



## CITY *of* CALABASAS

**CITY COUNCIL AGENDA  
REGULAR MEETING – WEDNESDAY, NOVEMBER 12, 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 five minutes prior to the start of closed session. The City values and invites written comments from residents on matters set for Council consideration. In order to provide councilmembers ample time to review all correspondence, 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  
Approval of Agenda

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

### **PRESENTATIONS – 7:20 P.M.**

- Recognition of retiring County Supervisor Zev Yarosvlasky
- Recognition of Pelagius for their work on the Calabasas Film Festival
- Recognition of students for their participation on the Calabasas Film Festival
- [Sheriff's crime report](#)

### **ORAL COMMUNICATIONS – PUBLIC COMMENT – 8:00 P.M.**

### **CONSENT ITEMS – 8:05 P.M.**

1. [Approval of meeting minutes from October 22, 2014.](#)

## **NEW BUSINESS – 8:10 P.M.**

2. [Noticing and public outreach process update.](#)
3. [Adoption of Resolution No. 2014-1439, approving the Quimby fee associated with an 80 condominium unit tract map approved as part of a mixed-use development at 23500 Park Sorrento. An Environmental Impact Report was prepared and certified for this project. Approval of the associated Quimby fee requires no additional CEQA review.](#)
4. [Overview of the Calabasas Wildlife Corridor.](#)

## **INFORMATIONAL REPORTS – 8:45 P.M.**

5. [Check Register for the period of October 15-29, 2014.](#)

## **TASK FORCE REPORTS – 8:50 P.M.**

## **CITY MANAGER’S REPORT – 8:53 P.M.**

## **FUTURE AGENDA ITEMS – 8:55 P.M.**

## **ADJOURN – 9:00 P.M.**

The City Council will adjourn to their next regular meeting scheduled for Wednesday, December 10, 2014, at 7:00 p.m.

# Calabasas Crime Report

November 12, 2014

# Calabasas Crime Report

<b>Crime</b>	<b>October 2014</b>	<b>YTD 2014</b>	<b>YTD 2013</b>	<b>Change</b>
Homicide	0	0	0	0
Rape	0	2	3	-1
Robbery	0	6	6	0
Assault	2	5	8	-3
Arson	0	5	6	-1
Grand Theft Auto	0	11	5	+6
Domestic Violence- Felony	0	3	1	+2
Domestic Violence- Misdemeanor	1	23	23	0

# Calabasas Crime Report

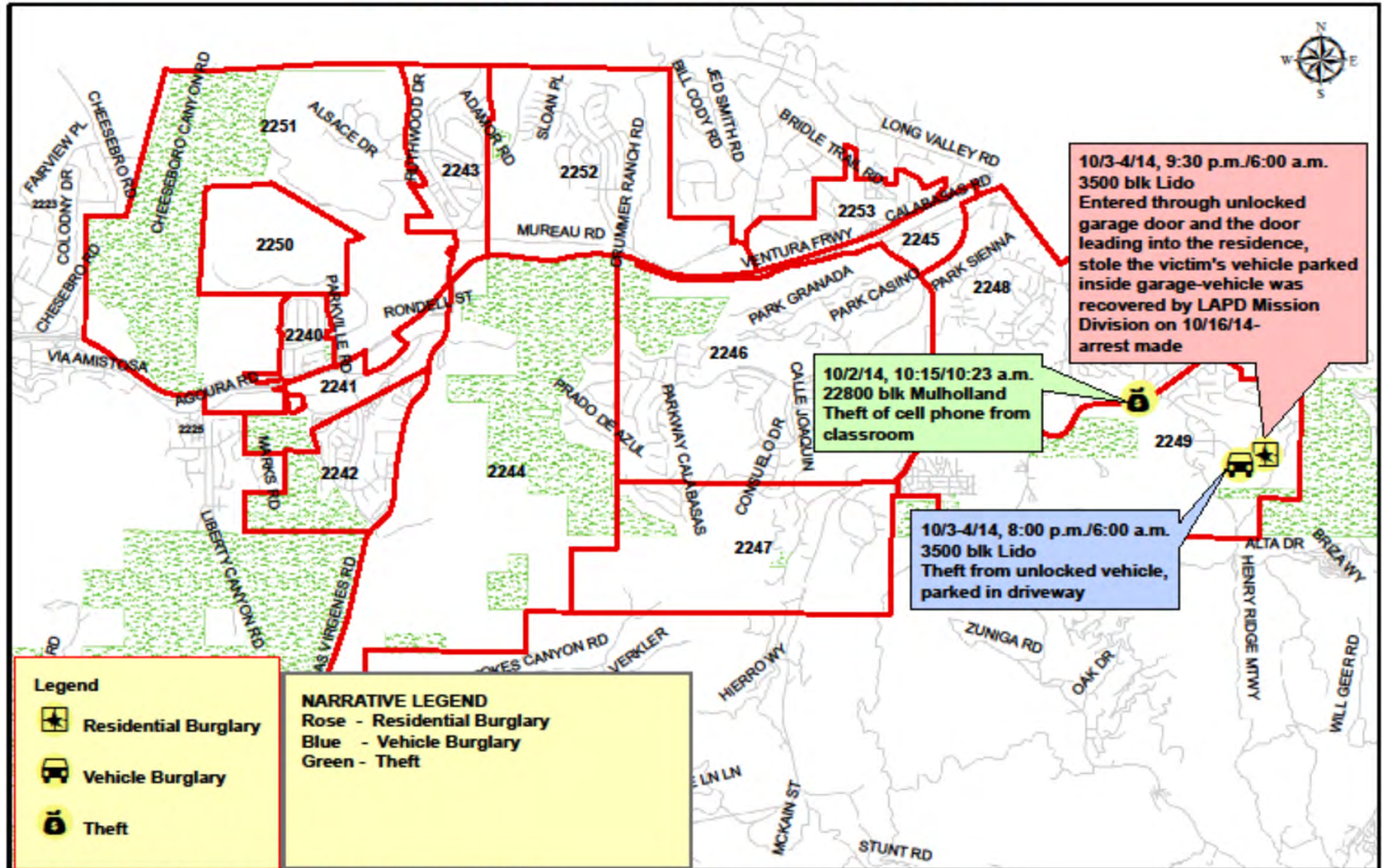
<b>Crime</b>	<b>October 2014</b>	<b>YTD 2014</b>	<b>YTD 2013</b>	<b>Change</b>
Burglary- Residential	5	38	48	-10
Burglary- Business	2	13	15	-2
Burglary- Vehicle (Locked)	5	34	48	-14
Theft- Grand (over \$950)	0	26	39	-13
Theft- Petty	5	40	63	-23
Theft- Unlocked Vehicle	2	24	35	-11



# Los Angeles County Sheriff's Department

## Malibu/Lost Hills Station: Calabasas

### Property Crime - October 1 to 5, 2014



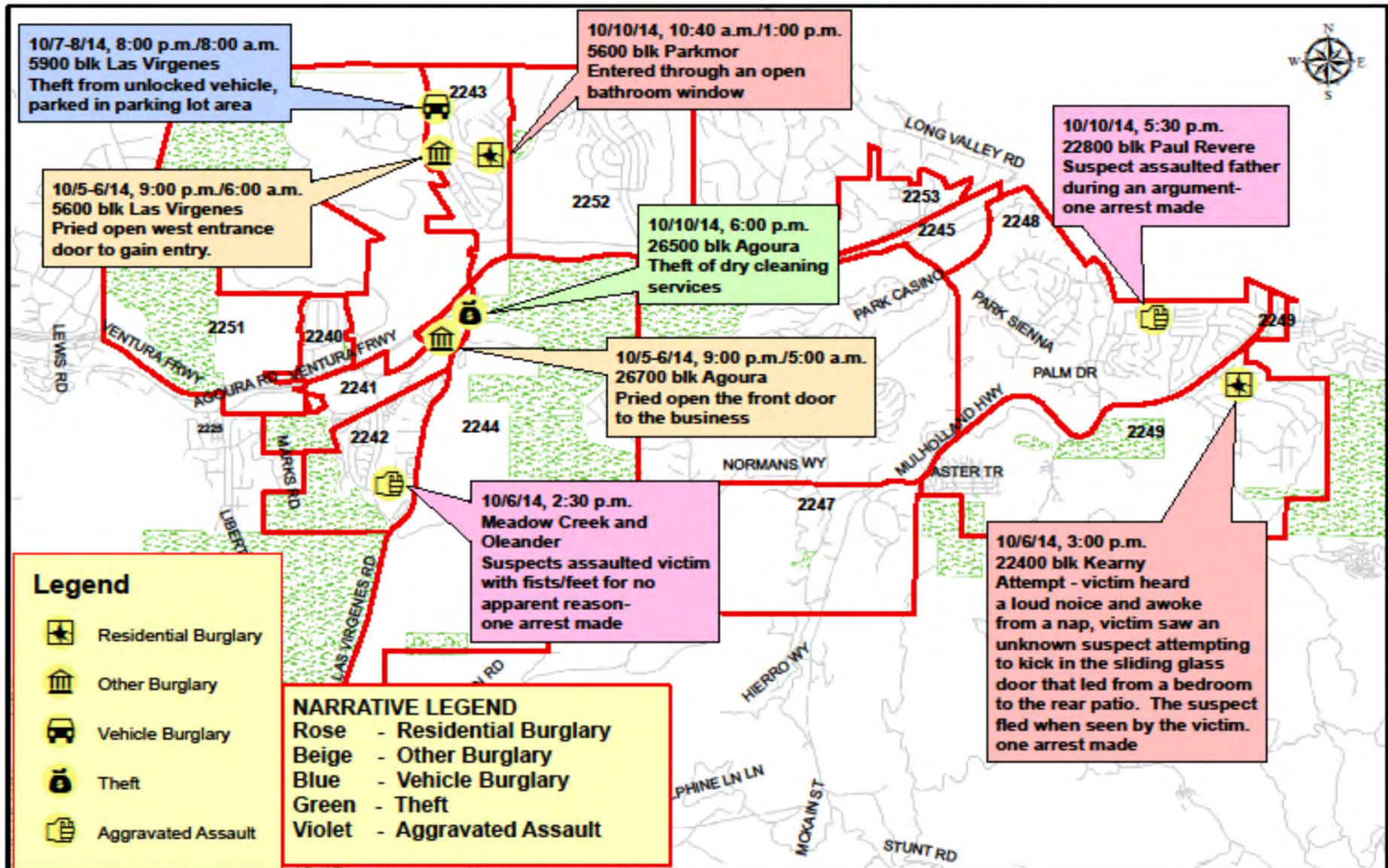
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE



# Los Angeles County Sheriff's Department

## Malibu/Lost Hills Station: Calabasas

### Property Crime - October 6 to 12, 2014



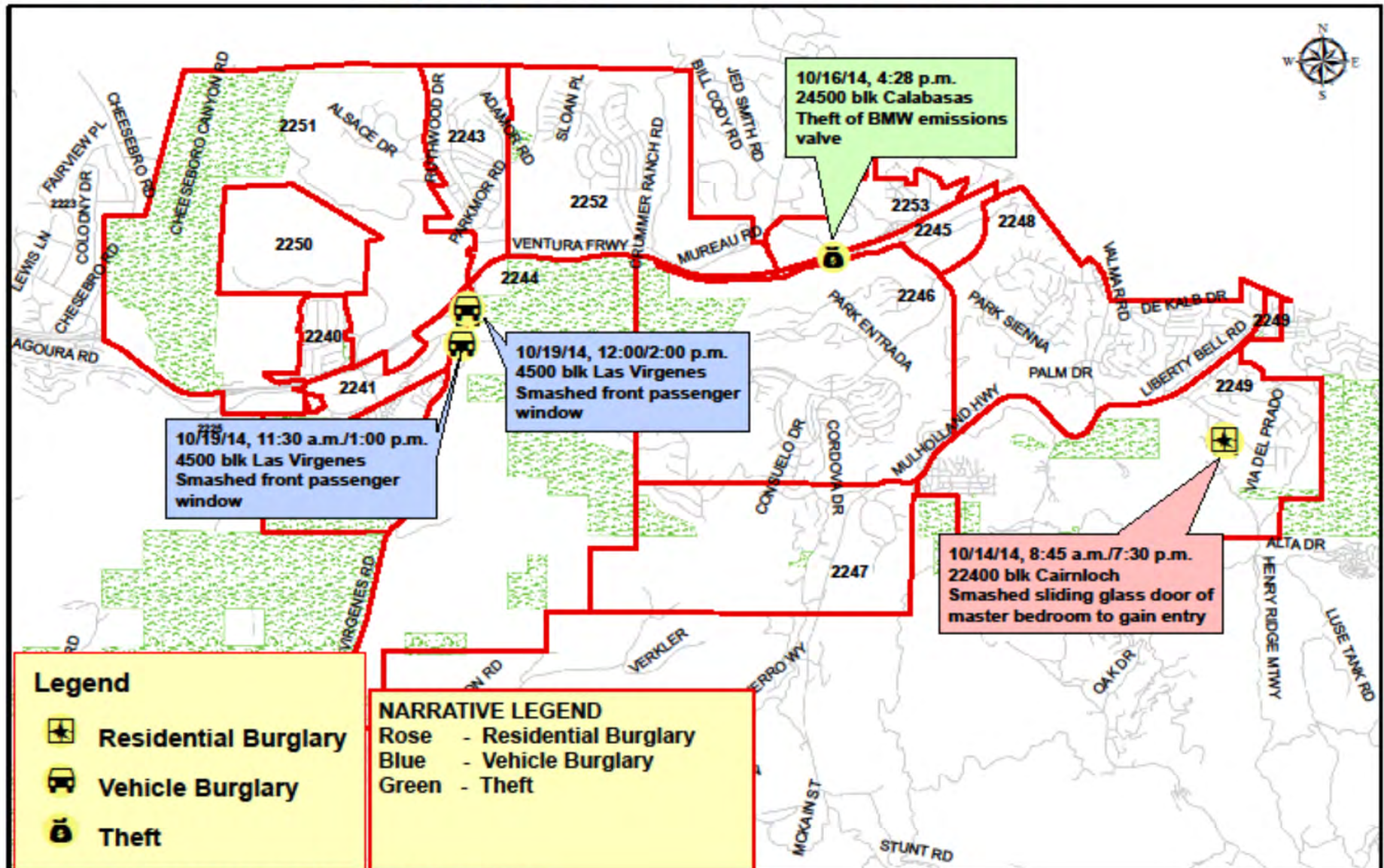
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE



# Los Angeles County Sheriff's Department

## Malibu/Lost Hills Station: Calabasas

### Property Crime - October 13 to 19, 2014



INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE

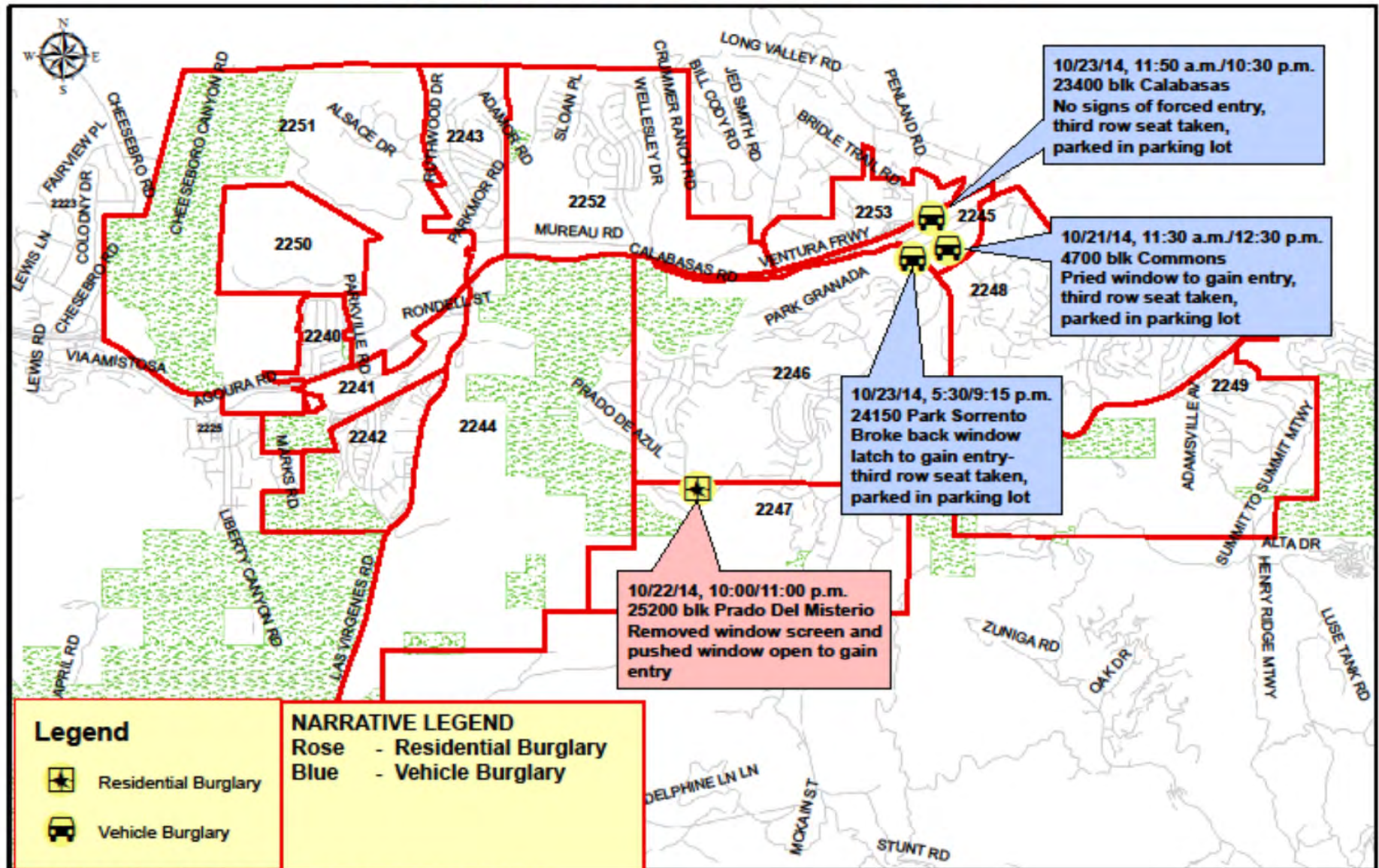




# Los Angeles County Sheriff's Department

## Malibu/Lost Hills Station: Calabasas

### Property Crime - October 20 to 26, 2014



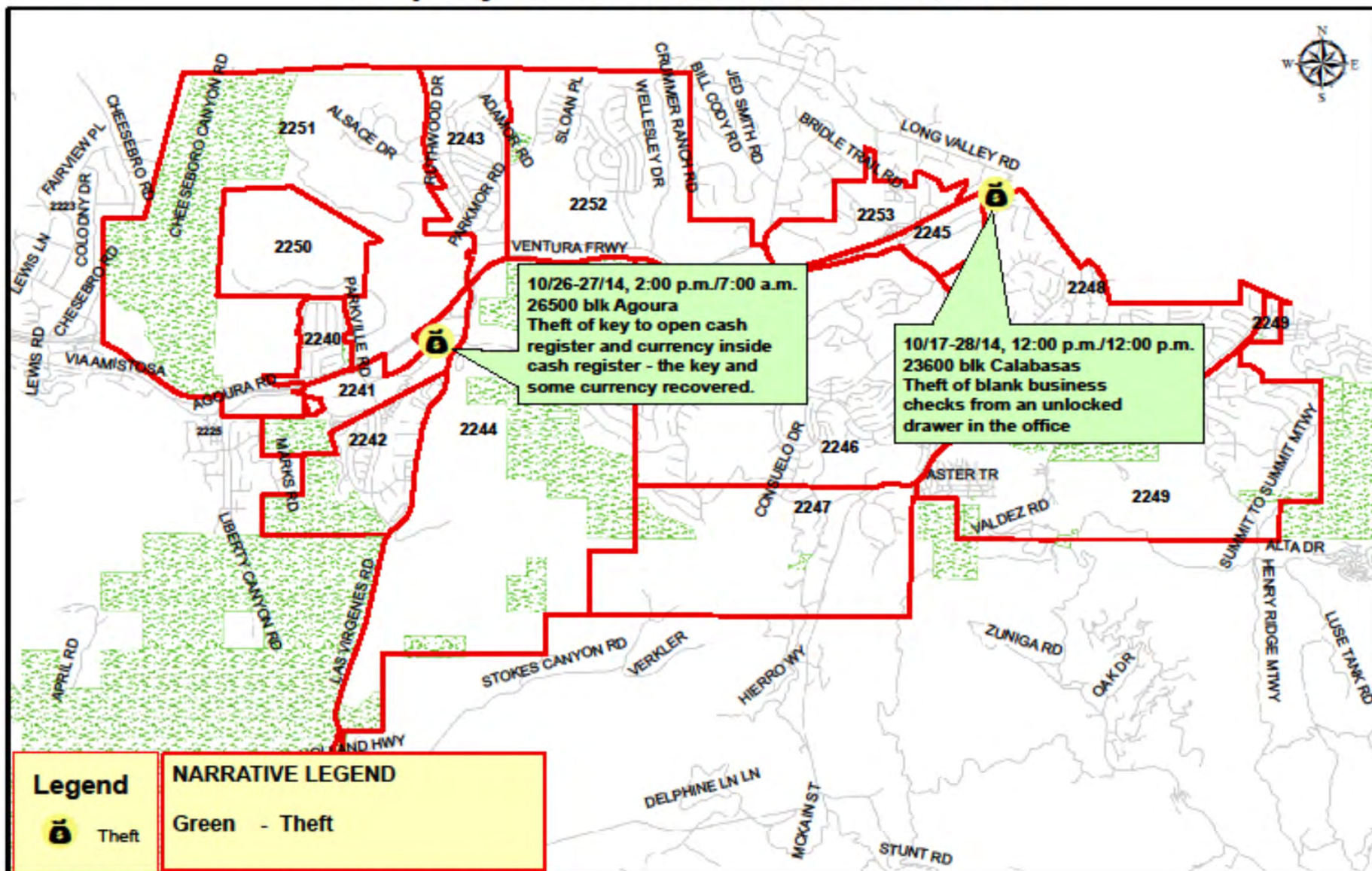
INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE



# Los Angeles County Sheriff's Department

## Malibu/Lost Hills Station: Calabasas

### Property Crime - October 27 to 31, 2014



INFORMATION IS TIME SENSITIVE AND SUBJECT TO CHANGE

# Crime Tips

- Be alert
- Report suspicious activity immediately (cars driving slowly through neighborhood, unusual solicitors, etc)
- Lock your car
- Don't leave your keys in your car, even in your garage
- Don't leave valuables in plain view (GPS, packages, shopping bags, etc)
- Lock your doors

# Crime Tips

- Malibu/Lost Hills Sheriff Station
  - 818-878-1808
- Crime Stoppers
  - 800-222-TIPS (8477)
  - Web Tips [www.lacrimestoppers.com](http://www.lacrimestoppers.com)

# Calabasas Detectives

- Detective Ginni Alvarez  
818-878-5584
- Detective Jill Greenwood  
818-878-5541
- Detective Justin Solomon  
818-878-5542

**MINUTES OF A REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA  
HELD WEDNESDAY, OCTOBER 22, 2014**

Mayor Shapiro called the meeting to order at 7:00 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, California. Four members of the City Council were present.

**ROLL CALL**            Present:        Mayor Shapiro, Mayor pro Tem Martin, Councilmembers Bozajian and Gaines.  
                         Absent:        Maurer.  
                         Staff:         Ball, Cohen, Coroaalles, Hernandez, Howard, and Yalda.

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

**APPROVAL OF AGENDA**

**Mayor pro Tem Martin moved, seconded by Councilmember Gaines to approve the agenda. MOTION CARRIED 4/0 as follows:**

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

**ABSENT:**        Councilmember Maurer.

**ANNOUNCEMENTS/INTRODUCTIONS**

➤ Adjourn in memory

Mayor Shapiro announced that the meeting would be adjourned in memory of Pam Loo Mayer.

Members of the Council made the following announcements:

Mayor pro Tem Martin:

- Las Virgenes/Malibu Regional Bicycle Master Plan will be holding a workshop on October 23, in Founders Hall.
- Candy Drive for Operation Gratitude will take place October 27-November 7 at the Tennis & Swim Center.
- Encouraged everyone to drive cautiously on Halloween.

Councilmember Gaines:

- Expressed appreciation to everyone involved with a successful Pumpkin Festival.
- Reiterated extra caution on Halloween.
- Leonis Adobe will be hosting their Fall Harvest Pumpkin Festival on October 25.
- Barnes & Noble Book store will be holding a reading from Edgar Alan Poe on October 30.
- Encourage attendance to the next CHS football game at Agoura on October 24 as well as their home game on October 30.
- Encouraged everyone to vote on November 4.

Councilmember Bozajian:

- Wished everyone a Happy Halloween.
- Calabaras Classic Run is scheduled on November 9.
- Also expressed appreciation to everyone involved with the Pumpkin Festival.
- Trunk or Treat event will be held at the Agoura Hills/Calabaras Community Center on Halloween.
- The annual election show will be hosted by Councilmember Gaines and him.

Mayor Shapiro:

- Reiterated appreciation to all for a successful Pumpkin Festival.
- Spoke at the Valley Economic Alliance Honor a Hero, Hire a Vet event.
- Wished everyone a safe Halloween.

**PRESENTATIONS**

- Recognition of community volunteers and America in Bloom awards

Mr. Coroalles presented awards received by America in Bloom. Mayor Shapiro presented certificates of appreciation to volunteers.

The Council expressed appreciation to all involved with American in Bloom.

- Recognition of Kathryn Heukrodt, Spencer Hurwitz and Katie Romanovich Calabaras High School peer support

Mayor Shapiro presented certificates of appreciation to the peer support group. The group expressed appreciation and provided an overview of their program.

The Council expressed appreciation to the peer support group.

## **ORAL COMMUNICATIONS – PUBLIC COMMENT**

Anthony Goldenberg, Andrea Diamond and Charlotte Stehlik spoke during public comment.

## **CONSENT ITEMS**

1. Approval of meeting minutes from October 8, 2014.
2. Approval of amendment to Articles of Agreement with Venco Western Inc. to improve irrigation system on Thousand Oaks Boulevard.
3. Adoption of Resolution No. 2014-1438 supporting the building of a wildlife corridor on the 101 Freeway.

**Councilmember Gaines moved, seconded by Mayor pro Tem Martin to approve Consent Item Nos. 1-2. MOTION CARRIED 4/0 as follows:**

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

**ABSENT:** Councilmember Maurer.

Sara Wan spoke on Consent Item No. 3.

**Mayor pro Tem Martin moved, seconded by Councilmember Gaines to approve Consent Item No. 3. MOTION CARRIED 4/0 as follows:**

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

**ABSENT:** Councilmember Maurer.

## **NEW BUSINESS**

4. Photovoltaic Solar Systems overview.

**Direction was provided to staff.**

## **INFORMATIONAL REPORTS**

5. Check Register for the period of October 1-8, 2014.

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



## **TASK FORCE REPORTS**

Mayor Shapiro acknowledged new CEO and President of the Valley Economic Alliance, Ken Phillips.

## **CITY MANAGER'S REPORT**

Mr. Coroalles reported that staff met with the City of Hidden Hills in regard to Craftsman's Corner Annexation.

## **FUTURE AGENDA ITEMS**

None.

## **ADJOURN**

The meeting adjourned in memory of Pam Loo Mayer at 8:30 p.m. to their next regular meeting scheduled on Wednesday, November 12, 2014, at 7:00 p.m.

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Maricela Hernandez, MMC  
City Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE:** OCTOBER 16, 2014

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

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

**SUBJECT:** NOTICING AND PUBLIC OUTREACH PROCESS UPDATE.

**MEETING**  
**DATE:** NOVEMBER 12, 2014

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**SUMMARY RECOMMENDATION:**

That the City Council review and receive and file the City's noticing and public outreach processes as well as recommendations from the Commissions.

**BACKGROUND:**

At a special workshop on January 25, the City Council was provided with a presentation regarding the different methods used to inform the community about meetings, public hearings, projects, events, etc. At this workshop, the City Council directed staff to present current notification processes to all the Commissions and return with their recommendations. Soon after the workshop, the Agoura Hills/Calabasas Community Center was added as another posting location.

Below is an outline of the City's current noticing processes:

**CITY CLERK – OTHER DEPARTMENTS**

**Noticing Council and Commission Meetings** (Planning, Historic, CTC, Environmental, Library, PRE, Public Safety, TTC; ARP and Community Development Director's Hearing

State Law Requirement: Post at a location freely accessible to the public 72 hours prior to the meeting

City of Calabasas Practice: One week prior to the meeting: Posted at Gelson's, Tennis & Swim Center, De Anza, Agoura Hills/Calabasas Community Center and the Library, e-notices to all HOAs, City web site and links to email subscribers

### **Public Hearing Notices**

State Law Requirement: Posted at City Hall ten days prior to the hearing

City of Calabasas Practice: 14 days prior to the meeting: Posted at Gelson's, Tennis & Swim Center, De Anza, Agoura Hills/Calabasas Community Center and the Library, e-notices to all HOAs, City web site and links to email subscribers; Acorn publishing as well

### **Adopted Ordinances**

State Law Requirement: Posted in at least three public places in the City within 15 days after passage

City of Calabasas Practice: Day after adoption: Posted at Gelson's, Tennis & Swim Center, De Anza, Agoura Hills/Calabasas Community Center and the Library

## **COMMUNITY SERVICES**

The Community Services Department distributes three Recreation Brochures, four Senior Newsletters and ten different event flyers to local schools (ten separate times); and a monthly electronic newsletter through the Tennis & Swim Center to all members.

## **LIBRARY**

The Library uses the following methods: flyers, posters, the library billboard, verbal notifications by the circulation staff, website, the scroll, the Library Facebook page and the phone message.

## **MEDIA OPERATIONS DEPARTMENT**

- **Agendas** - posted on the Meeting Agenda page <http://www.cityofcalabasas.com/agendas/agendas.html>, for City Council and each Commission webpage and linked to the calendar.
- **PUBLIC NOTICES** - Public Notices are emailed by each department to the Media Department and posted on the website at least ten days prior to the meeting (exception is CTC which is 30 days prior). Public Notices are posted on the Public Notices Page - <http://www.cityofcalabasas.com/public-notices.html> and

also distributed to email subscribers. Public notices are also archived at <http://www.cityofcalabasas.com/archived-public-notice.html>

- **CTC Agenda Postings** – CTC agendas are posted online the Tuesday prior to the meeting. The packets are delivered to CTC Commissioners on Tuesday and the agenda is posted at Gelson’s, Tennis & Swim Center, De Anza, Agoura Hills/Calabasas Community Center and the Library. The agenda is also distributed to email subscribers.
- **Email Notifications** – The City website has a subscription service for meeting agendas, project updates and public notices. Those are emailed out to subscribers once agendas, public notice or project updates are posted.
- **CTV Billboard** - Meetings are noticed on CTV as soon as the current meeting ends. Once that meeting is over the billboard slide is changed to reflect the date and time of the next meeting. Agendas are posted half an hour before meetings for Council and Planning.
- **The Acorn** – Weekly meeting times are run Thursdays in The Acorn newspaper in a CTV ad.
- **Press Releases** - Press releases are sent out regularly on events and issues.
- **eNews** – The first of each month an eNews email is sent with City news and events as well as a link to current meetings. Any highlighted issues or community notices are included in the news. Updates such as emergencies, road closures and event updates are sent out on as needed basis.
- **AM 1630** – The City radio station is used for PSAs, emergency drills and City information. It is available for broadcast in the event of an emergency.
- **City Newsletter** – a City Newsletter is sent out quarterly in the City Recreation Brochure with information on projects, events and City news.
- **Blackboard Connect** – **This** emergency notification system is capable of phoning all land lines in the City in an emergency. The system has text, email and phone capabilities and the City can reach out to all residents who provide contact information for emergencies and event updates.
- **City Website** – Provides 24/7 information for residents and visitors around the world. Agendas, minutes, archived meeting video with jump to points, public notices, City staff information, City Council information, event updates, calendars, library services including e-books, parks and recreation sign-ups and services, online permits, employment listings, applications, etc. are all available on the website.
- **CTV – The Calabasas Channel** regularly produces programming with information on City issues, events, history and the community. A few examples are “The Buzz”, a weekly program, highlights City news and upcoming events, “Your City, Your Issues” takes in depth looks at government and the community, “City Spotlight” regularly features topics designed to inform the community about their government at work. CTV covers City Council and Commission meetings live and then plays them back during the week. Meetings include City Council,

CTC, Environmental Commission, Library Commission, Parks, Recreation and Education Commission, Planning Commission, Public Safety Commission, Traffic and Transportation Commission. CTV also covers the Las Virgenes Unified School District Board meetings and edits in graphics including names and agenda items then posts the meetings online and provides copies to other cities within the LVUSD.

- **Connect with Calabasas City App and Web Interface** – The new City smart phone app and web interface allows citizens to submit requests via smart phones or devices or the City website which are then routed immediately to City staff based on the type of issue submitted. The app also provides City information such as email notices, project and event updates, emergency information and links to any information set up by staff.

## **COMMUNITY DEVELOPMENT DEPARTMENT**

**Ministerial Projects** (smallest scale project with no discretionary action required or allowed by law)

State Law requirement: None

Calabasas Practice: Courtesy notice via monthly reports to all HOAs and the general public via web postings

**Discretionary Development Projects** (Site Plan Reviews, Scenic Corridor Permits, Variances, CUPs, Zone Change requests, Admin. Plan Reviews, etc.)

State Law Requirement: Mailed notice to property owners within 300-foot radius, plus a posted notice at City Hall

City of Calabasas Practice: Mailed notices to property owners within 500-foot radius, posted notices at five public locations, e-notices to all HOAs, City web site posting, published notice in the *Acorn* and links to email to subscribers

### **Wireless Telecommunication Facilities**

State Law Requirement: Posted notice at City Hall, mailed notice to property owners within 300-foot radius ten days prior to hearing date.

City of Calabasas Practice: Notices at five public locations, mailed notices to all property owners within 1,500 feet 30 days prior to hearing, e-notices to HOA, City website posting, notice in the *Acorn* and links to email to subscribers

### **General Plan and Development Code Amendments**

State Law Requirement: Public notice in newspaper, notice to utilities, school districts, affected property owners in a 300 foot radius, affected neighboring jurisdictions

City of Calabasas Practice: Public notice in the Acorn, notice to utilities, school districts, affected property owners in a 500 foot radius, affected neighboring jurisdictions, e-notice to HOAs, City website posting and links to email subscribers

**Development Review Committee (DRC)**

State Law Requirement: None

City of Calabasas Practice: One week prior to the meeting: Posted at Gelson’s, Tennis & Swim Center, Agoura Hills/Calabasas Community Center, De Anza and the Library, e-notices to all HOAs, City web site posting and links to email subscribers

**Building & Safety Permits**

State Law Requirement: None

City of Calabasas Practice: Monthly permit issuance reports posted on the City website

**Workshops**

Posting agendas at Gelson’s, Tennis & Swim Center, De Anza, Agoura Hills/Calabasas Community Center and the Library, e-notice to all HOAs, notice in the Acorn, mailed notice to property owners and businesses when matter is of local interest, City web site posting and links to email subscribers

**PUBLIC WORKS PROJECTS**

The Public Works Department has implemented a Community Outreach/Public Involvement Policy to inform the community about City projects.

**COMMISSIONS’ RECOMMENDATIONS:**

<b>Commission</b>	<b>Comments/Recommendations</b>	<b>Staff Comments</b>
CTC	Commissioners feel the City does a fantastic job of noticing and there is no need to change anything. They feel the physical postings are becoming outdated and that we definitely shouldn’t add any new grocery stores or physical posting locations as residents do not obtain their information through this medium.	None.

