floor area	
Catering Establishment	1 space for each 500 sq. ft. of gross floor area	
Restaurant - counter service	1 space for each 180 sq. ft. of gross floor area.	
Restaurants - table service	1 space for each 2.5 seats or 1 space for each 100 sq. ft. of gross	

**Calabasas Land Use and Development Code  
January 2010**

**Parking and Loading**

**Chapter 17.28**

<b>Table 3-11 Parking Requirements by Land Use</b>		
	floor area, whichever is greater.	
Outdoor dining	0 spaces for areas 250 sq. ft. or less in size 1 space for each 250 square feet of floor area over 250 sf. ft. in size	None
<b>Entertainment and Recreation</b>		
Athletic Fields	Parking study is required to determine the parking demand generated by the use.	
Arcade	1 space for each 200 sq. ft. of gross floor area.	10% of vehicle spaces.
Auditoriums & Other Public Assembly Facilities	Parking study is required to determine the parking demand generated by the use.	
Bowling Alley	5 spaces per lane.	
Dance halls	1 space for each 50 sq. ft. of dance floor area.	None
Health and Fitness Club	1 space for each 150 sq. ft. of gross floor area.	10% of vehicle spaces.
Golf courses and golf driving ranges	1 space per tee; plus clubhouse spaces as required for restaurants, bars, indoor recreation/fitness centers, etc.	5% of vehicle spaces.
Motion Picture Theater	1 space per every 3 seats	5% of vehicle spaces
Outdoor commercial recreation	Parking study is required to determine the parking demand generated by the use.	
Pool and billiard rooms	3 spaces per table.	5% of vehicle spaces.
Skate Park	Parking study is required to determine the parking demand generated by the use.	
Tennis/racquetball courts	3 spaces per court, plus as required for incidental uses.	10% of vehicle spaces.
Theaters	1 space for every 3 fixed seats.	10% of vehicle spaces.
<b>Lodging</b>		
Bed and Breakfast Inn	1 space per room or suite; or 1 space per 2 beds, whichever is greater	
Hotels and motels	1 space for each guest room, plus 1 space for each 10 guest rooms.	5% of vehicle spaces.
Offices, business, professional	1 space for each 250 sq. ft. of gross floor area.	5% of vehicles spaces.
Retail stores	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces.
Furniture, furnishings, and home equipment stores	1 space for each 600 sq. ft. of gross floor area.	5% of vehicle spaces.
Garden Supply / Nursery	1 space for each 400 sq. ft. of indoor display area, plus 1 space for each 1,000 sq. ft. of outdoor display area.	<del>5% of vehicle spaces.</del>
<b>Food and Beverage Stores</b>		
Convenience Store Grocery Store/Supermarket	1 space for each 150 sf. ft. of gross floor area.	5% of vehicle spaces
Warehouse Retail Stores	1 space for each 200 sq. ft. of gross floor area.	
Shopping centers	1 space for each 250 sq. ft. of gross floor area. Where restaurants exceed ten (10) percent of the total gross floor area, that portion in excess of ten percent of the gross floor area shall be calculated at one parking space per one hundred square feet or as determined by a parking study.	<del>5% of vehicle spaces.</del>
Studios for dance, art, music, photography, etc.	1 space for each 2 students	1 space for every 4 students.

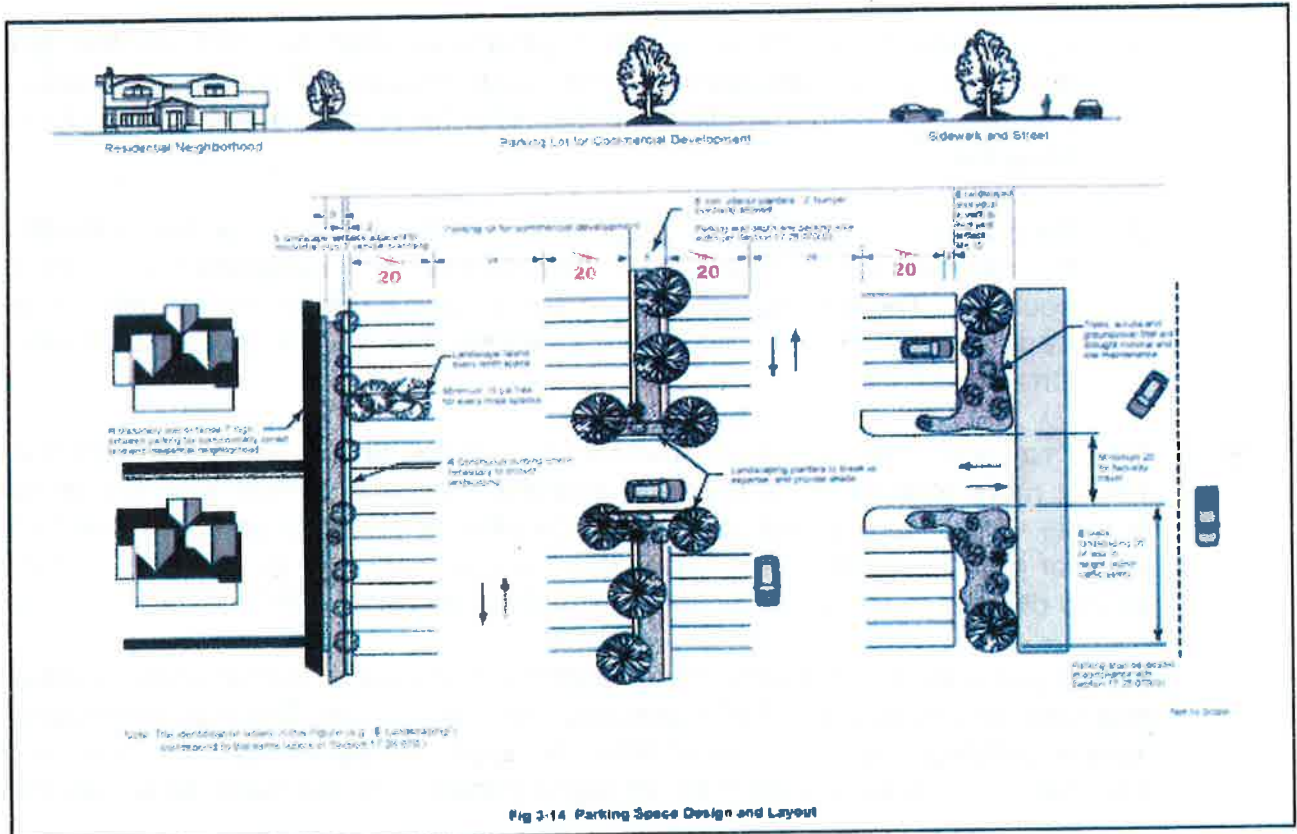
**Calabasas Land Use and Development Code  
January 2010**

**Parking and Loading**

**Chapter 17.28**

**Table 3-11  
Parking Requirements by Land Use**

<b>Business Services</b> (Advertising agency, data processing services, photocopying, photography studio, and other similar uses.)	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces.
<b>Financial Services</b>		
Banks and financial services	1 space for each 250 sq. ft. of gross floor area, plus 2 spaces per ATM.	5% of vehicle spaces.
<b>Personal Services</b>		
Barber Shop & Beauty /Nail Salon	2.5 spaces for each service chair.	5% of vehicle spaces.
Beauty/Nail salons with and without massage therapy	2.5 spaces for each service chair and 1 space for each 250 sq. ft. of gross floor area devoted to massage therapy.	5% of vehicle spaces.
Cemeteries and Mausoleums	Parking study is required to determine the parking demand generated by the use.	
Day Spa	1 space for each 250 sq. ft. of gross floor area	5% of vehicle spaces.
Laundry – Commercial	1 space for every 3 washing machines.	5% of vehicle spaces.
Public self storage	1 space for each 5,000 sq. ft. of gross floor area plus 2 spaces for any resident manager.	None
Repair services	1 space per 400 sq. ft. of gross floor area	None
<b>Land Use Type</b>		
<b>Industrial</b>		
Light industrial, machinery manufacturing and manufacturing uses.	1 space for each 500 sq. ft. of gross floor area plus 1 space for each vehicle operated in connection with each on-site use.	5% of vehicle spaces.
Recycling collection facilities	If the facility is open to the public, an on-site parking area shall be provided for a minimum of 10 customers at any one time. Space shall be also provided for the anticipated peak load of customers to circulate, park and deposit recyclable materials. One employee parking space shall be provided on-site for each commercial vehicle operated by the processing center.	5% of vehicle spaces.
Research and development	1 space for each 333 sq. ft. of gross floor area.	5% of vehicle spaces.
Warehousing	1 space for each 500 sq. ft. of gross floor area plus 1 space for each company vehicle parked on-site.	5% of vehicle spaces.
<b>TEMPORARY AND INTERIM USES (Section 17.62.030)</b>		
Temporary Uses	Determined by Temporary Use Permit	None





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**Signs**

**Chapter 17.30**

1. **Application Filing.** Sign permit applications shall be filed on the forms provided by the department and shall include all information required therein. Sign permit application shall also be accompanied by the required filing fee.
2. **Review and Decision.** A sign permit shall be approved or disapproved by the director or commission in compliance with subsection (FE) of this section. The decision of the director is appealable to the commission and decisions by the commission are appealable to the council pursuant to Chapter 17.74.

- B Sign Program.** A sign program shall be required for all new shopping centers with five or more tenants or remodels of existing shopping centers with five or more tenants where new tenant spaces are created or changes are proposed to the exterior of the building. A program shall also be required as deemed necessary by the director to ensure compliance with the provisions of this chapter

A sign program shall consist of a description, including dimensions, materials, locations, and illustration of all signs proposed on the site. The sign program shall have a unifying design theme or style, as approved by the director. A separate sign permit shall be required for all signs constructed pursuant to an approved sign program.

The purpose of a sign program is to integrate a project's signs into the architectural design of a subject site and to ensure visibility of all signs. A sign program also enables the city to ensure high quality in the design and display of multiple permanent signs and to encourage creativity and excellence in sign design.

- C. Approval Authority.** A sign program shall be subject to commission approval. The director may approve minor revisions to a sign program if the intent of the original approval is not affected. Revisions that would substantially deviate from the original approval shall require the approval of a new sign program.
- D.** If a shopping center has an approved sign program prior to the adoption of an amendment to this chapter it shall conform to the provisions of that approved sign program and not the amendment.
- E. Modifications to On-Site Sign Regulations (Section 17.30.080).** In order to provide for flexibility in sign design, the commission and/or director shall have the authority to approve a sign modification for any new or existing business to allow

**Calabasas Land Use and Development Code  
January 2010**

**Signs**

**Chapter 17.30**

2. Signs permitted in CL, CR, CMU, CO, CB (Commercial-Limited, Commercial-Retail, Commercial-Mixed Use, Commercial-Office and Commercial-Business Park) Zones:

~~3. Signs permitted in the CT (Commercial Old Town) Zone:~~

<b>Table 3-18 Permitted Signs in CL, CR, CMU, CO, and CB Zoning Districts</b>							
<b>Sign Type</b>	<b>Sign Class</b>	<b>Maximum Number</b>	<b>Maximum Sign Area</b>	<b>Maximum Sign Height</b>	<b>Location Requirements</b>	<b>Lighting Allowed</b>	<b>Additional Requirements</b>
Monument	Commercial center/complex	1 per center or complex 2 for each center/complex with 2 access driveways and a minimum separation between signs of 300 ft.	100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support & design. 150 sq. ft. max. in Calabasas Road district only, and only with approval of the council, per Section 17.30.080(B)(3)	10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.
<del>Single purpose building</del>	<del>Single purpose building, 1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs of 300 ft.</del>	<del>1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs of 300 ft. 10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)</del>	<del>100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support &amp; design. 150 sq. ft. max. in Calabasas Road district only, and only with approval of the council, per Section 17.30.080(B)(3)</del>	<del>10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)</del>	<del>Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.</del>	<del>Interior or exterior. All lighting shall comply with Lighting Ordinance.</del>	<del>Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.</del>

**Calabasas Land Use and Development Code  
January 2010**

**Subdivision Design and Improvement**

**Chapter 17.46**

and condominium conversions, planned developments, townhouses, zero lot line, and similar small-lot projects intending individual lot ownership. However, the minimum lot area requirements of Article II shall apply to the creation of the original parcel or parcels that are the location of the small-lot project.

- B. **Size and Shape.** The size and shape of new parcels shall be as required by Article II, except as otherwise provided by the following.
1. **Lot Width.** New parcels shall be designed to have a minimum width of fifty feet; except that each parcel on a turnaround, cul-de-sac or curved street, where the side lot lines are diverging from the front to the rear of the parcel, shall have a minimum width of sixty feet, or the width required by Article II, whichever is greater, measured at the front setback line required for the main building by Article II.
  2. **Lot Depth.** No new parcel shall have a depth less than eighty feet, or a depth greater than three times the average width of the lot when the lot has a width of less than two hundred fifty (2450) feet.
  3. **Exceptions.** Parcels may be approved with a width and depth less than otherwise required by this section where:
    - a. Located in the CT (Old Town) zoning district (Chapter 17.14), and authorized through the approval of a development plan (Section 17.62.070) in compliance with the Old Town Calabasas Master Plan and Design Guidelines;
    - b. Located in the –OT and CH (Old Topanga/Highlands) overlay zoning districts (Section 17.18.020 and 17.18.025), and authorized through the approval of a development plan (Section 17.62.070); or
    - c. Located in the – DP (Development Plan) overlay zoning district (Section 17.18.030) and authorized through the approval of a development plan (Section 17.62.070).
  4. **Location of Lot Lines.**
    - a. **Orientation to Streets.** The side lot lines of all parcels shall be at right angles to the center line of the street, and radial or approximately radial to curved streets.

**Calabasas Land Use and Development Code**  
**January 2010**

**Permit Approval or Disapproval**

**Chapter 17.62**

1. The proposed use is permitted within the applicable zoning district and complies with all applicable provisions of this Development Code;
  2. The proposed use is consistent with the General Plan, any applicable specific plan, any special design theme adopted by the city for the site and vicinity;
  3. The approval of the minor use permit for the proposed use is in compliance with the California Environmental Quality Act (CEQA);
  4. The proposed structures, signs, site development, grading, and/or landscaping related to the proposed use are compatible in design, appearance, and scale, with existing uses, development, signs, structures, and landscaping for the surrounding area;
  5. The site is adequate in size and shape to accommodate the proposed structures, yards, walls, fences, parking, landscaping, and other development features related to the proposed use; and
  6. The proposed use is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible;
- F. Expiration. A minor use permit shall be exercised within one year from the date of approval or the permit shall become void, unless an extension is approved by the director in compliance with Chapter 17.64.

**17.62.050 Scenic corridor permits.**

- A. Purpose. A scenic corridor permit is a discretionary review process that allows for the review and approval of development applications within the -SC (scenic corridor) overlay zoning district (Section 17.18.040),
- B. Applicability. All development within the -SC overlay zoning district shall receive land use permit approval in compliance with this subsection in addition to the permit normally required by [this Development Code](#), except for:
  1. Interior tenant improvements for residential, commercial, office or industrial projects;
  2. Ministerial projects as defined in Section 15268 of the California CEQA Guidelines and/or the city's CEQA Guidelines;



ITEM 6 ATTACHMENT B  
**PLANNING COMMISSION  
RESOLUTION NO. 2013-561**

**A RESOLUTION OF THE PLANNING COMMISSION  
OF THE CITY OF CALABASAS RECOMMENDING  
TO THE CITY COUNCIL APPROVAL OF FILE NO.  
130001608, THE ADOPTION OF AN ORDINANCE  
APPROVING TECHNICAL AMENDMENTS  
(CORRECTING CLERICAL, WORDING AND  
FORMATTING ERRORS) TO THE LAND USE AND  
DEVELOPMENT CODE.**

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

1. Agenda reports prepared by the Community Development Department staff.
2. Staff presentation at the public hearing held on December 19, 2013 before the Planning Commission.
3. The 2030 General Plan and all other applicable regulations and codes.
4. Public comments, written and oral, received and/or submitted at or prior to the December 19<sup>th</sup>, 2013 public hearing, supporting and/or opposing the proposal.
5. All related documents received and/or submitted at or prior to the public hearing.

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

1. Notice of the December 19, 2013 Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall.
2. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b) (2).
3. This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3).

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

**FINDINGS**

In accordance with Sections 17.76.050(B) of the Calabasas Municipal Code, the City Council may approve an amendment to the Land Use and Development Code, based upon consideration of a recommendation by the Planning Commission. The Planning Commission may recommend to the City Council approval of an amendment to the Land Use and Development Code, provided that the following findings are made:

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

The technical amendments to the Land Use and Development Code clarify permit procedures, correct clerical errors and incorporate omitted sections of the Land Use and Development Code previously approved by the City Council on January 27, 2010. These technical amendments are consistent with the action items and policy directives in the City's General Plan.

The proposed technical amendments will improve the livability of the City by enhancing established high quality land use standards for new and existing uses with the community and by implementing the vision and desires of the community as expressed in the General Plan. Therefore, this Development Code Amendment meets this finding.