Environmental	Commissioners reviewed PW Community Outreach Policy. They support the use of Robocall and having banners near projects. They requested that the duration and details of projects be addressed. They suggested that the last revised date be added to the Policy document. It was noted that in the Timeline Section, the Project Management component needs a timeline. It was also suggested that the use of Social Media, ie: Facebook and Twitter be included and that Web Based Surveys be considered, ie: Survey Monkey, not limiting the Policy to phone surveys. It was suggested that there needs to be a promotion to sign up for social media.	None.
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Historic Preservation	1. The City can improve on making the residents aware of all new ordinances adopted. Possibly set up a web posting that they can subscribe so they can receive all new ordinances any time one is adopted. 2. The City should have an “opt-in” subscription option on the Community services page for new event flyers and brochures. 3. They inquired if project notices can be posted in the Las Virgenes and Calabasas Enterprise newsletter in addition to the Acorn. 4. They would like notices for HPC be sent out on letterhead with the HPC logo on it (once it is officially adopted). Commissioners also commented that staff goes above and beyond noticing requirements and they appreciate that.	None.
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Library	Commissioners commended staff on the outstanding job and stated that no additional noticing and/or public outreach are required.	None.
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Planning	<p>1) 15 day notice in lieu of the current 10 days</p> <p>2) Use the quarterly Recreation brochure to instruct residents on signing up for notifications and the new City App</p> <p>3) Place less reliance on HOAs to distribute City notifications</p> <p>4) Use of banners to promote special events</p> <p>5) Selective use of “reverse 911” calls to promote special projects or events.</p>	<p>Staff reminds the members of the City Council and the Planning Commission that extending public noticing periods beyond the existing timeframes would create difficulties for complying with State-mandated permit streamlining requirements.</p>
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PRE	<p>Commissioners feel it is important to add public noticing locations at both Ralphs and Albertsons along with utilizing the Acorn more extensively. They also feel that Connect with Calabasas should be used for event/program information along with a campaign to let people know about signing up for City newsletters and getting reminders sent to them in regard to Council and Commission meetings.</p>	<p>Albertson’s did not allow us to use them as a posting location. We opted for posting at the Agoura Hills/Calabasas Community Center.</p>
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Public Safety	<p>Commissioners believe the City and Council was doing a good job the way things are - CTV, website, connect with Calabasas.</p>	<p>None.</p>
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TTC	<p>Offered minor changes to PW Community Outreach Policy.</p>	<p>None.</p>
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**REQUESTED ACTION:**

That the City Council receive and file the City’s noticing and public outreach process.

**ATTACHMENTS:**

- A. Public Works Community Outreach/Public Involvement Policy.
- B. Power Point Presentation.





CITY of CALABASAS

ITEM 2 ATTACHMENT A  
Department of Public Works  
100 Civic Center Way  
Calabasas, CA 91302 - 3172  
T: 818.224.1600  
F: 818.225.7338  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)

*Public Works Policy Number 711*  
*Original Date: December 2009*  
*Revision Date: March 2014*

*Approved By:*

**Robert Yalda P.E., T. E. - Public Works Director**

## “COMMUNITY OUTREACH/PUBLIC INVOLVEMENT POLICY”

Including a public information component in the initial stages of many public works projects helps promote the project to the individuals and neighborhoods it directly affects. It also is likely to streamline the project’s implementation and success by identifying distinct facets and key components the public is most interested in and concerned about. In addition, it has the potential to reduce work zone impacts by providing specific project information to the traveling public. The goals of a public information and outreach campaign include the following:

- Incorporating the public’s needs and interests into the project’s design
- Improving public awareness and understanding of a project
- Promoting project support
- Alerting the public about potential traffic impacts and providing travel options to avoid them

Residents are encouraged to become involved in the conception, design, and implementation of projects. This involvement not only provides an opportunity to learn about projects in the City, but also allows the community to have input on how a project will develop to best suit the needs of the community.

Early public involvement in the conception/design phase of project development and keeping the public informed throughout the project is essential both to identify potential impacts and to ensure that effective mitigation strategies are developed and implemented.

Project managers and City Staff are encouraged to work with the Media Department to develop an organized approach to the communication needs of any project, using any of the tools available to ensure that the effective communication goals are reached. Coordination with the Media Department will help ensure the success of a public information and outreach effort, particularly for large-scale projects.

## DEFINITIONS

For the purposes of this Policy:

**"Neighborhood Impact Project"** is defined as any project that has a direct impact on very small locality. Examples would be; traffic calming on a residential street, landscaping of medians, projects that are considered as being administrative in nature and having very localized interest to the community.

**"Community Impact Project"** is defined as any project that has a direct impact on a significant segment of the population. Examples would include traffic calming on a collector road, projects that would temporarily disrupt the lives of residents and general local improvements.

**"Citywide Impact Project"** is defined as any project that has a direct impact on local and regional traffic patterns as to create significant and long-term effects on the residents of the City. Examples would include; Interchange improvements, road widening or constriction of an arterial, and major development projects.

**"Significant Community Interest Project"** is defined as any project that, while not necessarily large in size, has a great significance for a community and their quality of life. Upon review of a potential project, the Director of Public Works, after consultation with the City Manager and/or City Council, may determine that the project has the potential to have a high degree of interest either at a local or city-wide level. The Director should make the decision to designate a proposal as being Significant Community Interest within 30-60 days of the initial project conception.

**"Director"** is defined as the Director of Public Works.

**"Project Manager"** is defined as a Department of Public Works Staff member who is responsible for the oversight and administration of the project.

**"Applicant"** is defined as the developer or individual wishing to build within the Calabasas city limits.

## GOALS/OBJECTIVES

This policy identifies a systematic approach to public outreach with the intent to encourage residents and interested parties to participate in the conception and design review of public works projects.

For example, community meetings potentially attract large audiences. Several residents with different demographics are assembled to formally discuss several aspects of a project. A format that includes a descriptive project overview followed with an open discussion forum allows many concerned individuals to voice their comments in early stages of planning and development. Individuals can then interact, as a moderator steers them towards a mutual solution. This type of function best suits the Citywide-Impact or Significant-Community-Interest type projects since a large number of individuals can be heard and documented, potential impacts can be identified and differences can be reconciled well before a formal public hearing.

In contrast, the "neighborhood-impact" and "Community-Impact" projects will most likely need a more informal gathering type. Workshops that assemble a good representation of the affected group can brainstorm design alternatives and promote useful interaction of people and their ideas. These relationships can far outlast the life of the project and potentially build better, more cooperative neighborhoods.

The City of Calabasas encourages the Project Manager and the Applicant to work together to determine the appropriate community outreach strategy to implement, which specific property owners, residents, neighborhood groups, community organizations are affected, and a suitable scope for the campaign. The City also promotes public involvement in the design phases of a project.

When a proposed private or public project may be of special interest, the City has determined that extensive public outreach efforts can improve communications, alleviate concerns, and clarify misunderstandings or points of contention that typically arise at a public hearing that will occur much later in the project implementation period. An informed community typically generates better and more effective projects.

In addition, a public information and outreach campaign involves communicating with road users, the general public, communities, businesses, appropriate public entities, and other identified stakeholders about the project's design and its and potential impact for safety, mobility and quality of life. Developing and implementing a public information and outreach campaign should be started well before construction begins and needs ongoing monitoring throughout the project's life.

Effective and appropriate public information and community outreach campaigns typically incorporate the following:

1. Determination of appropriate size and nature of public information and outreach campaign;
2. Identification of resources required to support the campaign;
3. Identification of partners to assist in development and implementation of campaign;
4. Identification of target audiences;
5. Development of the message(s) for the campaign;
6. Determination of strategies for communicating message(s) to target audiences;
7. Determination of communication timing for the campaign, and;
8. Evaluation of effectiveness of the campaign.

## **PROCESS**

### **1) DETERMINE THE NEED FOR A PUBLIC OUTREACH CAMPAIGN**

If a project does not impact the public's typical habits or ways of doing things, it is unlikely that a community outreach program will benefit the project. In many cases it may hinder or slow down its progress. It will be important that the Project Manager establish this decision early to avoid any unnecessary project delays.

### **2) SELECT THE APPROPRIATE SIZE AND NATURE OF THE CAMPAIGN**

The size and nature of a public information and outreach campaign is reflected by the size of the population it affects and the number and magnitude of potential negative impacts it generates. For small projects, the public information and outreach effort may be limited to more traditional methods such as a limited mail-out and/or City website posting. For larger projects, a more elaborate public information and outreach campaign design may be warranted. All projects should incorporate some form of public information and outreach.

When determining the size and nature of a public information and outreach campaign, a range of elements should be considered, including:

- Environmental impacts;
  - Air Quality
  - Biological Resources
  - Water Quality
  - Transportation and Traffic
  - Noise
  - Utilities
- Benefits to community
  - Alternatives Analysis
  - Community Needs
  - Infrastructure Improvements
  - Economic
  - Health
- Impact of project and its construction on:
  - Emergency Response [hospitals, fires stations, military installations]
  - Schools and Parks
  - Police Protection

For small, short-duration projects, determining the impacts may simply require an informal discussion of these aforementioned elements. In other cases, determining the impacts of a project and the need for a community involvement campaign may require more thorough research and analysis. For instance, if a project is designated as a Citywide-Impact or Significant-Community-Interest project, the extent and types of impacts may warrant greater degree of outreach efforts.

### **3) IDENTIFY PARTNERS/STAKEHOLDERS**

A stakeholder is a term applied to individuals, groups, and organizations that have an investment in a project and are directly affected by its implementation. They may be directly affected by the project because they live adjacent to its location, or may be indirectly involved because of their professional or economic involvement with the community. Working with stakeholders in the planning and implementation stages of a public information and outreach campaign is important for the following reasons:

- *Establishing lines of communication.* Establishing these lines with the groups that are directly involved is crucial when evaluating design alternatives for the project;
- *Distributing information.* Stakeholders are typically groups of people that regularly communicate with each other and offer a convenient forum to distribute information;

- *Improving the product.* Stakeholders will bring unique perspectives to the table. Varying perspectives may be important in areas with diverse population groups; and,
- *Sharing the costs.* Stakeholders may be willing to share the cost of producing materials or to provide free forms of advertising. For example, major employers are often willing to incorporate messages in company communications, such as newsletters, websites, or email.

Developing an all-inclusive list of stakeholders is dependent on the type of project, project scope, and project duration. Once identified, it is useful to assemble the stakeholders into a community task force and suggest that they schedule regular meetings to discuss the project. Ideally developed during the planning stage of the project, the objective of creating such a task force is to obtain input and review/comment on the development and implementation of the project's design and progress. City Staff will need to attend these meetings to obtain input and recommendations throughout the project delivery process, from planning through design, construction and project assessment.

Meeting specifically with local businesses and business organizations can be a very important element of a public information and outreach effort. Businesses can channel project information to customers and suppliers. These meetings also provide businesses the opportunity to provide input regarding their concerns and suggest ways a project can be managed to protect their concerns and investment.

#### **4) ASCERTAIN FUNDING AND RESOURCE BENEFITS**

Public information and outreach efforts can be time consuming and resource intensive. However, when citizens feel their concerns have not been adequately addressed, costly project delays, lawsuits, and even project cancellations can occur.

In general, public information and outreach campaign expenditures range from 0.3% to 1% of the entire project budget. All projects should endeavor to include this as part of the budget for the project, since these costs are almost always recovered when the project's implementation is successful and delay-free because of the public outreach program.

#### **5) CHOOSE COMMUNICATION STRATEGIES AND MEDIA**

After identifying the appropriate audience and message for the project, the next step is to determine the strategies that will be used to convey the message to the target audience. There are a variety of ways to communicate with the public about projects. The strategies used should be tailored to the project's context and scope and funding limitations.

Communication strategies can be modified to fit the needs of each project. A combination of several strategies may make sense for some projects, while only one or two of the strategies may be necessary for others. Typically, a comprehensive communication program will involve a variety of media. For example, informational materials such as brochures and fact sheets can be posted on project websites to reach a wide audience. This strategy may be complemented with community meetings where more detailed discussions can take place within a smaller audience. With all combinations, the messages must be consistent to achieve credibility.

The different media recommended by this policy include, but are not necessarily limited to the following:

## EMAIL

A subscription-based program has designated contacts/leaders provide the emails of concerned citizens, members of neighborhood groups, community organizations, HOAs, and other interested parties and individuals who request email notification as their preferred contact method. It is the responsibility of the designated contacts/leaders and interested parties to provide updated contact information to the City.

## PRINTED MATERIALS

Printed materials can include information on project design, phasing, community outreach events, and other important work zone details. They can be in the form of brochures, newsletters, flyers, postcards, fact sheets, and/or maps. Dissemination methods include mailing, hand delivering, placing in newspapers, and handing out at key locations.

- **Brochures and Mailers** - Brochures and mailers are printed material containing project-related information such as advanced notice of the project's start date, schedules, pictures/graphics of the project, a description of the need for the project, alternative designs, etc. They may be passed out at key locations (e.g., large employers, rest stops, travel information centers) or mailed to affected businesses or residents.
- **Newsletters** – Periodic newsletters provide project details, general traveler information, dates and times of community meetings and contact information. Establishing a consistent time frame for publishing and disseminating the newsletter is vital to ensure readers know when and where to look for the next issue.
- **Press Releases** – Press releases are used to announce the start of all types of projects. Primary targets are the news media including both print and electronic media. Traffic reporters and transportation related Internet Web Sites should be included to report progress of major impact projects and some longer term medium impact projects. Copies of releases can be sent to other interested parties such as affected businesses, various state, local and county officials. Before a project begins, a letter to the appropriate elected officials in the area outlining the project must be provided.
- **Media Alerts** – Media Alerts are more specific and direct than press releases and can be effectively used to notify media about time-dependent impacts such as traffic detours and mitigation
- **Mass Media** – Outreach to radio, television, and newspapers should be a cornerstone of any public information campaign. It is important to establish a working relationship with reporters to encourage publicity that is positive and information that is accurate.
- **Earned Media** – Earned media, or free media, such as news stories and traffic information, should be used to the maximum extent. Large projects are typically considered newsworthy by local media outlets, so it can be relatively easy to get news coverage.
- **Paid Media** – Paid announcements of an upcoming major project may use newspaper, radio, or television ads. Paid advertisements can also be used for progress updates,

or to provide information regarding major changes to the work zone configuration. Paid advertising can be expensive, but may be a cost-effective way of reaching a wide audience.

Recommendation to use the word "all-calls"

## **SCHOOLS**

The schools in the area have multi-faceted communication networks that the City may be able to access to disseminate information. These vary from newsletters to automatic calls (all calls) to PFCs. This resource is quite large and should not be overlooked.

## **TELEPHONE**

A telephone call is still the most direct and effective means of alerting the public to new projects; however there are drawbacks:

- Unsolicited telephone communications can be viewed as intrusive
- There is no guarantee of reaching an individual
- It requires knowing the telephone number of individuals who may be affected

The use of auto-dialers can make the process significantly simpler, only one message must be recorded and the machine ensures that everyone is contacted. Auto-dialers can be met with more annoyance in these situations, however; the auto-dialer cannot answer questions and not everyone desires to speak with a machine.

## **PUBLIC SERVICE ANNOUNCEMENTS**

Public Service Announcements (PSAs) can be used to support main messages of a project's communication plan. PSAs are useful for messages about safety in the work zone. A time line needs to be established to allow for the scripting of the message, recording and distribution.

## **IN-PERSON NOTIFICATIONS**

At the earliest opportunity, Staff is encouraged, when practical, to report all pending Citywide-Impact or Significant-Community-Interest projects at established community and neighborhood association meetings.

## **BROADCAST ON CTV**

Notices should be broadcast for upcoming community meetings for Citywide-Impact or Significant-Community-Interest projects.

## **INTERNET**

The City of Calabasas recognizes the importance of the internet in providing information to the public 24 hours a day, seven (7) days a week. The Public Works Department website is updated regularly, and provides the public with information on recent and upcoming projects.

In addition, in late 2009, the City of Calabasas unveiled Connect with Calabasas. This section of the website provides information concerning commission and Council meetings, upcoming projects, current projects and the City's e-newsletter. This is a very useful tool to give the public the most current project information.

The City also has a Facebook page and Twitter account. Through proper use of these media, significant, up-to-date information can be provided to the public.

A final tool available to disseminate information is the new mobile application for Connect with Calabasas. This application, unveiled in January of 2014, allows residents to check information going on in the City and to report issues and concerns to City staff.

### **EARLY NOTIFICATION**

The intent of Early Notification is to ensure that property owners, tenants, neighborhood groups, community organizations, and other interested parties have advanced notification of new projects. This provides stakeholders the opportunity to be informed about decisions that may affect them.

Many new projects should be posted on the Public Works Department website at the time of submittal. Within ten (10) days of submittal, an email should be sent to subscribing individuals to indicate the filing of an application and a notice should be posted at the site of the proposed project.

### **COMMUNITY MEETINGS**

The purpose of community meetings is to inform property owners, residents and other interested parties about the proposed project, answer questions, receive public comment, and address project issues before the public hearing.

### **TYPES OF CONSULTATION:**

There are differences between a meeting/workshop/open house; each has a different level of formality and structure

#### **MEETING:**

Meetings are the most formal and provide a venue for disseminating large amounts of information and making decisions in a relatively short period of time. Authority rests with the decision making body; although the public may make comments and/or ask questions. This type of consultation is similar to board meeting, very tightly focused and controlled to avoid significant off-topic discussion.

These meetings tend to have attendees seated and watching presentations, with follow up questions after information is provided. Heavy mediation and facilitation requirements needed for this type of consultation.

#### **WORKSHOP:**

Slightly less formal than meetings, workshops allow the public to become involved in the actual decision making process. The information provided is very specific, with considerable clarification through staff when required. In general, the initial designs are already complete and a series of options are provided for input but not always. Workshops are powerful tools for generating feedback and ideas, and can be used for initial conceptual and early design discussions.

Workshops can go from highly formal to almost informal. There are numerous styles of workshop available; a brief online search will provide viable options.

#### **OPEN HOUSE:**

Open House meetings are the least formal method of community involvement. The intent behind this method is an informal opportunity to update and inform the community on upcoming



projects and explain current ones. While this form is the most general and least structured, it works exceptionally well for providing information to curious parties towards the end of a project.

An open house consultation is usually structured by having information kiosks around a meeting place and having attendees circulate to areas of interest to them. The informal nature of this consultation keeps the situation more conversational than adversarial, as attendees are mixing with staff and talking to them rather than sitting and being told about a project. This works only if outreach occurred throughout the life of a project.

#### **WHAT IS REQUIRED BY STAFF:**

Staff will be present to provide explanations and provide their specialized knowledge. Staff should be prepared for questions and comments that are not supportive of the project or misunderstand comments.

In general, audio/visual aids significantly improve the ability of residents to follow along and provide input, without requiring extensive reading and research beforehand. This encourages participation and reduces the time required for explanation. Poster boards, projectors and PowerPoint presentations are all highly effective tools for these meetings.

Residents tend to be quite astute to any potential changes to their immediate area. There is a tendency for residents to try and research issues before consultations in an attempt to be more knowledgeable on the issue. This is both a good thing and a bad thing. The increased knowledge and understanding reduces the requirement for background education and explanations; however the highly specific research accomplished can, at times, limit the perspective of the resident to solely the issue at hand rather than greater circulation goals.

The intent of these meetings is to educate the public on new projects that will affect them and to seek their support and comments on possible issues. Although the residents may not be specialists, their concerns and observations are invaluable tools to ensure that a project is the best option that will be accepted by the community at large. Additionally, community involvement provides the satisfaction of participating in the growth and development of the community for the residents involved.

The secondary effect is to help calm apprehension and misinterpretation of what the project entails. Often projects are unpopular because the public feels they were not consulted on the issue and were unable to provide their knowledge of an area, as well as their experiences there.

There may be times where certain projects will be unfavorable and apprehensive community members will view the project as an issue or problematic. This may be a result of inadequate and/or unsuccessful communications and/or planning.

Through discussion with the community, mitigation of concerns and alternative solutions can gain local support. Care must be taken to ensure that the necessity of the project is explained, as well as the willingness of Staff to listen to the community's issues.

It is vital not to lose sight of the fact that the government agency is seeking input, comments and support. All consultations should remain on track (as much as possible, barring background information). Staff should endeavor to not lose control of the consultation, nor make promises that they cannot keep, nor are authorized to have made.

Removal of NIMBY was recommended

The Citywide-Impact and Significant-Community-Interest projects should schedule at least one community meeting following the conceptual design submittal of the project, not less than 30 days prior to a potential Public Hearing. It is recommended that the community meeting be held as early as possible in the process, to allow applicants, Staff, and interested parties enough time to effectively share their goals and concerns before the design is finalized.

A number of types of meetings are available for Project Managers to utilize in communicating with the public

The tentative public hearing date for the proposal should be announced at a community meeting. Meetings hosted by an interested community group or organization, such as a Neighborhood Advisory Committee, scheduled during their regularly scheduled meetings, are preferred. However, Citywide-Impact and Significant-Community-Interest projects may not fit into the timeframe of established community meeting agendas and likely require standalone meetings. Absent an opportunity to partner with an interested community group or organization to establish a mutual meeting time, midweek evening meetings are preferred. A *minimum* of two (2) weeks should be allowed for the actual noticing of the community meeting prior to the meeting date to give appropriate notice to the community and ensure a successful opportunity for input and involvement.

A community meeting notice should clearly explain who is conducting the meeting, as well as the Applicant's and the City's Project Manager's contact information, the topic of the meeting, the location of the subject property, the date, time and place of the meeting, the specific time at which the formal presentation will begin as well as sufficient details of the proposed project to provide the community with a basic understanding of it.

The project proponent (Staff, Applicant and/or representatives such as architect, engineer, etc.) should plan on organizing the meeting unless the Applicant and City Staff make other arrangements. City Staff should be sure to provide an overview of planning issues and processes relevant to the project, and respond to questions on policy and process, as well as facilitating the discussion. An important aspect of Staff's role at community meetings is to understand and record public comment so that Staff can transmit community input to the decision makers.

The need to provide appropriate advance notice is important so that the Project Manager may coordinate with appropriate parties and confirm a meeting location. It is also important that the Project Manager determine an appropriate meeting notice, agenda and respective roles of Staff.

Possible locations for the community meeting include local schools, local community centers, or the Founder's Hall. It is important that the location of the meeting be neutral to encourage public attendance and participation. The meeting site should provide adequate parking, and the meeting facility should be of adequate size to accommodate the anticipated number of attendees.

At the meeting, a presentation should be provided that outlines the project, the reason for it and preliminary timelines for implementation. After the presentation, Staff should identify project issues for discussion. After a discussion of these issues takes place, the public would then have the opportunity to informally discuss any other project issues. Staff should take notes on the discussion and be available to respond to policy and process questions. There must be adequate opportunity for comments and questions from the public.

Visual presentations (for example, architectural renderings and models) are usually the most effective method of relaying project information to the public. If renderings are available prior to

the meeting, it would be best to attach this information to the meeting notice or provide copies electronically (website, or email) to allow the public to review project details and come to the meeting more prepared for an open and effective discussion.

#### **6) ESTABLISH WHEN TO COMMUNICATE**

Community outreach should not be limited to when a project is active. A public information and outreach campaign should consider strategies to be implemented during project conception and design and continue after the project is complete. During conception and design, the campaign should concentrate on general information about the project, the problems it may cause, community input and how to find out more information. This might involve a range of outreach and communication methods, including working groups, planning/advisory groups, public workshops, project websites, print media, legislative briefings, and branding. Near the project start date, it might be appropriate to add other methods of communication, such as free media coverage and paid advertising, a telephone hotline, or the use of dynamic message signs. After completion of the project, information can be provided regarding the successes of a project and the project partners can be publicly thanked.

The project website or City website may also be used to publicize information regarding project completion. People may be checking the website regularly to see what is happening. The Project Manager must routinely check the website and update and/or remove any erroneous or misleading information. If a project website is removed, it is recommended that the City maintain ownership of the domain name for a period of time following project completion such that it is not bought by others and used for undesirable means.

In general, community outreach campaigns will grow and alter during the course of a project; information that is vital in the planning phase is not the same information that will be required during the construction phase.

#### **7) PLANNING AND DESIGN STAGE CONSIDERATIONS**

Community outreach campaigns should solicit input from the affected communities at the initial stages of a project. The messages will vary widely depending on the project, but should incorporate the following message—*Your Opinion Matters*

#### **YOUR OPINION MATTERS**

The more information that is provided by residents and stakeholders, the more the project can be tailored to meet their concerns and needs. In turn, this secures the potential for greater community acceptance. Residents and stakeholders should be encouraged to participate in all aspect of the project, from conception, to planning, to design.

#### **8) CONSTRUCTION PERIOD CONSIDERATIONS**

Construction campaigns should generally incorporate three messages: (1) Safety, (2) Plan Ahead to Minimize Delay, and (3) Calabasas Cares. The details of the messages should be tailored to the circumstances of the work zone and audiences identified for the campaign.

#### **SAFETY**

Work zone safety is a two-way street. Contractors must follow every safety practice available to them. Encouraging motorists to take safety precautions to protect themselves and workers is the most important message to convey to drivers. Drivers should be continuously reminded to adhere

to posted speed limits and stay alert in work zones to prevent crashes. Providing information about work zone fines, safety tips, and work zone crash statistics help inform the driver.

### **PLAN AHEAD TO MINIMIZE DELAY**

Disruptions caused by work zones can be reduced if travelers plan ahead. In addition, if travelers know what to expect when they get to the work zone, they will be less frustrated about any delays they may encounter. A general message that should be conveyed to the public is to think ahead about the timing of travel, the route, the mode and the destination. Specific messages concerning these items form the centerpiece of a community outreach campaign.

Work zone details can be provided accessed through the City website. At a minimum, the details of a work zone will include the dates and times of the work zone activity and the routes, lanes, and ramps affected. If the details change, it is important to provide the most current information. Incorrect and out-of-date information can compromise the effectiveness of a community outreach campaign.

Providing information on detours and alternative modes of transportation may be effective in reducing the amount of vehicular delay through the work zone. This may involve providing detailed information on carpooling/ridesharing, transit, park and ride, and telecommuting options.

For many projects, alternate routes will need to be developed and communicated to travelers. These routes may be different depending on the type of driver (local, long distance, and commercial) and timing. Alternate route messages are essential when construction involves shutting down an entire route or when an incident occurs in the work zone. Alternate route messages may involve using changeable message signs located at decision points for drivers, handing out alternate route maps, or providing information in flyers, brochures or handouts.

### **CALABASAS CARES**

Travelers are more willing to cope with disruptions and cooperate with directions when they feel that all of the necessary steps are being taken to advise the public. Acceptance of inconvenience related to the work zone is more likely with a genuine message from those involved. Public information and outreach strategies should incorporate details of the project, including what is involved, the duration of the work, the benefits, and periodic updates on progress to help gain public acceptance.

#### **9) EVALUATE CAMPAIGN EFFECTIVENESS**

Evaluating the effectiveness of community outreach campaigns is part of Calabasas' long-term effort to improve communications, public involvement, safety, and mobility for all new projects. During long-term projects, it may be necessary to evaluate the campaign periodically during the project to determine if it is effective, or if resources need to be redirected towards other strategies. An evaluation might include the following:

- Documenting and reporting the questions, comments, compliments, and complaints received via telephone, website, letter or other means;
- Assessing perceptions of successes and failures among the project partners;
- Surveying the public, businesses, truck drivers, etc. affected by the project;
- Role of Public in decision making, and;

- Documenting and reporting the impacts of the project, such as the number of crashes and traffic delay.

One way to evaluate the effectiveness of a community outreach campaign is through a statistically valid telephone survey. Items assessed may include:

1. Awareness of the project and project information resources;
2. Knowledge of the reasons for the project;
3. Involvement in conception and planning;
4. Information provided in easily accessible fashion;
5. Feeling that concerns were heard;
6. Notification of design change was timely and informative;
7. Changes in travel behavior including trip timing, route, travel modes, and destinations;
8. Travel problems encountered;
9. Levels of traveler dissatisfaction;
10. Methods of accessing work zone information (i.e., what strategies did they find most useful for obtaining project information), and;
11. Usefulness of the information.

#### **ATTACHMENTS**

The California Government Code (California Government Code Sections 65090-65096 included as Attachment A) requires public hearing notices be sent to all property owners within a 300-foot radius of a development site a minimum of ten (10) days prior to the hearing. To meet the objectives of improving communication and providing the community with as much advanced notification of proposed projects as possible, the City's policy goes beyond the State requirements for notification of development proposals. As defined previously, specific means of outreach are identified for projects based on size, complexity and potential interest, and notice is provided typically 14 days prior to the hearing to property owners, tenants and other stakeholders within a defined radius.

# Communication Plan Template for City of Calabasas Projects

Please return this form to Bob Burris, who will work with you communicate to residents.

**Project name:**

**Project location:**

**Schedule (month, year):**

Prelim Eng: \_\_\_\_\_ ROW: \_\_\_\_\_ Construction: \_\_\_\_\_ Est. comp. date: \_\_\_\_\_

**Project budget:**

Planning: \_\_\_\_\_ Design: \_\_\_\_\_ ROW: \_\_\_\_\_ Construction: \_\_\_\_\_

**This plan covers:**

\_\_\_\_\_ Planning \_\_\_\_\_ Design \_\_\_\_\_ Construction

**Type of Project:**

**CONTACTS:**

**Project Manager**

Name:

Title:

Phone number:

**Media/Communications**

Name:

Title:

Phone number:

## COMMUNICATIONS PLAN CHECKLIST

Project Name:

Project Manager:

Scheduled Beginning Date:

### Project Development

Open House

Yes, when:

No

Door-to-Door Delivery

Yes, when:

No

Mass Mailing

Yes, when:

No

Elected official mailing

Yes, when:

No

News Release

Yes, when:

No

Advertising (TV/radio)

Yes when:

No

Connect with Calabasas

Yes, when:

No

Facebook

Yes, when:

No

Twitter

Yes, when:

No

Email

Yes, when:

No

Telephone

Yes, when:

No

Meeting

Yes, when:

No

Public Hearing

Yes, when:

No

## Construction

Contract Awarded:

To:

Start Construction:

Open House

Yes, when:

No

Door-to-Door Delivery

Yes, when:

No

Mass Mailing

Yes, when:

No

Elected official mailing

Yes, when:

No

News Release

Yes, when:

No

Advertising (TV/radio)

Yes when:

No

Connect with Calabasas

Yes, when:

No

Facebook

Yes, when:

No

Twitter

Yes, when:

No

Email

Yes, when:

No

Telephone

Yes, when:

No

Meeting

Yes, when:

No

Public Hearing

Yes, when:

No



## **I. Issues/Messages**

What is the City planning to do?

Provide a plain-language description of the project and its location:

Is the purpose and need or problem statement adequate?

Is an emergency communication plan needed?

Are there traffic control elements that should be communicated to the public?

Other pertinent issues/ community issues:

## **II. Audience**

Who is affected by the project—who must receive the message?

Required communications (check box as needed):

- Affected property owners
  - Law Enforcement
  - Fire Department
  - Medical Response
  - Non-Profits
  - Business owners
  - Schools
  - Additional Agencies
- County     Water District     State     Federal     Air Quality

Who else do we want to communicate with?

## **III. Budget**

What are the major communications elements required by this project, and how much funding is available?

PE: \_\_\_\_\_      CE: \_\_\_\_\_      ROW: \_\_\_\_\_      CONST: \_\_\_\_\_

## **IV. Tactics/Public Involvement**

How is the message going to be delivered?

Who will deliver it?

When?

How often?

What kind of public involvement is needed?

# **Possible Stakeholders and Interested Parties**

## **Internal Partners**

- Inter-Divisional partners
- Inter-Departmental partners

## **Jurisdictional Partners**

- Local Council of Governments
- County agencies
- State agencies
- Federal agencies
- Metro
- LVUSD
- Other

## **Special Interest Groups**

- AAA
- Bicycle/pedestrian associations
- HOA's
- Property Owners and Property Residents
- Directly affected by project (top priority)
- Adjacent to project
- Other property owners on right of way

## **Community Residents**

- People living in the neighborhood
- People living in the vicinity
- People living in the City
- People living in the highway corridor
- Commuters traveling the highway corridor

## **Elected Officials**

- Caltrans/ other agencies
- SCAG/Metro
- Mayor/city council
- City Commission
- Council of Governments
- State representative(s)
- State senator(s)
- U.S. Senator
- U.S. Representative

## **Services Providers**

- LA County Sheriff
- CHP
- LA County Fire
- Ambulance services
- 911 dispatch centers
- Emergency operations managers
- HAZMAT responders
- Schools and school bus managers
- Water/sewer/fire protection districts
- Parks

## **Local business community**

- Businesses affected by the project (top priority)
- Businesses in the neighborhood
- Businesses in the vicinity
- Businesses in the highway corridor

## **Environmental Justice**

- Minority communities
- Spanish translations needed
- Other

## **Highway Users**

- Local drivers/local deliveries
- Commuters/regional and through trips
- Trucking industry
- Heavy-haul trucking companies
- Annual permit holders
- Agricultural and wood products haulers
- Passenger bus companies
- Charter bus companies
- School districts (school buses)

## **Civic Organizations**

- Chamber of Commerce/city club
- Local community service clubs
- Local neighborhood associations
- Other

## Methods of Contact

### Person to Person

- One-on-one meetings
- Door-to-door / mailboxes
- Public meetings/workshops
- Information only
- Information gathering
- Decision-making
- Updating

### Printed Communications

- Fact sheets
- Fliers
- Postcards
- Brochures
- Posters
- Billboards
- Newsletters/project updates
- Weekly
- Monthly
- Quarterly
- As needed
- Table-toppers

### Media Contact

- One-on-one visits with reporters
- News releases
- Editorial board visits
- Media kits
- News conferences
- News media site visits
- Roundtable

### Paid Advertising

- Newspaper display ads
- Radio production spot ads
- Television production spot ads
- Local public access programming
- Billboards
- Bus placards
- Other

### Electronic Information Distribution

- E-mail messages
- City Web site
- City Facebook page
- City Twitter page

### Events

- Ground breaking
- Block parties
- On-site progress tours
- Dedications/ribbon cuttings/opening celebrations etc.

### Legislators/Local /Federal Delegation

- In-person briefing
- Electronic updates (e-mail or fax)
- Other

## V. Evaluation

How will we know if our communications effort was successful?

Are surveys or interviews necessary?

### Evaluation Tools

#### Pre-Project Baseline Survey

- Postcard survey
- Telephone survey
- Other

#### PE Public Meeting Survey

- Ballot survey
- Other

#### Mid-Construction Survey

- Postcard survey
- Telephone survey
- Other

#### End-of-Project Survey

- Postcard survey
- Telephone survey
- Other



CITY *of* CALABASAS

**Noticing/Outreach Update  
City Council Meeting  
November 12, 2014**

# Noticing/Outreach

- **At the January 25 workshop, Council directed staff to have Commissions review noticing/outreach processes**

# Noticing/Outreach

A recap of 2013 notifications:

<b>Community Development</b>	Numbers	Type
Courtesy Notices	5,844	DRC, ARP, Directors Hearings and Planning Commission Meetings
Legally Required Notices	4,425	
<b>Media Operations</b>		
Legally Required Notices	7,210	CTC
Email links	7,140	Agendas, Projects, eNews, Jobs, etc.,





# Noticing/Outreach

<b>Administrative Services</b>	24	Physical Postings of Library Commission Agendas
<b>Library</b>	13,600	Flyers/other notifications during the Thanksgiving/Christmas Holiday
<b>City Clerk</b>	176	Physical Postings of Agendas, Public Hearing Notices, Ordinances, Commission Vacancy/Maddy Act Notices
	24	Acorn Publishings of Elections, Public Hearing and Commission Vacancy/Maddy Act Notices
<b>Community Services</b>	20	Physical Postings of PRE Commission Agendas
	11,000	Distribution of Recreation Brochures
	4,000	Savvy Senior Newsletters
	40,000	Event flyers for schools
<b>Public Works</b>	40	Physical Postings of Environmental and TTC Commission Agendas
<b>Total</b>	<b>93,503</b>	Different Notifications



# Commissions' Comments/Recommendations

## CTC

- City does a fantastic job with noticing; no changes needed.
- Physical postings are becoming outdated. No need to add more physical posting locations as residents do not obtain information through this medium

## Environmental

- Reviewed PW Community Outreach Policy
- Support the use of Robocall and placing banners near projects
- Duration and details of projects needs addressing
- Last revised date needs to be added to the Policy document
- Project Management component needs a timeline
- Include the use of Social Media, ie: Facebook and Twitter and consider Web Based Surveys , ie: Survey Monkey, not limiting the Policy to phone surveys
- Do promotion to sign up for social media



# Commissions' Comments/Recommendations

## Historic Preservation

- Inform residents of all adopted ordinances. Possibly through an email subscription
- Create subscription on Community Services page for new event flyers and brochures
- Inquired if project notices can be posted in the Las Virgenes and Calabasas Enterprise newsletter in addition to the Acorn
- HPC notices be sent out on letterhead with the HPC logo on it (once it is officially adopted)
- Appreciate that City goes above and beyond noticing requirements



# Commissions' Comments/Recommendations

## Library

- Staff does an outstanding job
- No additional noticing and/or public outreach is required



# Commissions' Comments/Recommendations

## Planning

- 15 day notice in lieu of the current 10 days
- Use the quarterly Recreation brochure to instruct residents to sign up for notifications and the new City App
- Place less reliance on HOAs to distribute City information
- Use of banners to promote special events
- Selective use of “reverse 911” calls to promote special projects or events

Staff feels it would create difficulties for complying with State-mandated requirements if the public noticing periods were extended beyond the existing timeframes



# Commissions' Comments/Recommendations

<p><b>PRE</b></p>	<ul style="list-style-type: none"> <li>• Add posting locations at both Ralphs and Albertsons and use the Acorn more</li> <li>• Use Connect with Calabasas for event/program information</li> <li>• Do campaign to sign up for City newsletters and Council and Commission agendas</li> </ul>	<p>A posting location was added at the Agoura Hills/Calabasas Community Center</p>
<p><b>Public Safety</b></p>	<ul style="list-style-type: none"> <li>• The City and Council are doing a great job with CTV, website, connect with Calabasas app</li> </ul>	
<p><b>TTC</b></p>	<ul style="list-style-type: none"> <li>• Offered minor changes to PW Community Outreach Policy</li> </ul>	



# Recommendation

That the Council receive and file the City's noticing and public outreach process.





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

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**DATE:** OCTOBER 29, 2014

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** TOM BARTLETT, AICP, CITY PLANNER *TB*  
GLENN MICHITSCH, SENIOR PLANNER *GM*

**SUBJECT:** ADOPTION OF RESOLUTION NO. 2014-1439, APPROVING THE QUIMBY FEE ASSOCIATED WITH AN 80 CONDOMINIUM UNIT TRACT MAP APPROVED AS PART OF A MIXED-USE DEVELOPMENT AT 23500 PARK SORRENTO.

**CEQA:** AN ENVIRONMENTAL IMPACT REPORT WAS PREPARED AND CERTIFIED FOR THIS PROJECT. APPROVAL OF THE ASSOCIATED QUIMBY FEE REQUIRES NO ADDITIONAL CEQA REVIEW.

**MEETING DATE:** NOVEMBER 12, 2014

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**SUMMARY RECOMMENDATION:**

That the Council adopt Resolution No. 2014-1439 (Attachment A) approving the Quimby fee associated with an 80 condominium unit tract map approved as part of a mixed-use development located at 23500 Park Sorrento.

**BACKGROUND:**

Section 17.50.030 of the Land Use and Development Code provides for the dedication of land and/or the payment of fees to the City for park and recreational purposes (QUIMBY) as a condition of approval of a tentative map, in compliance with the General Plan. On July 25, 2013, the Planning Commission approved File No. 130000103, to allow for construction of a new 212,400 square-foot mixed-use development that included 80 condominium units and 10,700 square feet of



retail uses located at 23500 Park Sorrento. To fulfill Quimby Act obligations pursuant to California Government Code Section 66477, Section 17.50.030 of the City's Municipal Code, and the Conditions of Approval for the tentative map, the applicant is required to either dedicate vacant land or pay an in-lieu fee to the City prior to recordation of the final map for this project for the purpose of public parkland.

Construction of this project commenced in April 2014. In compliance with Chapter 17.50 of the Calabasas Municipal Code, the applicant is requesting approval of the Quimby fee, as discussed in the section below, after which the applicant shall pay the in-lieu fee and then proceed to Council for approval of the final map.

**DISCUSSION:**

Per Section 17.50.030(C) of the Code, the amount of land or fees paid shall be based on the approved residential density. For a standard project, the presumption, per the Code, is that the average number of persons per household is the same as that disclosed by the most recent available Federal Census. 2010 Census data indicates that the average household size for Calabasas is 2.7 persons.

The amount of land to be dedicated by a subdivider shall be equivalent to a ratio of three acres of usable park land per one thousand residents. Therefore, the formula, as provided in the Code, is as follows:

$$\text{Amount of Parkland Required} = 0.003 \times \text{No. of Units} \times \text{Population Density.}$$

Based on this formula and the 2.7 persons per unit population density, the amount of parkland required for this 80-unit project would be 0.648 acres (28,267 square-foot).

Per Section 17.50.030(G), for subdivisions over 50 lots, the City may either require land dedication or payment of an in-lieu fee to satisfy the Quimby (parkland dedication) requirement. In this case, the site lacks adequate suitable parkland for dedication as a public park. To this end the Director recommends payment of an in-lieu fee.

The fee is derived by multiplying the amount of parkland the subdivider is required to provide by the per-acre fair market value of the unimproved land within the subdivision. According to the Los Angeles County Assessor's Office, the current assessed value of the property (and therefore the fair market value) is \$13,680,100. With a total parcel size of 5.43 acres, the fair market value per acre for the site is \$2,519,355.40 and the associated fee derived is \$1,632,542.30 (\$2,519,355.40 x 0.648).

In addition to the raw land valuation component, the Quimby Act also includes a cost component covering street improvements for the parkland (CMC 17.50.030.E.2). This is calculated by multiplying the amount of parkland the subdivider is required to provide (0.648 acres) by the fair market value per acre of the actual cost per acre for the full street improvements of the subdivision. With a street improvement cost of \$3,604.88 per acre for this project, the required street improvement value for associated parklands is \$2,335.96. Therefore, the total Quimby fee the subdivider is required to pay to the City is \$1,634,878.26 (\$1,632,542.30 + \$2335.96).

Per CMC Section 17.50.030(G)(6), the Council may grant the subdivider credit for providing substantial recreation areas within the proposed subdivision that are privately owned and maintained by the future residents. In determining whether to grant credit for private recreation facilities, the Council should consider general feasibility of the facilities such as General Plan considerations, topography, geology, access, size, shape, location and previously acquired park property. Additionally, the Council must find for the following:

- 1) Yards, court areas, setbacks and other open areas required to be maintained by Titles 15 and 17 of the Calabasas Municipal Code are not included in the computation of the private open space;
- 2) Private ownership and maintenance of the open space in the future is adequately provided for by recorded written agreements, conveyances, covenants, conditions, or restrictions;
- 3) Use of the private open space is restricted for park and recreational purposes by recorded covenants, conditions, or restrictions, which run with the land in favor of the future owners of the property and which cannot be defeated or eliminated without the consent of the City;
- 4) The proposed private open space is usable for active recreation;
- 5) The private open space is open to all subdivision property owners and residents therein; and
- 6) Facilities proposed for the open space are in substantial compliance with the provisions of the General Plan and Master Plan of Parks

The developer has submitted a proposal and request for credit for on-site recreational amenities (Attachment B). The proposal includes the following on-site recreational elements:

- Village Walk & Arizona Crossing (10,180 s.f.)
- Swimming Pool and Jacuzzi (2,860 s.f.)
- Sunning Deck (2,535 s.f.)
- Fireplace Seating Area (285 s.f.)
- BBQ Area (135 s.f.)

- Croquet Area (630 s.f.)
- Fitness Area (371 s.f.)

The above-mentioned proposed amenities total 16,996 square feet of recreational area, or approximately 60% of the required parkland dedication area of 28,267 square feet. To this end, the developer is requesting a credit of 60% against the Quimby fee requirement, and is proposing to pay a fee of \$651,924.55.

Staff has reviewed and analyzed the proposal; the detailed analysis and recommendation is provided in Attachment C. To summarize, staff recommends that the developer be granted only a **21% credit** against the required Quimby fee, resulting in a total fee payment to the City of **\$1,291,553.83**. Although the development has many proposed recreational amenities, the majority of the amenities provided are “passive” in nature (such as the Village Walk, Sunning Deck, Fireplace Seating Area, and BBQ Area). These areas provide space for sitting, sunning, and walking, but do not qualify as areas usable for active recreation since these activities are passive recreational activities. CMC Section 17.50.030(G)(6) is clear that amenities considered for Quimby credit must be associated with “active” recreation. The proposed amenities that staff believes to be “active” are the Swimming Pool/Spa, Croquet Area, and Fitness Area. The total area associated with these “active” recreation amenities is 3,861 square feet (or approximately 14% of the Quimby area requirement).

The method of granting a developer Quimby credit on an area-for-area basis for recreational space provided has been a method used and approved by the City Council on past projects. However, for this project staff has devised an alternative method where the on-site amenities proposed have been related directly to reduced impacts on City facilities. The matrix in Attachment C provides a direct analysis between the proposed recreational amenities and the expected reduction in impacts to City park facilities. As mentioned above, based on this analysis, staff recommends that the Council grant no more than a 21% credit against the Quimby requirement.

In support of the required findings, staff has reviewed and concurs that none of the amenities provided are required for yards, court area, setbacks, or other areas required by the Municipal Code. Also, per conditions of approval in Planning Commission Resolution 2013-549, all proposed recreational amenities will be maintained in perpetuity for recreational purposes, and will be open and available to all subdivision owners and residents. Finally, the proposed recreational amenities are consistent with the General Plan and Master Plan of Parks goals and policies of providing a wide range of recreational activities to the community.

**FISCAL IMPACT/SOURCE OF FUNDING:**

After applying a 21% credit against a Quimby fee obligation of \$1,634,878.26, the City will receive \$1,291,553.83 from the developer of the mixed-use project at 23500 Park Sorrento. Collected fees shall be used for either acquiring land or developing new, or rehabilitating existing park or recreational facilities reasonably related to serving the proposed subdivision. The Director of the Community Services Department has confirmed that these funds will be of great use for necessary site improvements and/or development of new facilities on the east side of Calabasas. Fees collected shall be committed to park improvements or new park land acquisition within five years after payment. If fees are not committed within this timeframe, the fee shall be returned. Quimby fees are required to be paid to the City prior to the recording of the Final Map.

**REQUESTED ACTION:**

That the Council adopt Resolution No. 2014-1439 (Attachment A) approving the Quimby fee associated with an 80 condominium unit tract map approved as part of a mixed-use development located at 23500 Park Sorrento.

**ATTACHMENTS:**

- Attachment A: Resolution No. 2014-1439
- Attachment B: Developer's Proposal
- Attachment C: Quimby Act Private Recreational Amenities Credit Analysis, Exhibit A to Resolution No. 2014-1439
- Attachment D: Planning Commission Resolution 2013-549

**RESOLUTION NO. 2014-1439**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS APPROVING THE \$1,291,553.83 QUIMBY FEE ASSOCIATED WITH THE APPROVED MIXED-USE PROJECT INCLUDING 80 CONDOMINIUM UNITS AND ASSOCIATED RETAIL USES LOCATED AT 23500 PARK SORRENTO.**

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

1. Agenda reports prepared by the Community Development Department.
2. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
3. All related documents received and/or submitted at or prior to the City Council meeting.

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

1. On October 28, 2014, the applicant submitted a revised proposal to Planning staff regarding calculation of the project's Quimby fee.
2. The applicant is also requesting credit for 16,996 square-feet of private recreational areas provided on-site for use by future project residents.

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

**FINDINGS**

Section 17.50.030(G)(6) of the Calabasas Municipal Code (CMC) allows the City Council to approve credit toward land dedication or in-lieu fee requirements under the Quimby Act, Government Code section 66477 and Section 17.50.030 of the Municipal Code for subdividers who provide private recreation or open space provided that the following findings are made:

1. *Yards, court areas, setbacks and other open areas required to be maintained by Titles 15 and 17 of the Municipal Code are not included in the computation of the private open space;*

No required yard, court, setback, or other open areas required by Titles 15 and 17 of the Municipal Code were included in the computation of the private recreation space being provided by the subdivider. Therefore the request meets this finding.

2. *The private ownership and maintenance of the open space in the future is adequately secured and contained in recorded written agreements, conveyances, covenants, conditions, or restrictions;*

Private ownership and maintenance of the open space in the future is adequately secured in the Conditions, Covenants, and Restrictions for this condominium project. Additionally, Condition of Approval No. 25 of Planning Commission Resolution 2013-549 requires that all appropriate legal instruments are recorded at the time of Final Map Recordation to preserve and maintain the privately owned recreation amenities provided on-site. Therefore the request meets this finding.

3. *The use of the private open space is restricted for park and recreational purposes by recorded covenants, conditions, or restrictions, which run with the land in favor of the future owners of property and which cannot be defeated or eliminated without the consent of the city;*

Condition of Approval No. 25 of Planning Commission Resolution 2013-594 requires that all necessary legal instruments including covenants, conditions, and/or restrictions be recorded at the time of final map recordation to ensure that private recreational amenities are provided and reserved for that purpose in favor of the future owners of the property, and which cannot be defeated or eliminated without the consent of the City. Therefore the request meets this finding.

4. *The proposed private open space is usable for active recreation;*

The amenities proposed by the applicant include a Village Walk and Arizona Crossing, a swimming pool and spa, sunning deck, fireplace seating area, bbq area, croquet area, and fitness area and total 16,996 square feet of recreational area. Of the amenities proposed, the City recognizes that only the swimming pool/spa, croquet area and fitness center qualify as "active" recreation area. The remaining areas proposed for credit by the applicant are suitable for passive recreation but are not

suitable for active recreation due to inadequate size and lack of recreational amenities. In particular, the areas proposed by the applicant which provide space for sitting, sunning, and walking do not qualify as areas usable for active recreation. The active recreation areas account for 3,861 square feet out of the total dedication requirement of 28,267 sq. ft. Additionally, per the Quimby Act Private Recreational Amenities Credit Analysis, attached hereto as Exhibit A and incorporated by reference, despite being equal to only 14% of the land dedication requirement, these areas will account for a 21% reduction in impacts to City recreational facilities and 21% credit shall be granted toward satisfying the total Quimby requirement. Therefore, the request meets this finding.

5. *The proposed private open space is open to all subdivision property owners and residents therein; and*

On-site private open spaces will be open to all subdivision property owners and residents and will be described as such in the Conditions, Covenants, and Restrictions for this condominium project. Therefore, the request meets this finding.

6. *Facilities proposed for the open space are in substantial compliance with the provisions of the General Plan and Master Plan of Parks.*

Per the Parks, Recreation & Trails Element of the 2030 General Plan, a Recreation Needs Assessment conducted as part of the Park & Recreation Master Plan reported unmet demand for aquatic facilities, a senior center, cultural arts facilities, etc. Accordingly, Policy X-1 of the Element discusses the provision of adequate facilities to support a wide range of recreational activities for children, adults, and senior citizens. The pool/spa, croquet area and fitness center, inclusive of all activity areas will provide recreational opportunities for all ages of this development consistent with the provisions of the General Plan and Master Plan of Parks. Therefore, the request meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council approves the Quimby fee for the approved mixed-use project including 80 condominium units and associated retail at 23500 Park Sorrento in the amount of \$1,291,553.83. This amount is equal to 79% of the total in-lieu fee required for this project under Section 17.50.030(E) of the Municipal Code, which is \$1,634,878.26, taking into account the 21% credit for the private recreational amenities provided by the subdivider, as calculated in Exhibit A to this Resolution.

Section 5. All documents described in Section 1 of Resolution No. 2014-1439 are deemed incorporated by reference as set forth at length.

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

\_\_\_\_\_  
David J. Shapiro, Mayor

ATTEST:

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Scott Howard, City Attorney

Attachment: Exhibit A



## Exhibit A

# VILLAGE AT CALABASAS QUIMBY ACT PRIVATE RECREATIONAL AMENITIES CREDIT ANALYSIS

### INTRODUCTION AND BACKGROUND

In July 2013, the Calabasas Planning Commission approved a proposal for the development of a mixed use complex consisting of 80 condominium units (via a vesting tract map) and approximately 10,700 sq. ft. of commercial uses consisting of restaurant space and a day spa at 23500 Park Sorrento. Section 17.50 of the Calabasas Municipal Code (CMC) requires a subdivider of property to dedicate land and/or pay a fee in-lieu of land dedication for the purposes of developing new or rehabilitating existing park or recreational facilities. The amount of land required to be dedicated is equal to a ratio of 3 acres of usable parkland for every 1,000 residents, and is calculated by the following formula:

**A = .003 x UP**, where

**A = Amount of park land required, in acres; and**

**U = Total number of approved dwelling units in the subdivision; and**

**P = Population density per dwelling unit (according to the latest Census report)**

Therefore, the area of land required to be dedicated for the approved project is:

**A = .003 x 80 units x 2.7 persons per unit**

**A = 0.648 acres**

Due to the lack of adequate land available on this site for a parkland dedication, the Director recommends payment of a fee in-lieu of land dedication. Pursuant to CMC Section 17.50.030(E), the fee shall be based on the Fair Market Value, which in this case is based on the Los Angeles County Assessor's Office current assessment of **\$13,680,100, or \$2,519,355.40 per acre**. According to this valuation, the required fee would be **\$1,632,542.30** (\$2,519,355.40 x 0.648).

In addition, the in-lieu fee shall include the value of street improvements for the park land, calculated as the number of acres required for dedication, times the fair market value per acre of the actual cost per acre for the full street improvements of the subdivision. In this case, the number of acres required for parkland dedication is 0.648 acres, and the fair market cost for public street improvements is \$3,599.91/acre. To this end, the added fee for full street improvements is **\$2,335.96** (\$3604.88 x 0.648). Therefore, the total required fee is **\$1,634,878.26** (\$1,632,542.30 + \$2,335.96).

In addition, Section 17.50.030(G)(6) allows the Council to consider granting credit (against the Quimby requirement) where a substantial privately owned and maintained park and recreational area is provided within a proposed subdivision. The amount of credit granted should take into consideration the general criteria for determining feasibility of land offered for dedication such as 1) General Plan and Park and Recreation Master Plan requirements/findings, 2) topography, geology, access, size, shape and

location of offered land, 3) feasibility , and 4) availability of previously acquired park property. Pursuant to Section 17.50.030(G)(6 a-f), the Council must find for the following:

- a) Yards, court areas, setbacks and other open areas required to be maintained by Titles 15 and 17 of the CMC are not included in the computation of the private open space;
- b) Private ownership and maintenance of the open space in the future is adequately provided for by recorded written agreements, conveyances, covenants, conditions, or restrictions;
- c) Use of the private open space is restricted for park and recreational purposes by recorded covenants, conditions, or restriction, which run with the land in favor of the future owners of property and which cannot be defeated or eliminated without the consent of the city;
- d) The proposed private open space is usable for active recreation;
- e) The proposed private open space is open to all subdivision property owners and residents therein; and
- f) Facilities proposed for the open space are in substantial compliance with the provisions of the General Plan and Master Plan of Parks.

#### DEVELOPER PROPOSAL

To mitigate parkland impacts created by the introduction of 80 new residential units, the applicant has proposed private recreational opportunities/amenities, and is requesting a credit for those improvements against the required parkland dedication and/or fee. The applicant's proposal includes the following recreation resources:

- Village Walk & Arizona Crossing, which includes pedestrian walkway, sitting benches, interpretive nature signs, creek views, rock gardens, space for outdoor yoga, picnic tables, and an Arizona crossing over McCoy Creek (10,180 s.f.)
- Swimming Pool and Jacuzzi (2,860 s.f.)
- Sunning Deck (2,535 s.f.)
- Fireplace Seating Area (285 s.f.)
- BBQ Area (135 s.f.)
- Croquet Area (630 s.f.)
- Fitness Area located within a clubhouse (371 s.f.)

The applicant is requesting that the provision of the above listed amenities be credited 100% (area for area) against the parkland dedication requirement of .648 acres (28,267 sq. ft.). In this case, the proposed amenities amount to 0.39 acres (or 16,996 sq. ft.) of recreational area (encompassing all of the activities listed above, and monetary expenditures to improve those areas). This relates to approximately 60% of the parkland dedication requirement. To this end, the applicant's proposal is to pay a fee of \$649,588.59 or approximately 40% of the required fee (equivalent to the remainder of the area dedication requirement). The applicant will still be required to pay the additional fee of \$2,335.96

for the full street improvements (as required under the Municipal Code). This would amount to a total proposed fee of **\$651,924.55** and a credit of \$982,953.71.

## STAFF ANALYSIS

Although the applicant has proposed certain recreational amenities, the proposed recreational amenities will not fully mitigate 100% of the impact to City facilities. This is due to factors such as City facilities and programming generally being more diverse than what is offered at the project site. More diverse City programming and facilities will undoubtedly attract users from the Village development regardless of the recreational benefits offered on the premises. Although the applicant has requested credit against the Quimby fee for certain recreational amenities, staff does not agree that all listed facilities qualify as active recreational activities. Since CMC Section 17.50.030(G)(6)(d) requires the proposed recreational space be usable for active recreation, the following proposed areas could not be considered for credit against the Quimby requirement (as presented in the applicant's proposal):

1. Village Walk and Arizona Crossing (10,180 s.f.)
2. Sunning Deck (2,860 s.f.)
3. Fireplace Seating Area (285 s.f.)
4. BBQ Area (135 s.f.)

Because credit is being sought by the applicant toward the Quimby requirement, it was necessary to derive a fair and reasonable method to quantify how much credit should be given for the offered facilities. The amount of credit awarded, and the remaining fee required to satisfy Quimby requirements needs to equate to the resulting level of impact the development of the new community will add to existing City park and recreational facilities. Staff has devised a formula and rationale to accomplish this, and is discussed below.

Staff has broken down park facilities and recreational needs into six qualifying weighted categories for comparison purposes. Each category in the matrix below indicates the maximum possible credit that can be applied toward the total Quimby requirement. For example, Category 1 (Area Offered) offers credit up to a maximum of 50% of the total Quimby requirement. A brief description and analysis is provided along with the recommended percentage of the total Quimby requirement (indicated in the right hand column). The total recommended Quimby credit is derived by added up the percentages in the right hand column, and is indicated at the bottom of the matrix.

Each categorical comparison demonstrates that the project's proposed amenities either prevents impacts to City facilities, reduces impacts to City facilities, or contributes impacts to City facilities, and therefore would need mitigation (in the form of a fee). If the recreational opportunities provided by the project would prevent impacts to City facilities, 100% of the possible credit is granted toward the project's Quimby requirement. If the proposed amenities would reduce impacts associated with a category, reasonable credit toward the overall Quimby requirement is applied for that category.

Consequently, if the provided facilities (or lack thereof) would result in impacts to City facilities, no credit is given for that specific category. The following table summarizes staff’s findings:

<i>Category</i>	<i>Prevents Impacts to City Facilities</i>	<i>Reduces Impacts to City Facilities</i>	<i>Increases Impacts to City Facilities</i>	<i>% Credit Toward Quimby</i>
<b>1. Area (sq. ft.) Offered, 50% possible credit:</b>				
Physical area offered is weighed as 50% of quimby requirement because it equates to the area of land that would be required to be dedicated in order to build a park facility. Space available for recreation is a significant factor attracting users to stay on-premises. This proposal includes 3,861 s.f. of active recreation area including the pool/spa, Croquet area, and fitness area. The areas proposed by the applicant which provide space for sitting, sunning, and walking do not qualify as areas usable for active recreation. This amounts to 14% of the area requirement. Therefore, the recommended credit related to this category is 7% of the <u>total</u> Quimby requirement.		X		7%
<b>2. Diversity of Facilities - Appeal to different age groups, 10% possible credit:</b>				
This category includes the ability of the programs offered to appeal to a wide variety of age groups. Appeal to a large range of age groups is more likely to reduce impact to City facilities. In this case, the project is proposing recreational opportunities that appeal to all age ranges such as the swimming pool/spa as well as uses better suited to adolescents, adults and seniors such as the fitness center and croquet area. The project does not include a particularly diverse range of sports courts or program areas that target younger children. Since the proposed amenities would appeal mostly to adolescents, adults and seniors, but not children, 7% credit is recommended.		X		7%
<b>3. Diversity of Facilities - Variety, 10% possible credit:</b>				
The variety of activities can also affect the level of impact to existing facilities. A narrow variety of activities will make use of existing City facilities more attractive thereby increasing impact to City facilities, while a more diverse variety of activities will encourage residents to stay on-site for recreational activities which will help reduce impact to City facilities. In this case, the range of activities is considered average. A swimming pool/spa and fitness center offer more popular recreation options. However, the amenities lack sports courts, fitness classes and a wide variety of dedicated child and senior activity areas and programs. Therefore, 5% credit is recommended for this category.		X		5%
<b>4. Programming, 10% possible credit:</b>				
Programming refers to the provision of organized recreational activities ranging from exercise classes to organized sporting leagues such as soccer, basketball, roller hockey, etc. A program that offers many organized classes and sporting opportunities will reduce the impact to City facilities, while less diverse programming will increase usage, and therefore impact to existing City facilities. The proposed project does not offer a community room for classes such as yoga, martial arts, and pilates, nor does it offer sporting leagues such as soccer, roller hockey, basketball, or other organized sports. Therefore, residents of the development are expected to impact existing City facilities due to the diverse programming opportunities the City offers. Consequently, none of the available credit toward the quimby requirement is recommended.			X	0%

<i>Category</i>	<i>Prevents Impacts to City Facilities</i>	<i>Reduces Impacts to City Facilities</i>	<i>Increases Impacts to City Facilities</i>	<i>% Credit Toward Quimby</i>
<b>5. Ability to attract users that would normally use other facilities, 10% possible credit:</b>				
<p>This category refers to the ability of the private recreational programs to draw normal users of the City’s park facilities, and therefore reducing impacts to the City’s facilities. Normally, residents of a condo complex would be allowed to invite family and friends to utilize the private facilities for sports competition and companionship purposes. The ability to draw other users away from City facilities relies on the diversity of activities offered at the private facility. In this case, the development would likely draw a few people (guests) out to use the pool area and exercise room, which are popular recreational uses. However, the project does not provide any recreational activities that the City does not already offer. Since the City’s recreational programs and activities are far more diverse than what is offered at the private facility, only minimal impacts are expected to be mitigated. Therefore, 2% credit (of the possible 10%) has been given for this category.</p>				
		X		2%
<b>6. Proximity to Other Parks, 10% possible credit:</b>				
<p>The proximity of City parks to the development can draw users to City Park facilities simply out of convenience. The closer the facility is to other parks with recreational opportunities not offered in the private facility, the more likely it is that residents will use the City facilities, especially if the City facility offers recreational opportunities that the private facility does not offer. In this case, the development is located directly adjacent to the Calabasas Tennis and Swim Center which offers tennis and weight lifting/fitness facilities that are not offered at the project site, and offers a more diverse and more consistent fitness class schedule. Other parks in proximity of the subject site include Freedom Park at 1.7 miles from the site, Wild Walnut Park at 1.5 miles from the subject site, and Creekside Park at 1.5 miles from the subject site. Freedom Park is a small neighborhood park that offers limited playground facilities, Wild Walnut Park is a natural area with a trail system for passive hiking, and Creekside Park is a small, City-owned preschool facility that offers preschool services and limited sporting and playground recreation. Neither Freedom Park, Wild Walnut Park nor Creekside Park are expected to be utilized often by residents of the subject property. However, demand on the City’s Tennis and Swim Center is expected to increase. Therefore, none of the credit for this category is recommended.</p>				
			X	0%
<b>Total % credit towards quimby:</b>				<b>21%</b>

According to the above methodology, the proposed private recreational amenities should reduce the impacts to City parkland by 21%, and therefore will reduce the required fee also by 21%. Since the parkland fee for .648 acres (with full street improvements) is \$1,634,878.26, the recommended total fee (considering a 21% reduced impact) is \$1,291,553.83.

THE NEW  
HOME  
COMPANY

October 31, 2014

Glenn Michitsch, Senior Planner  
City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302

**Re: Village at Calabasas - QUIMBY Street Improvements Fee**

Dear Glenn,

Pursuant to Calabasas Municipal Code Section 17.50.030 E(2), since both a land dedication and fee payment is proposed, TNHC acknowledges and agrees to pay the street improvement cost requirement to satisfy this component of the QUIMBY fee.

The engineer's cost estimate for project related street improvements along Park Sorrento is \$19,574.50 (see attached). Accordingly, the QUIMBY street fee requirement is **\$2,335.96**, based on the 5.43 acre site and the .648 acres parks and recreation acreage impact as identified in the project EIR, as calculated below:

- \$19,574.50 (street improvement costs)/5.43 (site acreage) = \$3,604.88;
- \$3,604.88 x .648 (EIR acreage impact for parks and recreation) = **\$2,335.96**

We understand that this fee is in addition to the negotiated credit offset proposal submitted to the City under consideration for providing onsite recreational facilities and spaces.

Sincerely,



Rick Bianchi  
Vice-President, Regional Manager

**THE VILLAGE AT CALABASAS**  
**QUIMBY FEE REDUCTION JUSTIFICATION ANALYSIS**

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Village Clubhouse

**Presented By:**

THE NEW  
HOME  
COMPANY

**October 2014**

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## **THE VILLAGE AT CALABASAS QUIMBY FEE REDUCTION JUSTIFICATION ANALYSIS**

### **I. PROJECT OVERVIEW**

The approved project is a mixed-use project consisting of seventy-two for-sale condominiums, eight very low-income affordable rental condominiums, and 10,700 square feet of commercial uses. The Village at Calabasas design supports a pedestrian and bicycle friendly environment that promotes connectivity to existing shopping, entertainment, businesses, and recreational opportunities. The mixed-use development is an excellent example of “compact development”, using less land for development by designing multi-story, stacked buildings in order to retain and create open space. The Village offers a variety of open space and high quality recreational opportunities onsite in the form of project amenities, promoting inclusive resort-style living.

The target buyer for the Village condominiums includes affluent people that desire a luxury home as an alternative to a larger single-family home lifestyle, as well as buyers looking for hotel-like living space, with upscale amenities, along with low maintenance requirements. Hence, the Project's design related to outdoor space components is geared towards people with a considerable amount of leisure time for recreational activities.

### **II. QUIMBY ACT LAW AND INTENT**

1) Government Code Section 66477 (Quimby Act)

Government Code Section 66477 is commonly referred to, as the “Quimby Act” was first passed by our California legislature in 1975. The passage of this law authorizes local agencies to adopt an ordinance requiring developers to set aside land, donate conservation easements, or pay in-lieu of fees specifically for park improvements. In 1982, the Quimby Act was substantially amended in response to the negative, unintended impacts to developers. The amended code, known as AB1600, required agencies to “show a reasonable relationship between the public need for the recreation facility or park land and the type of development project upon which the fee is imposed”<sup>1</sup>.

The intent of the QUIMBY Act is to provide adequate park areas and recreational facilities to accommodate new developments, while limiting impacts to existing park and recreation areas. This is essentially mitigation to offset impacts due to property improvements.

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<sup>1</sup> Westrup, Laura. *Quimby Act 101: An Abbreviated Overview*, Volume 58, No. 3, Page 8, prepared by the Planning Division, California State Parks, Summer 2002.



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There are a number of subsections to this code that apply to The Village at Calabasas Project, listed as follows:

*Government Code Section 66447 (a) (5): The amount and location of land to be dedicated or the fees to be paid shall bear a reasonable relationship to the use of the park and recreational facilities by future inhabitants of the subdivision.<sup>2</sup> ; and*

*Government Code Section 66447 (a) (9): If the subdivider provides park and recreational improvements to the dedicated land, the value of improvements together with any equipment located thereon shall be a credit against the payment if fees or dedication of land is required by the ordinance.<sup>3</sup>*

2) City of Calabasas Ordinance 98-132

The City's Municipal Code, Chapter 17.50 entitled "Dedications and Exactions" establishes standards for subdivider dedications of land or payment of in lieu of fees as a condition of map approval.

There are two calculations that follow. They are; amount of land to be dedicated and fees for in lieu of land.

*Land Dedication Calculation*

Based on the City's code, the amount of land to be dedicated is calculated as follows:

$$A = .003 \times UP$$

Where:

A= Amount of parkland required, in acres.

U= Total number of approved dwelling units in the subdivision.

P= Population Density per dwelling unit.

.003= 3 acres of park land per 1,000 population.

Therefore; the calculation specific to The Village is:

$$.003 \times 80 \text{ (units)} \times 2.7 \text{ (persons per household)} = \mathbf{0.648 \text{ Acres of Parkland}}$$

*In-Lieu Fee Calculation*

Based on the City's code, the formula to calculate the in-lieu of fee is:

Fair Market Value of project divided by the gross site acreage divided by the parkland obligation in acres as calculated above.

Therefore; the calculation specific to The Village is:

$$\mathbf{\$13,680,100 \text{ (current assessor's value)} / 5.43 \text{ (acreage)} \times .648 \text{ (land dedication)} = \mathbf{\$1,632,542.32 \text{ Fee.}}$$

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<sup>2</sup> State of California Government Codes website, [www.leginfo.ca.gov](http://www.leginfo.ca.gov) , Government Code Section 66475-66478.

<sup>3</sup> Ibid

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### III. PROJECT QUIMBY PROPOSAL

The resort-style amenities include an array of diverse recreation/leisure/open space opportunities interspersed throughout the development. We submit to the City that these onsite spaces should be considered for credit offset of the required QUIMBY fee. It is our position that Village residents will utilize the onsite provided recreational amenities, thereby limiting impacts to City parks.

There are many project recreational spaces which complement outdoor living supporting a healthy and active California lifestyle. Some of the project's outdoor activities include; an exercise path and nature interpretive trail looping through and around the property, a portion of which runs along McCoy Creek. Open space, natural areas are available for painting, photography, bird watching, reading, and a picnic table to enjoy the view of the old growth oaks trees, and rock gardens in a serene creekside setting. A custom oval swimming pool with a spa, complemented by chaise lounges all surrounded by lush landscaping creating a private poolside oasis. The Village clubhouse, a separate two-story building, provides residents with defined indoor recreation space, including; a fitness studio, and a game room with a high-tech media lounge area. Other parks and recreation zones are located throughout the project, including a croquet area and an outdoor exercise loop.

Other private/fee-for-use recreational facilities are located within a short walking, biking, or driving distance to the site. This includes, the 22-acre Calabasas Lake with 18-acre park and walking paths, the Tennis and Swim Center, and the Calabasas Country Club and golf course. These facilities are all viable options for offsite recreational opportunities; all of which require a paying membership for facility use. It should be noted that the local area parks within three miles of the site offer essentially the same type of recreational uses as provided onsite, with minimal or negligible impacts anticipated to these parks from the newly introduced Village at Calabasas residents.

In summary, a variety of recreation, leisure, and open space areas have been incorporated into the development as project amenities. The combination of these recreation areas should be considered for credit towards compliance with the QUIMBY acreage dedication requirement. Further, improvement costs have been given for qualifying recreation improvements within each zone in order to calculate credits toward the in lieu of fee option.

*It is our position, supported by this analysis, that in-lieu of fees should be reduced by 60.21% based on the recreational and open spaces provided onsite. As stated above, the project QUIMBY fee requirement is \$1,632,542.32. A reduction of 60.21%, as proposed, would result in an adjusted fee of \$649,588.59 to be paid to the City.*

The following section sets forth justification and analysis to support this QUIMBY credit offset proposal. An important point to note is that the pervious surface area requirement and the common outdoor area requirements have been met, in accordance with our project approvals, prior to seeking the proposed QUIMBY credit offset areas.

**IV. PROJECT SITE SPECIFIC RECREATION/OPEN SPACE AREAS**

The project includes four distinct park and recreation areas ("Zones"). These areas are identified for specific park and recreation facilities for QUIMBY purposes. The Zones are illustrated on the QUIMBY Exhibit, which can be found on the following page.

1) ZONE 1: VILLAGE WALK & NATURAL OPEN SPACE (10,180 SF)

The subject property is a unique parcel in that the existing development footprint provides for a large amount of open space/natural areas. This is attributed to the site’s topography in regards to McCoy Creek and its many stately oak trees. Outdoor living spaces for the residents are connected with walkways and paths weaving throughout the project. These defined areas offer bench seating along various pathways and is the ideal space for relaxation and conversation gathering areas to be outside and enjoy the beautiful outdoor setting.