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

The proposed technical amendments are in the public interest and reflect the input of residents, decision-makers, and other stakeholders in the community. No changes are proposed under the proposed technical amendments that would reduce or compromise existing standards that protect the health, safety or general welfare of the City. Furthermore, the proposed technical amendments will improve the functionality of the Development Code to better protect the public interest, health, safety or general welfare of the City. As such, this project meets this finding.

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

This project is categorically exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) pursuant to Section 15061(B)(3) of the CEQA Guidelines. A Notice of Exemption is prepared and will be filed in accordance to the CEQA guidelines. As such, this project meets this finding.

4. *The proposed Amendments to the development code are internally consistent.*

The technical amendments to the Land Use and Development Code establish consistency internally and with other titles of the Calabasas Municipal Code. Based on the foregoing evidence, this project meets this finding.

**Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the Planning Commission hereby recommends to the City Council adoption of an ordinance approving the technical amendments to the Land Use and Development Code.**

**Section 5. All documents described in Section 1 of PC Resolution No. 2013-561 are deemed incorporated by reference as set forth at length.**


PLANNING COMMISSION RESOLUTION NO. 2013-561 PASSED, APPROVED AND ADOPTED this 19<sup>th</sup> day of December, 2013.

  
Rick Shumacher, Chair

ATTEST:

  
Maureen Tamuri  
Community Development Director

APPROVED AS TO FORM:

  
Scott H. Howard  
City Attorney

Planning Commission Resolution No. 2013-561, was adopted by the Planning Commission at a public hearing held December 19, 2013, and that it was adopted by the following vote:

AYES: Chair Shumacher, Commissioners Lia, Weintraub, Mueller & Litt

NOES: None

ABSENT: Commissioner Sikand

ABSTAINED: None

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

ITEM 6 ATTCHMENT C  
**Calabasas Land Use and Development Code**  
**January 2010**

**Land Use Requirements**

**Chapter 17.11**

<b>TABLE 2-2 - LAND USE TABLE</b>																		
<b>KEY: P=Permitted Use (See Chapter 17.62 for required permit), C=Conditionally Permitted (CUP required), A=Allowed as an Accessory Use, TUP=Temporary Use (TUP required)</b>																		
LAND USE	ZONE																	See standards in section
	RS	RM	RMH	RR	RC	PD	HM	OS	OS- DR	PF	REC	CL	CR	CO	CMU	CB	CT	
<b>AGRICULTURE</b>																		
Agricultural uses for fuel modification				A			A	A										17.12.030 D & E.
Equestrian Facilities				C	C		C	C			A							
Farm Animals				A			A/C	A/C										17.12.040
Hobby Farms				A/C			A/C	A/C										17.12.110
Kennels and animal boarding												C	C			C		17.12.1205
Plant Nurseries												C	C			C		
<b>RESIDENTIAL</b>																		
Apartments, Condominiums, Duplexes and other Multi-Family Dwellings		P				p							C		C		C	17.12.145
Community center, neighborhood	C	C	C		C	C					P				C			
Emergency Shelters												P						17.12.090
Home Occupations	A	A	A	A	A	A	A	A							A		A	17.12.115
Mobilehome parks			C															17.12.135
Mobilehomes/manufactured housing (on a single lot)	P	P		P	P		P											17.12.140
Planned Development - Residential						C												
Residential accessory uses and structures	A	A	A	A	A	A	A	A					A		A			17.12.165
Residential care homes, six or fewer clients	P	P	P	P	P		P	P										
Residential care homes, seven or more clients		C											C		C		C(1)	

**Calabasas Land Use and Development Code  
January 2010**

**Land Use Requirements**

**Chapter 17.11**

<b>TABLE 2-2 - LAND USE TABLE</b>																		
<b>KEY: P=Permitted Use (See Chapter 17.62 for required permit), C=Conditionally Permitted (CUP required), A=Allowed as an Accessory Use, TUP=Temporary Use (TUP required)</b>																		
<b>LAND USE</b>	<b>ZONE</b>																	
	<b>RS</b>	<b>RM</b>	<b>RMH</b>	<b>RR</b>	<b>RC</b>	<b>PD</b>	<b>HM</b>	<b>OS</b>	<b>OS-DR</b>	<b>PF</b>	<b>REC</b>	<b>CL</b>	<b>CR</b>	<b>CO</b>	<b>CMU</b>	<b>CB</b>	<b>CT</b>	<b>See standards in section</b>
Rooming and boarding houses		C																
Secondary housing units	P			P			P	P										17.12.170
Senior residential projects		P				P							C		C		C(1)	17.12.180
Single-family housing	P	P		P	P	P	P	P			P							
Transitional/Supportive housing	P (2)	P(2)																
<b>INSTITUTIONAL</b>																		
<b>Educational</b>																		
<b>Schools K-12:</b>																		
- Private	C	C		C						C			C					
- Public	C	C		C	C					C			C					
<b>Schools, Universities/Colleges:</b>																		
-Private										C			C	C	C	C		
-Public										C			C	C	C	C		
Schools, Vocational/Trade										C			C	C	C	C		
<b>Medical Services</b>																		
Veterinarian Clinic and animal hospital												C	C	C	C	C		17.12.230
Assisted Living/Congregate Care Facility		C										C	C	C	C		C	
Convalescent Care Facility (with continuous skilled nursing care)												C	C	C	C	C		
Hospital													C					
Medical Office/ Clinic/Lab						P						C	P	P	P			

**Calabasas Land Use and Development Code  
January 2010**

**Standards for Specific Land Uses**

**Chapter 17.12**

shall demonstrate to the city that adequate controls or measures will be taken to mitigate offensive noise, vibration, dust or bright lights.

**17.12.110 Hobby farms.**

Hobby farms may be allowed subject to the following standards:

- A. Hobby farms for agricultural uses shall be allowed as an accessory use with a conditional use permit subject to the following standards.
  - 1. On-site sales of agricultural produce shall be prohibited.
  - 2. Hobby farms for agricultural uses are limited to twenty thousand square feet in agricultural use area on parcels two and one-half acres or less in size or forty-three thousand five hundred sixty square feet (one acre) on parcels over two and one-half acres.
  - 3. Hobby farms for agricultural uses cannot be located on slopes greater than approximately three to one nor may hobby farms involve activities which require the issuance of a commercial license by the Department of Alcoholic Beverage Control (ABC) or the Bureau of Alcohol, Tobacco and Firearms (ATF).
  - 4. Minor deviations from these general standards may be granted by the planning commission through an approval of a conditional use permit.
  - 5. Hobby farms for agricultural uses shall be subject to the standards in Section 17.12.030.
  - 6. Hobby farms for agricultural uses shall utilize organic farming methods to the extent feasible.
- B. Agricultural uses that do not meet the size limitations for a hobby farm may be allowed with a conditional use permit subject to the standards in Section 17.12.030.
- C. Hobby farms for farm animals (shall be a subject to the permits and standards in Section 17.12.040. In addition, all uses shall be designed to avoid significant adverse effects to surrounding area resources including increases in erosion, slope failure or sedimentation on adjacent or downstream watershed properties.

**Calabasas Land Use and Development Code**  
**January 2010**

**Standards for Specific Land Uses**

**Chapter 17.12**

convert the mobilehome park to another use, the department shall notify the applicant in writing of the provisions of Section 798.56 of the Civil Code regarding the responsibility of the applicant to notify residents and mobilehome owners of the mobilehome park of the proposed change in use. No hearing on a proposed mobile home park conversion shall be scheduled until the applicant has verified this notification to the satisfaction of the Director.

**17.12.140 Mobilehomes.**

Mobilehomes (identified as manufactured homes by the National Manufactured Housing Construction and Safety Standards Act of 1974) on lots zoned for conventional single-family dwellings, and the storage of mobilehomes are subject to the requirements of this section. Mobilehomes placed in mobilehome parks (Section 17.12.1325), that are regulated by the California Department of Housing and Community Development, are not subject to the provisions of this section. Modular (also known as factory-built) housing units are considered the same as single-family dwellings for the purposes of this Development Code, and are not subject to the provisions of this section.

Mobilehomes to be used as permanent dwellings in compliance with this section are subject to the following requirements:

- A. Certified Mobilehomes. Mobilehomes that are certified under the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 USC Section 5401, et seq.), are subject to the following standards:
  - 1. Location. As required by Government Code Section 65852.3, mobilehomes for permanent occupancy are considered the same as single-family dwellings, and are permitted by Chapter 17.11 in all zoning districts that allow single-family housing units;
  - 2. Foundation System. The mobilehome shall be placed on a foundation system in compliance with Section 18551 of the Health and Safety Code; and
  - 3. Architectural Standards. Mobilehomes shall be designed and constructed with roof eave and gable overhangs of not less than one foot measured from the vertical side of the structure.
  
- B. Non-certified Mobilehomes. Mobilehomes that are not certified under the National Mobile Home Construction and Safety Act of 1974, and that do not meet the



**Calabasas Land Use and Development Code  
January 2010**

**Standards for Specific Land Uses**

**Chapter 17.12**

- ii. Use no power-driven processing equipment except for reverse vending machines;
  - iii. Use containers that are constructed with durable waterproof and rustproof material, covered when the site is not attended, secured from unauthorized removal of material, and shall be of a capacity sufficient to accommodate materials collected and the collection schedule;
  - iv. Store all recyclable materials in containers or in the mobile unit vehicle, and shall not leave materials outside of containers when attendant is not present; and
  - v. Be maintained free of litter and any other waste materials, and the site for mobile facilities, at which truck(s) or containers are removed at the end of each collection day, shall be swept at the end of each collection day.
- h. Hours of Operation. Attended facilities located within one hundred feet of a property zoned or occupied for residential use shall operate only between the hours of nine a.m. and seven p.m. on any day except legal holidays.
3. Large Collection Facilities. A large collection facility which is larger than ~~three hundred fiftyfive~~ three hundred square feet, or on a separate parcel not accessory to a primary use, which has a permanent structure may be allowed in the CB zoning district subject to conditional use permit approval and the following standards.
- a. Location Requirements. The facility shall not abut a parcel zoned or planned for residential use.
  - b. Container Location. Any containers provided for after-hours donation of recyclable materials shall be permanently located at least one hundred feet from any property zoned or occupied for residential use, constructed of sturdy, rustproof materials, with sufficient capacity to accommodate materials collected, and secured from unauthorized entry or removal of materials.

**Table 2-5  
Residential District General Development Standards**

Development Feature	Requirement by Zoning District				
	RS	RM	RR	RC	RMH
Minimum Lot Size Area Width	Minimum lot area and width required for new parcels.				
	5,000 sq. ft. (1)		1 acre (1)		5 acres for a mobile home park
	50 feet for interior lots, 65 feet for corner lots.		75 feet		
Residential Density (3)	1 dwelling per lot, except where a secondary housing unit is allowed by Sections 17.11.010 and 17.12.17-0. In new subdivisions, 2 dwellings per acre minimum; 6 dwellings per acre maximum. (4)	2 dwellings per acre minimum, 20 dwellings per acre maximum, except where a suffix to the Zoning Map symbol applies, and Section 17.12.020B allows a higher maximum density. (4) (5)	1 dwelling per lot except where a secondary housing unit is allowed by Sections 17.111.010 and 17.12.170. In new subdivisions, 1 dwelling per 10 acres, minimum; 1 dwelling per acre, maximum. (4)	1 dwelling per lot. In new subdivisions, 1 dwelling per 10 acres, minimum; 2 dwellings per acre, maximum (4)	8 mobile homes per acre
Site Coverage	50% of net site area, maximum, on lots less than 1/3 acre; 35% of net site area on lots of 1/3 acre or more or 7,260 square feet, whichever is greater, on lots of 1/3 acre or more	55% of net site area, maximum	30% of net site area, maximum.	35% of net site area, maximum	55% of net site area, maximum
Setbacks Required (6)					
Front	20 feet minimum		30 feet minimum		30 feet minimum (2)
Sides (each)	10 feet minimum		10 feet minimum		10 feet minimum (2)
Street side	15 feet minimum		20 feet minimum		30 feet minimum (2)
Distance Between Structures	10 feet minimum	20 feet minimum	10 feet minimum		10 feet minimum
Rear	20 feet minimum		20 feet minimum		10 feet minimum (2)
Height Limits (7)	35 feet maximum			18 ft/ or 1 story whichever is less	18 ft/ or 1 story whichever is less Height Limits (7)
Hillside Development	See Section 17.20.150 (Hillside and Ridgeline Development)				
Landscaping	As required by Chapter 17.26 (Landscaping)				
Parking	As required by Chapter 17.28 (Parking and Loading)				

Form

Table 2-7

Special Purpose District General Development Standards

Development Feature	Requirement by Zoning District					
	PD	HM	OS	OS-DR	PF	REC
Minimum Lot Size	Minimum lot area and width required for new parcels.					
Area	Determined by Development Plan Process (Section 17.62.070)	From 40 acres to 10 acres, determined through the subdivision review process based on site opportunities and constraints, applicable Performance Standards in Chapter 17.20, and Table 6-2 - Significant Impacts of Individual Development Projects) in Chapter 17.60.	160 acres for existing open space property.	No minimum.	Determined through the subdivision review process based on site opportunities and constraints, applicable Performance Standards in Chapter 17.20, and Table 6-2 Maximum Acceptable Impacts of Individual Development in Chapter 17.60.	
Width		Not applicable				
Residential Density		1 dwelling per lot(1)		None Allowed	None Allowed	1 dwelling unit per lot(1)
Floor Area Ratio		Not Applicable				
Setbacks (2)						
Front Sides (each) Street side Rear Interior	Determined by Development Plan Process (Section 17.62.070)	50 feet minimum	Determined by Development Plan Process (Section 17.62.070) but in no case less than the minimum setbacks required in the RS zone.	Not applicable	Determined by Development Plan Process (Section 17.62.070)	
		25 feet minimum 30 feet minimum 50 feet minimum 10 feet minimum between structures				
Height Limits	35 feet maximum (3)	25 feet maximum (3)				
Hillside Development	See Section 17.20.150 (Hillside and Ridgeline Development)					
Landscaping	As required by Chapter 17.26 (Landscaping)					
Parking	As required by Chapter 17.28 (Parking and Loading)					

[Type text]

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**Overlay Zones**

**Chapter 17.18**

B. **Permit and Application Requirements.** All development within the -OT overlay zoning district shall be subject to site plan review and approval by the review authority. Applications shall include the forms provided by the city, and all information normally required by Section 17.629.030 for a site plan review application. Applications shall also include the following submittals, except where the director determines that existing information on file with the department or readily available to the city makes particular submittals unnecessary.

1. **Additional Submittal Requirements for All Applications.** All site plan review applications within any -OT overlay zone shall include the following materials. These materials shall include documentation demonstrating how the project will comply with the performance standards of Chapter 17.20.

- a. **Site Plan, Topography.** A topographic map prepared by a licensed land surveyor or qualified registered civil engineer, showing the building site, existing slopes, and the location of all trees on the site, at a minimum scale of one inch equals ten feet, with a maximum contour interval of two feet for all areas of the site where grading, other construction, or vegetation removal will occur.
- b. **Grading Plan.** A conceptual grading plan for all access and lot improvements showing existing and proposed contours, cuts, fills and gradients.
- c. **Oak Tree Report.** A report prepared by a city-qualified arborist consistent with the city's oak tree ordinance and guidelines.
- d. **Hydrology Report.** A hydrologic data and hydraulic analysis report, indicating whether there will be potential drainage impacts on the site and other properties, particularly down slope properties, as a result of proposed vegetation removal or changes in natural grades, drainage, and impervious surface. If adverse drainage problems are identified, a mitigation plan may also be required.
- e. **Geology and Soils Report.** A geology and soils report providing an assessment of site conditions, including geological hazards, that could potentially exacerbate or create (i) damage to the proposed development in the event of a seismic or other geological event, (ii) adverse effects upon existing development including adjacent properties. The conditions assessed are to include, where applicable, soils, slopes, slope failure potential, water table, bedrock geology, and any other substrate conditions

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**Overlay Zones**

**Chapter 17.18**

**17.18.025 Calabasas Highlands (-CH) overlay zone.**

- A. Purpose and Applicability. The Calabasas Highlands (-CH) overlay zone is applied to the Calabasas Highlands area of the city. These are mountainous areas where existing parcels were created before modern zoning and subdivision regulations required appropriate relationships between parcel size, terrain, and building size. The intent of this zoning district is to:
1. Ensure that the scale of residential development is in reasonable proportion to the size of the building site and its environmental constraints, including slope and vegetation;
  2. Provide standards for appropriate development in relation to the high fire hazards, flood hazards, access problems, and steep slopes of the areas to which this overlay zoning district may be applied; and
  3. Ensure that development is consistent with the hillside and ridgeline regulations of Article III in this title and the grading ordinance in Title 15.
- B. Permit and Application Requirements. All development within the -CH overlay zoning district shall be subject to site plan review and approval by the review authority. Applications shall include the forms provided by the city, and all information normally required by Section 17.6.29.030 for site plan review application. Applications shall also include the following submittals, except where the director determines that existing information on file with the department or readily available to the city make particular submittals unnecessary.
1. Submittal requirements for all applications. All site plan review applications within any -CH overlay zone shall include the following materials
    - a. Documentation which demonstrates how the project will comply with the Performance Standards in Chapter 17.20, including to the Performance Standards for Hillside Development, Erosion Control Performance Standards, Seismic and Geologic Hazards Management Performance Standards, Stormwater Management and Flooding Performance Standards, and Fire Hazard Management Performance Standards.
    - b. Site Plan, Topography. A topographic map prepared by a licensed land surveyor or qualified registered civil engineer, showing the building site, existing slopes, and the location of all trees on the site, at a minimum scale of one inch equals ten feet, with a maximum contour interval of two



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**General Property Development and Use Standards**

**Chapter 17.20**

public and private property, and should not interfere with pedestrian use of the sidewalk.

- s. Benches and planters should provide comfortable and adequate seating.
  - t. Trash containers should be of such size and quantity so as to discourage littering.
  - u. Transportation-related furniture (e.g., bicycle parking, bus shelters, bus benches, pedestrian channelization features, railings, bollards) should accommodate and encourage the use of non-automobile travel modes, without blocking sidewalk travel.
  - v. Bus passenger waiting areas should be placed between the sidewalk and the street where adequate space exists. Inadequate space or driveway proximity may necessitate placing the passenger shelter behind the sidewalk.
  - w. The design of utilities (e.g., traffic signal boxes, power poles, transformers, underground cables) should minimize the visual presence of these features within the streetscape.
9. Design Guidelines for Second Stories of Single Family Homes. The following guidelines shall be utilized by the Architectural Review Panel and Community Development Director in their review of new second story additions or new two story homes. Alternative design features may be allowed, if the reviewing body finds they are consistent with the intent of the guidelines.
- a. Changes in wall planes and consistent level of articulation should be incorporated into every elevation of the home visible from public view.
  - b. Street facing elevations should incorporate architectural features that indicate where a first story ends and a second story begins. For example, floor delineations can be accomplished by adding rooflines.
  - c. Where appropriate, some portions of the second story roof should be lowered to the gutter or eave line of the first story roof to reduce the apparent volume of the building.
  - d. Building heights should be compatible with the size of a lot, as well as the context of the surrounding neighborhood. The height of a structure should

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**Affordable Housing**

**Chapter 17.22**

2. Fifteen percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to ninety percent of the county median income; or
  3. Ten percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to seventy-five percent of the county median income; or
  4. Five percent of the total number of units shall be rented or sold at prices affordable to households with an income of up to fifty (5048) percent of the county median income.
- B. In order to be eligible for a density bonus and other incentives as provided by this Chapter, a proposed residential development project shall:
1. Consist of five or more dwelling units; and
  2. Provide for the construction of one or more of the following within the development, one of which the permit applicant shall elect as the basis for its request for a density bonus:
    - a. Ten percent of the total units of a housing development for low income households, as defined in Health and Safety Code section 50079.5; or
    - b. Five percent of the total units of a housing development for very low income households, as defined in Health and Safety Code section 50105; or
    - c. A senior citizen housing development as defined in Civil Code sections 51.3 and 51.12, or mobilehome park that limits residency based on age requirements for housing for older persons pursuant to Civil Code section 798.76 or 799.5; or
    - d. Ten percent of the total dwelling units in a common interest development as defined in Civil Code section 1351, for persons and families of moderate income, as defined in Health and Safety Code section 50093, provided that all units in the development are offered to the public for purchase; and
  3. Satisfy all other applicable provisions of this development code.

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**Parking and Loading**

**Chapter 17.28**

3. Rounding of Quantities. Where the number of required parking spaces results in a fraction of 0.50 or higher, the requirements shall be rounded up to the next whole space.
4. When a parking study is utilized, as allowed in Table 3-11, to determine the required number of parking spaces, the parking study shall be prepared by a licensed traffic engineer and shall be subject to review and approval by the director and city engineer.

**Table 3-11  
Parking Requirements by Land Use**

Land Use	Vehicle Spaces Required	Bicycle Spaces Required
<b>Agriculture</b>		
Kennels and animal boarding	1 space for each employee, plus 1 space for each 500 sq. ft. of gross floor area.	5% of vehicle spaces.
Plant nurseries	1 space for each 300 sq. ft. of indoor display area, plus 1 space for each 1,000 sq. ft. of outdoor display area.	5% of vehicle spaces.
<b>Residential</b>		
Multi-Family and senior housing	Studio unit- 1 covered space per unit	<u>1 space per unit</u>
	1 bedroom unit – 1.5 spaces per unit, 1 of which shall be covered	
	2 bedrooms or more-2 spaces for each bedroom over two. 1 of every 2 required spaces shall be covered.	
	Guest parking-1 space per 3 units	
Condominiums and small lot single family housing	As required for multi-family housing. Each driveway with minimum dimensions of 20 ft. by 20 ft. outside of a public right-of-way or private street may be counted as a guest parking space.	<u>1 space per unit</u>
Emergency Shelters	1 space for each 250 sq. ft. of gross floor area	None
Mobilehome parks	2 covered spaces (may be tandem) per unit, plus guest parking as required for multi-family	<u>None</u>
Buildings containing offices, services or recreational activity	1 space for each employee	
Residential care homes, seven or more clients	0.5 spaces per bed; plus 1 space per employee, other than doctors, of the largest shift; plus 1 space per staff or regular visiting doctor or as determined by a parking study	
Rooming and boarding houses	1 space per room or 1 space per 2 beds, whichever is greater	<u>None</u>
Secondary housing units	1 space	None
Single-family housing	2 spaces within a garage	None
Transitional/Supportive housing	Based on type of units, use applicable standard for dwellings listed above	<u>None</u>



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**Parking and Loading**

**Chapter 17.28**

**Table 3-11  
Parking Requirements by Land Use**

<b>Institutional</b>		
<b>Educational</b>		
Schools- Public and Private		1 spaces for every 10 students.
Elementary/junior high	3 spaces for each classroom.	
High school	7 spaces for each classroom; plus auditorium parking at a ratio of 1 space for each 5 fixed seats or 1 space for each 35 sq. ft. of auditorium floor area.	
University/College	1 space for every 2 full time students.	
Vocational/Trade schools	1 space for 1.5 students.	5% of vehicle spaces.
<b>Medical Services</b>		
Veterinary clinics and animal hospital	1 space per 200 sq. ft. of gross floor area.	5% of vehicle spaces.
Assisted Living/Congregate Care Facility	.5 spaces per unit 1 space per employee of the largest shift plus 1 space per regular visiting doctor or as determined by a parking study.	None
Convalescent Care Facility (with continuous skilled nursing care)	1 space for each 3 beds	
Hospital	4 spaces for each patient bed.	
Medical services Clinics, medical/dental offices, labs including physical therapists and chiropractors. Under 20,000 sq. ft.	1 space for each 200 sq. ft. of gross floor area.	5% of vehicle spaces
20,000+ sq. ft.	1 space for each 250 sq. ft. of gross floor area.	
Pharmacies and drug stores	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces
<b>Public</b>		
Libraries and museums and other cultural facilities	1 space for each 500 sq. ft. of gross floor area.	10% of vehicle spaces.
Public facilities	Parking study is required to determine the parking demand generated by the use.	
<b>Religious</b>		
Churches and other places of worship	1 space for each 4 fixed seats, or each 7 linear ft. of bench or pew seating or where no fixed seats are provided, 1 per 20 sq. ft. of assembly area.	5% of vehicle spaces for places of worship

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**Parking and Loading**

**Chapter 17.28**

<b>Table 3-11 Parking Requirements by Land Use</b>		
<b>Land Use Type Commercial</b>		
Automobile Repair  <del>Facilities designed for customer to wait on-site during service</del>	5 spaces, plus 1 space for each 200 sq. ft. of gross floor area.  <del>2 spaces per service bay plus adequate queuing lanes.</del>	None
<del>Facilities designed for customer to wait on-site during service</del>	<del>2 spaces per service bay plus adequate queuing lanes.</del>	<del>None</del>
Self-service vehicle washing	2.5 spaces per washing stall, for queuing and drying.	None
Car Wash – Full Service	12 spaces, plus adequate queuing and drying area.	None
Service stations	1 space for each 180 sq. ft. of gross floor area; plus 1 space for each service bay.	5% of vehicle spaces.
Motor vehicle and parts sales	1 space for each 450 sq. ft. of gross floor area for showroom and office, plus 1 space for each 2,000 sq. ft. of outdoor display area, plus 1 space for each 500 sq. ft. of gross floor area for vehicle repair, plus 1 space for each 300 sq. ft. of gross floor area for the parts department.	5% of vehicle spaces.
<b>Facilities</b>		
Child Day Care Center	2 spaces for each employee, plus an adequate drop-off area as required by the director.	10% of vehicle spaces.
Large Family Day Care Home (9 to 14 children)	1 for each employee	
<b>Eating/Drinking Places &amp; Food Services</b>		
Bar / Cocktail Lounge/Night Club	1 space for each 100 sq. ft. of gross floor area	10% of vehicle spaces.
Banquet Hall	1 space for each 100 sq. ft. of gross floor area	
Catering Establishment	1 space for each 500 sq. ft. of gross floor area	
Restaurant - counter service	1 space for each 180 sq. ft. of gross floor area.	
Restaurants - table service	1 space for each 2.5 seats or 1 space for each 100 sq. ft. of gross	

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**Parking and Loading**

**Chapter 17.28**

<b>Table 3-11 Parking Requirements by Land Use</b>		
	floor area, whichever is greater.	
Outdoor dining	0 spaces for areas 250 sq. ft. or less in size 1 space for each 250 square feet of floor area over 250 sf. ft. in size	None
<b>Entertainment and Recreation</b>		
Athletic Fields	Parking study is required to determine the parking demand generated by the use.	
Arcade	1 space for each 200 sq. ft. of gross floor area.	10% of vehicle spaces.
Auditoriums & Other Public Assembly Facilities	Parking study is required to determine the parking demand generated by the use.	
Bowling Alley	5 spaces per lane.	
Dance halls	1 space for each 50 sq. ft. of dance floor area.	None
Health and Fitness Club	1 space for each 150 sq. ft. of gross floor area.	10% of vehicle spaces.
Golf courses and golf driving ranges	1 space per tee; plus clubhouse spaces as required for restaurants, bars, indoor recreation/fitness centers, etc.	5% of vehicle spaces.
Motion Picture Theater	1 space per every 3 seats	5% of vehicle spaces
Outdoor commercial recreation	Parking study is required to determine the parking demand generated by the use.	
Pool and billiard rooms	3 spaces per table.	5% of vehicle spaces.
Skate Park	Parking study is required to determine the parking demand generated by the use.	
Tennis/racquetball courts	3 spaces per court, plus as required for incidental uses.	10% of vehicle spaces.
Theaters	1 space for every 3 fixed seats.	10% of vehicle spaces.
<b>Lodging</b>		
Bed and Breakfast Inn	1 space per room or suite; or 1 space per 2 beds, whichever is greater	
Hotels and motels	1 space for each guest room, plus 1 space for each 10 guest rooms.	5% of vehicle spaces.
Offices, business, professional	1 space for each 250 sq. ft. of gross floor area.	5% of vehicles spaces.
Retail stores	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces.
Furniture, furnishings, and home equipment stores	1 space for each 600 sq. ft. of gross floor area.	5% of vehicle spaces.
Garden Supply / Nursery	1 space for each 400 sq. ft. of indoor display area, plus 1 space for each 1,000 sq. ft. of outdoor display area.	<del>5% of vehicle spaces.</del>
<b>Food and Beverage Stores</b>		
Convenience Store Grocery Store/Supermarket	1 space for each 150 sf. ft. of gross floor area.	5% of vehicle spaces
Warehouse Retail Stores	1 space for each 200 sq. ft. of gross floor area.	<del>5% of vehicle spaces.</del>
Shopping centers	1 space for each 250 sq. ft. of gross floor area. Where restaurants exceed ten (10) percent of the total gross floor area, that portion in excess of ten percent of the gross floor area shall be calculated at one parking space per one hundred square feet or as determined by a parking study.	
Studios for dance, art, music, photography, etc.	1 space for each 2 students	1 space for every 4 students.

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**Chapter 17.28**

<b>Table 3-11 Parking Requirements by Land Use</b>		
Business Services (Advertising agency, data processing services, photocopying, photography studio, and other similar uses.)	1 space for each 250 sq. ft. of gross floor area.	5% of vehicle spaces.
<b>Financial Services</b>		
Banks and financial services	1 space for each 250 sq. ft. of gross floor area, plus 2 spaces per ATM.	5% of vehicle spaces.
<b>Personal Services</b>		
Barber Shop & Beauty /Nail Salon	2.5 spaces for each service chair.	5% of vehicle spaces.
Beauty/Nail salons with and without massage therapy	2.5 spaces for each service chair and 1 space for each 250 sq. ft. of gross floor area devoted to massage therapy.	5% of vehicle spaces.
Cemeteries and Mausoleums	Parking study is required to determine the parking demand generated by the use.	
Day Spa	1 space for each 250 sq. ft. of gross floor area	5% of vehicle spaces.
Laundry – Commercial	1 space for every 3 washing machines.	5% of vehicle spaces.
Public self storage	1 space for each 5,000 sq. ft. of gross floor area plus 2 spaces for any resident manager.	None
Repair services	1 space per 400 sq. ft. of gross floor area	None
<b>Land Use Type</b>		
<b>Industrial</b>		
Light industrial, machinery manufacturing and manufacturing uses.	1 space for each 500 sq. ft. of gross floor area plus 1 space for each vehicle operated in connection with each on-site use.	5% of vehicle spaces.
Recycling collection facilities	If the facility is open to the public, an on-site parking area shall be provided for a minimum of 10 customers at any one time. Space shall be also provided for the anticipated peak load of customers to circulate, park and deposit recyclable materials. One employee parking space shall be provided on-site for each commercial vehicle operated by the processing center.	5% of vehicle spaces.
Research and development	1 space for each 333 sq. ft. of gross floor area.	5% of vehicle spaces.
Warehousing	1 space for each 500 sq. ft. of gross floor area plus 1 space for each company vehicle parked on-site.	5% of vehicle spaces.
<b>TEMPORARY AND INTERIM USES (Section 17.62.030)</b>		
Temporary Uses	Determined by Temporary Use Permit	None



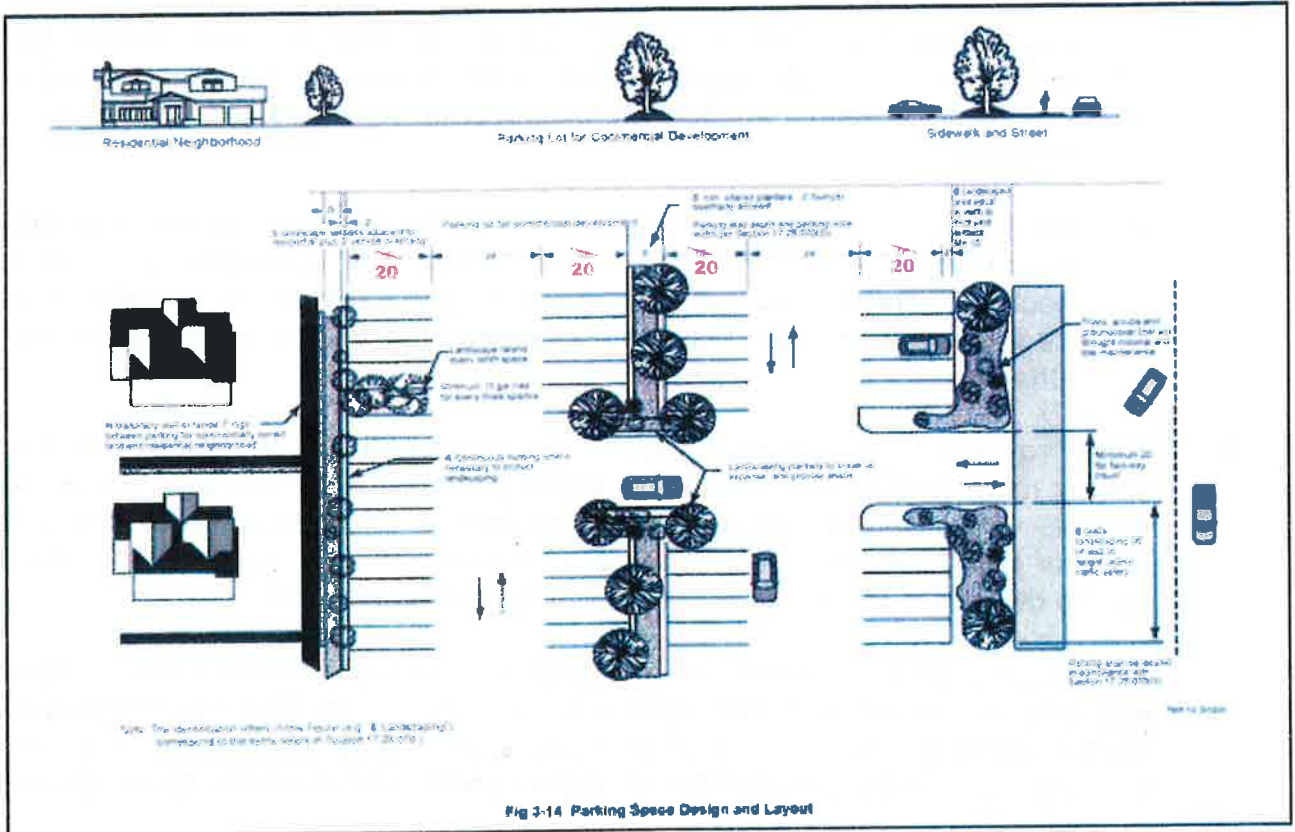


Fig 3-14 Parking Space Design and Layout

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**Signs**

**Chapter 17.30**

1. **Application Filing.** Sign permit applications shall be filed on the forms provided by the department and shall include all information required therein. Sign permit application shall also be accompanied by the required filing fee.
  2. **Review and Decision.** A sign permit shall be approved or disapproved by the director or commission in compliance with subsection (EE) of this section. The decision of the director is appealable to the commission and decisions by the commission are appealable to the council pursuant to Chapter 17.74.
- B Sign Program.** A sign program shall be required for all new shopping centers with five or more tenants or remodels of existing shopping centers with five or more tenants where new tenant spaces are created or changes are proposed to the exterior of the building. A program shall also be required as deemed necessary by the director to ensure compliance with the provisions of this chapter
- A sign program shall consist of a description, including dimensions, materials, locations, and illustration of all signs proposed on the site. The sign program shall have a unifying design theme or style, as approved by the director. A separate sign permit shall be required for all signs constructed pursuant to an approved sign program.
- The purpose of a sign program is to integrate a project's signs into the architectural design of a subject site and to ensure visibility of all signs. A sign program also enables the city to ensure high quality in the design and display of multiple permanent signs and to encourage creativity and excellence in sign design.
- C. **Approval Authority.** A sign program shall be subject to commission approval. The director may approve minor revisions to a sign program if the intent of the original approval is not affected. Revisions that would substantially deviate from the original approval shall require the approval of a new sign program.
  - D. **If a shopping center has an approved sign program prior to the adoption of an amendment to this chapter it shall conform to the provisions of that approved sign program and not the amendment.**
  - E. **Modifications to On-Site Sign Regulations (Section 17.30.080).** In order to provide for flexibility in sign design, the commission and/or director shall have the authority to approve a sign modification for any new or existing business to allow