The attached QUIMBY Diagram identifies this area as the green shaded area equating to 10,180 square feet. This zone consists of the Village Walk with a trail connection over McCoy Creek. The Village walk is a pedestrian walkway (~1/3 mile loop) which winds through the site as shown on the exhibit. In addition, this unique setting offers the following outdoor activities:

- Pedestrian Walkway/Nature Walk
- Sitting Benches Along Walkway
- Interpretive Nature Trail Signage
- Creek and Oaks Amenity Views
- Rock Gardens
- Outdoor Yoga
- Picnic Table
- Arizona Trail Crossing Across McCoy Creek to Gate at Tennis & Swim Center



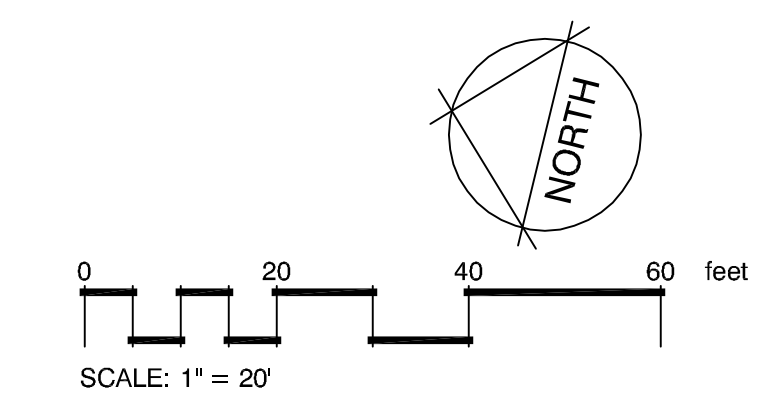
*Picnic Table with Seating*

<b>ZONE 1: Area Cost Summary</b>	
Amenity Description	Construction Cost
New Fencing & Gate	\$30,000
Rock Gardens, Picnic Table & Bench Seating	\$10,000
Village Walk, Benches, & Trail Signage	\$75,000
<i>Area Cost Subtotal</i>	<i>\$115,000</i>



**QUIMBY FEE CALCULATIONS**

Village at Calabasas Common Outdoor Area Requirement @150sf * 80 Units= 12,000 SF			
Bldg 2 - Triangular Portion Turf	355		
Open Space Behind Bldg 1	2,785		
80 Units @50 sf each	4,000		
Passive Recreation Area	2,260		
Sitting Area Between Bldg 1 & 8	445		
Bench Sitting Areas	1,995		
Natural Open Space	1,000		
<b>Total Common Area</b>	<b>12,840</b>		
Village at Calabasas Pervious Surface Area Requirement @ 38% = 89,915			
Pervious Paving	51,695		
Pervious Landscaped Areas	20,270		
Natural Open Space	51,287		
<b>Total Pervious for QUIMBY Analysis</b>	<b>123,252</b>		
Village at Calabasas Onsite Rec Areas Provided (QUIMBY)			
Village Walk & Arizona Trail Crossing	10,180	Zone 1	
Pool/Spa	2,860	Zone 2	
Sunning Deck	2,535	Zone 2	
Fireplace Seating Area	285	Zone 2	
BBQ Area	135	Zone 2	
Croquet Area	630	Zone 3	
Fitness Area	371	Zone 4	
Subtotal QUIMBY	16,996		Quimby Req. = .648 acres
% of QUIMBY Requirement=	60.21%		28,226.88 SF
Credit offset Request=	60.21%		
<b>Proposed Fee \$</b>	<b>649,588.59</b>	<b>39.79%</b>	
<b>Offset Request \$</b>	<b>982,953.73</b>	<b>60.21%</b>	
<b>Total Fee \$</b>	<b>1,632,542.32</b>	<b>100%</b>	<b>\$ 1,632,542.32</b>



Issue	Description	Date
1	FEE SUBMITTAL	05-15-2014
2	FEE SUBMITTAL-REVISED	07-30-2014
3	FEE SUBMITTAL-REVISED	08-07-2014
4	FEE SUBMITTAL-REVISED	09-05-2014
5	FEE SUBMITTAL-REVISED	10-24-2014

**QUIMBY AREA EXHIBIT**

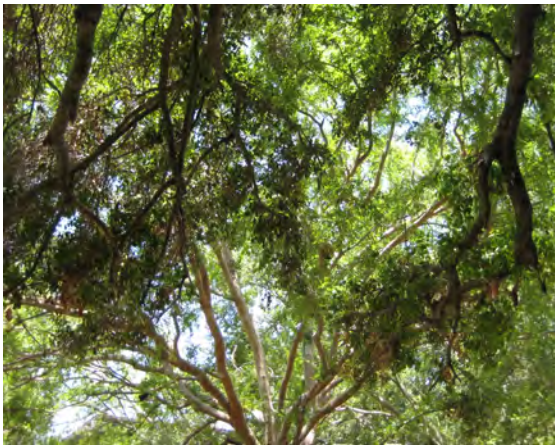
Job No. 4247.1



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*Village residents can enjoy the peaceful creek side setting under spectacular oak trees*

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*Recreation Zone 1 includes McCoy Creek, a perennial stream, which runs through the property along its eastern border. The “Village Walk” nature trail generally loops around the property with views of the creek along parts of the southern and eastern segments of the walk. This nature trail will include interpretive plaques identifying onsite flora and fauna. Benches will be located along the trailway to provide sitting areas for resting, reading, and other outdoor leisure activities. An "Arizona Crossing" provides the pathway for crossing over the creek to the neighboring Tennis and Swim Center. A new gate will be installed for direct access to the Tennis and Swim Center. Access to Calabasas Lake is located through the existing CPHA controlled gate at the Tennis and Swim Center.*

2) ZONE 2: POOL/SPA AREA (5,815 SF)

An inviting pool and spa area will be provided as part of the Zone 2 recreation space uses. This zone includes private poolside cabanas and chaise lounge chairs to complete the high-end resort ambiance for rest and relaxation. Tucked in a corner next to the lounge area is a fireplace niche. A combination of walls and prominent landscaping will screen this component to create a private retreat.



*Pool & Spa Area with Cabanas & Lounge Chairs*

<b>ZONE 2: Area Cost Summary</b>	
<b>Amenity Description</b>	<b>Construction/Equipment Cost</b>
Pool Area Lounge Deck	\$ 90,000
Cabanas/Lounge Chairs & Tables	\$ 150,000
Pool & Spa with Deck	\$ 360,000
Fireplace Outdoor Room with Seating	\$ 150,000
<i>Subtotal Area Cost</i>	<i>\$750,000</i>



*Spa Lounging Area*



*Outdoor Seating Area*



*Fireplace Gathering Area*

3) ZONE 3: ACTIVE PARK/RECREATION SPACE (630 SF)

Zone 3, includes active park and recreation uses that are consistent with typical park uses. There is an area designated for outdoor space for activities such as croquet at the southwest corner of the site, adjacent to Building 4. Croquet equipment will be available at the Clubhouse for Village residents and their guests.



<b>ZONE 3: Area Cost Summary</b>	
<b>Amenity Description</b>	<b>Construction/Equipment Cost</b>
Croquet Area	\$ 10,000
<i>Subtotal Area Cost</i>	<i>\$ 10,000</i>



4) ZONE 4: INDOOR RECREATION SPACE (371 SF)

The Village at Calabasas has designated specific indoor private space for use only by Village residents. Zone 4 is private recreation space comprised of an elegant two-story clubhouse, including a fully equipped fitness center located on the second level and a game room and a media lounge on the first level. The QUIMBY credit request pertains to the fitness level only, for active recreation uses.

<b>ZONE 4: Area Cost Summary</b>	
Amenity Description	Construction/Equipment Cost
Clubhouse/Recreation Building	\$460,000
Fitness Center Equipment	\$100,000
<i>Subtotal Area Cost</i>	
	\$560,000



*The Village Clubhouse includes the creation of a first level lounge area with a poolside view complete with comfortable seating, game and side tables, and a large flat screen television. This Clubhouse will provide residents with a place to congregate, entertain one another, or pass the time, whether individually or in small groups. This lounge area will be equipped with Wi-Fi and a charging station.*

*A high-tech fitness studio will be located on the second level of the Clubhouse. The studio will offer a full range of fitness equipment for both cardiovascular and strengthening workouts. The cardio machines feature personal wireless flat screen entertainment centers to complement any workout routine. Exercise mats for yoga, pilates, and free weights will be provided within defined spaces within the studio.*

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## 5) OTHER QUIMBY CONSIDERATIONS

Other contributing factors related to local public and private recreational spaces worth discussing are the adjacent to Calabasas Tennis and Swim Center, Calabasas Lake, the Calabasas Country Club, as well as other locally and regionally owned public open spaces and trail systems.

### *Calabasas Tennis and Swim Center - Public (Fee for Use)*

The Calabasas Tennis and Swim Center is located adjacent to the Village property to the east and consists of fifteen hard surface courts and one clay court along with a swimming pool, and fitness rooms. Facility use is based on prime-time and non prime-time membership fee levels. Daily passes are also available for purchase. Due to the close proximity of the club to the Project, it is likely that Village residents would utilize this facility. However, this is a pay to use facility and the fees paid should be considered as part of "impact" to additional users at the facility. As part of the City purchase agreement from the County of Los Angeles, the facility is open for public use, and is not limited to Calabasas residents. Moreover, the City limits the number of facility memberships, and there is currently a long wait list for a prime-time facility membership.

### *Calabasas Lake (Private - Membership Dues Required)*



Calabasas Lake and its eighteen-acre recreational park and trail system can be found at the southern property line. This twenty-one acre lake is the only body of water in Calabasas and is privately owned by the Calabasas Park Homeowner's Assn. (CPHA).

Owners of Village residential units have the right/opportunity to become members of CPHA, which permits special access to the lake, greenbelt area, and trails. This is an exceptional amenity to development and should be considered as a credit along with the onsite Recreation Zones 1-5, since the Village residents will be paying for lake access through their individual CPHA membership dues. Again, the Lake and its environs are not public recreational facilities, but rather, a recreational amenity available to the Village residents as permitted in the CC&Rs recorded on the property. Further, the property lies within Landscape Maintenance District Number 22 and fees are collected by the City for lake maintenance, per the Memorandum of Understanding dated September 25, 2010.



*Calabasas Lake Park*

*Calabasas Country Club - Private (Membership Dues Required)*

Less than two miles from the Village at Calabasas site is the prestigious Calabasas Country Club. The Club opened in 1968 and is situated on 135 acres in the beautiful setting of Calabasas. Since inception, the Club has been known for providing exceptional recreational facilities, services, and dining to the Calabasas community. The award winning Trent Jones Sr. and Jr. designed 18-hole golf course with well-manicured fairways and greens along with practice facilities including chipping and putting greens, practice bunkers, and a driving range.



*Calabasas Country Club Golf Course View from Clubhouse*

Village residents will be offered a special discounted rate for new memberships to the Club. Club golf membership features men's, women's and seniors golf leagues, specialty tournaments, putting greens, and a driving range. It is highly likely that some Village residents will become members of the Club for recreational, social, and leisure uses. Use of this private facility is fee based and will not impact public parks or recreational facilities.

Another notable point is the availability of other publicly owned trails and open spaces owned by other agencies. The City of Calabasas 2030 General Plan Final EIR states that "*Calabasas is surrounded by open space and park land owned by a variety of national and state agencies, including the National Park Service (NPS), State of California, the Mountains Recreation and Conservation Authority (MRCA) and the Santa Monica Mountains Conservancy.*" Use of these hiking trails and open space areas will not impact City parks and recreation space, since these area lies outside the City limits.

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## V. CITY GENERAL PLAN APPLICATION

The City of Calabasas *Parks and Recreation Master Plan* provides a framework for future park and recreation systems within the City. According to the Plan, “meeting these needs will be a challenge due to lack of developable land suitable for active park use.”<sup>5</sup> The *Master Plan* identifies goals and policies and sets forth strategies for Plan implementation. The Plan further states that, “just as important, the Plan recommends policies on natural open space, which is highly valued by Calabasas residents”.<sup>6</sup>

The Village at Calabasas is consistent with the General Plan and land use policies related to *Parks and Recreation* in that the design provides for both open space and recreational space interspersed throughout the Project. The Master Plan defines natural open space and greenbelt areas as, “undeveloped lands primarily left in their natural environment with recreation uses as a secondary objective”.<sup>7</sup> Accordingly, a portion of Zone 1 on the QUIMBY Diagram is classified as open space and included in this analysis. Zones 2-4 include a wide variety of active and passive recreational areas with an emphasis on social leisure activities. It is important to note that the proposed project is a redevelopment of an infill site, and does not require the conversion of any previously undeveloped land for project development.

Again, the design proposes both private recreation uses for Village residents as well as introducing some new public recreational areas, which are accessible to the general public and community.

We acknowledge that there is a potential for some Village residents to utilize nearby recreational facilities from time-to-time. We strongly believe that this potential is significantly minimized due to the abundance and wide variety of recreational options available onsite. Additionally, there is a plethora of high quality, specialized private recreational spaces located in the immediate vicinity. The Village concept plan is an inclusive development, with integrated recreation and commercial areas, but is also situated within an urban setting connecting to existing local services and entertainment. Consequently, Project impacts to City parks, recreation, and open space areas are not expected to be significant due to the areas set-aside onsite for recreation and leisure activities in conjunction with the retained open space and availability of diverse private recreation opportunities nearby.

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<sup>5</sup> City of Calabasas Park and Recreation Master Plan website: [www.cityofcalabasas.com/Parks-Mater-Plan.html](http://www.cityofcalabasas.com/Parks-Mater-Plan.html), January, 2008.

<sup>6</sup> Ibid

<sup>7</sup> Ibid

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## V. NEARBY CITY PARKS & FACILITIES

There are a number of existing City-owned public parks and recreation facilities within a three-mile radius of the subject site, as detailed below.

***Calabasas Tennis and Swim Center (Adjacent Facility)***- As previously stated above, the City-owned Calabasas Tennis and Swim Center is an adjacent facility. This public facility includes sixteen tennis courts, a swimming pool, and a variety of fitness classes (yoga, spinning, weight lifting, etc). A new gate will be installed at the project site's eastern boundary for direct access to the Tennis and Swim Center and Calabasas Lake.

There is currently a very long "wait-list" for prime-time memberships at this facility. Even if a Village resident were able to secure a prime-time membership in the future, a fee is paid for the membership. This fee is for use of the facility and can be considered an impact fee paid by the user of the facility. This is also true for the daily passes to use the facility for the pool or fitness classes. The Village Clubhouse provides for a comprehensive fitness experience with the state of the art fitness studio as well as a pool. Because of these onsite facilities, the need for the Village residents to go to an offsite facility for these uses is very low. Further, Village residents pay mandatory homeowner's association fee in the amount of \$500+ per month, which includes operation and maintenance of onsite recreational spaces. Village residents may be reluctant to pay additional fees for use of other facilities, when they are already paying for these same types of facilities where they live.

Potential Project Impact: Minimal

***Freedom Park (2.7 miles)***- Freedom Park is a small City pocket park that includes limited children's playground equipment and a short walking path as part of the 1.7-acre park.

Potential Project Impact: Negligible

***Creekside Park (1.75 miles)***- Creekside Park is a preschool facility that includes a recreational playground for public use.

Potential Project Impact: Negligible

***Wild Walnut Park (1.85 miles)***- Wild Walnut Park is a natural open space park with hiking trails, located at Headwater's Corner. No facilities are offered at this site.

Potential Project Impact: Negligible

## VI. SUMMARY & CONCLUSIONS

This analysis confirms that the QUIMBY Act requirement has been partially satisfied for a credit offset by 60.21% for this new development. Below are two tables summarizing project recreation improvements and opportunities. Table 1 shows costs by zone for proposed recreational area and Table 2 includes the acreage/sf dedicated for recreation areas through development plan design.

**TABLE 1: RECREATION AREA COST BY ZONE**

Recreation Zone & Type	Improvement/Amenity Description	Improvement/Amenity Cost	
<b>Zone 1:</b>			
Village Walk/Natural Open Space	Fencing & Gate; Rock Garden/Picnic Tables/Benches	\$	40,000
	Village Walk, Benches, & Trail Signage	\$	75,000
	<i>Area Subtotal</i>	\$	<i>\$115,000</i>
<b>Zone 2:</b>			
Pool/Spa Area	Cabanas/Lounge Chairs w/ Tables	\$	150,000
	Pool/Spa & Lounge Deck	\$	450,000
	Fireplace with Seating Area	\$	150,000
	<i>Area Subtotal</i>	\$	<i>750,000</i>
<b>Zone 3:</b>			
Active Park/Recreation Space	Croquet Area & Park Space	\$	10,000
	<i>Area Subtotal</i>	\$	<i>10,000</i>
<b>Zone 4:</b>			
Indoor Recreation Space	Clubhouse/Recreation Building	\$	460,000
	Fitness Center Equipment	\$	100,000
	<i>Area Subtotal</i>	\$	<i>560,000</i>
	<b>TOTAL ZONES 1-4</b>	\$	<b>1,435,000</b>
	<b>City QUIMBY Requirement</b>	\$	<b>1,632,542</b>

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**TABLE 2: RECREATION AREA LAND DEDICATION BY ZONE**

Recreation Zone & Type	Square Footage	Acreage
<b>Zone 1:</b>		
Village Walk/Natural Open Space	10,180	0.2337
<b>Zone 2:</b>		
Pool/Spa Area	5,815	0.1335
<b>Zone 3:</b>		
Active Park/Recreation Space	630	0.0145
<b>Zone 4:</b>		
Indoor Recreation Space	371	0.0085
<b>TOTAL ZONES 1-4</b>	<b>16,996</b>	<b>0.390</b>
<b>City QUIMBY Requirement</b>	<b>28,227</b>	<b>0.648</b>
<b>Area Shortfall</b>		<b>0.258</b>

In summary, the City’s baseline QUIMBY requirement for The Village at Calabasas is either the payment of an in-lieu of fee of \$1,632,542.32 or the dedication of .648 acres of land. This analysis includes improvement costs since the code allows improvement/amenity costs to be considered for credit toward the fee calculation. Please note that we are not asking for a 100% credit offset. We acknowledge that the Village residents may utilize some City facilities, even though we meet the acreage requirement and cost of improvement requirements to meet the intent of the QUIMBY fee for impacts to City parks and recreation facilities.

Further, the project design strikes a realistic site density balance between the residential/commercial space in relation to the open space, recreation, and leisure opportunities provided onsite. Overall, the project is consistent with key smart growth initiatives for new developments based on the site’s infill location and suitability of open space and recreation areas while implementing environmentally sensitive development strategies and promoting community connectivity.

In conclusion, the *Village at Calabasas QUIMBY Justification Analysis* validates the 60.21% offset justification has been met through the combination of onsite recreational opportunities and nearby specialized private recreational facilities.

**Therefore, by providing .390 acres of recreational space at an estimated construction and equipment cost of \$1,435,000, we propose to pay a QUIMBY fee of \$649,588.59 based on this 60.21% credit offset justification analysis.**



## VILLAGE AT CALABASAS QUIMBY ACT PRIVATE RECREATIONAL AMENITIES CREDIT ANALYSIS

### INTRODUCTION AND BACKGROUND

In July 2013, the Calabasas Planning Commission approved a proposal for the development of a mixed use complex consisting of 80 condominium units (via a vesting tract map) and approximately 10,700 sq. ft. of commercial uses consisting of restaurant space and a day spa at 23500 Park Sorrento. Section 17.50 of the Calabasas Municipal Code (CMC) requires a subdivider of property to dedicate land and/or pay a fee in-lieu of land dedication for the purposes of developing new or rehabilitating existing park or recreational facilities. The amount of land required to be dedicated is equal to a ratio of 3 acres of usable parkland for every 1,000 residents, and is calculated by the following formula:

**A = .003 x UP**, where

**A = Amount of park land required, in acres; and**

**U = Total number of approved dwelling units in the subdivision; and**

**P = Population density per dwelling unit (according to the latest Census report)**

Therefore, the area of land required to be dedicated for the approved project is:

**A = .003 x 80 units x 2.7 persons per unit**

**A = 0.648 acres**

Due to the lack of adequate land available on this site for a parkland dedication, the Director recommends payment of a fee in-lieu of land dedication. Pursuant to CMC Section 17.50.030(E), the fee shall be based on the Fair Market Value, which in this case is based on the Los Angeles County Assessor's Office current assessment of **\$13,680,100, or \$2,519,355.40 per acre**. According to this valuation, the required fee would be **\$1,632,542.30** (\$2,519,355.40 x 0.648).

In addition, the in-lieu fee shall include the value of street improvements for the park land, calculated as the number of acres required for dedication, times the fair market value per acre of the actual cost per acre for the full street improvements of the subdivision. In this case, the number of acres required for parkland dedication is 0.648 acres, and the fair market cost for public street improvements is \$3,599.91/acre. To this end, the added fee for full street improvements is **\$2,335.96** (\$3604.88 x 0.648). Therefore, the total required fee is **\$1,634,878.26** (\$1,632,542.30 + \$2,335.96).

In addition, Section 17.50.030(G)(6) allows the Council to consider granting credit (against the Quimby requirement) where a substantial privately owned and maintained park and recreational area is provided within a proposed subdivision. The amount of credit granted should take into consideration the general criteria for determining feasibility of land offered for dedication such as 1) General Plan and Park and Recreation Master Plan requirements/findings, 2) topography, geology, access, size, shape and

location of offered land, 3) feasibility , and 4) availability of previously acquired park property. Pursuant to Section 17.50.030(G)(6 a-f), the Council must find for the following:

- a) Yards, court areas, setbacks and other open areas required to be maintained by Titles 15 and 17 of the CMC are not included in the computation of the private open space;
- b) Private ownership and maintenance of the open space in the future is adequately provided for by recorded written agreements, conveyances, covenants, conditions, or restrictions;
- c) Use of the private open space is restricted for park and recreational purposes by recorded covenants, conditions, or restriction, which run with the land in favor of the future owners of property and which cannot be defeated or eliminated without the consent of the city;
- d) The proposed private open space is usable for active recreation;
- e) The proposed private open space is open to all subdivision property owners and residents therein; and
- f) Facilities proposed for the open space are in substantial compliance with the provisions of the General Plan and Master Plan of Parks.

#### DEVELOPER PROPOSAL

To mitigate parkland impacts created by the introduction of 80 new residential units, the applicant has proposed private recreational opportunities/amenities, and is requesting a credit for those improvements against the required parkland dedication and/or fee. The applicant's proposal includes the following recreation resources:

- Village Walk & Arizona Crossing, which includes pedestrian walkway, sitting benches, interpretive nature signs, creek views, rock gardens, space for outdoor yoga, picnic tables, and an Arizona crossing over McCoy Creek (10,180 s.f.)
- Swimming Pool and Jacuzzi (2,860 s.f.)
- Sunning Deck (2,535 s.f.)
- Fireplace Seating Area (285 s.f.)
- BBQ Area (135 s.f.)
- Croquet Area (630 s.f.)
- Fitness Area located within a clubhouse (371 s.f.)

The applicant is requesting that the provision of the above listed amenities be credited 100% (area for area) against the parkland dedication requirement of .648 acres (28,267 sq. ft.). In this case, the proposed amenities amount to 0.39 acres (or 16,996 sq. ft.) of recreational area (encompassing all of the activities listed above, and monetary expenditures to improve those areas). This relates to approximately 60% of the parkland dedication requirement. To this end, the applicant's proposal is to pay a fee of \$649,588.59 or approximately 40% of the required fee (equivalent to the remainder of the area dedication requirement). The applicant will still be required to pay the additional fee of \$2,335.96

for the full street improvements (as required under the Municipal Code). This would amount to a total proposed fee of **\$651,924.55** and a credit of \$982,953.71.

## STAFF ANALYSIS

Although the applicant has proposed certain recreational amenities, the proposed recreational amenities will not fully mitigate 100% of the impact to City facilities. This is due to factors such as City facilities and programming generally being more diverse than what is offered at the project site. More diverse City programming and facilities will undoubtedly attract users from the Village development regardless of the recreational benefits offered on the premises. Although the applicant has requested credit against the Quimby fee for certain recreational amenities, staff does not agree that all listed facilities qualify as active recreational activities. Since CMC Section 17.50.030(G)(6)(d) requires the proposed recreational space be usable for active recreation, the following proposed areas could not be considered for credit against the Quimby requirement (as presented in the applicant's proposal):

1. Village Walk and Arizona Crossing (10,180 s.f.)
2. Sunning Deck (2,860 s.f.)
3. Fireplace Seating Area (285 s.f.)
4. BBQ Area (135 s.f.)

Because credit is being sought by the applicant toward the Quimby requirement, it was necessary to derive a fair and reasonable method to quantify how much credit should be given for the offered facilities. The amount of credit awarded, and the remaining fee required to satisfy Quimby requirements needs to equate to the resulting level of impact the development of the new community will add to existing City park and recreational facilities. Staff has devised a formula and rationale to accomplish this, and is discussed below.

Staff has broken down park facilities and recreational needs into six qualifying weighted categories for comparison purposes. Each category in the matrix below indicates the maximum possible credit that can be applied toward the total Quimby requirement. For example, Category 1 (Area Offered) offers credit up to a maximum of 50% of the total Quimby requirement. A brief description and analysis is provided along with the recommended percentage of the total Quimby requirement (indicated in the right hand column). The total recommended Quimby credit is derived by added up the percentages in the right hand column, and is indicated at the bottom of the matrix.

Each categorical comparison demonstrates that the project's proposed amenities either prevents impacts to City facilities, reduces impacts to City facilities, or contributes impacts to City facilities, and therefore would need mitigation (in the form of a fee). If the recreational opportunities provided by the project would prevent impacts to City facilities, 100% of the possible credit is granted toward the project's Quimby requirement. If the proposed amenities would reduce impacts associated with a category, reasonable credit toward the overall Quimby requirement is applied for that category.

Consequently, if the provided facilities (or lack thereof) would result in impacts to City facilities, no credit is given for that specific category. The following table summarizes staff’s findings:

<i>Category</i>	<i>Prevents Impacts to City Facilities</i>	<i>Reduces Impacts to City Facilities</i>	<i>Increases Impacts to City Facilities</i>	<i>% Credit Toward Quimby</i>
<b>1. Area (sq. ft.) Offered, 50% possible credit:</b>				
Physical area offered is weighed as 50% of quimby requirement because it equates to the area of land that would be required to be dedicated in order to build a park facility. Space available for recreation is a significant factor attracting users to stay on-premises. This proposal includes 3,861 s.f. of active recreation area including the pool/spa, Croquet area, and fitness area. The areas proposed by the applicant which provide space for sitting, sunning, and walking do not qualify as areas usable for active recreation. This amounts to 14% of the area requirement. Therefore, the recommended credit related to this category is 7% of the <u>total</u> Quimby requirement.		X		7%
<b>2. Diversity of Facilities - Appeal to different age groups, 10% possible credit:</b>				
This category includes the ability of the programs offered to appeal to a wide variety of age groups. Appeal to a large range of age groups is more likely to reduce impact to City facilities. In this case, the project is proposing recreational opportunities that appeal to all age ranges such as the swimming pool/spa as well as uses better suited to adolescents, adults and seniors such as the fitness center and croquet area. The project does not include a particularly diverse range of sports courts or program areas that target younger children. Since the proposed amenities would appeal mostly to adolescents, adults and seniors, but not children, 7% credit is recommended.		X		7%
<b>3. Diversity of Facilities - Variety, 10% possible credit:</b>				
The variety of activities can also affect the level of impact to existing facilities. A narrow variety of activities will make use of existing City facilities more attractive thereby increasing impact to City facilities, while a more diverse variety of activities will encourage residents to stay on-site for recreational activities which will help reduce impact to City facilities. In this case, the range of activities is considered average. A swimming pool/spa and fitness center offer more popular recreation options. However, the amenities lack sports courts, fitness classes and a wide variety of dedicated child and senior activity areas and programs. Therefore, 5% credit is recommended for this category.		X		5%
<b>4. Programming, 10% possible credit:</b>				
Programming refers to the provision of organized recreational activities ranging from exercise classes to organized sporting leagues such as soccer, basketball, roller hockey, etc. A program that offers many organized classes and sporting opportunities will reduce the impact to City facilities, while less diverse programming will increase usage, and therefore impact to existing City facilities. The proposed project does not offer a community room for classes such as yoga, martial arts, and pilates, nor does it offer sporting leagues such as soccer, roller hockey, basketball, or other organized sports. Therefore, residents of the development are expected to impact existing City facilities due to the diverse programming opportunities the City offers. Consequently, none of the available credit toward the quimby requirement is recommended.			X	0%

<i>Category</i>	<i>Prevents Impacts to City Facilities</i>	<i>Reduces Impacts to City Facilities</i>	<i>Increases Impacts to City Facilities</i>	<i>% Credit Toward Quimby</i>
<b>5. Ability to attract users that would normally use other facilities, 10% possible credit:</b>				
<p>This category refers to the ability of the private recreational programs to draw normal users of the City’s park facilities, and therefore reducing impacts to the City’s facilities. Normally, residents of a condo complex would be allowed to invite family and friends to utilize the private facilities for sports competition and companionship purposes. The ability to draw other users away from City facilities relies on the diversity of activities offered at the private facility. In this case, the development would likely draw a few people (guests) out to use the pool area and exercise room, which are popular recreational uses. However, the project does not provide any recreational activities that the City does not already offer. Since the City’s recreational programs and activities are far more diverse than what is offered at the private facility, only minimal impacts are expected to be mitigated. Therefore, 2% credit (of the possible 10%) has been given for this category.</p>		X		2%
<b>6. Proximity to Other Parks, 10% possible credit:</b>				
<p>The proximity of City parks to the development can draw users to City Park facilities simply out of convenience. The closer the facility is to other parks with recreational opportunities not offered in the private facility, the more likely it is that residents will use the City facilities, especially if the City facility offers recreational opportunities that the private facility does not offer. In this case, the development is located directly adjacent to the Calabasas Tennis and Swim Center which offers tennis and weight lifting/fitness facilities that are not offered at the project site, and offers a more diverse and more consistent fitness class schedule. Other parks in proximity of the subject site include Freedom Park at 1.7 miles from the site, Wild Walnut Park at 1.5 miles from the subject site, and Creekside Park at 1.5 miles from the subject site. Freedom Park is a small neighborhood park that offers limited playground facilities, Wild Walnut Park is a natural area with a trail system for passive hiking, and Creekside Park is a small, City-owned preschool facility that offers preschool services and limited sporting and playground recreation. Neither Freedom Park, Wild Walnut Park nor Creekside Park are expected to be utilized often by residents of the subject property. However, demand on the City’s Tennis and Swim Center is expected to increase. Therefore, none of the credit for this category is recommended.</p>			X	0%
<b>Total % credit towards quimby:</b>				<b>21%</b>

According to the above methodology, the proposed private recreational amenities should reduce the impacts to City parkland by 21%, and therefore will reduce the required fee also by 21%. Since the parkland fee for .648 acres (with full street improvements) is \$1,634,878.26, the recommended total fee (considering a 21% reduced impact) is \$1,291,553.83.

**P.C. RESOLUTION NO. 2013-549**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS APPROVING FILE NO 130000103 TO DEMOLISH THE EXISTING CALABASAS INN BANQUET FACILITY AND DEVELOP THE SITE WITH A 212,400 (0.91 FAR) SQUARE-FOOT MIXED USE DEVELOPMENT, TO INCLUDE 80 CONDOMINIUM UNITS (72 MARKET RATE TWO- AND THREE-BEDROOM UNITS AND 8 ONE- AND TWO-BEDROOM AFFORDABLE UNITS FOR RENT), ON-SITE AMENITIES (I.E. POOL, CLUB HOUSE, OUTDOOR RECREATION, ETC), 10,700 SQUARE FEET OF NEIGHBORHOOD-SERVING COMMERCIAL USES AND 294 PARKING SPACES TO BE PROVIDED THROUGH A COMBINATION OF ON-GRADE COVERED AND UNCOVERED PARKING SPACES AND WITHIN A TWO-LEVEL SUBTERRANEAN PARKING GARAGE. THE PROJECT INCLUDES REQUESTS FOR THE FOLLOWING: (1) A SITE PLAN REVIEW FOR THE CONSTRUCTION OF A 212,400 SQUARE-FOOT BUILDING, PARKING GARAGE AND ASSOCIATED AMENITIES, (2) A CONDITIONAL USE PERMIT FOR 80 MULTI-FAMILY DWELLING UNITS, (3) A VESTING TENTATIVE TRACT MAP (MAP NO. 066208) FOR THE SUBDIVISION OF THE PARCEL FOR 80 CONDOMINIUM UNITS, (4) AN OAK TREE PERMIT FOR THE REMOVAL OF FIVE OAK TREES AND ENCROACHMENT INTO THE PROTECTED ZONES OF 28 OAK TREES, (5) A VARIANCE REQUEST FOR A REDUCTION OF TRASH AND RECYCLING ENCLOSURE AREA DIMENSIONS FOR TWO OF EIGHT ENCLOSURES, (6) A VARIANCE REQUEST FOR A REDUCTION OF A PARKING LOT LANDSCAPE BUFFER ZONE AT A SINGLE LOCATION ON THE WEST SIDE OF THE SITE, (7) A 7% OFF-STREET PARKING REDUCTION TO PROVIDE FEWER THAN THE REQUIRED 300 PARKING SPACES, AND (8) A BUILDING HEIGHT CONCESSION TO ALLOW DEVELOPMENT OF UP TO 52'-3" TALL BUILDINGS AND A CONCESSION RELATED TO THE REDUCTION OF PARKING STALL WIDTH ADJACENT TO COLUMNS AND WALLS (IN ACCORDANCE WITH CALIFORNIA STATE LAW REGARDING AFFORDABLE HOUSING DENSITY BONUS), FOR PROVIDING 10% AFFORDABLE UNITS DESIGNATED FOR VERY LOW-INCOME OCCUPANTS. THE SUBJECT SITE IS LOCATED AT 23500 PARK SORRENTO, WITHIN THE COMMERCIAL MIXED USE (CMU-0.95) ZONING DISTRICT.

**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.
2. Staff presentation at the public hearing held on July 25, 2013, before the Planning Commission.

3. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request.
5. Testimony and/or comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearing.
6. All related documents received and/or submitted at or prior to the public hearing.

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

1. The applicant submitted an application for a Site Plan Review, Conditional Use Permit, Oak Tree Permit and Tentative Tract Map on January 30, 2013. An application for a Variance was submitted on May 24, 2013.
2. On March 1, 2013, staff determined that the application was incomplete and the applicant was duly notified of this incomplete status.
3. On July 15, 2013, the application was deemed complete and the applicant was notified.
4. Notice of the July 25, 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.
5. Notice of the July 25, 2013, Planning Commission public hearing was provided to property owners within 500 feet of the property as shown on the latest equalized assessment roll.
6. Notice of the Planning Commission public hearing was mailed or delivered at least ten (10) days prior to the hearing to the project applicant.
7. The project site is currently zoned Commercial Mixed Use (CMU-0.95).
8. The land use designation for the project site under the City's adopted General Plan is Mixed Use (MU 0.95).
9. The surrounding land uses around the subject property are zoned Commercial Office (CO), Public Facility (PF), Recreation (REC), Open Space (OS) and Commercial Old Town (CT).

10. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).

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

### **FINDINGS**

Section 17.41.100(A) Calabasas Municipal Code allows the Planning Commission to approve a **Tentative Map** provided that the following findings are made:

1. *The proposed subdivision, together with the provisions for its design and improvement, is consistent with the General Plan, and any applicable specific plan; and*

The proposed subdivision, together with the proposed mixed-use project is consistent with the Mixed Use (MU 0.95) General Plan Land Use designation of the subject site, which is intended for a mix of commercial uses and higher density residential uses. At an FAR of 0.91 and a residential density of 14.7, the proposed development is consistent with the limits established by the General Plan for the site. The subdivision consists of a condominium map physically dividing air space within the parcel. The location of the subject site near shopping and bus routes makes the subject site an ideal location for high density residential uses. The proposed restaurant and day spa serves as the commercial component of the development, making this a mixed-use project. As a result, the proposed tentative map meets this finding.

2. *That none of the findings for disapproval in subsection (D) of this section, can be made.*

The proposed tentative map meets this finding because none of the findings necessary for the Commission to disapprove the tentative map can be made as documented below.

Section 17.41.100(D) Calabasas Municipal Code requires that a proposed tentative map be denied if any of the following findings can be made; because none of the findings can be made, the Planning Commission may approve the **Tentative Map**:

1. *The proposed subdivision including design and improvements is not consistent with the General Plan or any applicable specific plan;*

The General Plan Land Use designation for the subject site is Mixed Use (MU



0.95) which is intended for commercial uses and higher density residential uses. Because the proposed subdivision will accommodate a mix of commercial uses (restaurant and say spa) and residential uses (condominiums), it is consistent with the General Plan. In addition, the proposed Floor Area Ratio (FAR) of 0.91 is within the General Plan's maximum Land Use Intensity of 0.95 FAR. Therefore this finding cannot be made.

2. *The site is not physically suitable for the type or proposed density of development;*

The project site is an already developed 5.43 acre property. At that size, the site is physically large enough for the type and proposed density of the development. The allowed residential density for the CMU zone is 20 units per acre; the proposed project is in compliance with the CMC because it has a density of 14.7 units per acre. Furthermore, the proposed project meets the development standards of the CMU zone that regulate development size and coverage requirements such as site coverage, pervious surface, FAR and residential density. Additionally, the already developed portions of the subject property are relatively flat, and the proposed development will adhere to the existing development envelope. Therefore, this finding cannot be made.

3. *The design of the subdivision or the proposed improvements are likely to cause substantial environmental damage or injure fish or wildlife or their habitat;*

McCoy Canyon Creek, a stream that is a tributary to Arroyo Calabasas (all part of the Los Angeles River watershed), trends through the southern and eastern portion of the subject site. However, as stated in the Certified Final Environmental Impact Report for the previously approved project, the project development would not result in impacts to the streambed of McCoy Creek. In addition, mitigation measures have been placed on the project to help protect sensitive species known to occupy the site. Due to the previously approved project's footprint of development, 0.04 acres of southern riparian oak forest would have been impacted. However, mitigation measures requiring replacement at a ratio of 1:1 will ensure that habitat is restored; therefore, the design of the subdivision and the proposed improvements will not cause substantial environmental damage or injure fish or wildlife or their habitat. Similarly, the revised project reduces the impact to riparian oak woodland from 0.04 to 0.022 acres, and mitigations to protect and restore lost habitat remain in effect. As a result, this finding cannot be made.

4. *The design of the subdivision or type of improvements is likely to cause serious public health problems;*

The design of the mixed-use project is not likely to cause serious public

health problems. After analysis of the proposed project development and operation, it has been determined that with the implementation of mitigation measures, no significant impacts from noise, vibration, dust, pollutant emissions safety hazards, or hazardous materials will occur. Therefore, the above finding cannot be made.

5. *The design of the subdivision or the type of improvements will conflict with easements, acquired by the public at large for access through the use of, property within the proposed subdivision;*

There are no public easements within the subject site that will be affected by the proposed subdivision. Therefore, the above finding cannot be made.

6. *The discharge of sewage from the proposed subdivision into the community sewer system would result in violation of existing requirements prescribed by this Municipal Code and the California Regional Water Quality Control Board; or*

The discharge of sewage from the proposed subdivision into the community sewer system will not result in violation of existing requirements prescribed by the California Regional Water Quality Board. Upon application and payment of fees the proposed development will be connected to the Las Virgenes Municipal Water District's sewer system that treats raw sewage to tertiary standards. Therefore, the above finding cannot be made.

7. *The proposed subdivision is not consistent with all applicable provisions of this development code, the Municipal Code, and the Map Act.*

The proposed subdivision is consistent with all applicable provisions of this development code with the exception of height, parking stall width, side yard landscape buffer and solid waste collection area dimensions. The proposed 52.25-foot tall building exceeds the 35-foot tall height limit and parking stalls adjacent to walls and posts do not meet the minimum width of 11 feet; however, with the approval of two concessions for providing affordable housing, these standards may be waived. Additionally, with approval of a variance to reduce the 5-foot minimum landscape buffer on side property lines, and a reduction of the minimum size for solid waste collection area dimensions in buildings 1 and 5, the proposed project will be compatible with all provisions of the CMC. Therefore, the above finding cannot be made.

Section 17.32.010(E), Calabasas Municipal Code allows the Planning Commission to approve an **Oak Tree Permit** provided that the following findings are made:

1. *The request to remove an oak tree or scrub oak habitat is warranted to enable reasonable and conforming use of the subject property, which is*

*otherwise prevented by the presence of the oak tree or scrub oak habitat. Reasonable use of the property shall be determined in accordance with the Guidelines.*

The proposed mixed-use development has been located and designed to minimize impacts to as many oak trees on the site as feasible. According to the oak tree report, there are 167 oak trees with a diameter at breast height (dbh) of two inches or greater within 200 feet of the project site, and only five living oak trees would be removed. Although the building has been designed around the existing oak trees in an effort to retain as many as possible, the removal of these trees is necessary for the grading activities due to their close proximity to the existing development, and the need to over-excavate in order to construct the foundation for the building. Therefore, the City finds that the construction of the mixed-use project (resulting in the removal of Tree Nos. 87, 89, 94, 101, and 137) is the most practical to allow for reasonable and conforming use of the property, while keeping the project within essentially the same development footprint as the existing development. The applicant will be required to mitigate for the removal of the oak trees on an inch-for-inch basis. As a result, the proposed project meets this finding.

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

The oak tree report states that there are 167 oak trees within 200 feet of the project site. Of these 167 oak trees with a dbh of two inches or greater, 134 would remain unaffected by the project, and 28 would have their protected zones permanently encroached upon by structures. The proposed development activity is within the existing disturbed portions of the property, and therefore impacts to the Oak trees are kept to a minimum. The Oak Tree Report indicates that encroachment activities would not result in significant long-term adverse impacts to the affected oak trees. This conclusion has been confirmed by the City's Arborist. To further ensure that adverse impacts to the trees are minimized, the Oak Tree Report recommends a series of mitigation measures, which have been included as project conditions of approval in the resolution and mitigation monitoring and reporting program. The conditions of approval include a condition to monitor the health of encroached upon trees for a 5 year period and replace any tree whose health declines as a result of the development. As a result, the proposed project meets this finding.

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

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

The proposed project meets this finding because commercial uses are permitted in the CMC zoning district and multi-family developments are conditionally permitted uses in the CMU zoning district. With the exception of height, parking stall width, side yard landscape buffer and solid waste collection area dimensions the proposed project meets all provisions of the CMC. The proposed 52.25-foot tall building exceeds the 35-foot tall height limit and parking stalls adjacent to walls and posts do not meet the minimum width of 11 feet; however, with the approval of two concessions for providing affordable housing, these standards may be waived. Additionally, with approval of a variance to reduce the 5-foot minimum landscape buffer on side property lines, and a reduction of the minimum size for solid waste collection area dimensions in buildings 1 and 5, the proposed project will be compatible with all provisions of the CMC and meet this finding.

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

The General Plan Land Use designation for the subject site is Mixed Use (MU 0.95) which is intended for commercial uses and higher density residential uses. Because the proposed project includes a mix of commercial uses (restaurant and day spa) and residential uses, it is consistent with the General Plan. In addition, the proposed Floor Area Ratio (FAR) of 0.91 is within the General Plan's maximum Land Use Intensity of 0.95 FAR. There is no applicable specific or master plan for this property. Given these circumstances, the proposed project meets this finding.

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

Because project modifications resulted in no new or increased significant impacts, an addendum to the Final Environmental Impact Report has been prepared in compliance with section 15164 of the CEQA guidelines.

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

The subject site is located within an existing commercial district consisting of one to three-story retail and office buildings. The Commons and Calabasas Old Town are within walking distance of the subject site. Because there are

both commercial and multifamily developments within a short distance of the project site, the proposed mix of residential and commercial uses is compatible with the surrounding area. As a result, the proposed project meets this finding.

Section 17.62.020(E) of the Calabasas Municipal Code allows the Planning Commission to approve a **Site Plan Review** provided that the following findings are made:

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

The proposed project meets this finding because with the exception of height, parking stall width, side yard landscape buffer and solid waste collection area dimensions the proposed project meets all provisions of the CMC. The proposed 52.25-foot tall building exceeds the 35-foot tall height limit and parking stalls adjacent to walls and posts do not meet the minimum width of 11 feet; however, with the approval of two concessions for providing affordable housing, these standards may be waived. Additionally, with approval of a variance to reduce the 5-foot minimum landscape buffer on side property lines, and a reduction of the minimum size for solid waste collection area dimensions in buildings 1 and 5, the proposed project will be compatible with all provisions of the CMC. In addition to the general development standards of the CMU zone, (ie. setbacks, site coverage, residential density and FAR) the development code includes standards for specific types of development like mixed-use projects. These standards include site location, provision for common area, private outdoor space and compatibility between uses. By providing separate parking areas for the commercial and residential uses the mix of uses on the subject site will be compatible. Furthermore, the residential uses will be screened with decorative walls, fences and gates to provide privacy from public use of open gathering areas. Each residential unit will have at least one private balcony in compliance with Section 17.12.130 in order to satisfy private open space requirements for mixed use projects. Finally, the various on-site amenities provided, such as bocce ball court, swimming pool, club house, bbq areas, etc. will provide enough community space to satisfy Section 17.12.130 of the CMC as well. The development code includes additional development standards pertaining to design considerations, landscaping, lighting, signage, parking, etc. Staff has determined that the proposed mixed-use project complies with all applicable sections and requirements of the development code.

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

The General Plan Land Use designation for the subject site is Mixed Use (MU 0.95) which is intended for commercial uses and higher density residential uses. Because the proposed project includes a mix of commercial uses (restaurant and day spa) and multi-family residential units, it is consistent with the General Plan. Furthermore, the General Plan establishes the maximum allowed intensity permitted for each land use type. The CMU 0.95 land use district permits a maximum of 0.95 FAR and 20 residential units per acre. At 0.91 FAR and 14.7 residential units per acre, the proposed project is consistent with the General Plan.

The goal of the Community Design Element of the General Plan is to maintain a high quality appearance in the existing and future built environment, while protecting hillsides, ridgelines, and open space areas. The proposed project meets this goal because it is attractively designed and does not impact public views of hillsides, ridgelines or open space areas. The Community Design Element also provides design considerations for specific neighborhoods, Old Town Calabasas, Scenic Corridor Overlay, Las Virgenes Gateway Master Plan, West Calabasas Road Master Plan and Mulholland Highway Master Plan; however, the subject site is not located within any of these neighborhoods. Citywide community design objectives include: 1) focus new development in an near areas that already contain existing development, 2) preserve significant natural features, designated open space, and biological habitats, 3) create pedestrian access and connectivity opportunities as well as human-scaled gathering places, and 4) promote high quality design for structures and building sites. The proposed project meets these objectives because it is an in-fill development designed to preserve on-site biological resources such as McCoy Canyon Creek and associated riparian oak woodland. Furthermore, the proposed site layout and architectural design was extensively reviewed by the Architectural Review Panel to ensure that the development would be pedestrian friendly, have inviting public spaces, and be of high quality design. Finally, the location of the subject site provides a commercial link between residential and commercial structures along Park Sorrento to the Commons Shopping Center.

The General Plan seeks to accommodate and shape the future of development in infill locations in a way that retains the character of Calabasas. As a mixed-use infill development, the proposed project meets the General Plan's approach "to accommodate housing demand through the redevelopment of commercial areas of the community with somewhat higher density mixed-use development (p. IX-8). Furthermore, the attractively designed Italianate architecture is compatible with other buildings in the vicinity and will be a visual benefit to the community. The retail component along Park Sorrento and the open "Piazza" design will create an inviting environment for pedestrians and public gathering. These factors ensure that the project complies with policies IX-1, IX-5, IX-8 and IX-13 of the General Plan. There is no applicable specific or master plan for this property. Given these circumstances, the proposed project meets this finding.

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

Because project modifications resulted in no new or increased significant impacts, an addendum to the Final Environmental Impact Report has been prepared in compliance with section 15164 of the CEQA guidelines.

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

The surrounding area is developed with office and retail land uses to the north, east and southwest, recreational uses to the east and south, and residential uses to the east and south. There are two-story office buildings adjacent to the site, a one-story telephone switching facility, and a three-story office building across Park Sorrento to the north of the site. The proposed height of the buildings, although exceeding the City's height requirement for the CMU zone, is comparable to other structures situated throughout the general vicinity that also exceed the City's height requirement. Additionally, the applicant is requesting approval of a concession (in accordance with state law) for providing affordable housing to allow an increase in the allowed height limit from 35 feet to 52.25 feet. The proposed Italianate architecture is compatible with the predominant architectural styles of the surrounding community. The street frontage portion of the building will be two-stories in height, while the taller four-story portion will be set farther back to reduce the bulk and massing of structures as viewed from public area. Furthermore, the Architectural Review Panel agrees that the project is attractively designed and landscaped and recommends that this project be approved from a design standpoint. Given these circumstances, the proposed project meets this finding.

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

The City's Municipal Code contains development standards for setbacks and lot coverage for the CMU zone to ensure that development is adequately proportional to the size of the property. Compliance with these standards is required for project approval. By covering less than 36 percent of the lot, the subject property contains ample area to accommodate the proposed development. Furthermore, the applicant is proposing to place many of the parking spaces within a two-level subterranean garage and on the first level of the residential buildings in order to keep overall site development contained within the smallest footprint necessary. Furthermore, the majority of

development will be contained within the development footprint of the existing Calabasas Inn facility. As a result, the proposed project meets this finding.

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

The subject site is located in a suburban portion of Calabasas characterized by commercial, recreational and residential uses surrounding the site. As a result, the surrounding area is mostly built out with one to three-story buildings. The site is already developed with the Calabasas Inn banquet facility, asphalt parking lot and manicured landscaping. The proposed project would be built primarily over the existing developed area of the site. However, McCoy Creek trends through the southern and eastern portions of the site providing a natural setting within a developed area. Southern coast live oak riparian forest occupies 0.76 acres (14.0 percent) of the project site and is located along McCoy Creek. The project has been designed to protect as much natural habitat along McCoy Creek as possible. As a result, the project development would permanently impact 0.022 acres of the southern coast live oak riparian forest habitat. Because the applicant is required to establish a new oak forest onsite at a 1:1 ratio, any loss will be appropriately mitigated. Furthermore, of the 167 onsite oak trees, only 4 would have to be removed for this project. The project will be landscaped with drought tolerant and native landscaping that will help blend the development with the surrounding area, much of which exhibits mature landscaping. Given these circumstances, the proposed project meets this finding.

Section 17.62.080(E) of the Calabasas Municipal Code allows the Planning Commission to approve a **Variance** provided that the following findings are made:

Variance findings for reduced parking lot landscape buffer

1. *That there are special circumstances applicable to the property which do not generally apply to other properties in the same zoning district (i.e., size, shape, topography, location or surroundings), such that the strict application of this chapter denies the property owner privileges enjoyed by other property owners in the vicinity and in identical zoning districts;*

The special circumstance that is applicable to the property is the irregular shape of the lot such that the strict application of Section 17.26.040(B)(2)(iii) of the CMC, which requires a minimum landscape buffer of 5-feet between parking areas and side property lines, denies the property owner the privilege of providing adequate on-site parking, which is enjoyed by other property owners in the vicinity and same zoning district. Additionally, on-site resources, such as McCoy Canyon Creek and more than 160 oak trees, account for approximately 1.12 acres of protected area that further constrain



development of the subject site. Due to the above mentioned circumstances, there is a small portion of the parking lot to the west of building number 5 that is less than 5-feet from the side property line, making it infeasible to provide a 5-foot landscape buffer in this area. Strict adherence to the CMC would result in the loss of nine parking spaces, which are required to provide adequate parking for the residential units. Given these circumstances, the proposed project meets this finding.

2. *That granting the variance is necessary for the preservation and enjoyment of substantial property rights possessed by other property owners in the same vicinity and zoning district and denied to the property owner for which the variance is sought;*

Granting this variance is necessary to preserve property rights possessed by other owners in the same vicinity and zoning district and would otherwise be denied to the property owner of the subject site because it will allow the property owner to provide adequate parking for the residential units. Due to the irregular shape of the subject site, and presence of on-site resources, there are no other locations to place the parking lot necessary to serve the residential units of buildings 5 and 6. In order to meet the minimum parking aisle width and parking stall dimensions, the proposed parking area is less than 5 feet from the side property line, which will not allow enough room to provide the required 5-foot landscape buffer. As a result, denial of this variance would result in the loss of 9 parking spaces, which would not allow adequate parking for buildings 5 and 6. Given these circumstances, the proposed project meets this finding.

3. *That granting the variance would not constitute the granting of a special privilege inconsistent with the limitations of other properties in the same zoning district;*

Granting of this variance will not constitute the granting of a special privilege inconsistent with other properties in the same zoning district because it will simply allow the property owner to provide adequate parking on a uniquely shaped lot. Furthermore, the applicant is proposing to utilize the 2-foot bumper overhang to provide some landscaping between the properties and provide shade trees as required by the Calabasas Municipal Code. Given these circumstances, the proposed project meets this finding.

4. *That granting the variance will not be detrimental to the public health, safety or welfare, or injurious to property or improvements in the vicinity and zoning district in which the property is located; and*

Granting this variance will not be detrimental to the public health, safety or welfare, or injurious to property or improvements in the vicinity. Furthermore, granting this variance will actually benefit the surrounding community because it will help to provide adequate on-site parking for the development.

Additionally, due to a grade differential of 5 feet between the subject site and existing grade of the adjacent property, and the placement of landscaping within a 2-foot buffer, the parking area will be screened from the adjacent office building. Given these circumstances, the proposed project meets this finding.

5. *That granting the variance is consistent with the General Plan and any applicable specific plan.*

The General Plan Land Use designation for the subject site is Mixed Use (MU 0.95) which is intended for commercial uses and higher density residential uses. Because the proposed project includes a mix of commercial uses (restaurant and day spa) and multi-family residential units, it is consistent with the General Plan. Furthermore, the General Plan establishes the maximum allowed intensity permitted for each land use type. The CMU 0.95 land use district permits a maximum of 0.95 FAR and 20 residential units per acre. At 0.91 FAR and 14.7 residential units per acre, the proposed project is consistent with the General Plan. Granting this variance will not alter the proposed mixed-use of the site, and is therefore consistent with the General Plan. There is no applicable specific or master plan for this property.

As stated in variance findings 1 and 2 above, granting this variance is necessary to provide adequate on-site parking. This objective is consistent with General Plan policy VI-11, which states that there should be an adequate supply of parking to support the function of the uses the parking serves. Because the purpose of the 5-foot landscape buffer is to screen parking areas from adjacent properties and the public, the applicant is proposing to utilize the 2-foot bumper overhang to provide landscaping and shade trees. As a result, approval of this variance will be consistent with General Plan policies IX-1, IX-12, and IX-28, which require aesthetically pleasing development and properly screened parking areas. Given these circumstances, the proposed project meets this finding.

#### Variance findings for reduced trash and recycle area for buildings 1 & 5

1. *That there are special circumstances applicable to the property which do not generally apply to other properties in the same zoning district (i.e., size, shape, topography, location or surroundings), such that the strict application of this chapter denies the property owner privileges enjoyed by other property owners in the vicinity and in identical zoning districts;*

The special circumstance that is applicable to the property is the irregular shape of the lot such that the strict application of Section 17.20.200(D)(1) of the Calabasas Municipal Code, which requires each building to provide a solid waste area of at least 7 feet by 20 feet, denies the property owner the privilege of providing adequate on-site parking, which is enjoyed by other

property owners in the vicinity and same zoning district. Additionally, on-site resources, such as McCoy Canyon Creek and more than 160 oak trees, account for approximately 1.12 acres of protected area that further constrain development of the subject site. Due to the unique lot shape and on-site constraints there is limited room and flexibility to design a project at the permitted FAR of 0.95. As a result, the building footprints have been designed to the smallest extent possible in order to provide adequate parking and internal circulation while staying away from McCoy Canyon Creek and associated riparian oak woodlands. However, in order to meet the parking standards (i.e. parking aisle width, stall length, etc.) the trash and recycle area in buildings 1 and 5 are unable to meet the 7-foot by 20-foot requirement. Instead the applicant is proposing two separate areas; one space for trash and recycle that measures 10 feet by 9 feet and another area for organic waste that measures 4.5 feet by 9.5 feet. This configuration meets the intent of Section 17.20.200(D)(1) of the CMC by providing adequate access to the solid waste areas. Strict adherence to the CMC would result in the loss of necessary parking spaces, which are required to provide adequate parking for the residential units in buildings 1 and 5. Given these circumstances, the proposed project meets this finding.

2. *That granting the variance is necessary for the preservation and enjoyment of substantial property rights possessed by other property owners in the same vicinity and zoning district and denied to the property owner for which the variance is sought;*

Granting this variance is necessary to preserve property rights possessed by other owners in the same vicinity and zoning district and would otherwise be denied to the property owner of the subject site because it will allow the property owner to provide adequate parking for the residential units. Due to the irregular shape of the subject site, and presence of on-site resources, there is limited space for building footprints. In order to meet the minimum parking aisle width and parking stall dimensions, the proposed trash and recycle area for buildings 1 and 5 do not meet the minimum requirement of 7 feet by 20 feet;. As a result, denial of this variance would result in the loss of necessary parking spaces, which would not allow adequate parking for buildings 1 and 5. Given these circumstances, the proposed project meets this finding.

3. *That granting the variance would not constitute the granting of a special privilege inconsistent with the limitations of other properties in the same zoning district;*

Granting of this variance will not constitute the granting of a special privilege inconsistent with other properties in the same zoning district because it will simply allow the property owner to provide adequate parking on a uniquely shaped lot. Furthermore, the proposed solid waste areas meet the intent of the CMC by providing adequate of access to a trash/ recycle area and a

separate area for the collection of organic waste. Given these circumstances, the proposed project meets this finding

4. *That granting the variance will not be detrimental to the public health, safety or welfare, or injurious to property or improvements in the vicinity and zoning district in which the property is located; and*

Granting this variance will not be detrimental to the public health, safety or welfare, or injurious to property or improvements in the vicinity. Furthermore, granting this variance will actually benefit the surrounding community because it will allow adequate on-site parking for the development while still allowing for the collection and removal of waste. Given these circumstances, the proposed project meets this finding.

5. *That granting the variance is consistent with the General Plan and any applicable specific plan.*

The General Plan Land Use designation for the subject site is Mixed Use (MU 0.95) which is intended for commercial uses and higher density residential uses. Because the proposed project includes a mix of commercial uses (restaurant and day spa) and multi-family residential units, it is consistent with the General Plan. Furthermore, the General Plan establishes the maximum allowed intensity permitted for each land use type. The CMU 0.95 land use district permits a maximum of 0.95 FAR and 20 residential units per acre. At 0.91 FAR and 14.7 residential units per acre, the proposed project is consistent with the General Plan. Granting this variance will not alter the proposed mixed-use of the site, and is therefore consistent with the General Plan. There is no applicable specific or master plan for this property. Given these circumstances, the proposed project meets this finding.

As stated in variance findings 1 and 2 above, granting this variance is necessary to provide adequate on-site parking. This objective is consistent with General Plan policy VI-11, which states that there should be an adequate supply of parking to support the uses the parking serves. Furthermore, the proposed solid waste areas meet the intent of the CMC by providing adequate of access to a trash/ recycle area and a separate area for the collection of organic waste. As a result, approval of this variance is consistent with General Plan policy IV-41 because there will be separate receptacles for trash, recyclables and organic waste, to allow for proper diversion of solid waste from landfills. Given these circumstances, the proposed 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 approves file no. 130000103 subject to the following agreements and conditions:

## **I. INDEMNIFICATION AGREEMENT**

The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this File No. 130000103, or the activities conducted pursuant to this File No. 130000103. Accordingly, to the fullest extent permitted by law, D2 Development, and 23500 Park Sorrento Ventures in its capacity as the property owner, shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this File No. 130000103, or the activities conducted pursuant to this File No. 130000103. D2 Development, and 23500 Park Sorrento Ventures in its capacity as the property owner shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.

## **II. CONDITIONS OF APPROVAL**

### **Entitlements**

1. The Site Plan Review and Conditional Use Permit for Phase I of construction (buildings 2 and 8) shall be valid for a period of one year from the effective date of the entitlements. Pursuant to CMC Section 17.64.050(B), a one-time one-year extension of the entitlement expiration may be granted by the Director of Community Development provided a written request is submitted to the Community Development Department a minimum of 10 days prior to entitlement expiration. If the Site Plan Review and Conditional Use Permit entitlements are not exercised within the time frames listed above, then the Site Plan review and Conditional Use Permit entitlements for Phase I, Phase II and Phase III construction shall expire.

2. The Site Plan Review entitlement for Phase II of construction (buildings 5, 6 and 7) shall be valid throughout the time frames specified in Condition 1 above for Phase I entitlements. Further, entitlements for Phase II of construction shall remain valid for a period of two and a half years from the effective date of the entitlements. Pursuant to CMC Section 17.64.050(B), a one-time one-year extension of the Site Plan Review entitlement for Phase II construction may be granted by the Director of Community Development provided a written request is submitted to the Community Development Department a minimum of 10 days prior to entitlement expiration.
3. The Site Plan Review entitlement for Phase III of construction (buildings 1, 3 and 4) shall be valid throughout the time frames specified in Conditions 1 and 2 above for Phase I and Phase II entitlements. Further, entitlements for Phase III of construction shall remain valid for a period of three and a half years from the effective date of the entitlements. Pursuant to CMC Section 17.64.050(B), a one-time one-year extension of the Site Plan Review entitlement for Phase III construction may be granted by the Director of Community Development provided a written request is submitted to the Community Development Department a minimum of 10 days prior to entitlement expiration.
4. If entitlements for Phase II and Phase III construction are not exercised by the conclusion of the time frames prescribed in Conditions 2 and 3 above, the applicant shall be required to obtain approval of a new Site Plan Review application to renew the entitlements for Phase II and Phase III construction. The new Site Plan Review application shall be processed in compliance with Title 17 of the Calabasas Municipal Code.
5. The Vesting Tentative Map shall be subject to expiration time frames as dictated by Government Code Section 66452.6 (Subdivision Map Act).
6. Pursuant to Government Code Section 66498.1, approval of the Vesting Tentative Map confers a right to proceed with development in substantial compliance with the ordinances, policies and standards in effect on July 15, 2013 (the date the application was determined to be complete for filing) and conditions of project approval lawfully imposed consistently with those July 15, 2013 standards. The vested rights conferred by the Vesting Tentative Map approval shall remain in effect for an initial period of twenty-four months from the date of recordation of the final map. The subdivider may submit an application to the Planning Department for a one-year extension of these vested rights prior to the expiration of the initial twenty-four month period. The vested rights conferred by this approval shall expire if a final map is not approved before the expiration of the tentative map as dictated by Government Code Section 66542.6.
7. Upon recordation of the final map and issuance of a building or grading permit, approvals for Tentative Tract Ma No. 006-004, Development

Agreement No. 007-000, Conditional Use Permit No. 600-054, Site Plan Review No. 006-054 and Oak Tree Permit No. 007-004 shall no longer be valid.

**Community Development Department / Planning Division**

8. The proposed project shall be built in compliance with the approved plans on file with the Planning Division.
9. The project approved herein is depicted on those sets of drawings, elevations, etc., stamped approved by staff on the approval date. Any modifications to these plans must be approved by the Planning Department staff prior to changes on the working drawings or in the field. Changes considered substantial by the Planning staff must be reviewed by the Planning Commission. The determination of whether or not a change is substantial shall be made by the director of community development.
10. Prior to issuance of grading or building permits, working plans shall be reviewed and approved by the Planning Department to ensure compliance with the approved plans by the Planning Commission. The plans shall comply with the conditions contained herein, the Calabasas Municipal Code, and all City Resolutions and Ordinances.
11. All project conditions shall be imprinted on the title sheet of the construction drawings. The approved set of plans shall be retained on-site for review by Building Inspectors during the course of construction.
12. The applicant must complete and submit the "Development Construction Storm Water Requirements Review Checklist" and associated Storm Water Pollution Prevention plan (SWPPP)/Wet Weather Erosion Control Plan (WWCEP) documents for approval prior to issuance of grading or building permits.
13. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.
14. The subject property shall be developed, maintained, and operated in full compliance with the conditions of this grant and any law, statute, ordinance or other regulation applicable to any development or activity on the subject property. Failure of the applicant to cease any development or activity not in

full compliance shall be a violation of these conditions. Any violation of the conditions of approval may result in the revocation of the permits.

15. Construction Activities:

Hours of construction activity shall be limited to:  
7:00 a.m. to 6:00 p.m., Monday through Friday  
8:00 a.m. to 5:00 p.m., Saturday  
No construction on Sunday or legal holidays

Stacking of construction worker vehicles, prior to 7:00 a.m. in the morning will be restricted to areas that do not adversely affect adjacent property owners. The applicant shall notify the Director of Transportation or designee of the construction employee parking locations, prior to commencement of construction.

16. All ground and roof-mounted equipment is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through either landscaping, walls or a combination thereof.
17. This grant shall not be effective for any purposes until after the applicant, or its successors, and the property owner involved (if other than the applicant) has filed an affidavit of acceptance with the Los Angeles County Recorder's Office, stating that the applicant or its successors and the property owner are aware of and agree to accept all conditions of approval.
18. Violation of any of the conditions of this permit shall be cause for revocation and termination of all rights thereunder.
19. Prior to any use of the project site, all conditions of approval and mitigation measures shall be completed to the satisfaction of the Director of Community Development.
20. The applicant shall comply with all conditions and mitigation measures as outlined in the Final Environmental Impact Report and Mitigation Monitoring and Reporting Plan dated June 2008.
21. Any graffiti shall be removed from the site within two (2) working days from notification.
22. The applicant shall be responsible for costs associated with City reviews of technical reports submitted for final project approvals.

**Community Development Department / QUIMBY**



23. Prior to Final Map Recordation, the applicant shall be required to either dedicate land and/or pay a fee to the City for the purpose of developing new or rehabilitating existing park or recreation facilities in compliance with the requirements contained in Calabasas Municipal Code Section 17.50.030 (Park Land Dedication and Fees).
24. If the applicant seeks credit toward the Park Land Dedication and Fees requirement for proposed private onsite recreational facilities, prior to the submittal of the Final Map for approval by City Council, the applicant shall submit a proposal to the Director outlining private recreational facilities provided and the amount of credit sought. The recommendation of the Director shall be forwarded to City Council for review and approval.
25. Any private recreation or open space areas granted credit toward the Parkland Dedication and Fees requirement by City Council shall comply with the provisions in Section 17.50.030(G)(6). Any necessary written agreements, conveyances, covenants, conditions, or restrictions shall be recorded at the time of Final Map recordation.

#### **Community Development Department / Planning Division / Lighting**

26. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. Prior to the issuance of grading or building permits, a final lighting and photometric plan must be reviewed and approved by the Planning Department. The lighting and photometric plan shall indicate the type of all outdoor lighting fixtures used, light intensity, location, and the height of each light fixture. The applicant shall use methods to minimize the amount of light and glare that spills over into neighboring properties and the adjacent riparian habitat (consistent with EIR mitigation measures), such as limiting directional lighting intensity, limiting fixture height, use of cut-off type fixtures/glare shields and using ground level lighting wherever possible.

#### **Community Development Department / Planning Division / Landscaping**

27. Prior to the issuance of a grading or building permit for Phase I construction, the applicant shall submit a complete final landscaping design and documentation package for Phase I landscaping consistent with Chapter 17.26 of the Calabasas Municipal Code to the Community Development Director for review and approval. The Phase I final landscaping plan shall include interim landscaping for the Phase II and Phase III construction area consisting of native and/or drought tolerant groundcovers consistent with the project landscape theme.
28. Prior to the issuance of a grading or building permit for Phase II construction, the applicant shall submit a complete final landscaping design and

documentation package for Phase II landscaping consistent with Chapter 17.26 of the Calabasas Municipal Code to the Community Development Director for review and approval. The Phase II final landscaping plan shall include interim landscaping for the Phase III construction area consisting of native and/or drought tolerant groundcovers consistent with the project landscape theme

29. Prior to the issuance of a grading or building permit for Phase III construction, a final landscape design and documentation package shall be submitted for Phase III landscaping consistent with Chapter 17.26 of the Calabasas Municipal Code to the Community Development Director for review and approval.
30. Due to the phased nature of the project, if no building permit application for Phase II or Phase III construction is submitted within the time limits prescribed in Condition No. 2 and 3, the applicant shall submit a final landscape and documentation package for the Phase II and Phase III construction area to the Community Development Director for review and approval. The final landscape design for the Phase II and Phase III construction area shall be designed as permanent landscaping and be consistent with the landscape theme for the entire development. All final landscaping shall be installed within 90 days from the approval of the final Phase II or Phase III construction area landscape plan, depending on which phase was not completed.
31. All plant material shall meet the American Standards for Nursery Stock.
32. All landscaping is to be installed by the applicant within 90 days of occupancy (of each respective development phase) to the satisfaction of the Community Development Director or his designee. All landscaping will be consistent with the adopted City ordinance for landscape and water efficiency.
33. Upon completion of landscaping work and prior to requesting a landscaping inspection (for each respective development phase), the project landscape architect shall certify that all landscaping has been installed in substantial conformance with the approved landscape plans.

#### **Community Development Department / Planning Division / Signage**

34. Prior to the issuance of a building or grading permit for Phase I, the applicant shall submit an application for a sign program to the Planning Division to be processed in accordance with Section 17.30.050 of the Calabasas Municipal Code. A sign program must be reviewed and approved by the Planning Commission.

**Community Development Department / Planning Division / Aesthetics**

35. To the extent feasible, the project shall limit the use of window screens.
36. All private residential balconies, other private use areas, and common use areas visible to the public shall be kept in a neat and clean condition at all times. For private residential balconies or other private use areas, only items commonly used for the enjoyment of those areas such as barbecues, landscaping, patio furniture and associated items shall be allowed on them. These requirements shall be specified in Covenants, Conditions and Restrictions (CC&R's), leasing documents or other appropriate legal management tool. All CC&R's, leasing documents or other appropriate legal management documents shall be submitted to the Community Development Director for review and approval prior to the issuance of a Certificate of Occupancy. All leasing documents shall incorporate the CC&R's by reference.
37. All appurtenant project related structures and improvements that abut, face or encroach onto neighboring properties, such as retaining walls, freestanding walls, structural walls, fences, enclosures for utilities or trash/recycling areas, etc., shall be architecturally treated and/or landscaped in a manner that is compatible with the surrounding applicable design features. Prior to the issuance of a building permit, the applicant shall submit a final colors and materials palette and landscaping plans for said features to the Community Development Director for review and approval.

**Community Development Department / Planning Division / Affordable Housing**

38. In compliance with CMC Section 17.22.030(F), prior to the issuance of a building permit for any of the affordable housing units, the applicant shall submit for review and approval by the Community Development Director and City Attorney, documentation which identifies the affordable units offered, and identifies the procedures proposed to maintain the continued affordability of the units for eligible very low income occupants. The applicant shall enter into a written covenant with the City to guarantee the continued affordability of said units for a minimum period of 30 years. The Covenant shall be submitted to the City for review and approval of the Community Development Director and City Attorney prior to recordation.

**Community Development Department / Planning Division / Public Art**

39. Prior to the issuance of any Temporary or Final Certificate of Occupancy, the applicant shall either provide public artwork or pay an in-lieu fee in accordance with the provisions of CMC Chapter 17.24.