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**Signs**

**Chapter 17.30**

2. Signs permitted in CL, CR, CMU, CO, CB (Commercial-Limited, Commercial-Retail, Commercial-Mixed Use, Commercial-Office and Commercial-Business Park) Zones:

~~3. Signs permitted in the CT (Commercial Old Town) Zone:~~

**Table 3-18  
Permitted Signs in CL, CR, CMU, CO, and CB Zoning Districts**

<b>Sign Type</b>	<b>Sign Class</b>	<b>Maximum Number</b>	<b>Maximum Sign Area</b>	<b>Maximum Sign Height</b>	<b>Location Requirements</b>	<b>Lighting Allowed</b>	<b>Additional Requirements</b>
Monument	Commercial center/complex	1 per center or complex 2 for each center/complex with 2 access driveways and a minimum separation between signs of 300 ft.	100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support & design. 150 sq. ft. max. in Calabasas Road district only, and only with approval of the council, per Section 17.30.080(B)(3)	10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)	Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.	Interior or exterior. All lighting shall comply with Lighting Ordinance.	Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.
<del>Single purpose building</del>	<del>Single purpose building 1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs of 300 ft.</del>	<del>1 per building 2 for each single purpose bldg. with 2 access driveways and a minimum separation between signs of 300 ft. 10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)</del>	<del>100 sq. ft. per face, 2 faces max. Sign copy limited to 50 sq. ft. with remaining square footage devoted to architectural support &amp; design. 150 sq. ft. max. in Calabasas Road district only, and only with approval of the council, per Section 17.30.080(B)(3)</del>	<del>10 ft., except that 20 ft. maximum is permitted in Calabasas Road district only and up to 25 ft. with council approval, per Section 17.30.080(B)(3)</del>	<del>Must be in landscaped area generally equal the area of the sign. Must not block views at corners and driveways.</del>	<del>Interior or exterior. All lighting shall comply with Lighting Ordinance.</del>	<del>Allowed to advertise the name of the center or complex and one major tenant. Multitenant signs may be allowed with an approved Sign Program. Consideration shall be given to the placement and compatibility with adjoining properties and signs.</del>

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**Subdivision Design and Improvement**

**Chapter 17.46**

and condominium conversions, planned developments, townhouses, zero lot line, and similar small-lot projects intending individual lot ownership. However, the minimum lot area requirements of Article II shall apply to the creation of the original parcel or parcels that are the location of the small-lot project.

- B. **Size and Shape.** The size and shape of new parcels shall be as required by Article II, except as otherwise provided by the following.
1. **Lot Width.** New parcels shall be designed to have a minimum width of fifty feet; except that each parcel on a turnaround, cul-de-sac or curved street, where the side lot lines are diverging from the front to the rear of the parcel, shall have a minimum width of sixty feet, or the width required by Article II, whichever is greater, measured at the front setback line required for the main building by Article II.
  2. **Lot Depth.** No new parcel shall have a depth less than eighty feet, or a depth greater than three times the average width of the lot when the lot has a width of less than two hundred fifty (250) feet.
  3. **Exceptions.** Parcels may be approved with a width and depth less than otherwise required by this section where:
    - a. Located in the CT (Old Town) zoning district (Chapter 17.14), and authorized through the approval of a development plan (Section 17.62.070) in compliance with the Old Town Calabasas Master Plan and Design Guidelines;
    - b. Located in the –OT and CH (Old Topanga/Highlands) overlay zoning districts (Section 17.18.020 and 17.18.025), and authorized through the approval of a development plan (Section 17.62.070); or
    - c. Located in the – DP (Development Plan) overlay zoning district (Section 17.18.030) and authorized through the approval of a development plan (Section 17.62.070).
  4. **Location of Lot Lines.**
    - a. **Orientation to Streets.** The side lot lines of all parcels shall be at right angles to the center line of the street, and radial or approximately radial to curved streets.



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**Permit Approval or Disapproval**

**Chapter 17.62**

1. The proposed use is permitted within the applicable zoning district and complies with all applicable provisions of this Development Code;
  2. The proposed use is consistent with the General Plan, any applicable specific plan, any special design theme adopted by the city for the site and vicinity;
  3. The approval of the minor use permit for the proposed use is in compliance with the California Environmental Quality Act (CEQA);
  4. The proposed structures, signs, site development, grading, and/or landscaping related to the proposed use are compatible in design, appearance, and scale, with existing uses, development, signs, structures, and landscaping for the surrounding area;
  5. The site is adequate in size and shape to accommodate the proposed structures, yards, walls, fences, parking, landscaping, and other development features related to the proposed use; and
  6. The proposed use is designed to respect and integrate with the existing surrounding natural environment to the maximum extent feasible;
- F. Expiration. A minor use permit shall be exercised within one year from the date of approval or the permit shall become void, unless an extension is approved by the director in compliance with Chapter 17.64.

**17.62.050 Scenic corridor permits.**

- A. Purpose. A scenic corridor permit is a discretionary review process that allows for the review and approval of development applications within the -SC (scenic corridor) overlay zoning district (Section 17.18.040),
- B. Applicability. All development within the -SC overlay zoning district shall receive land use permit approval in compliance with this subsection in addition to the permit normally required by [this Development Code](#), except for:
1. Interior tenant improvements for residential, commercial, office or industrial projects;
  2. Ministerial projects as defined in Section 15268 of the California CEQA Guidelines and/or the city's CEQA Guidelines;

ITEM 6 ATTACHMENT D

**MINUTES OF A REGULAR MEETING OF THE  
PLANNING COMMISSION OF THE CITY OF CALABASAS  
CALIFORNIA, HELD THURSDAY, DECEMBER 19, 2013**

Opening Matters:

Call to Order / Roll Call of Commission Members

Chair Shumacher called the meeting to order at 7:01 p.m. in City Hall Council Chambers, 100 Civic Center Way, Calabasas, California.

Present: Commissioners Lia, Mueller, Weintraub, and Litt.

Absent: Commissioner Sikand

Staff: Tamuri, Summers, Mirzakhani, and Figueroa.

Pledge of Allegiance

The pledge of allegiance was led by Commissioner Weintraub.

Approval of Agenda

Community Development Director Tamuri suggested continuing the Planning Commission Reorganization due to Commissioner Sikand's absence.

**Commissioner Lia moved, seconded by Commissioner Weintraub, to approve the Planning Commission Agenda of December 19, 2013 as amended. MOTION CARRIED 5/0.**

Announcements and Introductions

Commissioner Mueller discussed Calabasas High School Baseball coaching changes and wished them success in the upcoming season.

Oral Communications – Public Comment:

There were no public speakers.

Consent Item(s):

1. Approval of Minutes: November 7, 2013

**Commissioner Litt moved, seconded by Commissioner Lia, to approve the Planning Commission Minutes of November 7, 2013. MOTION CARRIED 4/0, Chair Shumacher abstaining.**

2. Presentation by Mayor Fred Gaines regarding the City of Calabasas Broker's Breakfast

Mayor Fred Gaines discussed the Calabasas Broker's Breakfast held in October and presented a PowerPoint discussing the City's budget and revenue sources and lots available for commercial development within city limits.

The Commissioners asked questions of and provided comments to Mayor Gaines.

### 3. Planning Commission Reorganization

This item was continued upon approval of the agenda.

#### Public Hearing Items:

4. File No. 130001409. A request for (1) a Site Plan Review to reconstruct and retrofit a portion of an existing, legal non-conforming single-family residence that was damaged by fire; and (2) a Scenic Corridor Permit for development within a designated scenic corridor for a property located at 23030 Hummingbird Way within the Residential, Single-Family (RS) zoning district and Scenic Corridor (SC) overlay zone. Submitted by: David Raider. Planner: Talyn Mirzakhonian, Senior Planner.

Senior Planner Mirzakhonian presented the staff report.

The Commissioners asked questions of staff.

Chair Shumacher opened the public hearing.

David Raider stated he was the architect on the project and was available for any questions.

The Commissioners asked questions of the applicant.

Chair Shumacher closed the public hearing.

The Commissioners and staff discussed the application.

**Commissioner Mueller moved, seconded by Commissioner Lia, to approve Planning Commission Resolution No. 2013-560 approving File No. 130001409, which includes a Site Plan Review to reconstruct and retrofit a portion of an existing, legal non-conforming single-family residence that was damaged by fire and a Scenic Corridor Permit for development within a designated scenic corridor for a property located at 23030 Hummingbird Way within the Residential, Single-Family (RS) zoning district and Scenic Corridor (SC) overlay zone. MOTION CARRIED 5/0.**

5. File No. 130001608. A request to amend the City of Calabasas Development Code pursuant to Calabasas Municipal Code Section 17.46.010, in order to correct typographical, formatting, and wording errors. Submitted by: City of Calabasas. Planner: Isidro Figueroa, Planner.

Planner Figueroa presented the staff report.

The Commissioners asked questions of staff.

Chair Shumacher opened the public hearing.

There were no public speakers on this item.

Chair Shumacher closed the public hearing.

**Commissioner Weintraub moved, seconded by Commissioner Litt, to approve Planning Commission Resolution No. 2013-561 recommending to the City Council approval of File No. 130001608, the adoption of an ordinance approving technical amendments (correcting clerical, working, and formatting errors) to the Land Use and Development Code. MOTION CARRIED 5/0.**

Future Agenda Items and Reports:

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

Community Development Director Tamuri provided a forecast of future agenda items. She stated the January 2, 2014 meeting would be cancelled.

7. Reports from the Planning Commission

Chair Shumacher announced that the State of the City Address would be held on January 15, 2014 at the Performing Arts Center at Calabasas High School.

Adjournment:

Chair Shumacher adjourned the Planning Commission meeting at 8:38 p.m. to January 16, 2014 at 7:00 p.m.

Respectfully Submitted:

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Liz Parker



CITY of CALABASAS

## Item 6 Attachment E

Community Development Department  
Planning Division  
100 Civic Center Way  
Calabasas, CA 91302  
T: 818.224.1710

www.cityofcalabasas.com

# Notice of Exemption

To: \_\_\_\_\_ County Clerk, County of Los Angeles  
12400 East Imperial Highway, Room 2001  
Norwalk, CA 90650

\_\_\_\_\_ Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, California 95814

SUBJECT: FILING OF NOTICE OF EXEMPTION IN COMPLIANCE WITH SECTION 15062 OF THE PUBLIC RESOURCES CODE

Project Title/File No.: 130001608  
Project Location: Citywide, in the City of Calabasas, County of Los Angeles.  
Project Description: Request to amend the City of Calabasas Development Code pursuant to Calabasas Municipal Code Section 17.76.010 in order to correct typographical, formatting and wording errors.  
Name of approving public agency: City of Calabasas City Council  
Project Sponsor: City of Calabasas, 100 Civic Center Way, Calabasas, Ca, 91302

Exempt Status: \_\_\_\_\_ Ministerial (Sec. 21080(b)(1); 15268)  
\_\_\_\_\_ Declared Emergency (Sec. 21080(b)(3); 15269(a))  
\_\_\_\_\_ Emergency Project (Sec. 21080(b)(4); 15269(b)(c))  
 \_\_\_\_\_ Categorical Exemption—Section 15061(b)(3)  
\_\_\_\_\_ Statutory Exemptions. Section \_\_\_\_\_

Reason(s) why Project is exempt: The proposed Land Use and Development Code amendment is an effort to correct clerical, formatting and wording errors which will not result in the intensification of development or have any impact or effect to the physical environment.

Lead Agency/Contact Person: Isidro Figueroa, Planner, City of Calabasas Planning Division, 100 Civic Center Way, Calabasas, CA 91302.

Date: January 22, 2014 Signature: \_\_\_\_\_  
Isidro Figueroa  
Title: Planner  
Phone: (818) 224-1708

Date received for filing and posting: \_\_\_\_\_



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE:** JANUARY 8, 2014

**FROM:** SCOTT H. HOWARD, CITY ATTORNEY  
MARICELA HERNANDEZ, MMC, CITY CLERK *MHC*

**SUBJECT:** INTRODUCTION OF ORDINANCE 2014-309, AMENDING TITLE 2, CHAPTERS 2.30, 2.37, 2.38, 2.39 AND 2.43 OF THE CALABASAS MUNICIPAL CODE.

**MEETING DATE:** JANUARY 22, 2014

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**SUMMARY RECOMMENDATION:**

To waive further reading and introduce Ordinance No. 2014-309.

**BACKGROUND:**

The attached draft ordinance includes amendments made to several Chapters of Title 2 of the Calabasas Municipal Code. A summary of the reasons for the proposed amendments are set forth below and are found in the redline/strikeout version of the proposed ordinance.

**Section 2.30.020A of Chapter 2.30 – Historic Preservation Commission:**

A sixth member from the Calabasas Historical Society was originally added in 2008 (Ordinance 2008-241). However, in 2010, this section was inadvertently removed (Ordinance 2010-274).

**Sections 2.37 and 2.37.020 of Chapter 2.37 – Calabasas Public Safety Commission:**

To make it uniform with all other Commissions, Calabasas is being removed from the title.

In 2008 a student Commissioner was added through Resolution No. 2008-1120. Adding it to the Municipal Code would rescind Resolution No. 2008.1120.

**Section 2.38.040 of Chapter 2.38 – Communication & Technology Commission (CTC):**

The CTC reviewed their duties and deemed it appropriate to make the recommended changes.

**Sections 2.39.010, 020, 030 and 040 of Chapter 2.39 – Environmental Commission:**

The proposed changes are being recommended by staff.

**Section 2.43.020A of Chapter 2.43 – Library Commission:**

With the Memorandum of Understanding between the City of Calabasas and the City of Hidden Hills, the addition of the ex-officio member is required.

**REQUESTED ACTION:**

That the Council waive further reading and introduce of Ordinance No. 2014-309.

**ATTACHMENTS:**

Redlined Ordinance No. 2014-309.

ITEM 7 ATTACHMENT

ORDINANCE NO. 2014-309

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA AMENDING CHAPTERS 2.30, 2.37, 2.38, 2.39 AND 2.43 OF THE CALABASAS MUNICIPAL CODE.**

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

**SECTION 1.** Section 2.30.020A of Chapter 2.30 – Historic Preservation Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

Section 2.30.020 Membership.

- A. The commission shall consist of five members *and an ex-officio, non-voting member* who shall be lawful residents of the city and electors during their respective terms of office. A lawfully resident nonelector may also serve on the commission provided that he or she has a pending application for citizenship at the time of his or her commission appointment. *The ex-officio, non-voting member shall be a member of the Calabasas Historical Society. The Board of Directors of the Calabasas Historical Society shall nominate the non-voting member, which nomination shall be subject to City Council approval.* Each city councilmember shall nominate a commissioner for appointment by the city council. The city council may reappoint a commissioner to an unlimited number of terms. The city council, by a majority vote of the entire council, may remove a commissioner from office with or without cause. A councilmember may remove a commissioner by written notice to the city council and may thereafter nominate a new person who shall serve for the balance of the term upon council approval unless earlier removed by the council or the appointing councilmember.