**Community Development Department / Planning Division / LEED**

40. Prior to the issuance of a Certificate of Occupancy, the applicant shall demonstrate compliance with Chapter 17.34 of the Calabasas Municipal Code to the satisfaction of the Community Development Director. Compliance shall consist of achieving the equivalent of a "silver" rating (at a minimum) using the LEED (Leadership in Energy and Environmental Design) rating system version 2.0 developed by the United States Green Building Council for non-residential use components.
41. In order to demonstrate compliance with Chapter 17.34 of the Calabasas Municipal Code, the applicant shall submit two documentation packages to the Community Development Department for review in the following manner:
- a. Prior to the issuance of a building or grading permit, the applicant shall submit a documentation package to the Department of Building and Safety that documents compliance with all design-related credits that are being sought after. Review and approval of the documentation package is required prior to issuance of a building and grading permit. On a case by case basis, the Director may defer this submittal requirement until a later date for the following reasons: 1) If the applicant can demonstrate through the submittal of a contract that the project team includes a LEED Accredited Professional, 2) if the project team can demonstrate experience with completed development of at least one LEED rated project in California, and/or 3) the project is seeking a LEED "gold" rating or higher.
  - b. Prior to the issuance of a Certificate of Occupancy, the applicant shall submit a final documentation package to the Department of Building and Safety that documents compliance with all remaining undocumented LEED credits. Review and approval of the final documentation package is required prior to the issuance of a Certificate of Occupancy.

**Community Development Department / Planning Division / Federal, State and Local Agency Approvals**

42. Prior to the issuance of a grading or building permit, the applicant shall submit copies of all approved permits from all other Federal, State and Local agencies with approval authority over the project. These agencies include, but are not limited to the US Army Corps of Engineers, Regional Water Quality Control Board, FEMA, the California Department of Fish and Wildlife and Los Angeles County Public Works. If no permit is required from any of these agencies, the applicant shall submit copies of correspondence from those agencies stating that fact.

**Community Development Department / Planning Division / Paleontological Resources**

43. Prior to the issuance of a grading permit, the applicant shall submit evidence to the Community Development Director that the applicant has secured the services of a qualified paleontological construction monitor, and a monitoring plan following the requirements set forth in EIR Mitigation Measures E-4 through E-8. Monitoring shall include the inspection of fresh exposures created by grading/excavation of the Upper Modelo Formation and/or the Quaternary sediments.

**Community Development Department / Consulting City Arborist**

44. All Oak tree mitigation work shall be completed prior to the issuance of the certificate of occupancy for Phase I construction.
45. The applicant is permitted to remove oak tree nos. 87, 89, 94, 101 and 137. Every attempt shall be made to transplant the oak removals to another appropriate open space location on-site. In order to offset the loss of the five (5) oak trees, the applicant shall plant 43.5 inches in diameter of coast live oak and valley oak, corresponding with the amount of each species removed. All mitigation Oak trees shall be planted on-site if feasible. If it is not feasible to plant all mitigation Oak tree on-site, then the applicant shall plant the mitigation trees in a viable off-site location approved by the Community Development Director in consultation with the City Arborist or pay a fee in-lieu of mitigation into the City's Oak Tree Mitigation fund to be used for future mitigation efforts.. The applicant shall be responsible for the monitoring and maintenance of the replacement trees for a minimum of five (5) years. If any replacement tree(s) dies during the five-year period, the applicant shall plant new replacement trees and the five-year monitoring period shall begin again from the date of planting for the replacement Oak.
46. Prior to the issuance of a grading or building permit, the applicant shall submit an Oak tree mitigation plan for review and approval by the Community Development Director and City's Arborist. The mitigation plan shall include a plan for planting and establishment of mitigation trees, including the size, species and location, and a monitoring and maintenance schedule. The mitigation plan shall be prepared by the project's Oak tree preservation consultant in accordance with the requirements outlined in the City's Oak Tree Prevention and Protection Guidelines.
47. Prior to the issuance of a grading or building permit, the applicant shall submit a monitoring plan consistent with the applicant's oak tree consultant's recommendations and the City's Oak Tree Preservation and Protection Guidelines for all encroached upon trees. The plan should propose quarterly monitoring of encroached upon trees for an initial period of three years, followed by two additional years of bi-annual monitoring. Any tree that fails as a result of the project shall be replaced.

48. Prior to the issuance of a grading or building permit, the applicant shall submit a refundable security deposit (or other surety), in an amount equal to the PRC value of the impacted oak trees plus the cost of planting and possible replacement, to be deposited in trust with the City of Calabasas. The deposit shall be refunded upon satisfactory completion of the mitigation requirements at the conclusion of the 5-year monitoring period.
49. All mitigation work shall be completed prior to the issuance of a certificate of occupancy.
50. Prior to construction, the extent of all work affecting Oak trees shall be staked, where applicable, by field survey and reviewed with the Oak Tree Preservation Consultant.
51. Any approved pruning shall be done by a qualified tree trimmer, and observed by the Oak Tree Preservation Consultant. Pruning shall be performed in compliance with the latest ANSI pruning standards.
52. In order to protect the root system from unnecessary damage by excavation equipment, all vertical trenches and fence posts shall be hand dug at the final location to final grade and abridged over. If any roots are encountered, the footings or posts shall be moved or the roots cleanly cut and sealed with tree/root seal, as approved by the Oak Tree Preservation Consultant. Where absolutely necessary and as approved by the City's Arborist, limited mechanized equipment may be used as recommended in the applicant's Oak tree Report dated February 2007.
53. All footings for wall construction shall be designed to provide minimal impact to the tree, and backfilled with topsoil.
54. No chemicals or herbicides shall be applied to the soil surface within 100 feet of an oak tree's aerial/root zone (i.e., root protection zone).
55. Copies of the following shall be maintained on the site during any work to or around the oaks: Oak tree report; Oak tree permit, including conditions of approval; City Oak Tree Preservation Guidelines; Oak Tree Ordinance No. 2001-166; and approved oak tree plan, landscape plan and site plan.
56. Minor deadwood shall be removed from the trees per the direction of the Oak Tree Preservation Consultant.
57. Any work required beyond the scope of the approved Oak tree permit shall be reviewed by the City Arborist and written approval shall be provided by the City prior to proceeding with out-of-scope work.
58. All work performed within the Oak Trees' aerial/root protected zones shall be regularly observed by the applicant's Oak tree consultant.

59. Prior to the issuance of a grading permit, the applicant shall submit a copy of the Oak Tree Fencing Plan to the Community Development Director for review and approval. The applicant shall notify the City a minimum of 48 hours prior to the start of any work so that the City may inspect the placement of the Oak tree protective fencing.
60. The Oak tree protective zone fencing (approved fencing materials are in the Oak Tree Guidelines - 5 ft. minimum height) shall be installed prior to the start of grading or other construction activity at the limit of approved work to protect the Oak Trees and surrounding trees from any damage and remain in place until completion of construction. Should any work be required within the limit of work and the temporary fence must be opened, the applicant's oak tree consultant must direct all work at any time the fence is open.
61. The area within the oak tree protective fencing shall not be used at any time for material or equipment storage and parking.
62. Removal of the natural leaf mulch within the protected zone of the project Oak trees is prohibited except where necessary for encroachment. Upon completion of work, a four to six inch layer of certified mulch shall be placed around the protected zone of the encroachment trees. Where possible, a native leaf litter should be retained and used as the mulching material.
63. All conditions and recommendations of the applicant's Oak tree consultant contained in the Oak tree Report dated January 25, 2013 shall be followed.
64. The applicant shall comply with all mitigation measures contained in the Final Environmental Impact Report pertaining to Oak trees.
65. Within ten (10) days of the completion of work, the applicant's oak tree consultant shall submit written certification to the Planning Division. The certification shall describe all work performed and shall certify that such work was performed in accordance with the above permit conditions. If any work was performed in a manner not in conformance with these conditions of approval then the applicant's oak tree consultant shall identify the instance or instances of a deviation to any of these conditions.

**Community Development Department / Building and Safety Division**

66. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
67. The project must comply with the building codes in effect at this time, which are the "2010" California Building, Plumbing, Mechanical, Electrical and 2010 Green Building Codes or the most recently adopted Codes in effect if submitted for Plan Check subsequent to January 1, 2014.

68. The project is located within a designated "Very High Fire Hazard Severity Zone". The requirements of Chapter 64 of the 2002 Los Angeles County Building Code, Vol. 1, must be incorporated into all plans.

**Public Works Department / Environmental Services Division**

69. This project will disturb one acre or greater of land and therefore must obtain coverage under a statewide General Construction Activities Stormwater Permit (General Permit). Prior to issuance of a grading permit, the applicant must submit to the City:
- a. Proof of PRD filing confirmation with the State Water Resources Control Board under the new General Permit (Order No. 2009-0009-DWQ Permit);
  - b. A statement of owner's certification that a State Stormwater Pollution Prevention Plan (SWPPP) has been prepared; and
  - c. A copy of the SWPPP prepared for the project complying with all applicable requirements of the Order No. 2009-0009-DWQ.
70. This is a Planning Priority Project as defined in the City of Calabasas' National Pollutant Discharge Elimination System (NPDES) permit. The construction drawings must incorporate the following five requirements into the project design prior to issuance of the grading permit:
- a. Conserve natural areas;
  - b. Protect slopes and channels;
  - c. Provide storm drain system stenciling and signage;
  - d. Divert roof runoff to vegetated areas before discharge unless the diversion would result in slope instability; and
  - e. Direct surface flow to vegetated areas before discharge unless the diversion would result in slope stability.
71. The owner/owner's agent shall ensure the following minimum requirements are effectively implemented at the construction site:
- a. Sediments generated on the project site shall be retained using adequate Treatment Control or Structural BMP's;
  - b. Construction related materials, wastes, spills, or residues shall be retained at the project site to avoid discharge to the streets, drainage facilities, receiving waters, or adjacent properties by wind or runoff;
  - c. Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained at the project site; and
  - d. Erosion from slopes and channels shall be controlled by implementing an effective combination of BMP's, such as the limiting of grading scheduled during the wet season; inspecting graded areas during rain events;



planting and maintenance of vegetation on slopes; and covering erosion susceptible slopes.

72. McCoy Creek is one of the headwaters of Los Angeles River. The owner(s) shall be responsible to meet all safety requirements and EPA approved measures to keep the water clean. All Total Maximum Daily Loads (TMDL) applicable to Los Angeles River are applicable to McCoy Creek and thus a responsibility of the property owner(s).
73. This project is a development planning priority project under the City's NPDES Municipal Stormwater Permit. An Urban Stormwater Mitigation Plan (USMP) that incorporates appropriate post-construction best management practices (BMPs) into the design of the project must be prepared and approved prior to issuance of any grading. Please refer to the Los Angeles County *Standard Urban Stormwater Mitigation Plan (SUSMP)* for applicable design requirements. The project-specific USMP shall describe how this project design conforms to all requirements set forth in the SUSMP and must include a fully executed and recorded "Maintenance Covenant for Parcels Subject to SUSMP Requirements" to provide for on-going maintenance of the BMPs that have been chosen.
74. Landscape areas should utilize concave design to capture irrigation runoff and first  $\frac{3}{4}$  inch of a two year storm event for the landscape area only; additional capacity should be included if runoff from the hardscape areas is directed to landscaped areas.
75. Areas of creek bank that have eroded need to be fully stabilized per the Army Corp of Engineer's standards and approval of the California Department of Fish and Wildlife.
76. Creek banks need to be cleaned up, broken trees and barriers removed from the creek bed and bank.
77. Direct runoff from the driveway toward permeable areas and construct portions of the driveway from porous materials.
78. Prior to issuance of a grading permit, the developer shall submit an accurately scaled pervious surface plan which clearly defines areas of pervious surfaces calculated, demonstrating compliance with the minimum pervious surface requirement in accordance with Calabasas Municipal Code Section 17.56.030.
79. The applicant and contractors shall implement all reasonable efforts to reuse and recycle 75% of construction and demolition debris, to use environmentally friendly materials, and to provide energy efficient buildings, equipment, and systems. The applicant shall provide proof of recycling quantities to obtain final clearance of occupancy.

80. Individuals responsible for SWPPP preparation, implementation, and permit compliance shall be appropriately trained. This includes those personnel responsible for installation, inspection, maintenance, and repair of BMPs. Those responsible for overseeing, revising, and amending the SWPPP shall also document their training. Training should be both formal and informal, occur on an ongoing basis when it is appropriate and convenient, and should include training/workshops offered by the SWRCB, RWQCB, or other recognized agencies or professional organizations.
81. Grading shall be prohibited from October 1<sup>st</sup> through April 15<sup>th</sup>, unless the City Engineer determines that soil conditions at the site are suitable, and adequate and effective erosion and sediment control measures will be in place during all grading operations.
82. During the term of the City permit, the contractor, their employees, and subcontractors shall implement appropriate Best Management Practices (BMPs) to prevent pollution to local waterways. Sediments, construction debris, paint, trash, concrete truck wash water and other chemical waste from construction sites left on the ground and streets unprotected, or washed into storm drains, causes pollution in local waterways via the storm drain system, and is against City Ordinance and State law. The BMPs implemented shall be consistent with City of Calabasas Ordinance 2002-177, Calabasas Municipal Code Chapter 8.28. Failure to implement appropriate BMPs shall result in project delays through City issued "Stop Work Notices" and/or fines levied against the owner/developer/contractor.
83. Onsite drainage should take advantage of landscaping by diverting downspouts to grade level landscape areas. Provide discharge locations of downspouts. To the maximum extent feasible, runoff from downspouts should be directed to landscape areas.
84. This redevelopment project is required to mitigate pollutants from runoff flows by means of structural Best Management Practice (BMP). Mitigation must occur prior to release of runoff flows over a property line. Natural mitigation solutions such as a grassy swale or infiltration basin must take priority over manufactured filtration. Only once it has been stated in the sites USMP with supporting calculations and/or documentation why natural solutions are infeasible for this site, can manufactured filtration be considered.
85. This redevelopment project is required to mitigate pollutants from runoff flows by means of structural Best Management Practice (BMP). Mitigation must occur prior to release of runoff flows over a property line. Natural mitigation solutions such as a grassy swale or infiltration basin must take priority over manufactured filtration. Only once it has been stated in the sites USMP with supporting calculations and/or documentation why natural solutions are infeasible for this site, can manufactured filtration be considered.

86. Per the Calabasas Municipal Code Chapter 8.16 "no person shall collect and/or dispose of municipal solid waste or recyclable materials in the city without having first been issued a solid waste collection permit. Such permit shall be in addition to any business license or permit otherwise required by the City of Calabasas." Please contact the Public Works Department for a list of permitted haulers. An Encroachment Permit is required prior to placing a refuse bin/container on the street.
87. Provide separate recycling chutes and trash chutes from every floor to the respective recycling and trash disposal containers.

### **Public Works Department / Engineering Division**

#### **Street Improvements**

88. Prior to any work being performed within the city right-of-way, the applicant shall obtain an encroachment permit from the Public Works Department.
89. The applicant shall provide plans and details of the project frontage including, but not limited to curb and gutter, parkway, sidewalk and driveway to the satisfaction of the City Engineer. Details shall be coordinated with the Planning Division of the Community Development Department, County of Los Angeles Fire Department, as well as the City Landscape Maintenance District (LMD).
90. The applicant shall provide designs and details of existing and proposed sidewalk and driveway transitions compliant with the Americans with Disabilities Act (ADA) as well as disabled access provisions as contained in the latest edition of the California Building Code (CBC), as amended by the County of Los Angeles and the City of Calabasas. Any existing frontage improvements (sidewalk, driveway(s), clearances around above-ground utility poles, utility boxes, etc) shall be reviewed and upgraded as necessary to comply with disabled accessibility standards.
91. The applicant shall provide the appropriate line of sight and striping plans for the proposed improvements in accordance with the Public Works Department.
92. Prior to the Issuance of a Grading Permit, the applicant shall provide a horizontal and vertical alignment for the project's access driveway, to the satisfaction of the County of Los Angeles Fire Department and the City Engineer.
93. All pavement structural sections shall be designed by the project Geotechnical Engineer/Consultant and Engineering Geologist and submitted

in conjunction with the final soils report for review and approval by the Public Works Department.

94. Prior to issuance of a certificate of occupancy, all damaged curb, gutter, sidewalk, pavement shall be removed and replaced at the expense of the applicant.
95. Prior to issuance of a certificate of occupancy, the applicant shall restripe all striping, pavement markings and pavement legends adjacent to and within the vicinity of the project site impacted by construction traffic, to the satisfaction of the City Engineer.

### **Grading and Geotechnical**

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

100. The applicant agrees to address and mitigate any and all geotechnical design engineering and construction issues not contained within these conditions, but associated with the proposed development that may arise during final design and/or construction.
101. The applicant shall eliminate all geological hazards associated with this proposed development, in accordance with the recommendations of the City's geotechnical consultant and to the satisfaction of the City Engineer.
102. All retaining and privacy walls shall be in conformance with the City's wall requirements pursuant to CMC Section 17.20.100. Any variations require Planning Division approval. The wall details and callouts, including top of footing elevations, shall be included with the Grading Plans. Any walls to be built during rough grading shall be so noted on the plans and must have the approval of the City Engineer.
103. Prior to issuance of a grading permit, the applicant shall submit a surety grading improvement bond with the valuation to be determined by City staff upon submittal of the engineering cost estimate of grading and installation of the drainage devices.
104. Prior to issuance of a grading permit, the applicant shall submit official stamped and signed copies of the acknowledgement concerning the employment of a registered civil engineer and technical consultants (Form K).
105. All excavation, grading, site utility installation (private water, sewer and storm drain), pavement construction and related site work shall be observed and approved by the Public Works Department.
106. Grading operations involving the hauling of dirt shall be controlled and reasonable efforts to avoid the spillage of dirt onto public streets shall be enforced. The grading contractor shall maintain on site at all times a means of preventing blowing dust within the project site and onto adjacent sites. Prior to start of hauling operations, the applicant shall obtain a Haul Route Permit from the Public Works Department.
107. The grading contractor shall maintain on site at all times a means of controlling dust and other airborne particulates originating from the project site. Construction water shall be provided and applied at regular intervals so as to maintain moisture in the upper strata of exposed site soils. At the discretion of the City Engineer, additional dust palliatives or other effective methods (fencing, screening) may be specified to prevent the migration of airborne dust onto adjacent properties.

108. All grading and excavation shall be observed and documented by the project Geotechnical Engineer, who shall verify that the excavation, grading, subdrainage, backfill, compaction, and related operations are executed by the site construction personnel in conformance with the provisions of the approved Geotechnical Report. Any deficiencies noted shall be brought to the attention of the grading contractor and the City Engineer. Such observations, verifications, related tests, and other pertinent documentation shall be submitted in writing to the City Engineer.
109. Applicant shall comply with all state requirements for construction within a special studies zone. Copies of the report must be sent to the State Geologist by the applicant prior to the issuance of a Certificate of Occupancy (C of O).
110. The project grading plans shall be reflective of the excavations necessary to achieve the design grades for the parking garage, adjacent retaining walls, slopes and property lines. Grading plans shall provide sections as necessary to clarify the depth and grade relationships of these excavations.
111. The grading plans and required sections shall clarify the limits of required over-excavation based on the recommendations of the project soils engineer.
112. The applicant agrees to address and mitigate any and all engineering and geotechnical design and construction issues not contained within these conditions, associated with the proposed development that may arise during final design.
113. The applicant shall provide for a well-point or other equally effective means for the control and drawdown of groundwater encountered during excavation operations. The design of such a dewatering system shall be submitted to the Public Works Department and reviewed/approved prior to the issuance of a grading permit.
114. The applicant shall provide for a means of impounding and clarifying groundwater associated with the dewatering system prior to discharge into McCoy Creek. Such a system shall be subject to review and approval by the Los Angeles Regional Water Quality Control Board (LARWQCB). Evidence of such review and approval shall be submitted to the Public Works Department prior to the issuance of a grading permit.
115. Rough Grade Report. At the completion of rough grading, the project Geotechnical Engineer shall submit a comprehensive rough grade report summarizing the required observations, verifications, related tests, and other pertinent documentation to the City Engineer for review and approval.
116. Rough Grade and Building Pad Certifications. Upon completion of rough grading, the applicant shall submit Rough Grade (Public Works Form O) and

Building Pad (Public Works Form Q) Certifications on the City's forms. The certifications shall be signed by the project Geotechnical Engineer and project Civil Engineer, as well as the Grading Contractor. The certification shall be accompanied by as-built survey where deemed necessary by the City Engineer to verify compliance with the limits and elevations required by the approved grading and drainage plans. The Rough Grade and Building Pad Certifications shall be reviewed in conjunction with the Rough Grade Report by the City Engineer.

117. Approval of Rough Grading. The project Rough Grade Report and Rough Grade and Building Pad Certifications shall be reviewed and approved by the City Engineer. Evidence of such approval shall be provided to the Community Development Department, Building and Safety Division, prior to the issuance of a Building Permit. **No Building Permit shall be issued for the project without these approvals.**
118. Any variations from the approved grading plan must be submitted to the Public Works Department in the form of a Change Order. The engineer of record must submit a complete change order package to Public Works, including a completed Change Order Checklist (Public Works Form U) and Change Order Request (Public Works Form U-1). The change order will be reviewed and approved by the Community Development Department (Planning Division) and the Public Works Department (Land Development Division). The City Planner shall make the determination if the changes require a review by the Planning Commission. If the field conditions deviate from the approved plans without obtaining prior approval of a change order, the City Engineer may issue a Stop Work Notice.
119. Prior to issuance of a Certificate of Occupancy (C of O), the project Civil Engineer of record shall provide As-Built or Record Drawings, prepared on mylar, to the City reflecting any changes to the approved plan prior to initiation of final inspection.
120. Final Grade Certification. Prior to the issuance of a Certificate of Occupancy (C of O), the applicant shall submit a Final Grade Certification on the City's form. The Final Grade Certification shall be reviewed and approved by the City Engineer prior to the issuance of a C of O for the project.
121. The Applicant shall be responsible for the construction and maintenance of the proposed site improvements. A maintenance covenant shall be recorded against the property to ensure that project hardscape (sidewalks, ramps, parking areas and drive aisles, striping, disabled parking areas, signage, accessible route delineators, and related improvements) and drainage system (pipes, inlets, outlets, basins, water quality devices, and related improvements) are properly maintained. Maintenance provisions shall be submitted by the applicant and approved by the City of Calabasas Public

Works Department. Said covenant shall contain provisions ensuring that proper maintenance is provided in perpetuity for the constructed improvements. Covenant shall additionally include provisions to reimburse the City for any repair or maintenance effort required of said facilities, as deemed necessary by the City due to failure of the property owner(s)/management to adhere to the provisions of said covenant. The determination of necessity shall be at the sole discretion of the City.

122. A staging plan shall be prepared to illustrate the sequencing of construction between Phase 1 and 2 of the project. These plans shall demonstrate the location of any stockpiled materials, staging of construction equipment, and parking for laborers. The staging plan shall be submitted to Public Works and reviewed and approved prior to the issuance of a Grading Permit.
123. The project grading plans shall reflect the shoring necessary for the establishment of rough graded areas necessary for rough grade and garage pad certification. The applicant's engineer shall prepare plans to address specific areas of excavations and vertical cuts requiring protection based on the recommendations contained in the soils engineer's report.
124. Shoring plans shall be prepared by a Registered Civil Engineer licensed to practice in the State of California. Shoring plans shall be reviewed and sealed by the project Geotechnical Engineer/Engineering Geologist to acknowledge their consistency with the recommendations contained in the project soils report(s).
125. The required shoring plans, structural calculations and related geotechnical recommendations shall be submitted to the Building and Safety Division of the Community Development Department for structural design review and approved prior to the issuance of a grading permit for the project.

#### **Mapping and Related Documents**

126. The applicant shall have a final map prepared for the project. Such final map shall be prepared by a Registered Land Surveyor, licensed to practice in the State of California, or a Registered Civil Engineer, whose status allows him to practice land surveying, licensed in the State of California.
127. The final map shall be a type appropriate for a one-lot subdivision, and shall clearly indicate that it is being prepared for condominium purposes.
128. The final map shall contain a title sheet that includes provisions for signatures of parties required to appear on the map, including, but not limited to, those listed in the Preliminary Subdivision Report. In addition, the cover sheet shall contain provisions for the signature of the City Surveyor, City Engineer, and the Community Development Director of the City of Calabasas.



129. The final map shall contain a plat which reflects the subject property, property lines, easements of record, any new easements proposed (which are intended to be conveyed by the final map), a metes and bounds legal description, basis of bearings, data tables and other pertinent data.
130. The final map shall be recommended for approval by the Public Works and Community Development Departments and approved by the City Council of the City of Calabasas.
131. The approved final map shall be recorded with the County of Los Angeles prior to the issuance of a Building Permit by the Community Development Department.
132. The applicant shall have a condominium plan prepared for the project. Such condominium plan shall be prepared by a Registered Land Surveyor licensed to practice in the State of California. The condominium plan shall delineate air space for individual units, common areas with associated plats and descriptions. Such plan shall be coordinated with the final map, and shall be submitted to the State of California Department of Real Estate (DRE) for approval. A copy of the condominium plan shall be submitted to the City of Calabasas Public Works Department for review in conjunction with the final map.
133. The applicant shall provide a current copy of the preliminary title report, prepared within the last 6 months, for the subject property.
134. The applicant's engineer shall plot all referenced easements on the site plans, grading plans and final map.
135. The applicant shall prepare Covenants, Conditions and Restrictions (CC&R's) for the project. The CC&R's shall be reviewed and approved by the Public Works and Community Development Director prior to recordation.

#### **Hydrology and Drainage / Flood Hazard Delineation / Mitigation**

136. The applicant shall have a final drainage study prepared by a Registered Civil Engineer licensed to practice in the State of California. The drainage study shall be prepared in City standard report format and include sections addressing on-site and off-site drainage areas, existing and developed conditions hydrology, the design hydraulics for the on-site drainage system, including sizing of inlets, conduits, v-ditches, down drains and other structures, and associated calculations and conclusions. The drainage study shall demonstrate project compliance with the current Los Angeles County Public Work Department's Hydrology Manual and Hydraulic Design Manual; however the minimum design flow for sizing onsite drainage devices shall be

25 year recurrence (Q25). The drainage study shall also document that all building finish floor elevations will remain at least one foot above the 50-year capital flood storm recurrence interval (Q50) water surface elevation, identifying overflow pathways. The drainage study shall be submitted to the Public Works Department and approved by the City Engineer prior of the issuance of a grading permit.

137. All drainage shall be sloped 2% away from all parts of the structure along impervious surface and 5% away along pervious surface, in conformance with California Building Code; or as per geotechnical report recommendations; and conveyed through an on-site storm drain system to an approved point of disposal.
138. The applicant's engineer shall provide for detention of on-site storm drainage, based on either offsite storm drain capacity limitations or a 'no net increase' approach, whichever yields the greater volume of required detention. In either case the required volume shall be calculated by unit hydrograph or other approved means. Such calculations shall be included in the final drainage study.
139. The portion(s) of the site intended for detention of storm water shall be reflected on the drainage plans, and include construction details for size, shape, volume, fencing and access for maintenance. Design of the outlet works for the areas of detention shall be such that the required volume of detention is attained and the approved maximum rate of outflow is not exceeded. Details of the design of the detention areas and outlet works shall be consistent with those contained in the final drainage study.
140. The applicant's engineer shall prepare drainage plans detailing the required design of the on-site storm drain system. The design shall be consistent with the calculations contained in the final drainage study, with appropriate details to allow for plan review, inspection and construction of the required facilities. The on-site storm drain plans, along with plans for any necessary extensions of offsite storm drain systems and connection details, shall be submitted to the City of Calabasas Public Works Department for review and approval prior to the issuance of a grading permit.
141. Unless specifically approved by the City of Calabasas and the County of Los Angeles Public Works Departments, the on-site storm drainage system shall be privately owned and maintained. Drainage plans shall clarify that the on-site storm drain system is not to be maintained by either the City of Calabasas or the County of Los Angeles.
142. The applicant shall provide for the perpetual ownership and a program of regular maintenance of the on-site drainage facilities, including but not limited to the proposed storm drain pipes, catch basins, interceptor ditches, debris

basins, detention facilities, water quality treatment devices, area drains, etc. The proposed program shall be submitted to the City of Calabasas Public Works Department for approval and shall include exhibits showing the locations of facilities to be maintained and narrative descriptions of the facilities with required frequency of maintenance. Any debris and detention facilities shall be adequately detailed to allow the perpetual maintenance of required volume. Such details shall include limits and dimensions of facilities (ie: top and bottom dimensions, depth, design volume) such that future maintenance and cleaning efforts shall adequately restore the shape and operational capacity of the facility. The approved program shall be included in the project CC&R's and recorded with a maintenance covenant to insure perpetual maintenance of such facilities and devices.

143. The applicant's engineer shall provide for the mitigation of the project's storm water quality impacts. The applicant's engineer shall provide calculations for the sizing and location of devices intended to mitigate such impacts in accordance with the County of Los Angeles NPDES, SUSMP and USMP requirements. Calculations shall be submitted with the final drainage study. The locations of required water quality treatment devices shall be shown on the drainage plans. Details of the required devices shall be included in the drainage report and detailed on the project plans.
144. The applicant's Engineer shall verify with FEMA that a new CLOMR application is not required due to changes in proposed grading.
145. If a new CLOMR application is required, it shall contain a hydraulic analysis of the adjacent McCoy Creek, and shall examine the vertical depth and lateral extents of flooding associated with this watercourse in relation to the proposed grading of the project.
146. The required CLOMR application shall be reviewed and approved by FEMA, and a CLOMR issued, prior to the issuance of a grading permit for the project. The proposed grading (pad(s)/finished floor(s)) shall be at or above the elevations specified in the CLOMR.
147. Upon the completion of grading operations the applicant's Engineer shall submit a Letter of Map Revision (LOMR) application to FEMA. The LOMR application shall be approved by FEMA and a LOMR issued prior to the issuance of a C of O by the City.
148. The lowest habitable finished floor(s) of the proposed building(s) shall be designed such that their elevation is a minimum of 1-foot above the highest Base Flood Elevation (BFE) of the adjacent McCoy Creek. The BFE shall be determined using the modeling methodology contained in the hydraulic analysis in the approved CLOMR/LOMR, and shall be taken as the highest calculated water surface elevation (CWSE) along the project frontage with

McCoy Creek associated with either the 50-year bulked/burned flow rate, or the 100-year flow rate, whichever is greater. The CWSE shall be reflective of any wave action or superelevation associated with the Creek.

149. The portions of the building(s) located below the BFE of McCoy Creek shall be flood proofed in accordance with FEMA 102 Flood proofing of Nonresidential Structures, as well as appropriate provisions of the California Building Code (IBC references), whichever are more restrictive.
150. The applicant shall provide elevation certificates, prepared on FEMA's latest forms, to the Public Works Department prior to the issuance of a C of O.
151. The applicant shall obtain any and all necessary approvals and permits from the Army Corps of Engineers (ACOE) and/or the California Department of Fish and Wildlife (CDFW) for the proposed storm drain outlet and related encroachments to McCoy Creek. Copies of the permits, or written acknowledgement that such permits are not required, shall be submitted to the Public Works Department prior to the issuance of a grading permit. Any additional conditions specified by these agencies as part of their permit(s) shall be observed and implemented.
152. The storm drain outlet pipe shall be provided with a one-way check valve or other equally effective means of preventing the CWSE associated with McCoy Creek from comprising the hydraulic/detention capacity of the on-site storm drain.

### **Utilities**

153. Public utilities including electricity, gas, water, sewer, telecommunications services, and storm drain shall be installed as part of the improvements within all subdivisions as provided by Section 17.46.090 of the Municipal Code.
154. The minimum width of easements for public or private utilities, sanitary sewers, or water distribution systems, shall be as determined by the review authority based on the recommendations of the City Engineer for city facilities, and the recommendations of the applicable utility company, for public or private utilities.
155. All new utilities serving the proposed project shall be placed underground.
156. All existing overhead utilities (electric, telephone, cable, etc.) along the project frontage and along the project boundaries shall be converted underground.
157. The project shall connect to an existing sewer. The applicant shall submit a design for the connection of the building sewer to the existing sewer contained within the public right of way of the adjacent street. The design size

of the building sewer shall be consistent with the building drain as determined by the applicant's plumbing/mechanical engineer of record, or 6" minimum diameter, whichever is greater. The geometric, hydraulic and material design of the building sewer beyond the building envelope shall be consistent with the City of Calabasas Public Works Standards and the County of Los Angeles PC Procedures Manual.

158. The applicant shall prepare a sewer area study to verify the capacity of the existing sewer to convey the project's calculated effluent. The study shall be prepared according to the County of Los Angeles PC Procedures Manual, and shall quantitatively evaluate the capacity of the existing sewer and impacts of the project on the existing sewer. The study shall identify the limits and degree of any areas of projected deficiency, and specify remedial measures necessary to mitigate the impact of the project's effluent, or in the case of an existing deficiency, the proportionate/fair share improvement as deemed acceptable by the City Engineer.
159. The applicant shall be responsible for the design and construction of any necessary offsite sewer improvements based on the results of the sewer area study. Alternatively, the applicant may submit funds sufficient to provide for the future improvement of affected portions of the offsite sewer main, based on the fair share proportion of the project's impact. The method and amount of such a fair share impact fee shall be approved by the City Engineer. Any fair share fees shall be submitted prior to the issuance of a Building Permit.
160. Sewer connection fees shall be paid to the Las Virgenes Municipal Water District (LVMWD). The applicant shall submit proof of payment of such fees to Public Works prior to issuance of a Building Permit.
161. The project shall connect to an existing water main. The applicant shall construct a water service lateral to connect the proposed project to the existing available water main.
162. Water service connection, associated meter fees and any other miscellaneous fees/assessments shall be paid to Las Virgenes Municipal Water District (LVMWD). The applicant shall submit proof of payment of such fees (ie: LVMWD's Financial Arrangement Letter) to Public Works prior to the issuance of a Building Permit.
163. The project shall utilize reclaimed water for irrigation of landscaped areas.

### **Public Works Special Conditions**

164. Construction activity and traffic control shall be staged such that vehicular access to adjacent properties is maintained at all times. Provide locations for storing and operation of all construction equipment. These locations shall not interfere with traffic flow and/or impede the construction effort.
165. For improvements and related construction activity which may encroach onto properties abutting the subject site, the applicant shall provide to the City right-of-entry agreements, temporary easements or other legal documentation authorizing such work to occur prior to the issuance of a building or grading permit.

### **Traffic Department**

166. On-street parking along the south side of Park Sorrento between the two project driveways shall be prohibited throughout construction in order to provide adequate sight distance for vehicles entering and exiting the site.
167. The following submittals must be presented prior to final approval:
  - a. Traffic Control Plans prepared by a licensed Professional Engineer for all construction phases;
  - b. Haul Routes - Provide detailed information on proposed truck route course and truck sequencing during the excavation portion of the construction.
168. Red curb to prohibit parking is to be installed at the following locations:
  - a. 192 feet west of the western driveway
  - b. 108 feet east of the western drivewayAll striping costs associated with this condition is the responsibility of the developer.
169. The removal of eight on-street parking spaces along Park Sorrento, as required in the above condition, will be mitigated by the applicant; the applicant shall provide eight additional on-site parking spaces signed as designated for public parking and time restricted per the approval of the City Engineer.
170. Prior to certificate of occupancy, applicant shall record a slope easement at the intersections of both driveways and Park Sorrento. The parameters of the slope easement will be determined at final plan check review. The purpose of the slope easement is to maintain sight distance.
171. Prior to issuance of a building permit, applicant shall pay the City \$9,000 to adjust and coordinate traffic signal timing along the corridors accessing the new site.

172. The applicant shall repaint all striping on Park Sorrento between Park Granada and Park Mirasol from damage and/or wear by construction equipment accessing the sight.
173. Prior to issuance of an encroachment permit, the applicant shall provide a signing and striping plan that addresses the proposed modifications on Park Sorrento, signed and stamped by a professional engineer. The plan must also adhere to the City of Calabasas' standards for traffic lane widths and alignment in the vicinity of the area affected by the lane configuration change. Minimum through traffic lane width shall be 12'; minimum turn lane width shall be 10'; center double left turn lane is required on Park Sorrento. All striping and signing costs associated with this re-configuration is a responsibility of the developer.
174. Adhere to City's driveways and site access policy in the municipal code section 17.28.080, except for the driveway spacing as shown in the approved site plan.
175. Prior to issuance of a building permit, the applicant shall pay Citywide Traffic Impact Fee of approximately \$130,500.00:
  - a. \$1,230/Residential Unit x 80 Assisted Living Units = \$98,400.00
  - b. \$3.00/square-foot x 10,700 square feet = \$32,100.00

**Total = \$130,500.00**

The fee will be recalculated upon issuance of building permits with the exact square footage.

**Las Virgenes Municipal Water District**

176. The applicant shall implement and maintain water conservation measures including but not limited to, fixture design and installation (use of ultra-low flush/flow toilets and shower heads), and hot water circulating systems.
177. The project landscaping plan shall incorporate drought tolerant plantings and efficient irrigation systems and techniques.
178. The applicant shall implement maximum use of recycled water during and after construction.
179. Each condominium unit shall be individually sub-metered.
180. The applicant shall be required to meet all of the District's conditions of service in order to be served.
181. The developer will have to pay for any water meters and sewer fees that may be due prior to construction.

**Los Angeles County Fire Department / Land Development Unit**

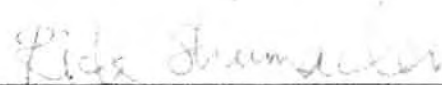
182. Access shall comply with Section 503 of the Fire Code, which requires all weather access. All weather access may require paving.
183. Private driveways shall be indicated on the final map as "Private Driveway and Firelane" with the widths clearly depicted and shall be maintained in accordance with the Fire Code. All required fire hydrants shall be installed, tested and accepted prior to construction.
184. Vehicular access must be provided and maintained serviceable throughout construction to all required fire hydrants. All required fire hydrants shall be installed, tested and accepted prior to construction.
185. This property is located within the area described by the Fire Department as "Very High Fire Hazard Severity Zone" (formerly Fire Zone 4). A "Fuel Modification Plan" shall be submitted and approved prior to final map clearance.
186. Provide Fire Department or City approved street signs and building access numbers prior to occupancy.
187. Access is approved as shown on Vesting Tentative Tract Map dated January 28, 2013, on file with the LA County Land Development Unit – Fire Prevention Division.
188. Provide water mains, fire hydrants and fire flows as required by the County of Los Angeles Fire Department, for all land shown on map which shall be recorded.
189. The required fire flow for public fire hydrants at this location is 2250 gallons per minute at 20 psi for a duration of 2 hours, over and above maximum daily domestic demand. 2 hydrants flowing simultaneously may be used to achieve the required fire flow.
190. The required fire flow for private on-site hydrants is 2250 gallons per minute at 20 psi. Each private on site hydrant must be capable of flowing 1250 gallons per minute at 20 psi with two hydrants flowing simultaneously, one of which must be the furthest from the public water source.
191. Fire hydrant requirements are as follows:
  - a. Install 1 public fire hydrant.
  - b. Install 2 private on-site fire hydrants.



192. All hydrants shall measure 6"x4"x 2-1/2" brass or bronze, conforming to current AWWA standard C503 or approved equal. All on-site hydrants shall be installed a minimum of 25 feet from a structure or protected by a two (2) hour rated firewall. Fire hydrants shall be installed at the following locations:
  - a. As per map on file with the LACoFD Land Development Unit.
  - b. Install 1 new public fire hydrant as indicated on the Tentative Tract Map markup dated January 28, 2013.
  - c. Install 2 new on-site hydrants indicated on the Tentative Tract Map markup dated January 28, 2013
193. All required fire hydrants shall be installed, tested and accepted or bonded prior to Final Map approval. Vehicular access must be provided and maintained serviceable throughout construction.
194. Additional water system requirements will be required when this land is further subdivided and/or during the building permit process.
195. Fire sprinklers may be required.
196. Submit two sets of fire hydrant improvement plans for the public fire hydrant that is to be relocated, to the Fire Prevention Division for review and approval prior to clearance of the final map.
197. Submit two sets of plans for the required on-site fire hydrants to Fire Prevention Sprinkler Unit, 5823 Rickenbacker Rd, Commerce, CA 90040 for review and approval.
198. Submit architectural drawings to Fire Prevention Engineering, Calabasas, for plan check.
199. Submit two copies of the Final Map to LACoFD, Land Development for review and approval prior to recordation.

**Section 5. In view of the all the evidence and based on the foregoing findings and conclusions, the Planning Commission hereby Approves File No. 130000103.**

PLANNING COMMISSION RESOLUTION NO. 2013-549 PASSED, APPROVED AND ADOPTED this 25<sup>th</sup> day of July, 2013.

  
\_\_\_\_\_  
Rick Shumacher  
Chairperson

ATTEST:



Tom Bartlett, AICP  
City Planner

APPROVED AS TO FORM:



Matt Summers  
City Attorney

Planning Commission Resolution No. 2013-549, was adopted by the Planning Commission at a special meeting held Jul 25, 2013, and that it was adopted by the following vote:

AYES: Chair Shumacher, Commissioners Sikand, Lia, Weintraub and Mueller

NOES: None

ABSENT: Alternate Commissioner Brown

ABSTAINED None

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



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

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**DATE:** NOVEMBER 3, 2014

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

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

**SUBJECT:** OVERVIEW OF THE CALABASAS WILDLIFE CORRIDOR.

**MEETING DATE:** NOVEMBER 12, 2014

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**SUMMARY RECOMMENDATION:**

That the City Council receive and file this report.

**BACKGROUND:**

Staff was requested by the Council to provide an overview of the City's wildlife corridor. Staff has prepared the attached power point presentation of the City's mapped wildlife corridor which will be provided at the Council meeting.

**FISCAL IMPACT/SOURCE OF FUNDING:**

None.

**REQUESTED ACTION:**

That the City Council receive and file this report.

**ATTACHMENTS:**

A: Calabasas Wildlife Corridor PowerPoint

# Calabasas Wildlife Corridor

City Council Meeting  
November 12, 2014

# What is a Wildlife Corridor?

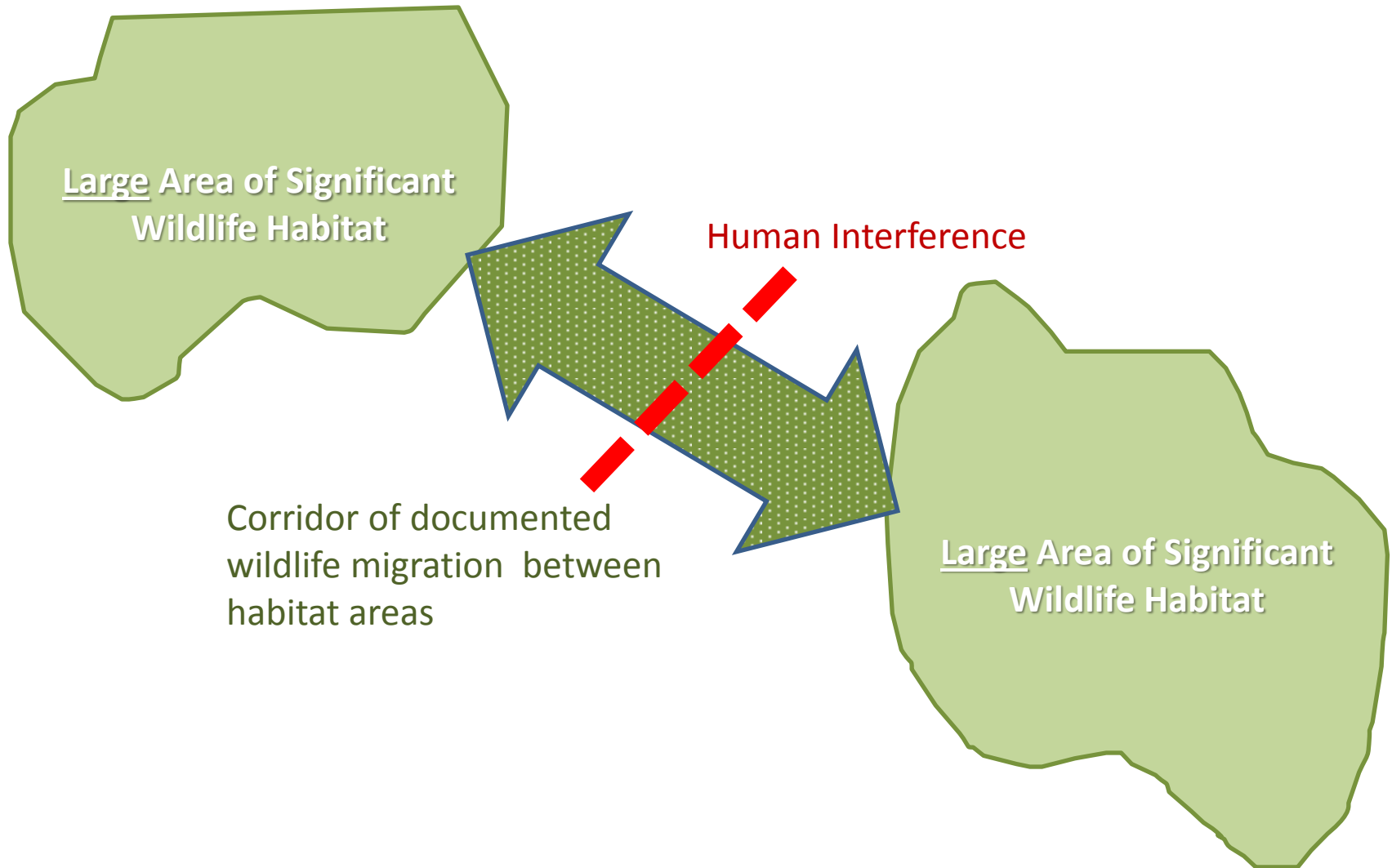
- A wildlife corridor is ***an area of animal travel*** between larger wildlife habitats which have been interrupted by human activity or structures.
- Wildlife corridors are identified by Parks and Conservation Agencies with the goal of improving the movement of ***isolated or absent species*** to or between regions.
- Wildlife corridors are required to be considered as part of an environmental review for development projects subject to CEQA.

# Wildlife Corridor Purpose

Wildlife Corridors are critical to wildlife by:

- Providing access to new or expanded resources (e.g. habitat, food and water)
- Assisting in species migration
- Offering an evacuation route during natural disasters (fire)
- Maintaining genetic diversity
- Mitigating manmade species endangerment created by habitat impacts

# Basics of a Wildlife Corridor



# Wildlife Corridors

- Wildlife Corridors are associated with specific wildlife populations whose shrinking habitat negatively impacts the species.
- Wildlife corridors are most often associated with large herbivores and carnivores, such as bears, caribou, and mountain lions, who generally cover large territories as part of their natural range.
- The presence of a wild animal is *NOT* necessarily correlated with the presence of a wildlife corridor



Wildlife Corridor? Not likely.



# Types of Wildlife Corridors

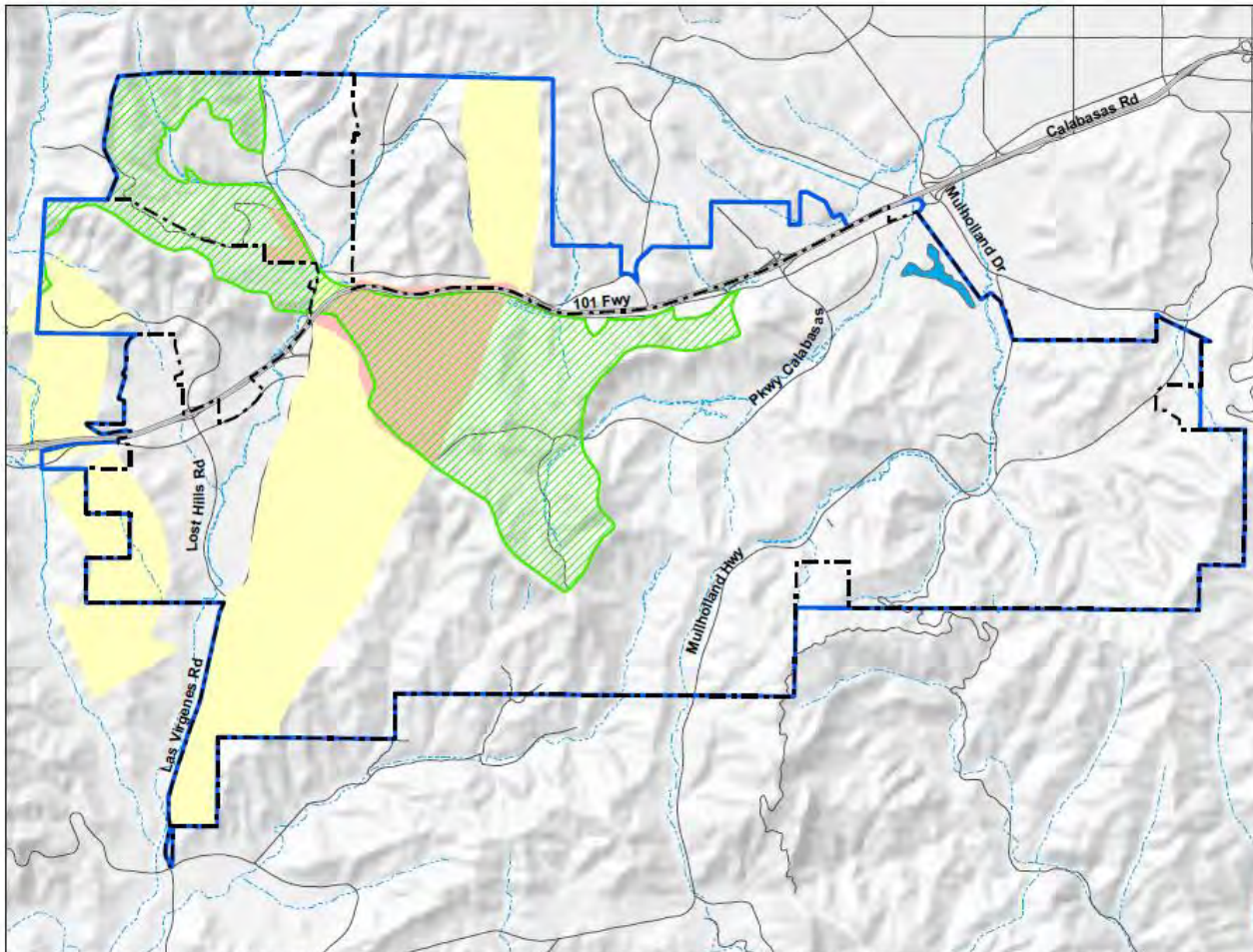
- ***Habitat Linkage*** – larger corridors or regions of connectivity important for movement of multiple species and maintenance of ecological processes at a regional scale.
- ***Wildlife Crossing*** – generally small, narrow areas allowing wildlife to pass through an obstacle or barrier to reach another nearby habitat.

# Wildlife Corridor Impediments

- Freeways and major arterial roads
- Urban development
  - Man-made & barren landscapes
  - Noise & human activity
  - Nighttime lighting
  - Fencing

# Calabasas 2030 General Plan Wildlife Corridor

2030 General Plan  
Conservation Element



Basemap imagery provided by USGS, 2002. Additional data layers from City of Calabasas, 2007, Los Angeles County Department of Public Works, 2013, and Rincon Consultants, 2009. Updated March 2014.

- LEGEND
- Calabasas City Boundary
  - Plan Area Boundary
  - Major Roads
  - LA County Significant Ecological Areas
  - Wildlife Linkages and Corridors
  - Ecological Areas and Corridors

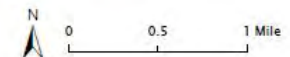
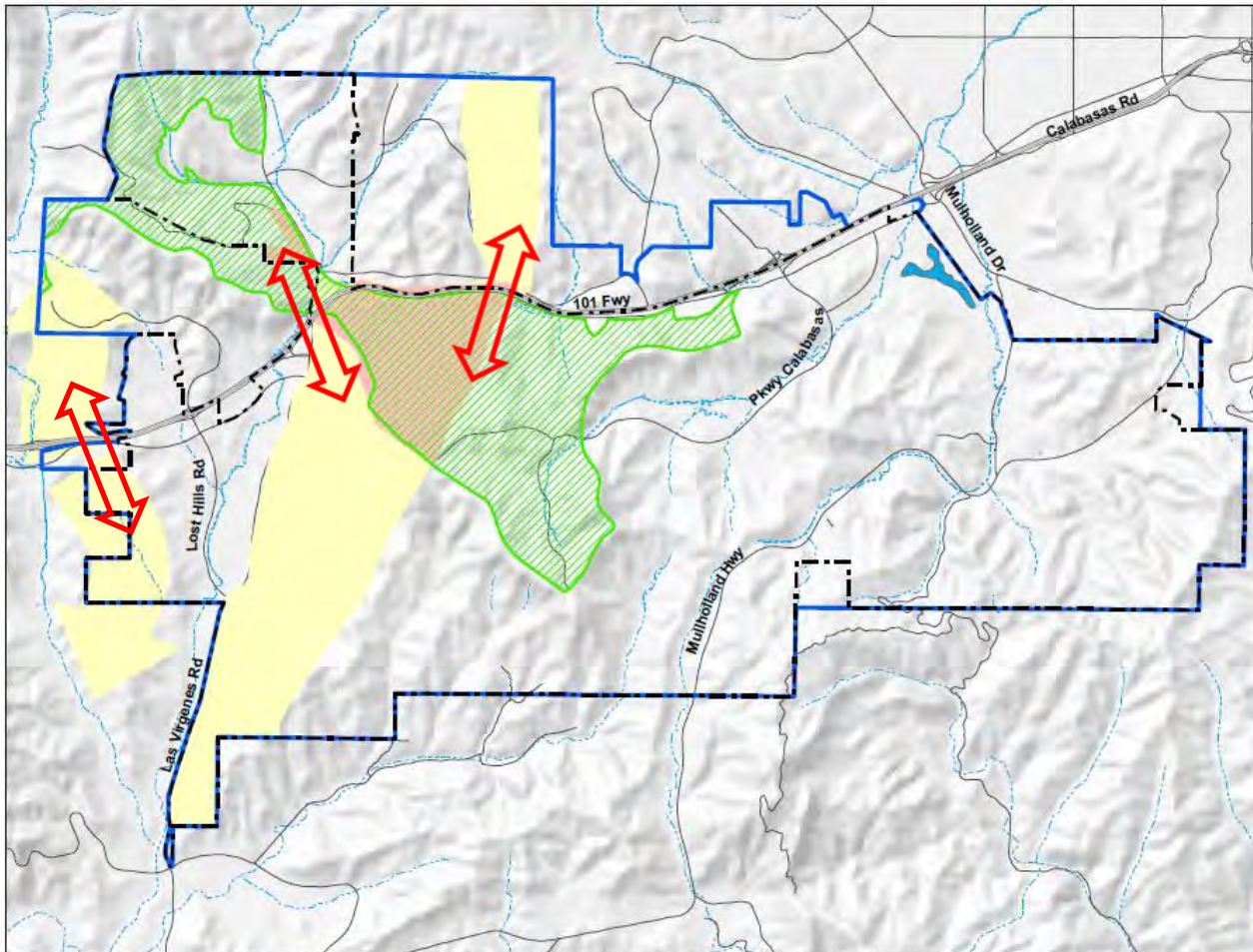


Figure IV-1  
Significant Ecological Areas,  
Linkages, and Corridors



# General Plan Wildlife Corridor Primary 101 Crossings

2030 General Plan  
Conservation Element



LEGEND

- Calabasas City Boundary
- Plan Area Boundary
- Major Roads
- LA County Significant Ecological Areas
- Wildlife Linkages and Corridors
- Ecological Areas and Corridors

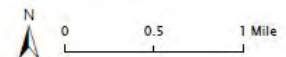


Figure IV-1  
Significant Ecological Areas,  
Linkages, and Corridors

Basemap imagery provided by USGS, 2002. Additional data layers from City of Calabasas, 2007, Los Angeles County Department of Public Works, 2013, and Rincon Consultants, 2009. Updated March 2014.



# Calabasas Wildlife Corridor

Applicable policies from the 2030 General Plan (specifically, the Conservation Element) include:

- IV-2: Ensure new developments maintain biotic habitat value of habitat linkages.
- IV-3: Require new development on property with sensitive biotic habitats to cluster development in least sensitive portions of the property.
- IV-4: Restore riparian corridors to natural or quasi-natural conditions.
- IV-5: Maintain buffers between development and habitat areas to avoid disturbance of riparian habitat and wildlife movement.

# Calabasas Wildlife Corridor

Applicable policies from the 2030 General Plan (continued):

- IV-6: Separate construction activities from sensitive biological resources through use of buffers, setbacks, and fencing.
- IV-7: Regulate construction activities to eliminate potentially destructive practices that adversely affect environmentally sensitive areas.
- IV-8: Maintain strategic alliances with federal and state agencies involved in the Santa Monica Mountains National Recreation Area to ensure ongoing management of areas that are preserved because of their biological significance.

# Calabasas Wildlife Corridor

- The California Mountain Lion utilizes the wildlife corridors in and around Calabasas, and the City has adopted numerous beneficial policies and ordinances for wildlife protection:
  - Retirement of development rights
  - Open space acquisition
  - Ultra-low density mountainous zoning
  - Clustering of development
  - Wildlife friendly fencing requirements
  - Dark skies ordinance
  - Anti-Rodenticide ordinance
  - Oak tree protections
  - Plastic bag and foam container bans



# Calabasas Wildlife Corridor

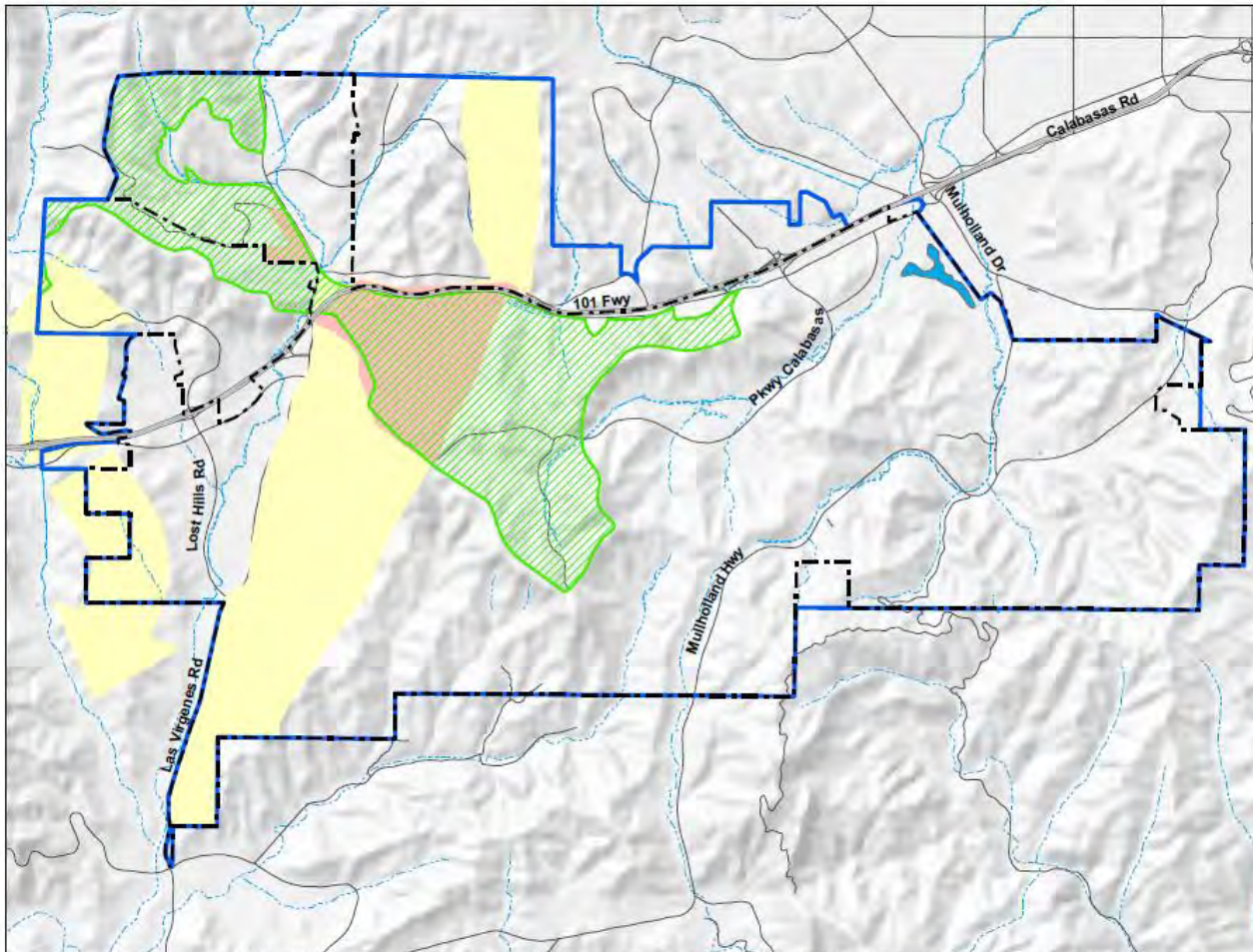
- Additional Wildlife Protections & Benefits:
  - Watercourse setback requirements for development
  - Biotic resource identification and protection
  - Terraced and limited wall heights
  - Banned razor-wire and barbed-wire fencing
  - Noise limits adjacent to wildlife areas
  - CEQA assessments of habitat linkages and the potential for a development project to adversely impact such linkages
  - Mountains Restoration Trust Educational partnership
  - SMMC Advisory Board
  - Headwaters Corner: wildlife & conservation education
  - Game Guzzler (habitat mitigation accomplished via NMH)
  - Stream restoration projects

# Additional City Efforts

- Staff's current efforts include participation and monitoring of:
  - National Park Service Rim of the Valley Special Resources Study
  - SMMC and NPS Wildlife Crossing at Liberty Canyon
  - Los Angeles County updated mapping of Significant Ecological Areas (SEA's)
  - NPS Trails Management Plan
  - Additional stream restoration projects
  - LA County Trail Connector project

# Calabasas Wildlife Corridor

2030 General Plan  
Conservation Element



Basemap imagery provided by USGS, 2002. Additional data layers from City of Calabasas, 2007, Los Angeles County Department of Public Works, 2013, and Rincon Consultants, 2009. Updated March 2014.

Figure IV-1  
Significant Ecological Areas,  
Linkages, and Corridors





# Check Register Report

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 Reporting Period: 10/15/2014 to 10/29/2014

Date: 11/4/2014  
 Time: 11:28:36AM  
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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Administrative Services</b>					
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	148.95	Administrative Services
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	117.25	Administrative Services
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	45.98	Administrative Services
89401	10/29/2014	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	45.00	Administrative Services
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	39.35	Administrative Services
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	30.52	Administrative Services
89292	10/16/2014	US BANK	VISA- OFFICE DEPOT	18.52	Administrative Services
<b>Total Amount for 7 Line Item(s) from Administrative Services</b>				<b>\$445.57</b>	
<b>Boards and Commissions</b>					
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	118.00	Boards and Commissions
<b>Total Amount for 1 Line Item(s) from Boards and Commissions</b>				<b>\$118.00</b>	
<b>City Attorney</b>					
89238	10/15/2014	HOPKINS & CARLEY	LEGAL SERVICES	14,638.96	City Attorney
89222	10/15/2014	COLANTUONO, LEVIN PC	GENERAL SERVICES	13,652.36	City Attorney
89444	10/29/2014	ZAPPIA LAW FIRM, APC	LEGAL SERVICES	8,330.31	City Attorney
89444	10/29/2014	ZAPPIA LAW FIRM, APC	LEGAL SERVICES	2,898.00	City Attorney
89291	10/15/2014	ZAPPIA LAW FIRM, APC	LEGAL SERVICES	2,896.00	City Attorney
<b>Total Amount for 5 Line Item(s) from City Attorney</b>				<b>\$42,415.63</b>	
<b>City Council</b>					
89292	10/16/2014	US BANK	VISA- CCCA	375.00	City Council
89292	10/16/2014	US BANK	VISA- CALABASAS FILM FESTIVAL	308.00	City Council
89292	10/16/2014	US BANK	VISA- ROSTI TUSCAN KITCHEN	229.09	City Council
89292	10/16/2014	US BANK	VISA- WOLF CREEK RESTAURANT	205.67	City Council
89292	10/16/2014	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
89292	10/16/2014	US BANK	VISA- OFFICE DEPOT	158.03	City Council
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	157.28	City Council
89292	10/16/2014	US BANK	VISA- FRESH BROTHERS	155.41	City Council
89347	10/22/2014	RMS DIRECT INC.	BUSINESS CARDS	109.00	City Council
89333	10/22/2014	LEONIS ADOBE MUSEUM	PUMPKIN FESTIVAL- DONATION	100.00	City Council
89367	10/22/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	81.70	City Council





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89284	10/15/2014	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	City Council
89300	10/22/2014	CALABASAS CHAMBER OF COMMERCE	CHAMBER BREAKFAST	20.00	City Council
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	19.75	City Council
<b>Total Amount for 14 Line Item(s) from City Council</b>				<b>\$2,140.94</b>	
<b>City Management</b>					
89292	10/16/2014	US BANK	VISA- KINGS FISH HOUSE	55.00	City Management
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	19.24	City Management
<b>Total Amount for 2 Line Item(s) from City Management</b>				<b>\$74.24</b>	
<b>Civic Center O&amp;M</b>					
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	8,220.69	Civic Center O&M
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	7,588.32	Civic Center O&M
89262	10/15/2014	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,969.30	Civic Center O&M
89262	10/15/2014	PRIDE INDUSTRIES	CUSTODIAL SERVICES	1,950.86	Civic Center O&M
89391	10/29/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	1,725.00	Civic Center O&M
89439	10/29/2014	VORTEX INDUSTRIES INC	DOOR REPAIRS - LIBRARY	944.27	Civic Center O&M
89391	10/29/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	925.00	Civic Center O&M
89288	10/15/2014	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	906.20	Civic Center O&M
89288	10/15/2014	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	775.74	Civic Center O&M
89379	10/29/2014	AMTECH ELEVATOR SERVICES	ELEVATOR SERVICES	630.76	Civic Center O&M
89379	10/29/2014	AMTECH ELEVATOR SERVICES	ELEVATOR SERVICES	630.76	Civic Center O&M
89391	10/29/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
89391	10/29/2014	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
89311	10/22/2014	CUMMINS CAL PACIFIC LLC	GENERATOR MAINTENANCE	439.52	Civic Center O&M
89322	10/22/2014	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	436.21	Civic Center O&M
89322	10/22/2014	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	436.20	Civic Center O&M
89356	10/22/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	417.64	Civic Center O&M
89292	10/16/2014	US BANK	VISA- HOME DEPOT	389.93	Civic Center O&M
89356	10/22/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	385.51	Civic Center O&M
89292	10/16/2014	US BANK	VISA- HOME DEPOT	251.54	Civic Center O&M
89430	10/29/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	212.50	Civic Center O&M
89430	10/29/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	212.50	Civic Center O&M
89292	10/16/2014	US BANK	VISA- AMTC	185.29	Civic Center O&M
89235	10/15/2014	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	82.07	Civic Center O&M



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89292	10/16/2014	US BANK	VISA- VISTA PAINT CORP	31.43	Civic Center O&M
89292	10/16/2014	US BANK	VISA- VISTA PAINT CORP	31.42	Civic Center O&M
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	27.67	Civic Center O&M
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	27.66	Civic Center O&M
89292	10/16/2014	US BANK	VISA- RITE AID	12.38	Civic Center O&M
<b>Total Amount for 29 Line Item(s) from Civic Center O&amp;M</b>				<b>\$30,963.37</b>	

## Community Development

89335	10/22/2014	M6 CONSULTING, INC.	PLAN CHECK SERVICES	17,749.05	Community Development
89335	10/22/2014	M6 CONSULTING, INC.	PLAN CHECK SERVICES	9,295.00	Community Development
89301	10/22/2014	CALABASAS CREST LTD	R.A.P.- NOV 2014	5,712.00	Community Development
89395	10/29/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	4,908.00	Community Development
89395	10/29/2014	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	4,120.84	Community Development
89231	10/15/2014	EDGESOFT, INC.	SOFTWARE MAINTENANCE	4,000.00	Community Development
89231	10/15/2014	EDGESOFT, INC.	SOFTWARE MAINTENANCE	4,000.00	Community Development
89400	10/29/2014	ENVICOM CORPORATION	ENVIRONMENTAL CONSULTING	1,180.00	Community Development
89317	10/22/2014	ENVIRONMENTAL SCIENCE	OAK TREE CONSULTING SVCS	953.15	Community Development
89317	10/22/2014	ENVIRONMENTAL SCIENCE	OAK TREE CONSULTING SVCS	450.00	Community Development
89292	10/16/2014	US BANK	VISA- MARRIOT	313.68	Community Development
89309	10/22/2014	CROSBY/ GEORGE//	R.A.P.- NOV 2014	194.00	Community Development
89319	10/22/2014	FLEYSHMAN/ALBERT//	R.A.P.- NOV 2014	194.00	Community Development
89336	10/22/2014	MEDVETSKY/LINA//	R.A.P.- NOV 2014	194.00	Community Development
89323	10/22/2014	HENDERSON/LYN//	R.A.P.- NOV 2014	194.00	Community Development
89354	10/22/2014	SHAHIR/RAHIM//	R.A.P.- NOV 2014	194.00	Community Development
89371	10/22/2014	YAZDINIAN/SUSAN//	R.A.P.- NOV 2014	194.00	Community Development
89337	10/22/2014	MILES/AUDREY//	R.A.P.- NOV 2014	194.00	Community Development
89374	10/29/2014	ACORN NEWSPAPER	LEGAL ADVERTISING	174.00	Community Development
89400	10/29/2014	ENVICOM CORPORATION	ENVIRONMENTAL CONSULTING	131.33	Community Development
89292	10/16/2014	US BANK	VISA- INT'L CODE COUNCIL	125.00	Community Development
89440	10/29/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	81.40	Community Development
89292	10/16/2014	US BANK	VISA- AMAZON.COM	33.35	Community Development
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	30.52	Community Development
89223	10/15/2014	CYBERCOPY	COPY/PRINTING SERVICE	30.52	Community Development
89292	10/16/2014	US BANK	VISA- PARKING ANAHEIM	30.00	Community Development



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Total Amount for 26 Line Item(s) from Community Development</b>				<b>\$54,675.84</b>	
<b>Community Services</b>					
89214	10/15/2014	AWESOME EVENTS INC	ENTERTAINMENT- PUMPKIN FEST	10,998.00	Community Services
89269	10/15/2014	SECURAL SECURITY CORP	SECURITY- PUMPKIN FEST	8,698.50	Community Services
89229	10/15/2014	DSR AUDIO	SOUND/POWER- PUMPKIN FEST	8,500.00	Community Services
89227	10/15/2014	DMH ENTERPRISES	ENTERTAINMENT- PUMPKIN FEST	7,000.00	Community Services
89270	10/15/2014	SECURAL SECURITY CORP	SECURITY- PUMPKIN FEST	5,741.01	Community Services
89244	10/15/2014	KASTL AMUSEMENTS	ENTERTAINMENT- PUMPKIN FEST	5,000.00	Community Services
89276	10/15/2014	TEAM PLAY EVENTS	ENTERTAINMENT- PUMPKIN FEST	4,631.00	Community Services
89270	10/15/2014	SECURAL SECURITY CORP	SECURITY- PUMPKIN FEST	2,957.49	Community Services
89398	10/29/2014	DNA ELECTRIC	ELECTRICAL REPAIRS	2,684.00	Community Services
89265	10/15/2014	REPTILE FAMILY	ENTERTAINMENT- PUMPKIN FEST	2,600.00	Community Services
89273	10/15/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,575.53	Community Services
89269	10/15/2014	SECURAL SECURITY CORP	SUPPLIES- 2-WAY RADIOS	2,122.50	Community Services
89442	10/29/2014	WEST VALLEY HORSE CENTER	HAY - PUMPKIN FEST	1,975.63	Community Services
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,558.71	Community Services
89332	10/22/2014	LAS VIRGENES UNIFIED SCHOOL	FACILITY RENTAL	1,425.00	Community Services
89228	10/15/2014	DOMINE/JAMES//	RECREATION INSTRUCTOR	1,381.10	Community Services
89292	10/16/2014	US BANK	VISA- ADVANCED SIGN & BANNER	1,336.69	Community Services
89221	10/15/2014	CARTEGRAPH SYSTEMS, INC.	RESERVE PARTNER HOST- OCT/NOV	1,300.00	Community Services
89237	10/15/2014	GUDIS/MATT//	ENTERTAINMENT- PUMPKIN FEST	900.00	Community Services
89290	10/15/2014	YEEOPP/BETTY//	RECREATION INSTRUCTOR	758.52	Community Services
89432	10/29/2014	SPORTS N MORE	RECREATION INSTRUCTOR	688.80	Community Services
89373	10/29/2014	ABSOLUTE PACKAGING SUPPLY INC	FACILITY MAINTENANCE SUPPLIES	670.64	Community Services
89292	10/16/2014	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
89250	10/15/2014	LITTLE LEARNERS LLC	RECREATION INSTRUCTOR	627.20	Community Services
89226	10/15/2014	DIAL M PRODUCTIONS	ENTERTAINMENT- PUMPKIN FEST	600.00	Community Services
89292	10/16/2014	US BANK	VISA- SEARS.COM	537.58	Community Services
89252	10/15/2014	LOS ANGELES CHINATOWN	SENIOR PROGRAM	522.00	Community Services
89404	10/29/2014	GESAS/HELAIN W.//	RECREATION INSTRUCTOR	513.80	Community Services
89352	10/22/2014	SECURAL SECURITY CORP	SECURITY- VIP PARTY	504.00	Community Services
89258	10/15/2014	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	486.00	Community Services
89430	10/29/2014	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES/GRP	420.00	Community Services
89292	10/16/2014	US BANK	VISA- BACKDROPS BEAUTIFUL	413.90	Community Services
89292	10/16/2014	US BANK	VISA- JOANN FABRIC	390.01	Community Services