**SECTION 2.** Section 2.37 of Chapter 2.37 – Calabasas Public Safety Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

Chapter 2.37 ~~CALABASAS~~ **PUBLIC SAFETY COMMISSION.**



**SECTION 3.** Section 2.37 of Chapter 2.37.020 – Public Safety Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

Chapter 2.37.020 Membership.

- E. The commission may appoint or reappoint a high school student, who is a lawful resident in the city as a nonvoting commissioner for a one-year term.*

**SECTION 4.** Sections 2.38.040, of Chapter 2.3 – Communication & Technology Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

2.38.040 Duties.

~~When requested by the city council, the commission will advise the city council on matters related to the city's cable television franchises and communication technology, including the following:~~

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~~*The purpose of the Commission is to advise the City Council on various matters relating to the City's video service providers, telecommunications issues, communication technology, and other relevant emerging technologies. In addition, the Commission acts as a planning commission when reviewing and approving wireless telecommunications facilities.*~~

~~*The objectives of the Commission include the following:*~~

- ~~A. Monitoring the performance of cable franchises regarding service performance, technical quality of signals and customer complaints; *Monitoring State franchised video service providers and, to the extent permitted by Federal, State and City law and regulation, recommending enforcement actions for consideration by the City Council;*~~
- ~~B. Reviewing changes requested by cable franchises to the accepted regulatory conditions, as well as terms and conditions for renewal of franchises; *Monitoring the status of state and federal legislation and relevant case law regarding wired and wireless telecommunications and cable television issues, making recommendations to the city council on actions to take in light of these issues and performing any additional duties related hereto as requested by the City Council;*~~
- ~~C. Monitoring the status of state and federal legislation regarding communications and cable television issues, and performing any additional duties related thereto; *Providing input on programming and production for CTV, the Calabasas channel, and on the content of the City's website;*~~

- ~~D. Providing input on programming and production for CTV, the Calabasas channel, and on the content of the city's website; Acting as a planning commission of the City with respect to wireless communication facilities, holding public hearings on proposed applications and related Conditional Use Permits, and related actions as provided by Section 17.12.050(l) of this code;~~
- ~~E. Acting as the planning commission of the city with respect to wireless communication facilities as provided by Section 17.12.050(l) of this code; and Monitoring and recommending adoption of or further consideration of technologies to the City Council;~~
- ~~F. Performing such other duties as may be requested from time to time by the city council. Overseeing the issuance of permits for film and video production; and~~
- ~~G. Performing such other duties as may be requested from time to time by the City Council.~~

**SECTION 5.** Sections 2.39.010, 020, 030 and 040 of Chapter 2.39 – Environmental Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

2.39.010 Creation.

The environmental commission of the city of Calabasas is established. The commission shall constitute, and may also from time to time be referred to as, the ~~t~~Tree ~~b~~Board of the city of Calabasas and fulfills the standards ~~of~~ the National Arbor Day Foundation for the city to maintain its status as a Tree City USA.

2.39.020 Membership.

- A. The commission shall consist of five commissioners, as the city council shall from time to time determine, who shall be lawful residents of the city and electors during their respective terms of office. A lawfully resident nonelector may also serve on the commission provided that he or she has a pending application for citizenship at the time of his or her commission appointment. Each city councilmember shall nominate a commissioner, which nomination shall be subject to city council confirmation. ~~If there are seven commissioners, the city council shall nominate and confirm the additional commissioners.~~ The city council may reappoint a commissioner to an unlimited number of terms. The city council, by a majority vote of the entire council, may remove a commissioner from office with or without cause. A councilmember may remove a commissioner by written notice to

the city council and may thereafter nominate a new person who shall serve for the balance of the term upon council approval unless earlier removed by the council or the appointing councilmember.

~~B. Of the commissioners appointed in 2005, a majority shall be selected by lot to hold initial one-year term, and the remaining commissioners shall hold two-year terms. If in 2005 or at such other time as there have been only five commissioners, the city council as a whole appoints two additional commissioners, these two commissioners shall draw lots so that one has a one-year term and the other a two-year term as provided in subsection (C) of this section. All lots shall be drawn at a commission meeting and the results of the draws shall be stated in the minutes of the commission meeting.~~

~~C.B.~~ Other than as provided in subsection (B) of this section, **C** Commissioners nominated by individual councilmembers shall have a term lasting for the lesser of two years or until the expiration of the term of the councilmember who nominated that commissioner. Commissioners nominated by the council as a whole shall have two-year terms one of which shall end when the results of the city's general municipal election are certified and one a year thereafter. Notwithstanding the expiration of a term, a commissioner shall continue until his or her successor has been appointed.

C. If a vacancy occurs other than by expiration of a term, a new commissioner shall be appointed in the manner set forth above and shall serve the unexpired portion of the term to which he or she is appointed.

D. The commission may appoint or reappoint **a two** high school students lawfully residing in the city as a nonvoting commissioner for a one-year term **as student member and alternate student member.**

#### 2.39.030 Organization.

A. The commission shall elect a chair and vice-chair from among its members, each for a term of one year, at its regular meeting in April of each year. No person shall serve more than two successive one-year terms in either office. The chair, or in the absence of the chair, the vice-chair, shall preside over meetings of the commission.

B. The commission may appoint standing or ad hoc sub-committees from its membership and, with the consent of the city council, may appoint advisory committees comprised of non-commissioners.

- C. With the consent of the city council, the commission may adopt rules and regulations for the transaction of its business.
- D. The ~~community development-Public Works~~ Director *and his/her designee*, ~~, or other such person as is designated by the city manager to do so,~~ shall serve as the secretary of the commission.

2.39.040 Duties.

~~When requested by the city council, the commission will advise the planning commission and/or city council on general policy matters related to the following:~~

1. Air quality, including transportation alternatives, stationary sources and mobile sources;
  2. Waste management, including municipal solid waste management and compliance with AB 939, and hazard and toxic waste management;
  3. Water quality, including National Pollutant Discharge Elimination System (NPDES) requirements, storm water discharge and watershed protection;
  4. Flora and fauna, including habitat and species diversity, wildlife protection, and protection of trees;
  5. Resources, including water conservation and energy conservation, green space and scenic beauty;
  6. Public education programs *and events*, regarding such topic areas as listed and regarding other appropriate environmental issues.
- B. As the ~~t~~Tree ~~b~~Board, the commission will also be responsible for the following:
1. The commission is to consider and propose recommendations for the adoption of the ~~u~~Urban ~~f~~Forestry ~~m~~Master ~~p~~Plan and to make recommendations to carry out the policies and goals of the plan pursuant to the California Urban Forestry Act of 1978, California Public Resources Code Section 4799.06 et seq., including making recommendations for updates to the plan;
  2. Continued education for the care and welfare of trees;

~~3. Review and approval of oak tree permits pursuant to Section 17.26.070 of this code;~~

43. At the request of city council, the commission shall consider, investigate, make findings, report and recommend upon any special matter or question coming within the scope of its work.

**SECTION 6.** Section 2.43.020A of Chapter 2.43 – Library Commission – of the Calabasas Municipal Code is hereby amended to read as follows:

- A. The commission shall consist of five members *and an ex-officio, non-voting member who shall, with the exception of the ex-officio member,* be lawful residents of the city and electors during their respective terms of office. A lawfully resident nonelector may also serve on the commission, provided that he or she has a pending application for citizenship at the time of his or her commission appointment. Trustees shall be appointed by the mayor, which appointments shall be subject to city council confirmation. The mayor, with the confirmation of the city council, may reappoint a trustee to an unlimited number of terms. *The ex-officio, non-voting member shall be a community member of the City of Hidden Hills. The Hidden Hills City Council shall appoint the ex-officio member.*

**SECTION 7. SEVERABILITY.** If any provision, section, paragraph, sentence or word of this ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

**SECTION 8. CONSTRUCTION.** To the extent the provisions of the Calabasas Municipal Code as amended by this ordinance are substantially the same as the provisions of that Code as they read prior to the adoption of this ordinance, they shall be construed as continuations of those prior provisions and not as new enactments.

**SECTION 9. EFFECTIVE DATE.** This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

**SECTION 10. CERTIFICATION.** The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published or posted according to law.

**PASSED, APPROVED AND ADOPTED**, this 12<sup>th</sup> day of February, 2014.

\_\_\_\_\_  
Fred Gaines, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maricela Hernandez, MMC  
City Clerk

\_\_\_\_\_  
Scott H. Howard  
City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE:** JANUARY 8, 2014  
**TO:** HONORABLE MAYOR AND COUNCILMEMBERS  
**FROM:** MARICELA HERNANDEZ, MMC, CITY CLERK *Marc*  
**SUBJECT:** VOTER OUTREACH PROGRAM.

**MEETING**  
**DATE:** JANUARY 22, 2014

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**SUMMARY RECOMMENDATION:**

Review and discuss the proposed Voter Outreach Program (Program).

**BACKGROUND:**

The City has experienced a low voter turnout during past elections; hence, the Council requested staff to look at alternatives to help increase civic participation.

The attached Program is proposed to take steps in an effort to increase voter registration and ultimately promote civic participation.

This Program would be used for the upcoming March 3, 2015, and future local municipal elections. It would complement the Registrar of Voter's (ROV) efforts to educate the public about voter registration and encourage the public to exercise their right to vote. It addresses voter education and outreach, volunteer recruitment (including student participation) and community partnerships; and is intended to expose local constituencies to the election process.

The City Clerk reviewed the Program with the League of Women's Voters via Ms.

Ellen Pangarliotas. Ms. Pangarliotas provided ideas which have been incorporated in the Program.

In addition, ideas on how to increase voter turnout were sought from the community via the City's e.News, The Buzz and CTV news crawl. However, no feedback was received.

The Program's main focus would be to increase voter registration, encouraging new and existing voters to apply for permanent vote by mail status; as well as to recruit poll workers.

The Program enhances last election's efforts in order to stimulate community involvement in the election process, which reflects the City Council's goals and complements the efforts of the ROV to promote voter outreach.

**Program Highlights:**

A. Broaden the Dissemination of Voter Registration and Election Information:

1. Increase the distribution of voter registration cards, vote by mail applications and general election information beyond City Hall to include all City facilities frequented by the public; materials to be kept replenished.
2. Utilize the City's e.News and the Recreation and Senior Activity guides to include voter registration cards and vote by mail applications as well as inform residents about important deadlines, volunteer opportunities and upcoming election days.
3. Broadcast Public Service Announcements on CTV to coincide with the election cycle.
4. Distribute voter registration cards and/or vote by mail applications at large City events such as the Concerts at the Park and the Pumpkin Festival.
5. Inform the public about the ability to register to vote online.
6. Continue to provide information on the City's website with links to ROV and Secretary of State websites.
7. Compile a contact list of community partners, media contacts and interested parties to keep them informed of dates associated with each election cycle.



B. High School Outreach:

Last June in partnership with the LVUSD, a letter from Mayor Gaines was mailed to all Calabasas High School graduating students with a voter registration card encouraging them to register to vote and get out and vote in future elections. This practice would continue every year.

C. Community Partners:

LVUSD has agreed to assist in distributing letters to graduating students encouraging them to register to vote and get out and vote.

The League of Women's Voters has offered to speak at each Homeowner Association meeting prior to any election.

Continue to work with the ROV to track the number of registered voters.

D. Household Mailer:

A mailer to City households for which there is no record of registered voters to promote civic participation with voter registration cards to be mailed in early February to coincide with the February 16 registration deadline for the March 3, 2015 election. This practice would continue every election cycle.

E. Street Banners:

During the last election cycle, banners were placed in the City to encourage residents to get out and vote. The same type of banners can be used as another tool to encourage the community to register to vote. These banners can be installed prior to the deadline. The get out and vote banners will continue to be placed prior to Election Day.

Below are the City of Calabasas' voter turnout for the last three elections as well as from cities that responded to staff's poll:

City	Type of Election	Election Month	Voter turnout			Voter outreach	Voter outreach taskforce
			2009	2011	2013		
Calabasas	Stand-alone	March	19%	24%	22%	The Acorn, City's website, banners, meeting Council announcements, robocalls	None
			2008	2010	2012		
Camarillo	Consolidated	November	83%	67%	81%	Article in Oct/Nov issue of CityScene	None
Moorpark	Consolidated	November	83%	63%	80%	Use website and government channel	None
Thousand Oaks	Consolidated	November	84%	68%	82%	Encourage teens to register to vote when eligible	None

**RECOMMENDATION:**

Review and discuss the proposed Voter Outreach Program.

**ATTACHMENTS:**

1. Proposed Voter Outreach Program
2. 2015 Important Election Dates
3. City of Calabasas Election History-Voter Participation

**City of Calabasas**

**Voter Outreach Program  
March 3, 2015 and all  
Future Municipal Elections**

**Overview**

The City Clerk will focus on increasing public awareness and encourage civic participation in the election process via voter outreach and registration activities. This process will be undertaken in collaboration with the Las Virgenes Unified School District (LVUSD), the League of Women's Voters and the Registrar of Voters every year as well as during each local election cycle.

For the March 2015 election and all future elections, the City Clerk's office will concentrate on increasing voter registration prior to the registration deadline and encourage citizens to participate on Election Day.

**Plan Goals**

- Increase voter registration
- Increase voter turnout
- Recruit poll workers

**Plan Objectives**

1. Continue outreach to all eligible unregistered voters using various communication tools, including social media, the City's online calendar, website, CTV, radio station, newsletters and mobile application
2. Increase number of registered voters using the March 2013 General Election count as a baseline
3. Conduct voter registration drives with high school students and large community events
4. Strengthen partnership activities with LVUSD, the League of Women's Voters and the Registrar of Voters

**Deliverables and Timeline**

- Disburse Voter Registration Cards and other Election-related materials online and at all City facilities
  - Ongoing
  - Display Register to Vote posters in the Library the Tennis & Swim Center, De Anza and Creekside (November through February)
  - Display Vote posters in the Library the Tennis & Swim Center, De Anza and Creekside (February through Election Day)
- Early News Release Distribution to Homeowners Associations
- Recreation Activity Guide

- Spring 2014 – include voter registration card
  - Fall 2014 – include voter registration card
  - Winter 2015 – include voter registration card, vote-by-mail application and important deadlines
- Senior Activity Guide
  - Spring 2014 – include voter registration card
  - Fall 2014 – include voter registration card
  - Winter 2015 – include voter registration card, vote-by-mail application and important deadlines
- Twitter – November through March
  - November – February – Register to vote by February deadline
  - February – March – Get out and vote, poll worker opportunities, and vote-by-mail information
- Facebook – November through March
  - November – February – Register to vote by the February deadline
  - February – March – Get out and vote and poll worker opportunities, and vote-by-mail information
- CTV Public Service Announcement (PSA)
  - CTV updates PSA with Election information
  - Run Dates: Tentative – Early/Mid November-March
- City’s Mobile App –
  - Election Icon with all pertinent information and reminders
- CTV News Crawl –
  - Run Dates: November through March
- Lobby/Library/Tennis & Swim Center/De Anza Park/Creekside bulletin boards
  - Reminder to register to vote – November – February
- City’s “On Hold” Messaging Announcement
  - Run Dates: November – February – Register to vote deadline
  - Run Dates: January – March – Get out and vote and poll worker opportunities
- City’s Robocall Notifications
  - February – Register to vote deadline
  - March – Get out and vote

- City's Text Notifications
  - February – Register to vote deadline
  - March – Get out and vote
  
- City's Vote Banners
  - Early March
  
- Link to register to vote on all City staff email signature
  - November to February
  
- Website Posting – News Item
  - News Item – December – January
  - Main News Item – February – March
    - City's election page  
Imbed hyperlink for Registrar of Voters web site  
[https://www.lavote.net/VOTER\\_ELECTIONS/](https://www.lavote.net/VOTER_ELECTIONS/)
  
- News Release to remind residents about the register to vote and a vote-by-mail ballot deadlines
  - Mid-January
  
- Graduating High School Students Outreach
  - Letters from the Mayor to all graduating students with voter registration cards – May of each year
  
- Voter Outreach mailing to residences with no record of registered voter
  - December – January
  
- City Newsletter
  - November, December, January and February Issues
  
- Savvy Senior Newsletter
  - November, December, January and February Issues
  
- League of Women's Voters (League)
  - Offer each Homeowner Association a member of the League to speak at one of their meetings prior to election
  - Use election material available through the League
  
- Council Announcements
  - October meetings – nomination period dates and number of Council vacancies
  - November, December, January, February meetings – Register to vote by February 16 and request vote-by-mail ballot by February 24
  - December, January, February meetings – Get out and vote and poll

worker opportunities

- January and February meetings – overview of ballot measures, if any that will affect and have an effect on the City.
- News Release – February
  - Encourage voter participation on March 3, 2015
- City Mobile App
  - Election Icon with related information
  - January, February – Last day to register February 16
  - January, February – Election Day calendar item
- Voter registration drives at City events:
  - Concerts at the Lake
  - Pumpkin Festival

**Metrics** (Success Indicators)

- Increase number of registered voters in comparison to the March 2013 election
  - March 2013 Results: 15,537
- Increase voter turnout in comparison to March 2013 Election
  - March 2013 Results: 3,384 (22%)

**ATTACHMENT 2**

**2015 IMPORTANT ELECTION DATES**

<b>General Municipal Election</b>	
<b>March 3, 2015</b>	
Period to request vote by mail applications	February 2 – 24, 2015
Last day to register to vote	February 16, 2015

**ATTACHMENT 3**  
**ELECTION HISTORY VOTER PARTICIPATION**  
**1991-2013**



**CITY OF CALABASAS  
ELECTION HISTORY**

<b>Election Date</b>	<b>Election Type</b>	<b>Election Issue</b>	<b># of Registered Voters</b>	<b># of Absent Voters</b>	<b>% of Absent Voters</b>	<b>Total # of Ballots Cast</b>	<b>% of Voter Turnout</b>
4/5/1991	General Municipal	Council (5) Proposition Incorporation of City of Calabasas	8,713	1,095	13%	4,412	51%
4/14/1992	General Municipal	Council (3)	9,837	668 (+9 prov)	32%	2,145	22%
4/12/1994	General Municipal	Council (2) Measure Permanent Appropriations Limit	11,496	588 (+6 prov)	36%	1,663	14%
3/4/1997	General Municipal	Council (3)	11,666	787 (+11 prov)	28%	2,887	25%
3/2/1999	General Municipal	Council (2)	11,904	847 (+ 22 prov)	36%	2,398	20%

**CITY OF CALABASAS  
ELECTION HISTORY**

<b>Election Date</b>	<b>Election Type</b>	<b>Election Issue</b>	<b># of Registered Voters</b>	<b># of Absent Voters</b>	<b>% of Absent Voters</b>	<b>Total # of Ballots Cast</b>	<b>% of Voter Turnout</b>
3/7/2001	General Municipal	Council (3)	12,683	824 (+ 31 prov)	33%	2,626	21%
3/4/2003	General Municipal	Council (2) Measure A <u>Repeal of the Utility User Tax Tax</u>	12,224	1,121 (+ 54 prov)	34%	3,467	28%
3/8/2005	General Municipal	Council (3)	13,077	1,320 (+ 73 prov)	38%	3,662	28%
11/8/2005	Special Election (run by Los Angeles County)	<u>Measure C</u> Advisory regarding Malibu Valley Inn	12,557	2,038	16%	4,573	36%
		<u>Measure D</u> <u>Open Space Ordinance</u>					
3/6/2007	General Municipal	Council (2)	12,836	1,120 (+ 50 prov)	9%	2,381	19%

**CITY OF CALABASAS  
ELECTION HISTORY**

<b>Election Date</b>	<b>Election Type</b>	<b>Election Issue</b>	<b># of Registered Voters</b>	<b># of Absent Voters</b>	<b>% of Absent Voters</b>	<b>Total # of Ballots Cast</b>	<b>% of Voter Turnout</b>
3/3/2009	General Municipal	Council (3)	13,602	1,370 (+ 32 prov)	10.23%	2,562	19%
3/8/2011	General Municipal	Council (2)	14,184	1,775 (+ 89 prov)	13%	3,339	24%
3/5/2013	General Municipal	Council (3)	15,537	1,940 (+ 84 prov)	13%	3,384	22%



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<b>Administrative Services</b>					
86426	1/8/2014	GOVARGEZ/BARSIN//	REIMBURSE EDUC EXPS- FALL 2013	2,477.00	Administrative Services
86243	12/18/2013	AGOURA HILLS,CALABASAS COM CTR	2014 HEALTH MEMBERSHIP	840.00	Administrative Services
86278	12/18/2013	LYSIK/GARY J//	REIMBURSE EDUC EXPS- FALL 2013	623.81	Administrative Services
86268	12/18/2013	HOLDEN/ TATIANA//	REIMBURSE EDUC EXPS- FALL 13	390.00	Administrative Services
86381	12/30/2013	ACORN NEWSPAPER	EMPLOYMENT AD- MAINT ASST	232.00	Administrative Services
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	108.43	Administrative Services
86237	12/13/2013	US BANK	VISA- OFFICE DEPOT	107.68	Administrative Services
86267	12/18/2013	HERNANDEZ/MARICELA//	REIMB TRAVEL EXP- NEW LAW	95.00	Administrative Services
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	24.92	Administrative Services
<b>Total Amount for 9 Line Item(s) from Administrative Services</b>				<b>\$4,898.84</b>	
<b>Boards and Commissions</b>					
86237	12/13/2013	US BANK	VISA- RALPHS	24.75	Boards and Commissions
<b>Total Amount for 1 Line Item(s) from Boards and Commissions</b>				<b>\$24.75</b>	
<b>City Attorney</b>					
86257	12/18/2013	COLANTUONO, LEVIN PC	GENERAL SERVICES	16,038.50	City Attorney
86257	12/18/2013	COLANTUONO, LEVIN PC	CROWN CASTLE INC	4,002.50	City Attorney
<b>Total Amount for 2 Line Item(s) from City Attorney</b>				<b>\$20,041.00</b>	
<b>City Council</b>					
86276	12/18/2013	LEAGUE OF CALIFORNIA CITIES	MEMBERSHIP DUES 2014	8,734.00	City Council
86237	12/13/2013	US BANK	VISA- CCCA	375.00	City Council
86237	12/13/2013	US BANK	VISA- PICK-UP STIX	275.33	City Council
86412	1/8/2014	CALABASAS CHAMBER OF COMMERCE	INSTALLATION GALA- 1/25/14	200.00	City Council
86237	12/13/2013	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
86237	12/13/2013	US BANK	VISA- CORNER BAKERY	140.85	City Council
86412	1/8/2014	CALABASAS CHAMBER OF COMMERCE	INSTALLATION GALA- 1/25/14	100.00	City Council
86412	1/8/2014	CALABASAS CHAMBER OF COMMERCE	INSTALLATION GALA- 1/25/14	100.00	City Council
86237	12/13/2013	US BANK	VISA- AMAZON.COM	88.37	City Council
86237	12/13/2013	US BANK	VISA- OFFICE DEPOT	81.77	City Council
86237	12/13/2013	US BANK	VISA- CONEJO VALLEY CHAMBERS	45.00	City Council
86237	12/13/2013	US BANK	VISA- CONEJO VALLEY CHAMBERS	45.00	City Council





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86237	12/13/2013	US BANK	VISA- CONEJO VALLEY CHAMBERS	45.00	City Council
86312	12/18/2013	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	City Council
86418	1/8/2014	ECONOMIC ALLIANCE	VALLEY OF THE STARS	30.00	City Council
86251	12/18/2013	CALABASAS CHAMBER OF COMMERCE	CHAMBER BREAKFAST	20.00	City Council
86237	12/13/2013	US BANK	VISA- RITE AID	3.80	City Council
86237	12/13/2013	US BANK	VISA- UPS STORE	1.85	City Council
<b>Total Amount for 18 Line Item(s) from City Council</b>				<b>\$10,507.98</b>	
<b>City Management</b>					
86237	12/13/2013	US BANK	VISA- AMERICA IN BLOOM	999.00	City Management
86237	12/13/2013	US BANK	VISA- EVENTBRITE.COM	299.00	City Management
86412	1/8/2014	CALABASAS CHAMBER OF COMMERCE	INSTALLATION GALA- 1/25/14	200.00	City Management
86237	12/13/2013	US BANK	VISA- OFFICE DEPOT	146.02	City Management
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	43.41	City Management
<b>Total Amount for 5 Line Item(s) from City Management</b>				<b>\$1,687.43</b>	
<b>Civic Center O&amp;M</b>					
86255	12/18/2013	CIRCULATING AIR, INC.	HVAC MAINTENANCE	3,950.00	Civic Center O&M
86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,950.00	Civic Center O&M
86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,646.16	Civic Center O&M
86294	12/18/2013	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,969.30	Civic Center O&M
86294	12/18/2013	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,950.86	Civic Center O&M
86383	12/30/2013	CLIMATEC BUILDING	HVAC SERVICES	1,352.21	Civic Center O&M
86383	12/30/2013	CLIMATEC BUILDING	HVAC SERVICES	1,352.21	Civic Center O&M
86302	12/18/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	691.48	Civic Center O&M
86350	12/20/2013	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	670.97	Civic Center O&M
86302	12/18/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	638.30	Civic Center O&M
86255	12/18/2013	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
86255	12/18/2013	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
86419	1/8/2014	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- DEC 2013	500.00	Civic Center O&M
86425	1/8/2014	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	463.13	Civic Center O&M
86350	12/20/2013	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	324.60	Civic Center O&M
86419	1/8/2014	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- DEC 2013	250.00	Civic Center O&M
86237	12/13/2013	US BANK	VISA- BRIAN PASTER PLUMBING	245.00	Civic Center O&M
86237	12/13/2013	US BANK	VISA- ACCURATE BACKFLOW TEST	167.50	Civic Center O&M



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86237	12/13/2013	US BANK	VISA- ACCURATE BACKFLOW TEST	167.50	Civic Center O&M
86345	12/20/2013	DNA ELECTRIC	ELECTRICAL REPAIRS	167.50	Civic Center O&M
86345	12/20/2013	DNA ELECTRIC	ELECTRICAL REPAIRS	167.50	Civic Center O&M
86237	12/13/2013	US BANK	VISA- BRIAN PASTER PLUMBING	122.00	Civic Center O&M
86237	12/13/2013	US BANK	VISA- HOME DEPOT	62.21	Civic Center O&M
86237	12/13/2013	US BANK	VISA- LOWES	60.61	Civic Center O&M
86237	12/13/2013	US BANK	VISA- LOWES	60.61	Civic Center O&M
86237	12/13/2013	US BANK	VISA- HOME DEPOT	43.45	Civic Center O&M
86237	12/13/2013	US BANK	VISA- WALMART	35.11	Civic Center O&M
86237	12/13/2013	US BANK	VISA- WALMART	19.85	Civic Center O&M
86237	12/13/2013	US BANK	VISA- DO IT CENTER	14.44	Civic Center O&M
86237	12/13/2013	US BANK	VISA- DO IT CENTER	14.43	Civic Center O&M
86237	12/13/2013	US BANK	VISA- HARBOR FREIGHTS	13.07	Civic Center O&M
86237	12/13/2013	US BANK	VISA- HARBOR FREIGHTS	13.07	Civic Center O&M
86237	12/13/2013	US BANK	VISA- MAIL SHOPPE	4.00	Civic Center O&M
86237	12/13/2013	US BANK	VISA- VALLEY INDUSTRIAL	-56.31	Civic Center O&M
86237	12/13/2013	US BANK	VISA- VALLEY INDUSTRIAL	-56.31	Civic Center O&M
<b>Total Amount for 35 Line Item(s) from Civic Center O&amp;M</b>				<b>\$24,091.45</b>	

## Community Development

86440	1/8/2014	WILLDAN ASSOCIATES INC.	BLDG & SAFETY SERVICES- OCT 13	61,145.74	Community Development
86379	12/20/2013	WILLDAN ASSOCIATES INC.	BLDG & SAFETY SERVICES- SEP 13	6,959.62	Community Development
86252	12/18/2013	CALABASAS CREST LTD	R.A.P.- JAN 2013	5,586.00	Community Development
86415	1/8/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	4,182.24	Community Development
86347	12/20/2013	EDGESOFT, INC.	SOFTWARE MAINTENANCE	4,000.00	Community Development
86348	12/20/2013	ENVIRONMENTAL SCIENCE	OAK TREE CONSULTING SERVICES	390.00	Community Development
86415	1/8/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	339.34	Community Development
86348	12/20/2013	ENVIRONMENTAL SCIENCE	OAK TREE CONSULTING SERVICES	300.00	Community Development
86237	12/13/2013	US BANK	VISA- CA ONSITE WASTEWATER	250.00	Community Development
86261	12/18/2013	FLEYSHMAN/ALBERT//	R.A.P.- JAN 2013	190.00	Community Development
86280	12/18/2013	MEDVETSKY/LINA//	R.A.P.- JAN 2013	190.00	Community Development
86266	12/18/2013	HENDERSON/LYN//	R.A.P.- JAN 2013	190.00	Community Development
86298	12/18/2013	SHAHIR/RAHIM//	R.A.P.- JAN 2013	190.00	Community Development
86319	12/18/2013	YAZDINIAN/SUSAN//	R.A.P.- JAN 2013	190.00	Community Development
86282	12/18/2013	MILES/AUDREY//	R.A.P.- JAN 2013	190.00	Community Development
86259	12/18/2013	CROSBY/ GEORGE//	R.A.P.- JAN 2013	190.00	Community Development

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86324	12/20/2013	ACORN NEWSPAPER	LEGAL ADVERTISING	180.00	Community Development
86324	12/20/2013	ACORN NEWSPAPER	LEGAL ADVERTISING	162.00	Community Development
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	132.83	Community Development
86338	12/20/2013	COHEN-CUTLER/ANDREW//	REIMB TRAVEL EXP- GIS TRAINING	96.78	Community Development
86237	12/13/2013	US BANK	VISA- COMPLIANCE SIGNS	59.00	Community Development
86354	12/20/2013	JOBS AVAILABLE INC.	ANNUAL SUBSCRIPTION	45.00	Community Development
86237	12/13/2013	US BANK	VISA- NFPA	24.47	Community Development
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	-170.92	Community Development
<b>Total Amount for 24 Line Item(s) from Community Development</b>				<b>\$85,012.10</b>	

**Community Services**

86258	12/18/2013	COMMAND PERFORMANCE CATERING	CATERING- HOLIDAY GALA	8,515.44	Community Services
86439	1/8/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,055.49	Community Services
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	2,157.98	Community Services
86342	12/20/2013	CUSTOM PRINTING, INC.	SAVVY SENIOR NEWSLETTER	1,599.03	Community Services
86299	12/18/2013	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	1,440.00	Community Services
86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,108.09	Community Services
86321	12/20/2013	A RENTAL CONNECTION	EQUIPMENT RENTAL -HOLIDAY GALA	1,018.73	Community Services
86237	12/13/2013	US BANK	VISA- BERNARDS GALLERY	902.52	Community Services
86237	12/13/2013	US BANK	VISA- CPPF	670.00	Community Services
86237	12/13/2013	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
86410	1/8/2014	B & B PLUMBING & HEATING INC.	PLUMBING REPAIRS- CREEKSIDE	568.50	Community Services
86317	12/18/2013	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	470.40	Community Services
86291	12/18/2013	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	420.00	Community Services
86239	12/18/2013	ABSOLUTE PACKAGING SUPPLY INC	FACILITY MAINTENANCE SUPPLIES	413.64	Community Services
86237	12/13/2013	US BANK	VISA- GENE AUTRY MUSEUM	362.60	Community Services
86336	12/20/2013	CANTRELL/LINDA//	RECREATION INSTRUCTOR	331.20	Community Services
86238	12/18/2013	A 1 LIVESCAN FINGERPRINTING	FINGERPRINTING SERVICES	330.00	Community Services
86237	12/13/2013	US BANK	VISA- LA PAZ RESTAURANT	327.00	Community Services
86290	12/18/2013	PAY PHONES NORTH INC	PAYPHONE SVCS-DE ANZA/GRAPE	300.00	Community Services
86333	12/20/2013	BARRY KAY ENTERPRISES, INC.	BASKETBALL T-SHIRTS	299.75	Community Services
86237	12/13/2013	US BANK	VISA- MICHAELS	291.27	Community Services
86237	12/13/2013	US BANK	VISA- 7 ELEVEN	265.32	Community Services
86329	12/20/2013	AT&T	TELEPHONE SERVICE	243.18	Community Services
86237	12/13/2013	US BANK	VISA- ORIENTAL TRADING CO	226.99	Community Services
86329	12/20/2013	AT&T	TELEPHONE SERVICE	224.67	Community Services



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86237	12/13/2013	US BANK	VISA- ETSY.COM	185.00	Community Services
86322	12/20/2013	ABSOLUTE PACKAGING SUPPLY INC	FACILITY MAINTENANCE SUPPLIES	156.56	Community Services
86237	12/13/2013	US BANK	VISA- DO IT CENTER	137.96	Community Services
86237	12/13/2013	US BANK	VISA- IKEA	124.19	Community Services
86237	12/13/2013	US BANK	VISA- MICHAELS	120.77	Community Services
86302	12/18/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	108.63	Community Services
86351	12/20/2013	GESAS/HELAIN W.//	RECREATION INSTRUCTOR	106.40	Community Services
86306	12/18/2013	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
86292	12/18/2013	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
86292	12/18/2013	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
86237	12/13/2013	US BANK	VISA- TARGET	79.93	Community Services
86438	1/8/2014	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	78.12	Community Services
86237	12/13/2013	US BANK	VISA- CORNER BAKERY	78.11	Community Services
86237	12/13/2013	US BANK	VISA- SMITH & PIPE SUPPLY	74.87	Community Services
86237	12/13/2013	US BANK	VISA- AMAZON.COM	65.95	Community Services
86237	12/13/2013	US BANK	VISA- VIKTOR BENES	64.50	Community Services
86237	12/13/2013	US BANK	VISA- COST PLUS	62.76	Community Services
86237	12/13/2013	US BANK	VISA- DO IT CENTER	61.15	Community Services
86237	12/13/2013	US BANK	VISA- RITE AID	53.16	Community Services
86237	12/13/2013	US BANK	VISA- HOME DEPOT	50.44	Community Services
86237	12/13/2013	US BANK	VISA- IPHONFIX	45.41	Community Services
86237	12/13/2013	US BANK	VISA- RALPHS	44.93	Community Services
86329	12/20/2013	AT&T	TELEPHONE SERVICE	37.49	Community Services
86254	12/18/2013	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	36.00	Community Services
86344	12/20/2013	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	32.00	Community Services
86237	12/13/2013	US BANK	VISA- PARTY CITY	31.57	Community Services
86237	12/13/2013	US BANK	VISA- STAPLES	30.25	Community Services
86237	12/13/2013	US BANK	VISA- LOWES	29.38	Community Services
86237	12/13/2013	US BANK	VISA- SMART & FINAL	25.76	Community Services
86237	12/13/2013	US BANK	VISA- POSTAL ANNEX	22.89	Community Services
86373	12/20/2013	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
86237	12/13/2013	US BANK	VISA- I BATTERY	11.91	Community Services
86237	12/13/2013	US BANK	VISA- RALPHS	9.33	Community Services
86237	12/13/2013	US BANK	VISA- AMC PROMENADE	-72.00	Community Services
<b>Total Amount for 59 Line Item(s) from Community Services</b>				<b>\$28,385.72</b>	





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<b>Finance</b>					
86405	1/8/2014	ADP, INC	PAYROLL PROCESSING	2,293.27	Finance
86405	1/8/2014	ADP, INC	PAYROLL PROCESSING	948.51	Finance
86405	1/8/2014	ADP, INC	PAYROLL PROCESSING	907.99	Finance
86242	12/18/2013	ADP, INC	PAYROLL PROCESSING	890.04	Finance
86427	1/8/2014	GOVERNMENT FINANCE OFFICERS	CAFR AWARD PROGRAM FEE	435.00	Finance
86237	12/13/2013	US BANK	VISA- CSMFO	110.00	Finance
86376	12/20/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	24.49	Finance
<b>Total Amount for 7 Line Item(s) from Finance</b>				<b>\$5,609.30</b>	
<b>Klubhouse Preschool</b>					
86410	1/8/2014	B & B PLUMBING & HEATING INC.	PLUMBING REPAIRS- CREEKSIDE	1,326.50	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- SMART & FINAL	1,290.80	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- HOME DEPOT	1,280.22	Klubhouse Preschool
86291	12/18/2013	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	980.00	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- DISCOUNT SCHOOL SUPPLY	397.26	Klubhouse Preschool
86269	12/18/2013	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	324.02	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- HOME DEPOT	196.09	Klubhouse Preschool
86247	12/18/2013	B & B PLUMBING & HEATING INC.	PLUMBING REPAIRS- CREEKSIDE	180.46	Klubhouse Preschool
86368	12/20/2013	SECURAL SECURITY CORP	SECURITY- HOLIDAY PARTY	154.00	Klubhouse Preschool
86313	12/18/2013	VLR DAIRY SERVICES	MILK/YOGURT DELIVERY	148.08	Klubhouse Preschool
86313	12/18/2013	VLR DAIRY SERVICES	MILK/YOGURT DELIVERY	148.08	Klubhouse Preschool
86254	12/18/2013	CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	84.00	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- PARTY CITY	81.66	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- CVS PHARMACY	66.02	Klubhouse Preschool
86373	12/20/2013	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- PARTY CITY	45.59	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- VONS	34.43	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- ORIENTAL TRADING CO	17.49	Klubhouse Preschool
86237	12/13/2013	US BANK	VISA- TARGET	13.14	Klubhouse Preschool
86328	12/20/2013	ARROWHEAD	WATER SERVICE	1.09	Klubhouse Preschool
<b>Total Amount for 20 Line Item(s) from Klubhouse Preschool</b>				<b>\$6,821.43</b>	
<b>Library</b>					
86413	1/8/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- JJM06103	973.86	Library



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86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	776.06	Library
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	776.06	Library
86287	12/18/2013	OCLC, INC.	MEMBERSHIP DUES- DEC 2013	623.27	Library
86413	1/8/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- KNF01496	507.23	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	472.57	Library
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	388.10	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	386.38	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	291.00	Library
86372	12/20/2013	TIME WARNER CABLE	CABLE MODEM- LIBRARY	290.00	Library
86413	1/8/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- SJN11213	289.78	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	188.31	Library
86378	12/20/2013	WENGER/DEANNE//	YOGA INSTRUCTOR- LIBRARY	180.00	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	175.43	Library
86327	12/20/2013	AMERICAN LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL FEE	175.00	Library
86409	1/8/2014	AT&T	TELEPHONE SERVICE	148.98	Library
86420	1/8/2014	ENVISIONWARE INC	LIBRARY- SOFTWARE MAINTENANCE	117.45	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	105.24	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	102.46	Library
86237	12/13/2013	US BANK	VISA- USPS	96.54	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	80.78	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	60.76	Library
86237	12/13/2013	US BANK	VISA- RALPHS	58.09	Library
86296	12/18/2013	RECORDED BOOKS, LLC	BOOKS ON CD	56.90	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	48.92	Library
86360	12/20/2013	MIDWEST TAPE	DVD'S-LIBRARY	48.68	Library
86430	1/8/2014	MIDWEST TAPE	DVD'S-LIBRARY	48.68	Library
86365	12/20/2013	RECORDED BOOKS, LLC	BOOKS ON CD	48.03	Library
86360	12/20/2013	MIDWEST TAPE	DVD'S-LIBRARY	45.68	Library
86296	12/18/2013	RECORDED BOOKS, LLC	BOOKS ON CD	45.34	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	45.28	Library
86295	12/18/2013	RANDOM HOUSE, INC.	BOOKS ON CD	42.95	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	42.77	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	41.62	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	41.00	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	39.17	Library
86411	1/8/2014	BAKER & TAYLOR	BOOKS-LIBRARY	36.65	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	36.61	Library



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86237	12/13/2013	US BANK	VISA- SMART & FINAL	35.69	Library
86365	12/20/2013	RECORDED BOOKS, LLC	BOOKS ON CD	30.28	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	27.87	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	27.20	Library
86428	1/8/2014	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	26.61	Library
86430	1/8/2014	MIDWEST TAPE	DVD'S-LIBRARY	26.34	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	25.28	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	24.54	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	23.55	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	22.16	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	21.67	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.45	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	20.73	Library
86237	12/13/2013	US BANK	VISA- BETTER WORLD BOOKS	20.69	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.68	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.24	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	18.98	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	18.57	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	17.93	Library
86352	12/20/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	17.71	Library
86270	12/18/2013	INGRAM LIBRARY SERVICES	MAGAZINES-LIBRARY	17.11	Library
86237	12/13/2013	US BANK	VISA- SMART & FINAL	16.97	Library
86281	12/18/2013	MIDWEST TAPE	DVD'S-LIBRARY	16.59	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	15.86	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	15.55	Library
86248	12/18/2013	BAKER & TAYLOR	BOOKS-LIBRARY	14.64	Library
86411	1/8/2014	BAKER & TAYLOR	BOOKS-LIBRARY	12.86	Library
86411	1/8/2014	BAKER & TAYLOR	BOOKS-LIBRARY	12.23	Library
86413	1/8/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- KNF01496	10.68	Library
86332	12/20/2013	BAKER & TAYLOR	BOOKS-LIBRARY	8.95	Library
86237	12/13/2013	US BANK	VISA- MICHAELS	5.76	Library
<b>Total Amount for 69 Line Item(s) from Library</b>				<b>\$8,545.00</b>	

**LMD #22**

86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	18,537.00	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,235.08	LMD #22



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86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,733.42	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,070.96	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,021.15	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,803.00	LMD #22
86439	1/8/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,535.17	LMD #22
86246	12/18/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	4,778.33	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,735.92	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,480.83	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,911.17	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,758.08	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,600.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,196.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,980.00	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,873.83	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,227.67	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,121.25	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,384.74	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,290.50	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,290.00	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,204.40	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,173.72	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,157.86	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,028.00	LMD #22
86331	12/20/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,007.14	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	992.49	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	987.75	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	801.77	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	785.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	777.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	663.00	LMD #22
86331	12/20/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	643.43	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	629.62	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	569.94	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	445.00	LMD #22
86246	12/18/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	415.96	LMD #22



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86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	414.36	LMD #22
86331	12/20/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	411.58	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	410.60	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	366.00	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	332.23	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	330.00	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	281.40	LMD #22
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	264.00	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	254.91	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	228.33	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	180.00	LMD #22
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	126.35	LMD #22
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	126.35	LMD #22
86439	1/8/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	112.24	LMD #22
86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	90.01	LMD #22
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	90.00	LMD #22
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	78.15	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	76.79	LMD #22
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	65.49	LMD #22
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	62.75	LMD #22

**Total Amount for 59 Line Item(s) from LMD #22**

**\$136,446.72**

**LMD #24**

86310	12/18/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	9,750.00	LMD #24
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,753.24	LMD #24
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	780.00	LMD #24
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	350.00	LMD #24
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	250.00	LMD #24
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	250.00	LMD #24
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	114.34	LMD #24
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	9.03	LMD #24
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	9.03	LMD #24
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	5.58	LMD #24

**Total Amount for 10 Line Item(s) from LMD #24**

**\$16,271.22**



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<b><u>LMD #27</u></b>					
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	2,398.00	LMD #27
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,089.14	LMD #27
86275	12/18/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,010.02	LMD #27
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	26.12	LMD #27
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	2.26	LMD #27
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	2.26	LMD #27
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	1.40	LMD #27
<b>Total Amount for 7 Line Item(s) from LMD #27</b>				<b>\$4,529.20</b>	
<b><u>LMD #32</u></b>					
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,800.71	LMD #32
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	51.14	LMD #32
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	2.26	LMD #32
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	2.26	LMD #32
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	1.40	LMD #32
<b>Total Amount for 5 Line Item(s) from LMD #32</b>				<b>\$1,857.77</b>	
<b><u>LMD 22 - Common Benefit Area</u></b>					
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,361.25	LMD 22 - Common Benefit Area
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,552.17	LMD 22 - Common Benefit Area
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,007.32	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,652.60	LMD 22 - Common Benefit Area
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,355.39	LMD 22 - Common Benefit Area
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,895.74	LMD 22 - Common Benefit Area
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,821.98	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,519.73	LMD 22 - Common Benefit Area
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	786.00	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	722.35	LMD 22 - Common Benefit Area
86375	12/20/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	677.45	LMD 22 - Common Benefit Area
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	638.00	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	496.03	LMD 22 - Common Benefit Area
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	435.27	LMD 22 - Common Benefit Area
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	251.00	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	225.85	LMD 22 - Common Benefit Area





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86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	201.69	LMD 22 - Common Benefit Area
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	85.74	LMD 22 - Common Benefit Area
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	85.74	LMD 22 - Common Benefit Area
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	83.41	LMD 22 - Common Benefit Area
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	53.03	LMD 22 - Common Benefit Area
<b>Total Amount for 21 Line Item(s) from LMD 22 - Common Benefit Area</b>				<b>\$32,907.74</b>	

## Media Operations

86361	12/20/2013	NICKERSON/LAURA//	CTV HOST SERVICES	1,500.00	Media Operations
86237	12/13/2013	US BANK	VISA- LAMP SOURCE	621.35	Media Operations
86364	12/20/2013	PEREIRA/PABLO//	CTV HOST-SPOTLIGHT CALABASAS	500.00	Media Operations
86370	12/20/2013	STUDIO SPECTRUM INC	AUDIO EQUIPMENT	361.35	Media Operations
86305	12/18/2013	TIME WARNER CABLE	CABLE MODEM- CITY HALL	336.80	Media Operations
86237	12/13/2013	US BANK	VISA- APPLE STORE	308.47	Media Operations
86307	12/18/2013	TRIBUNE MEDIA SERVICES	CTV GUIDE LISTING	88.66	Media Operations
86241	12/18/2013	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
86241	12/18/2013	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
86241	12/18/2013	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
86241	12/18/2013	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
86237	12/13/2013	US BANK	VISA- GOTOMYPC.COM	50.85	Media Operations
86330	12/20/2013	AT&T MOBILITY	TELEPHONE SERVICE	45.46	Media Operations
86237	12/13/2013	US BANK	VISA- AOL SERVICE	17.95	Media Operations
86237	12/13/2013	US BANK	VISA- RALPHS	13.97	Media Operations
<b>Total Amount for 15 Line Item(s) from Media Operations</b>				<b>\$4,084.86</b>	

## Non-Departmental

86249	12/18/2013	BLACKBOARD CONNECT INC	ANNUAL SRVC FEE - CONNECT CTY	20,878.00	Non-Departmental
86382	12/30/2013	BUILD FOR YOU	CDBG RES REHAB-FRIEDMAN	9,915.00	Non-Departmental
86250	12/18/2013	BUILD FOR YOU	CDBG RES REHAB-PASSOVOY	7,470.00	Non-Departmental
86271	12/18/2013	IRON MOUNTAIN	STORAGE SERVICES	2,063.51	Non-Departmental
86237	12/13/2013	US BANK	VISA- STORAGE ETC	1,925.00	Non-Departmental
86237	12/13/2013	US BANK	VISA- COFFEE WHOLESALE USA	627.47	Non-Departmental
86399	1/2/2014	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	518.19	Non-Departmental
86429	1/8/2014	MAILFINANCE	POSTAGE METER LEASE	339.30	Non-Departmental
86408	1/8/2014	ARROWHEAD	WATER SERVICE	317.47	Non-Departmental



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86237	12/13/2013	US BANK	VISA- COSTCO	288.20	Non-Departmental
86376	12/20/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	234.85	Non-Departmental
86237	12/13/2013	US BANK	VISA- COFFEE WHOLESALE USA	215.03	Non-Departmental
86341	12/20/2013	CR PRINT	BUSINESS CARDS	117.18	Non-Departmental
86237	12/13/2013	US BANK	VISA- KUERIG	70.71	Non-Departmental
86237	12/13/2013	US BANK	VISA- AMAZON.COM	30.48	Non-Departmental
86237	12/13/2013	US BANK	VISA- CVS WHOLESALE FLAGS	21.45	Non-Departmental
86349	12/20/2013	FEDERAL EXPRESS CORP.	COURIER SERVICE	17.33	Non-Departmental
86237	12/13/2013	US BANK	VISA- RALPHS	11.98	Non-Departmental
86421	1/8/2014	FEDERAL EXPRESS CORP.	COURIER SERVICE	11.18	Non-Departmental
86237	12/13/2013	US BANK	VISA- COSTCO	-1.00	Non-Departmental
<b>Total Amount for 20 Line Item(s) from Non-Departmental</b>				<b>\$45,071.33</b>	

## Payroll

86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	9,989.51	Payroll
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	9,708.44	Payroll
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	4,926.37	Payroll
86402	1/2/2014	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
86403	1/2/2014	HILL/BOB//	HEALTH INS REIMB (RETIREE)	1,954.44	Payroll
86315	12/18/2013	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	1,730.22	Payroll
86400	1/2/2014	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	1,730.22	Payroll
86404	1/2/2014	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	1,730.22	Payroll
86401	1/2/2014	FOLEY/KARYN//	HEALTH INS REIMB (RETIREE)	1,567.92	Payroll
86362	12/20/2013	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- NOV/DEC	126.00	Payroll
86434	1/8/2014	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- JAN 14	72.00	Payroll
<b>Total Amount for 11 Line Item(s) from Payroll</b>				<b>\$35,600.84</b>	

## Police / Fire / Safety

86274	12/18/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- NOV 2013	334,670.12	Police / Fire / Safety
86274	12/18/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- NOV 2013	15,104.67	Police / Fire / Safety
86356	12/20/2013	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- NOV 2013	3,316.36	Police / Fire / Safety
86386	12/30/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,118.61	Police / Fire / Safety
86386	12/30/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,823.58	Police / Fire / Safety
86386	12/30/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- CLASSIC RUN	1,436.47	Police / Fire / Safety
86386	12/30/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	911.79	Police / Fire / Safety





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86355	12/20/2013	KUSTOM SIGNALS, INC.	LASER EQUIPMENT REPAIRS	76.60	Police / Fire / Safety
<b>Total Amount for 8 Line Item(s) from Police / Fire / Safety</b>				<b>\$359,458.20</b>	
<b><u>Public Safety &amp; Emergency Preparedness</u></b>					
86237	12/13/2013	US BANK	VISA- MACKAY COMMUNICATIONS	285.60	Public Safety & Emergency Preparedness
86237	12/13/2013	US BANK	VISA- AMAZON.COM	98.58	Public Safety & Emergency Preparedness
86237	12/13/2013	US BANK	VISA- STAPLES	46.84	Public Safety & Emergency Preparedness
86237	12/13/2013	US BANK	VISA- AVERY	20.70	Public Safety & Emergency Preparedness
86237	12/13/2013	US BANK	VISA- AMAZON.COM	12.73	Public Safety & Emergency Preparedness
<b>Total Amount for 5 Line Item(s) from Public Safety &amp; Emergency Preparedness</b>				<b>\$464.45</b>	
<b><u>Public Works</u></b>					
86264	12/18/2013	G2 CONSTRUCTION, INC.	CATCH BASIN SCREENS	29,750.00	Public Works
86389	12/30/2013	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	18,801.60	Public Works
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,388.94	Public Works
86335	12/20/2013	CALIFORNIA GREEN CONSULTING	CATCH BASIN SCREEN GRANT	11,115.00	Public Works
86272	12/18/2013	JOHN ZGRABLICH CONSTRUCTION	ASPHALT REPAIRS	10,403.92	Public Works
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,307.96	Public Works
86389	12/30/2013	RUIZ CONCRETE & PAVING INC.	STREET REPAIRS	6,990.00	Public Works
86275	12/18/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,857.60	Public Works
86256	12/18/2013	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	6,678.21	Public Works
86301	12/18/2013	SOUTHERN CALIFORNIA EDISON	SMART IRRIGATION CONNECTION	3,129.31	Public Works
86340	12/20/2013	COUNTY OF LOS ANGELES	CONTRACT SERVICES	3,111.49	Public Works
86379	12/20/2013	WILLDAN ASSOCIATES INC.	CHECK PARCEL MAP	3,017.50	Public Works
86318	12/18/2013	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	2,805.00	Public Works
86392	12/30/2013	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	2,324.58	Public Works
86353	12/20/2013	ISSAKHANI/MARINA//	ENVIRONMENTAL CONSULTING	2,100.00	Public Works
86393	12/30/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,844.00	Public Works
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,750.00	Public Works
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,591.00	Public Works
86440	1/8/2014	WILLDAN ASSOCIATES INC.	CIVIL PLAN CHECK	1,487.50	Public Works
86286	12/18/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,211.00	Public Works
86397	12/30/2013	ZOLOTAREVA/ANNA//	ENGINEER CONSULTING	1,120.00	Public Works
86288	12/18/2013	ORTIZ/JOEL//	CONSULTING SERVICES	1,040.00	Public Works
86323	12/20/2013	ACCURATE BACKFLOW TESTING	REPAIR-BACKFLOW DEVICE	1,016.00	Public Works



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86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,005.13	Public Works
86388	12/30/2013	ORTIZ/JOEL//	CONSULTING SERVICES	1,000.00	Public Works
86320	12/18/2013	ZOLOTAREVA/ANNA//	ENGINEER CONSULTING	980.00	Public Works
86367	12/20/2013	SANCHEZ/MARK L.//	INSPECTION SERVICES	952.00	Public Works
86275	12/18/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	942.35	Public Works
86440	1/8/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE	787.50	Public Works
86297	12/18/2013	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
86390	12/30/2013	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
86436	1/8/2014	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	672.00	Public Works
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	635.00	Public Works
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	538.88	Public Works
86286	12/18/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	445.00	Public Works
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	440.00	Public Works
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
86396	12/30/2013	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	437.50	Public Works
86286	12/18/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	360.00	Public Works
86396	12/30/2013	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	350.00	Public Works
86309	12/18/2013	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	345.00	Public Works
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	330.00	Public Works
86241	12/18/2013	ACORN NEWSPAPER	RECYCLING ADVERTISING	302.82	Public Works
86241	12/18/2013	ACORN NEWSPAPER	RECYCLING ADVERTISING	302.82	Public Works
86374	12/20/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
86385	12/30/2013	INSTITUTE OF TRANS. ENGINEERS	2014 MEMBERSHIP DUES- SEFERIAN	294.28	Public Works
86283	12/18/2013	MOBILE ONE ENTERPRISES	PRESSURE WASHING	270.00	Public Works
86440	1/8/2014	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	175.00	Public Works
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	163.32	Public Works
86309	12/18/2013	VALLEY CREST LANDSCAPE, INC.	LANDSCAPE MAINTENANCE	130.00	Public Works
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	124.00	Public Works
86245	12/18/2013	ARC	COPY/PRINTING SERVICE	113.60	Public Works
86240	12/18/2013	ACCURATE REPROGRAPHICS, INC.	COPY/PRINTING SERVICE	106.21	Public Works
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	88.14	Public Works
86395	12/30/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	77.42	Public Works
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	43.15	Public Works
86308	12/18/2013	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	33.00	Public Works



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<b>Total Amount for 58 Line Item(s) from Public Works</b>				<b>\$156,062.23</b>	
<b><u>Recoverable / Refund / Liability</u></b>					
86362	12/20/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	4,337.38	Recoverable / Refund / Liability
86362	12/20/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	2,048.00	Recoverable / Refund / Liability
86289	12/18/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	1,900.74	Recoverable / Refund / Liability
86260	12/18/2013	ECMC	WAGE GARNISHMENT- 12/13/13	278.04	Recoverable / Refund / Liability
86417	1/8/2014	ECMC	WAGE GARNISHMENT- 12/27/13	278.04	Recoverable / Refund / Liability
86273	12/18/2013	KNECHT/CHANCE//	BUILDING PERMIT REFUND	257.50	Recoverable / Refund / Liability
86304	12/18/2013	TEPMAN/ERNEST//	PLANNING PERMIT REFUND	203.06	Recoverable / Refund / Liability
86423	1/8/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/27/13	196.50	Recoverable / Refund / Liability
86263	12/18/2013	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/13/13	184.62	Recoverable / Refund / Liability
86424	1/8/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/27/13	184.62	Recoverable / Refund / Liability
86289	12/18/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	180.00	Recoverable / Refund / Liability
86422	1/8/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/27/13	169.60	Recoverable / Refund / Liability
86265	12/18/2013	GASWAY/GEOFF//	RECREATION REFUND	145.00	Recoverable / Refund / Liability
86262	12/18/2013	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 12/13/13	132.89	Recoverable / Refund / Liability
86346	12/20/2013	DUKE/ALEXSYS//	RECREATION REFUND	100.00	Recoverable / Refund / Liability
86303	12/18/2013	STATE DISBURSMENT	WAGE GARNISHMENT- 12/13/13	96.00	Recoverable / Refund / Liability
86371	12/20/2013	THAW/FAY//	BUS PASS REIMBURSEMENT	80.00	Recoverable / Refund / Liability
86277	12/18/2013	LEVER/BEVERLY//	RECREATION REFUND	60.00	Recoverable / Refund / Liability
86437	1/8/2014	STATE DISBURSMENT	WAGE GARNISHMENT- 12/27/13	46.15	Recoverable / Refund / Liability
86237	12/13/2013	US BANK	VISA- AMAZON.COM	9.99	Recoverable / Refund / Liability
86237	12/13/2013	US BANK	VISA- AUDIBLE	3.98	Recoverable / Refund / Liability
86273	12/18/2013	KNECHT/CHANCE//	BUILDING PERMIT REFUND	1.00	Recoverable / Refund / Liability
86250	12/18/2013	BUILD FOR YOU	CDBG RES REHAB-PASSOVOY	-747.00	Recoverable / Refund / Liability
86382	12/30/2013	BUILD FOR YOU	CDBG RES REHAB-FRIEDMAN	-991.50	Recoverable / Refund / Liability
<b>Total Amount for 24 Line Item(s) from Recoverable / Refund / Liability</b>				<b>\$9,154.61</b>	
<b><u>Tennis &amp; Swim Center</u></b>					
86416	1/8/2014	DUMBELL MAN FITNESS EQUIPMENT	FITNESS EQUIPMENT	9,504.55	Tennis & Swim Center
86439	1/8/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,638.26	Tennis & Swim Center
86433	1/8/2014	NEWBURY PARK TREE SERVICE INC	TREE DAMAGE T&SC- 12/9/13	2,910.00	Tennis & Swim Center
86302	12/18/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	2,721.25	Tennis & Swim Center
86337	12/20/2013	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	1,701.33	Tennis & Swim Center



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86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,599.21	Tennis & Swim Center
86377	12/20/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	707.74	Tennis & Swim Center
86343	12/20/2013	DEAN STEWART CONSTRUCTION	FACILITY REPAIRS	640.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- NATIONAL GYM SUPPLY	629.29	Tennis & Swim Center
86407	1/8/2014	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- T&S	524.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- LIGHT BULBS UNLIMITED	500.75	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- SUPER A CLEANERS	493.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- CITRUS	417.83	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- OFFICE DEPOT	373.62	Tennis & Swim Center
86334	12/20/2013	BROADBASED COMMUNICATIONS INC	PHONE SYSTEM REPAIRS	371.90	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- HOME DEPOT	355.65	Tennis & Swim Center
86316	12/18/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	330.51	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- ADOLPH KIEFER	304.93	Tennis & Swim Center
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	287.81	Tennis & Swim Center
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	287.81	Tennis & Swim Center
86414	1/8/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	285.00	Tennis & Swim Center
86432	1/8/2014	MITY-LITE, INC.	CHAIR CART	268.65	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- ORIENTAL TRADING CO	258.50	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- WALMART	251.40	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- HOME DEPOT	248.12	Tennis & Swim Center
86373	12/20/2013	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	230.00	Tennis & Swim Center
86343	12/20/2013	DEAN STEWART CONSTRUCTION	POOL ROOM SLAB INSTALLATION	225.00	Tennis & Swim Center
86345	12/20/2013	DNA ELECTRIC	ELECTRICAL REPAIRS	195.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- BUSY BODY	189.64	Tennis & Swim Center
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	183.90	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- RECREONICS	170.74	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- DELL CORP	131.83	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- LESLIES POOL SUPPLY	117.89	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- E SIGNS	111.13	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- FRYS ELECTRONICS	108.98	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- BOBS GARDEN EQUIPMENT	107.51	Tennis & Swim Center
86293	12/18/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- DEC 13	104.82	Tennis & Swim Center
86435	1/8/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- JAN 14	104.82	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- CONSTANT CONTACT	93.50	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- PARTY CITY	87.33	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- USTA	86.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- BALLARD DESIGNS	82.94	Tennis & Swim Center



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86316	12/18/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	80.40	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- TARGET	77.22	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- OFFICE DEPOT	76.77	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- SHERWIN WILLIAMS	66.89	Tennis & Swim Center
86358	12/20/2013	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- JAN 14	64.83	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- BEST BUY	61.01	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- BED BATH & BEYOND	48.36	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- VONS	44.23	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- US MASTERS SWIM	40.00	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- RALPHS	38.21	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- US RESEARCH & CHEMICAL	36.95	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- FRANKLINS HARDWARE	35.89	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- MILES KIMBALL	30.96	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- SHELL OIL	30.71	Tennis & Swim Center
86406	1/8/2014	AIRGAS- WEST	TC HELIUM	25.15	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- CRAIGSLIST	25.00	Tennis & Swim Center
86406	1/8/2014	AIRGAS- WEST	TC HELIUM	20.65	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- SHELL OIL	19.25	Tennis & Swim Center
86431	1/8/2014	MILBRAND/KATHLEEN//	REIMB MILEAGE - DEC 2013	19.21	Tennis & Swim Center
86237	12/13/2013	US BANK	VISA- RITE AID	7.06	Tennis & Swim Center
<b>Total Amount for 62 Line Item(s) from Tennis &amp; Swim Center</b>				<b>\$32,790.89</b>	

## Transportation

86284	12/18/2013	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 13	20,310.07	Transportation
86284	12/18/2013	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 13	10,332.03	Transportation
86380	12/30/2013	A2B TRANSPORTATION COMPANY LLC	DIAL-A-RIDE DEC 2013	10,135.71	Transportation
86441	1/10/2014	COUNTY OF LOS ANGELES	LOST HILLS OAK TREE PERMIT	8,625.00	Transportation
86387	12/30/2013	MARK IV CONSULTING INC	CITY ENGINEERING SERVICES	7,012.50	Transportation
86284	12/18/2013	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 13	4,950.47	Transportation
86359	12/20/2013	MALIBU CANYON SHELL	FUEL CHARGES- DEC 2013 (1/2)	4,552.81	Transportation
86244	12/18/2013	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	3,822.70	Transportation
86300	12/18/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,377.76	Transportation
86326	12/20/2013	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- JAN 2014	2,964.78	Transportation
86279	12/18/2013	MALIBU CANYON SHELL	FUEL CHARGES- NOV 2013 (2/2)	2,881.05	Transportation
86253	12/18/2013	CALIFORNIA CIVIL ENGINEERING	TRAFFIC SIGN MAINTENANCE	2,810.31	Transportation
86311	12/18/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- CIP	2,557.72	Transportation



# Check Register Report

Bank: BANK OF AMERICA - OPERATING  
Reporting Period: 12/13/2013 to 1/10/2014

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
86325	12/20/2013	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	2,091.95	Transportation
86369	12/20/2013	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,690.00	Transportation
86398	1/1/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,382.14	Transportation
86394	12/30/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- CIP	1,250.67	Transportation
86284	12/18/2013	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - NOV 13	853.36	Transportation
86391	12/30/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	642.06	Transportation
86369	12/20/2013	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	621.71	Transportation
86366	12/20/2013	SAFE MOVES	SAFE ROUTES SCHOOL PROGRAM	600.00	Transportation
86363	12/20/2013	PCI	PAVEMENT STRIPING AND MARKING	307.77	Transportation
86240	12/18/2013	ACCURATE REPROGRAPHICS, INC.	COPY/PRINTING SERVICE	266.55	Transportation
86442	1/10/2014	COUNTY OF LOS ANGELES	LOST HILLS OAK TREE INSPECTION	245.00	Transportation
86284	12/18/2013	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- NOV 13	210.97	Transportation
86275	12/18/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	192.09	Transportation
86395	12/30/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	175.43	Transportation
86237	12/13/2013	US BANK	VISA- EXXON MOBIL	173.60	Transportation
86357	12/20/2013	LA DWP	METER SERVICE - TRAFFIC LIGHT	151.86	Transportation
86237	12/13/2013	US BANK	VISA- LORMAN EDUCATION	117.67	Transportation
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	108.96	Transportation
86376	12/20/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	93.74	Transportation
86237	12/13/2013	US BANK	VISA- EXXON MOBIL	78.38	Transportation
86339	12/20/2013	COUNTY CLERK, CO. OF L.A.	NOE FILING FEE- CALABASAS RD	75.00	Transportation
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	54.08	Transportation
86237	12/13/2013	US BANK	VISA- EXXON MOBIL	50.86	Transportation
86314	12/18/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	47.96	Transportation
86237	12/13/2013	US BANK	VISA- SHELL OIL	41.65	Transportation
86237	12/13/2013	US BANK	VISA- UNION 76	38.00	Transportation
86237	12/13/2013	US BANK	VISA- EXXON MOBIL	34.18	Transportation
86384	12/30/2013	COUNTY OF LOS ANGELES	CONTRACT SERVICES	29.15	Transportation
86237	12/13/2013	US BANK	VISA- UNION 76	28.80	Transportation
86237	12/13/2013	US BANK	VISA- CLEAN ENERGY	25.52	Transportation
86237	12/13/2013	US BANK	VISA- EXXON MOBIL	16.00	Transportation
86237	12/13/2013	US BANK	VISA- SHELL OIL	7.00	Transportation
<b>Total Amount for 45 Line Item(s) from Transportation</b>				<b>\$96,035.02</b>	
<b>GRAND TOTAL for 599 Line Items</b>				<b>\$1,126,360.08</b>	

## FUTURE AGENDA ITEMS

Department                      Agenda Headings                      Agenda Title/Future Agenda

### Jan 25 Workshop

CC	New Business	Council Protocols
CD	New Business	Overview of the development process and outside agency interface
Various	New Business	General conversation on public noticing and outreach

### Feb 12

CC	Presentation	Special Olympics
CS	New Business	Contract award to Pankow for Senior Center
Sheriff's	Presentation	Background and activities of LASD Malibu search and rescue
AS	Presentation	Presentation of employee service awards
PW	New Business	Park Sorrento Traffic Calming update
MOD	New Business	Wireless FCC letter
CD	New Business	Fortune teller ordinance

### Future Items:

CD	Public Hearing	Business Ordinance 2/26
CC	New Business	Commission appointments
CC	New Business	Council external committee appointments
CC	New Business	Contract reprourement
CD	New Business	Horizon 55 – Final Map Approval
PW	New Business	Bus/trolley weekend ridership
CD	Public Hearing	Fee schedule for scanning of documents
PW	Presentation	Lost Hills project updates
PW	New Business	Stormwater permit quarterly update
PW	New Business	Rodenticide public outreach via Environmental Commission
PW	Update	Bicycle Master Plan update

### 2014 CITY COUNCIL MEETING DATES

Feb 26	Jul 23 - Cancelled
Mar 12	Aug 13
Mar 26 Council Reorg.	Aug 27
Apr 9	Sep 10
Apr 23	Sep 24-Cancelled Rosh Hashanah
May-14 Cancelled CCCA Annual Conference	Oct 8
May 28	Oct 22
Jun 11	Nov 12
Jun 25	Nov 26-Cancelled Thanksgiving Eve
Jul 9 - Cancelled	Dec 10
	Dec 24-Cancelled Christmas Eve