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89292	10/16/2014	US BANK	VISA- HOMEGOODS	353.56	Community Services
89292	10/16/2014	US BANK	VISA- HAND KREATION	343.00	Community Services
89292	10/16/2014	US BANK	VISA- IMPRINT.COM	319.34	Community Services
89225	10/15/2014	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	318.00	Community Services
89416	10/29/2014	LBK ART WEAR	RECREATION INSTRUCTOR	277.20	Community Services
89381	10/29/2014	AT&T	TELEPHONE SERVICE	247.97	Community Services
89292	10/16/2014	US BANK	VISA- HOME DEPOT	244.61	Community Services
89375	10/29/2014	ACUITY SPECIALTY PRODUCTS, INC	JANITORIAL SUPPLIES	240.00	Community Services
89292	10/16/2014	US BANK	VISA- COST PLUS	231.87	Community Services
89292	10/16/2014	US BANK	VISA- MICHAELS	222.51	Community Services
89292	10/16/2014	US BANK	VISA- HOME DEPOT	205.79	Community Services
89292	10/16/2014	US BANK	VISA- AMAZON.COM	198.83	Community Services
89390	10/29/2014	CAYNE/STACIE//	RECREATION INSTRUCTOR	182.00	Community Services
89256	10/15/2014	MOSER/SIOBHAN//	ENTERTAINMENT- PUMPKIN FEST	175.00	Community Services
89292	10/16/2014	US BANK	VISA- CA PARK & RECREATION	165.00	Community Services
89367	10/22/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	162.80	Community Services
89292	10/16/2014	US BANK	VISA- THE DECOR STORE	148.24	Community Services
89292	10/16/2014	US BANK	VISA- TARGET	138.16	Community Services
89292	10/16/2014	US BANK	VISA- AMAZON.COM	129.24	Community Services
89292	10/16/2014	US BANK	VISA- RALPHS	116.17	Community Services
89352	10/22/2014	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	112.00	Community Services
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	108.00	Community Services
89292	10/16/2014	US BANK	VISA- WEST HILLS LAWN	105.00	Community Services
89406	10/29/2014	GRAHAM/ANDREW//	RECREATION INSTRUCTOR	100.10	Community Services
89275	10/15/2014	STRINGER/BLAKE//	ENTERTAINMENT- PUMPKIN FEST	100.00	Community Services
89361	10/22/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
89292	10/16/2014	US BANK	VISA- WILL GEER THEATRICUM	99.00	Community Services
89292	10/16/2014	US BANK	VISA- STAPLES	97.59	Community Services
89280	10/15/2014	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	86.82	Community Services
89292	10/16/2014	US BANK	VISA- TARGET	86.54	Community Services
89260	10/15/2014	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
89260	10/15/2014	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
89292	10/16/2014	US BANK	VISA- DIY HOME CENTER	76.43	Community Services
89381	10/29/2014	AT&T	TELEPHONE SERVICE	67.25	Community Services
89304	10/22/2014	CINTAS FIRST AID & SAFETY	KITCHEN INSPECTION	65.64	Community Services
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	65.36	Community Services
89292	10/16/2014	US BANK	VISA- UNION 76	65.01	Community Services





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89292	10/16/2014	US BANK	VISA- RABI INC	65.00	Community Services
89292	10/16/2014	US BANK	VISA- WESTERN BAGEL	54.90	Community Services
89292	10/16/2014	US BANK	VISA- PGA SALES	53.75	Community Services
89292	10/16/2014	US BANK	VISA- EAGLE AUTO & TIRE	43.60	Community Services
89292	10/16/2014	US BANK	VISA- ORCHARD SUPPLY	42.87	Community Services
89292	10/16/2014	US BANK	VISA- HOTSAUCE.COM	41.18	Community Services
89381	10/29/2014	AT&T	TELEPHONE SERVICE	40.90	Community Services
89292	10/16/2014	US BANK	VISA- KINGS FISH HOUSE	40.61	Community Services
89292	10/16/2014	US BANK	VISA- CONSTANT CONTACT	40.00	Community Services
89292	10/16/2014	US BANK	VISA- ECOMMERCE	37.80	Community Services
89292	10/16/2014	US BANK	VISA- TRADER JOES	22.90	Community Services
89435	10/29/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services
89272	10/15/2014	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	21.00	Community Services
89292	10/16/2014	US BANK	VISA- RADIO SHACK	19.60	Community Services
89292	10/16/2014	US BANK	VISA- WALMART	16.13	Community Services
89325	10/22/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	15.70	Community Services
89410	10/29/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	15.70	Community Services
89292	10/16/2014	US BANK	VISA- MICHAELS	13.05	Community Services
89292	10/16/2014	US BANK	VISA- ALBERTSONS	12.57	Community Services
89292	10/16/2014	US BANK	VISA- GELSONS MARKET	11.51	Community Services
89292	10/16/2014	US BANK	VISA- VONS	8.94	Community Services
89292	10/16/2014	US BANK	VISA- HOME DEPOT	5.42	Community Services
89356	10/22/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	5.06	Community Services
89292	10/16/2014	US BANK	VISA- ALBERTSONS	1.59	Community Services
<b>Total Amount for 94 Line Item(s) from Community Services</b>				<b>\$87,751.92</b>	

## Finance

89422	10/29/2014	MOSS, LEVY & HARTZHEIM	AUDIT WORK TO DATE FY 13/14	7,500.00	Finance
89376	10/29/2014	ADP, INC	PAYROLL PROCESSING	3,558.58	Finance
89209	10/15/2014	ADP, INC	PAYROLL PROCESSING	924.61	Finance
89281	10/15/2014	UTILITY COST MANAGEMENT LLC	UTILITY TAX SERVICES	661.54	Finance
89292	10/16/2014	US BANK	VISA- AICPA	235.00	Finance
89292	10/16/2014	US BANK	VISA- ORDER FIND	92.64	Finance
89292	10/16/2014	US BANK	VISA- OFFICE MAX	27.78	Finance
89292	10/16/2014	US BANK	VISA- AMAZON.COM	21.28	Finance



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Total Amount for 8 Line Item(s) from Finance</b>				<b>\$13,021.43</b>	
<b><u>Klubhouse Preschool</u></b>					
89292	10/16/2014	US BANK	VISA- DISCOUNT SCHOOL SUPPLY	1,962.26	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- SCHOOL ANNUAL PUBLISHING	1,915.57	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- COSTCO	1,325.18	Klubhouse Preschool
89258	10/15/2014	PEERLESS BUILDING MAINTENANCE	JANITORIAL SERVICES	1,134.00	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- ORIENTAL TRADING CO	497.03	Klubhouse Preschool
89334	10/22/2014	LOS ANGELES CONSERVATION	KLUBHOUSE EVENTS	490.00	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- LAKESHORE LEARNING	354.49	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- ORIENTAL TRADING CO	352.20	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- HOME DEPOT	319.98	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- SMART & FINAL	273.51	Klubhouse Preschool
89408	10/29/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	251.96	Klubhouse Preschool
89266	10/15/2014	ROSATI FARMS	MILK/YOGURT DELIVERY	223.68	Klubhouse Preschool
89367	10/22/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	171.85	Klubhouse Preschool
89239	10/15/2014	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	166.80	Klubhouse Preschool
89428	10/29/2014	ROSATI FARMS	MILK/YOGURT DELIVERY	160.68	Klubhouse Preschool
89381	10/29/2014	AT&T	TELEPHONE SERVICE	156.92	Klubhouse Preschool
89304	10/22/2014	CINTAS FIRST AID & SAFETY	KITCHEN INSPECTION	153.16	Klubhouse Preschool
89349	10/22/2014	ROSATI FARMS	MILK/YOGURT DELIVERY	152.88	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- TARGET	97.85	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- HOME DEPOT	87.63	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- USPS	73.92	Klubhouse Preschool
89435	10/29/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- SEA LAB	50.00	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- AMAZON.COM	46.68	Klubhouse Preschool
89292	10/16/2014	US BANK	VISA- VONS	38.75	Klubhouse Preschool
89325	10/22/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	36.62	Klubhouse Preschool
89410	10/29/2014	INDUSTRIAL CHEMICALS & SUPPLS	JANITORIAL SUPPLIES	36.62	Klubhouse Preschool
89380	10/29/2014	ARROWHEAD	WATER SERVICE	34.66	Klubhouse Preschool
<b>Total Amount for 28 Line Item(s) from Klubhouse Preschool</b>				<b>\$10,617.38</b>	
<b><u>Library</u></b>					
89383	10/29/2014	BASCH SUBSCRIPTIONS INC	MAGAZINE SUBSCRIPTION	5,201.36	Library



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
89206	10/15/2014	3M	E-BOOKS	1,791.52	Library
89219	10/15/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- JJM06103	927.45	Library
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	924.23	Library
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	686.05	Library
89424	10/29/2014	OCLC, INC.	MEMBERSHIP DUES- OCT 2014	643.23	Library
89219	10/15/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- SJN11213	562.74	Library
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	399.22	Library
89385	10/29/2014	BOOKPAGE	MAGAZINE SUBSCRIPTION	300.00	Library
89433	10/29/2014	TIME WARNER CABLE	CABLE MODEM- LIBRARY	290.00	Library
89292	10/16/2014	US BANK	VISA- ALA	193.00	Library
89286	10/15/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	192.19	Library
89264	10/15/2014	RECORDED BOOKS, LLC	BOOKS ON CD	191.11	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	189.78	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	177.48	Library
89427	10/29/2014	RECORDED BOOKS, LLC	BOOKS ON CD	162.10	Library
89381	10/29/2014	AT&T	TELEPHONE SERVICE	153.82	Library
89254	10/15/2014	MIDWEST TAPE	DVD'S-LIBRARY	152.33	Library
89427	10/29/2014	RECORDED BOOKS, LLC	BOOKS ON CD	146.10	Library
89264	10/15/2014	RECORDED BOOKS, LLC	BOOKS ON CD	126.65	Library
89264	10/15/2014	RECORDED BOOKS, LLC	E-BOOKS	120.00	Library
89216	10/15/2014	BAKER & TAYLOR	BOOKS-LIBRARY	94.92	Library
89292	10/16/2014	US BANK	VISA- USPS	93.07	Library
89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	90.84	Library
89216	10/15/2014	BAKER & TAYLOR	BOOKS-LIBRARY	83.72	Library
89264	10/15/2014	RECORDED BOOKS, LLC	E-BOOKS	75.00	Library
89310	10/22/2014	CSUN OVIATT LIBRARY	HISTORICAL PHOTO DUPLICATION	74.00	Library
89254	10/15/2014	MIDWEST TAPE	DVD'S-LIBRARY	66.02	Library
89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	60.00	Library
89264	10/15/2014	RECORDED BOOKS, LLC	BOOKS ON CD	59.68	Library
89264	10/15/2014	RECORDED BOOKS, LLC	E-BOOKS	56.94	Library
89264	10/15/2014	RECORDED BOOKS, LLC	E-BOOKS	56.90	Library
89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	56.90	Library
89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	53.36	Library
89421	10/29/2014	MIDWEST TAPE	DVD'S-LIBRARY	48.93	Library
89292	10/16/2014	US BANK	VISA- SMART & FINAL	47.34	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	46.80	Library
89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	29.99	Library



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89427	10/29/2014	RECORDED BOOKS, LLC	E-BOOKS	29.95	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	29.07	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	28.52	Library
89382	10/29/2014	BAKER & TAYLOR	BOOKS-LIBRARY	27.27	Library
89292	10/16/2014	US BANK	VISA- RALPHS	27.18	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	27.12	Library
89254	10/15/2014	MIDWEST TAPE	DVD'S-LIBRARY	26.34	Library
89421	10/29/2014	MIDWEST TAPE	DVD'S-LIBRARY	26.34	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	24.82	Library
89240	10/15/2014	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.47	Library
89382	10/29/2014	BAKER & TAYLOR	BOOKS-LIBRARY	21.30	Library
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	16.00	Library
89216	10/15/2014	BAKER & TAYLOR	BOOKS-LIBRARY	11.65	Library
89264	10/15/2014	RECORDED BOOKS, LLC	E-BOOKS	-87.50	Library
<b>Total Amount for 52 Line Item(s) from Library</b>				<b>\$14,854.30</b>	

**LMD #22**

89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	14,520.00	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,367.25	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,733.42	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,821.84	LMD #22
89215	10/15/2014	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,405.86	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,050.00	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,787.08	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,529.25	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,911.17	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,758.08	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,681.25	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,904.83	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,660.00	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,227.67	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,200.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,758.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,675.56	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,250.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,229.00	LMD #22



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89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,217.41	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	685.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	682.20	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	448.00	LMD #22
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	408.15	LMD #22
89215	10/15/2014	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	391.49	LMD #22
89215	10/15/2014	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	297.00	LMD #22
89273	10/15/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	154.06	LMD #22
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	126.35	LMD #22
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	90.97	LMD #22
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	83.09	LMD #22
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	82.44	LMD #22
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	71.79	LMD #22
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	54.65	LMD #22
<b>Total Amount for 35 Line Item(s) from LMD #22</b>				<b>\$97,561.86</b>	
<b><u>LMD #24</u></b>					
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,958.56	LMD #24
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,050.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	900.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	900.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	567.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	218.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	195.00	LMD #24
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	178.00	LMD #24
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	167.70	LMD #24
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	9.03	LMD #24
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	5.13	LMD #24
<b>Total Amount for 11 Line Item(s) from LMD #24</b>				<b>\$9,148.42</b>	
<b><u>LMD #27</u></b>					
89249	10/15/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,149.44	LMD #27
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,136.18	LMD #27



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89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	2.26	LMD #27
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	1.28	LMD #27
<b>Total Amount for 4 Line Item(s) from LMD #27</b>				<b>\$2,289.16</b>	
<b><u>LMD #32</u></b>					
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,878.51	LMD #32
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	2.26	LMD #32
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	1.28	LMD #32
<b>Total Amount for 3 Line Item(s) from LMD #32</b>				<b>\$1,882.05</b>	
<b><u>LMD 22 - Common Benefit Area</u></b>					
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,462.33	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	6,122.50	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,612.13	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,032.92	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,380.83	LMD 22 - Common Benefit Area
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,069.40	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,963.74	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,841.66	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,650.14	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,400.00	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,043.00	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	939.08	LMD 22 - Common Benefit Area
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	684.77	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	525.00	LMD 22 - Common Benefit Area
89443	10/29/2014	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	523.71	LMD 22 - Common Benefit Area
89443	10/29/2014	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	523.71	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	490.62	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	325.00	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	295.00	LMD 22 - Common Benefit Area
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	218.18	LMD 22 - Common Benefit Area
89440	10/29/2014	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	201.60	LMD 22 - Common Benefit Area
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	118.35	LMD 22 - Common Benefit Area
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	85.74	LMD 22 - Common Benefit Area



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89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	48.71	LMD 22 - Common Benefit Area
<b>Total Amount for 25 Line Item(s) from LMD 22 - Common Benefit Area</b>				<b>\$42,108.12</b>	

## Media Operations

89284	10/15/2014	VERIZON WIRELESS	TELEPHONE SERVICE	3,838.34	Media Operations
89341	10/22/2014	NICKERSON/LAURA//	CTV HOST SERVICES	2,400.00	Media Operations
89277	10/15/2014	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,590.34	Media Operations
89277	10/15/2014	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,271.54	Media Operations
89306	10/22/2014	CLIENTFIRST CONSULTING GRP LLC	IT CONSULTING SERVICES	1,050.00	Media Operations
89292	10/16/2014	US BANK	VISA- FRY'S ELECTRONICS	899.14	Media Operations
89277	10/15/2014	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	818.57	Media Operations
89407	10/29/2014	GRANICUS INC.	WEB ARCHIVING SERVICE	750.00	Media Operations
89312	10/22/2014	DELL MARKETING L.P.	MONITORS	568.70	Media Operations
89251	10/15/2014	LOOK.NET LC	1 YR HOSTING-LIST SERVE	540.00	Media Operations
89411	10/29/2014	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	484.53	Media Operations
89339	10/22/2014	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	441.00	Media Operations
89312	10/22/2014	DELL MARKETING L.P.	MONITORS	378.42	Media Operations
89292	10/16/2014	US BANK	VISA- EXECUTIVE EVENTS	375.00	Media Operations
89359	10/22/2014	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
89292	10/16/2014	US BANK	VISA- NEIL ENTERPRISES	340.89	Media Operations
89292	10/16/2014	US BANK	VISA- DLP LAMP SOURCE	235.43	Media Operations
89358	10/22/2014	STELLER/DEBORAH//	REIMB MEDIA EXPENSES	207.08	Media Operations
89279	10/15/2014	TRIBUNE MEDIA SERVICES	CTV GUIDE LISTING	91.32	Media Operations
89372	10/22/2014	YIN/TONY//	REIMB TRAVEL EXP-MISAC 2014	81.84	Media Operations
89278	10/15/2014	TELECOMMUNICATIONS MANAGEMENT	CTV CONSULTING SERVICES	75.00	Media Operations
89292	10/16/2014	US BANK	VISA- AMAZON.COM	72.11	Media Operations
89208	10/15/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89208	10/15/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89208	10/15/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89208	10/15/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89208	10/15/2014	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
89292	10/16/2014	US BANK	VISA- FRY'S ELECTRONICS	54.45	Media Operations
89292	10/16/2014	US BANK	VISA- GOTOMYPC.COM	50.85	Media Operations
89277	10/15/2014	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	49.87	Media Operations
89298	10/22/2014	AT&T MOBILITY	TELEPHONE SERVICE	46.27	Media Operations
89292	10/16/2014	US BANK	VISA- AMAZON.COM	44.49	Media Operations
89292	10/16/2014	US BANK	VISA- MONOPRICE	42.33	Media Operations



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89292	10/16/2014	US BANK	VISA- ADOBE SYSTEMS	29.99	Media Operations
89358	10/22/2014	STELLER/DEBORAH//	REIMB MEDIA EXPENSES	27.20	Media Operations
89292	10/16/2014	US BANK	VISA- PHONE SPA	27.18	Media Operations
89277	10/15/2014	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	21.37	Media Operations
89292	10/16/2014	US BANK	VISA- AOL SERVICE	20.99	Media Operations
<b>Total Amount for 37 Line Item(s) from Media Operations</b>				<b>\$17,539.24</b>	

## Non-Departmental

89267	10/15/2014	ROTARY CLUB OF CALABASAS	NEIGHBORS IN NEED PROGRAM	25,000.00	Non-Departmental
89242	10/15/2014	IRON MOUNTAIN	STORAGE SERVICES	3,758.19	Non-Departmental
89340	10/22/2014	NEOFUNDS BY NEOPOST	POSTAGE	3,000.00	Non-Departmental
89430	10/29/2014	SECURAL SECURITY CORP	PARKING ENFORCEMENT	2,775.00	Non-Departmental
89292	10/16/2014	US BANK	VISA- STORAGE ETC	1,925.00	Non-Departmental
89302	10/22/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- GQM11196	1,792.50	Non-Departmental
89259	10/15/2014	PMC	HOUSING REHAB SERVICES	1,567.50	Non-Departmental
89292	10/16/2014	US BANK	VISA- COSTCO	730.55	Non-Departmental
89292	10/16/2014	US BANK	VISA- COFFEE WHOLESALE USA	532.05	Non-Departmental
89387	10/29/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- GPQ10817	525.15	Non-Departmental
89388	10/29/2014	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	518.19	Non-Departmental
89380	10/29/2014	ARROWHEAD	WATER SERVICE	431.67	Non-Departmental
89292	10/16/2014	US BANK	VISA- COSTCO	405.95	Non-Departmental
89220	10/15/2014	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	396.32	Non-Departmental
89219	10/15/2014	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- TQH05599	330.00	Non-Departmental
89292	10/16/2014	US BANK	VISA- AMAZON.COM	92.64	Non-Departmental
89392	10/29/2014	CONEJO AWARDS	NAME BADGES	41.93	Non-Departmental
89292	10/16/2014	US BANK	VISA- AMAZON.COM	19.49	Non-Departmental
89232	10/15/2014	FEDERAL EXPRESS CORP.	COURIER SERVICE	17.54	Non-Departmental
89292	10/16/2014	US BANK	VISA- RITE AID	7.61	Non-Departmental
<b>Total Amount for 20 Line Item(s) from Non-Departmental</b>				<b>\$43,867.28</b>	

## Payroll

89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	9,388.36	Payroll
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	4,507.01	Payroll
89344	10/22/2014	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- NOV 14	72.00	Payroll





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<b>Total Amount for 3 Line Item(s) from Payroll</b>				<b>\$13,967.37</b>	
<b><u>Police / Fire / Safety</u></b>					
89330	10/22/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- SEP 2014	335,262.80	Police / Fire / Safety
89330	10/22/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- SEP 2014	14,512.49	Police / Fire / Safety
89413	10/29/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,969.53	Police / Fire / Safety
89412	10/29/2014	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- SEP 2014	2,528.09	Police / Fire / Safety
89413	10/29/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,760.75	Police / Fire / Safety
89413	10/29/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	918.65	Police / Fire / Safety
89308	10/22/2014	CRASH DATA GROUP INC	DATA RECORDER EQUIPMENT REPAIR	513.00	Police / Fire / Safety
89413	10/29/2014	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	211.38	Police / Fire / Safety
89417	10/29/2014	LIFELOC TECHNOLOGIES, INC.	PAS UNIT MAINTENANCE	112.04	Police / Fire / Safety
<b>Total Amount for 9 Line Item(s) from Police / Fire / Safety</b>				<b>\$358,788.73</b>	
<b><u>Public Safety &amp; Emergency Preparedness</u></b>					
89248	10/15/2014	KR NIDA CORPORATION	RADIO SERVICE	975.00	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- MARIA'S ITALIAN KITCHEN	221.09	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- MACKAY COMMUNICATION	194.82	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- PORTA-STOR	150.00	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	144.04	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- STARBUCKS	49.70	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- STAPLES	45.45	Public Safety & Emergency Preparedness
89292	10/16/2014	US BANK	VISA- ALBERTSONS	14.07	Public Safety & Emergency Preparedness
<b>Total Amount for 8 Line Item(s) from Public Safety &amp; Emergency Preparedness</b>				<b>\$1,794.17</b>	
<b><u>Public Works</u></b>					
89366	10/22/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SMART	186,123.57	Public Works
89218	10/15/2014	CALIFORNIA GREEN CONSULTING	SMART IRRIGATION CONTROL SYS	18,335.00	Public Works
89346	10/22/2014	RBF CONSULTING	WATERSHED CONSULTING	15,307.28	Public Works
89409	10/29/2014	HTS, INC.	STORM DRAIN SERVICES	10,600.00	Public Works
89249	10/15/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,538.56	Public Works
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,623.68	Public Works
89292	10/16/2014	US BANK	VISA- AMSTERDAM PRINT	6,865.89	Public Works
89257	10/15/2014	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	6,800.00	Public Works



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89305	10/22/2014	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	6,727.78	Public Works
89366	10/22/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SMART	5,688.32	Public Works
89318	10/22/2014	FENCE FACTORY-AGOURA DIVISION	FENCE REPAIRS- POCKET	3,795.00	Public Works
89369	10/22/2014	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	3,520.00	Public Works
89289	10/15/2014	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	3,290.00	Public Works
89326	10/22/2014	ISSAKHANI/MARINA//	ENVIRONMENTAL CONSULTING	2,160.00	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,848.00	Public Works
89399	10/29/2014	ELECTRO CONSTRUCTION	LIGHT REPAIRS - OLD TOWN	1,406.00	Public Works
89370	10/22/2014	WILLDAN ASSOCIATES INC.	LOT LINE ADJUSTMENT	1,402.50	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,345.76	Public Works
89241	10/15/2014	IPROMOTEU	WALK TO SCHOOL LUNCH BAGS	1,315.05	Public Works
89329	10/22/2014	KOA CORPORATION	CALABASAS ON-CALL SVCS	1,276.80	Public Works
89249	10/15/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,228.43	Public Works
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,200.00	Public Works
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,196.02	Public Works
89342	10/22/2014	ORTIZ/JOEL//	CONSULTING SERVICES	1,120.00	Public Works
89429	10/29/2014	SALGUERO/BRYAN//	CONSULTING SERVICES	825.00	Public Works
89329	10/22/2014	KOA CORPORATION	CALABASAS ON-CALL SVCS	800.00	Public Works
89365	10/22/2014	VARELA/ADRIAN//	INSPECTION SERVICES	720.00	Public Works
89365	10/22/2014	VARELA/ADRIAN//	INSPECTION SERVICES	720.00	Public Works
89365	10/22/2014	VARELA/ADRIAN//	INSPECTION SERVICES	720.00	Public Works
89437	10/29/2014	VARELA/ADRIAN//	INSPECTION SERVICES	720.00	Public Works
89268	10/15/2014	SALGUERO/BRYAN//	CONSULTING SERVICES	637.50	Public Works
89289	10/15/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	612.50	Public Works
89443	10/29/2014	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	523.72	Public Works
89423	10/29/2014	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	475.00	Public Works
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	474.00	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	440.00	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
89257	10/15/2014	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	425.00	Public Works
89263	10/15/2014	RAINBOW SIGNS INC	BANNERS/SIGNS	360.00	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	340.62	Public Works
89293	10/22/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	302.82	Public Works
89436	10/29/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
89289	10/15/2014	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	292.50	Public Works
89295	10/22/2014	AMERICAN RENT ALL	RENTAL EQUIP- RIBBON CUTTING	280.96	Public Works



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89208	10/15/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
89208	10/15/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
89208	10/15/2014	ACORN NEWSPAPER	RECYCLING ADVERTISING	273.21	Public Works
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	234.00	Public Works
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	225.00	Public Works
89263	10/15/2014	RAINBOW SIGNS INC	BANNERS/SIGNS	200.00	Public Works
89345	10/22/2014	RAINBOW SIGNS INC	RECYCLING SIGNS	190.75	Public Works
89255	10/15/2014	MOBILE ONE ENTERPRISES	PRESSURE WASHING	180.00	Public Works
89257	10/15/2014	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	160.00	Public Works
89402	10/29/2014	FARASSATI/ALEX//	REIMB- PUMPKIN FEST BOOTH	157.90	Public Works
89292	10/16/2014	US BANK	VISA- WW GRAINGER	145.63	Public Works
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	130.00	Public Works
89292	10/16/2014	US BANK	VISA- HOME DEPOT	122.72	Public Works
89296	10/22/2014	APWA	GREENBOOK SEMINAR	115.00	Public Works
89249	10/15/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	104.25	Public Works
89292	10/16/2014	US BANK	VISA- PARTY CITY	87.17	Public Works
89307	10/22/2014	COUNTY SANITATION DISTRICT	REFUSE FEES- SEP 2014	78.50	Public Works
89297	10/22/2014	ARC	COPY/PRINTING SERVICE	68.27	Public Works
89362	10/22/2014	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	55.50	Public Works
89273	10/15/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	53.72	Public Works
89212	10/15/2014	ARC	COPY/PRINTING SERVICE	47.93	Public Works
89292	10/16/2014	US BANK	VISA- HD SUPPLY	41.40	Public Works
89292	10/16/2014	US BANK	VISA- AMAZON.COM	39.20	Public Works
89284	10/15/2014	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
89292	10/16/2014	US BANK	VISA- DIY HOME CENTER	33.51	Public Works
89292	10/16/2014	US BANK	VISA- APWA	30.00	Public Works
89297	10/22/2014	ARC	COPY/PRINTING SERVICE	17.99	Public Works
89292	10/16/2014	US BANK	VISA- WALMART	10.73	Public Works
<b>Total Amount for 73 Line Item(s) from Public Works</b>				<b>\$312,945.07</b>	

**Recoverable / Refund / Liability**

89348	10/22/2014	RODRIGUEZ/ARMANDO//	EMPLOYEE COMPUTER LOAN	1,330.61	Recoverable / Refund / Liability
89353	10/22/2014	SHAHEEN/TRISH//	EMPLOYEE COMPUTER LOAN	1,082.32	Recoverable / Refund / Liability
89299	10/22/2014	AVILA/PAULA//	EMPLOYEE COMPUTER LOAN	1,060.28	Recoverable / Refund / Liability
89344	10/22/2014	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	380.00	Recoverable / Refund / Liability
89350	10/22/2014	ROSENGARD/BETTY//	REFUND ANNUAL DUES	372.00	Recoverable / Refund / Liability



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89217	10/15/2014	CALIFORNIA BUILDING STANDARDS	3RD QTR 2014 GREEN BLDG	317.70	Recoverable / Refund / Liability
89230	10/15/2014	ECMC	WAGE GARNISHMENT- 10/3/14	294.13	Recoverable / Refund / Liability
89315	10/22/2014	ECMC	WAGE GARNISHMENT- 10/17/14	294.13	Recoverable / Refund / Liability
89320	10/22/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 10/17/14	187.61	Recoverable / Refund / Liability
89233	10/15/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 10/3/14	184.62	Recoverable / Refund / Liability
89321	10/22/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 10/17/14	184.62	Recoverable / Refund / Liability
89425	10/29/2014	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	170.00	Recoverable / Refund / Liability
89234	10/15/2014	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 10/3/14	169.32	Recoverable / Refund / Liability
89351	10/22/2014	ROSS/LISA//	FACILITY INSURANCE REFUND	83.50	Recoverable / Refund / Liability
89405	10/29/2014	GHAJARIAN/SAHEL//	RECREATION REFUND	80.00	Recoverable / Refund / Liability
89386	10/29/2014	BRANDT/LYNN//	RECREATION REFUND	60.00	Recoverable / Refund / Liability
89274	10/15/2014	STATE DISBURSMENT	WAGE GARNISHMENT- 10/3/14	46.15	Recoverable / Refund / Liability
89357	10/22/2014	STATE DISBURSMENT	WAGE GARNISHMENT- 10/17/14	46.15	Recoverable / Refund / Liability
89236	10/15/2014	GREENE/PAT//	RECREATION REFUND	45.00	Recoverable / Refund / Liability
89313	10/22/2014	DERFLER/DONNA//	RECREATION REFUND	5.00	Recoverable / Refund / Liability
89316	10/22/2014	ENDRES/FRANCES//	RECREATION REFUND	5.00	Recoverable / Refund / Liability
89343	10/22/2014	OVERTON/SHARON//	RECREATION REFUND	5.00	Recoverable / Refund / Liability

**Total Amount for 22 Line Item(s) from Recoverable / Refund / Liability**

**\$6,403.14**

**Senior Center Construction**

89243	10/15/2014	JONES & JONES	SENIOR CENTER CONCEPT PHASE	2,042.50	Senior Center Construction
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**Total Amount for 1 Line Item(s) from Senior Center Construction**

**\$2,042.50**

**Tennis & Swim Center**

89224	10/15/2014	DEAN STEWART CONSTRUCTION	TILE INSTALLATION	12,500.00	Tennis & Swim Center
89393	10/29/2014	CORE INDUSTRIES, LLC	FITNESS BIKES	4,570.50	Tennis & Swim Center
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,638.26	Tennis & Swim Center
89396	10/29/2014	DEAN STEWART CONSTRUCTION	TILE INSTALLATION	3,456.00	Tennis & Swim Center
89283	10/15/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	2,125.80	Tennis & Swim Center
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,023.61	Tennis & Swim Center
89438	10/29/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	1,803.35	Tennis & Swim Center
89250	10/15/2014	LITTLE LEARNERS LLC	FIELD TRIP- JR LIFEGUARDS	1,595.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- NAT'L GYM SUPPLY	1,409.12	Tennis & Swim Center
89396	10/29/2014	DEAN STEWART CONSTRUCTION	CARPET/UPHOLSTERY CLEANING	1,365.00	Tennis & Swim Center
89211	10/15/2014	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- T&SC	918.00	Tennis & Swim Center



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89292	10/16/2014	US BANK	VISA- POWER SYSTEMS	824.81	Tennis & Swim Center
89356	10/22/2014	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	743.50	Tennis & Swim Center
89398	10/29/2014	DNA ELECTRIC	ELECTRICAL REPAIRS	709.00	Tennis & Swim Center
89224	10/15/2014	DEAN STEWART CONSTRUCTION	MISC REPAIRS	620.00	Tennis & Swim Center
89213	10/15/2014	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- ANNIVERSARY	584.32	Tennis & Swim Center
89285	10/15/2014	VIEWPOINT EDUCATIONAL	POOL RENTAL	551.25	Tennis & Swim Center
89247	10/15/2014	KNORR SYSTEMS, INC.	POOL VACUUM PARTS	504.31	Tennis & Swim Center
89303	10/22/2014	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	500.00	Tennis & Swim Center
89224	10/15/2014	DEAN STEWART CONSTRUCTION	ELECTRICAL REPAIRS	456.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- OFFICE DEPOT	380.18	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- AMAZON.COM	337.81	Tennis & Swim Center
89368	10/22/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	331.43	Tennis & Swim Center
89368	10/22/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	325.58	Tennis & Swim Center
89368	10/22/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	322.42	Tennis & Swim Center
89287	10/15/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	297.13	Tennis & Swim Center
89403	10/29/2014	GAYLENE CASCIONE DANCE	RECREATION INSTRUCTOR	294.08	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- ADOLPH KIEFER	290.40	Tennis & Swim Center
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	287.81	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- HOME DEPOT	284.31	Tennis & Swim Center
89441	10/29/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	262.36	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- PATTERSON MEDICAL	258.80	Tennis & Swim Center
89435	10/29/2014	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	230.00	Tennis & Swim Center
89389	10/29/2014	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	225.00	Tennis & Swim Center
89389	10/29/2014	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	225.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- MENCHIES	200.00	Tennis & Swim Center
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	195.32	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- SUPER A CLEANERS	188.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- SMART & FINAL	182.85	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- AGOURA PAINT	161.85	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- STUDIO SPECTRUM	161.25	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- PARTY CITY	156.35	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- DUNN-EDWARDS	154.06	Tennis & Swim Center
89303	10/22/2014	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	150.00	Tennis & Swim Center
89389	10/29/2014	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	150.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- HOME DEPOT	146.80	Tennis & Swim Center
89261	10/15/2014	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- OCT 14	146.59	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- KEISER CORP	133.10	Tennis & Swim Center



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89368	10/22/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	132.38	Tennis & Swim Center
89324	10/22/2014	HORIZON MECHANICAL CONTRACTORS	POOL REPAIRS	125.91	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- WALMART	121.11	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- ULINE	120.93	Tennis & Swim Center
89441	10/29/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	117.33	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- SWIMOUTLETS.COM	112.24	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- DUNN EDWARDS	106.83	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- CONSTANT CONTACT	105.00	Tennis & Swim Center
89360	10/22/2014	TOTAL GRAPHICS	MOTIVATIONAL POSTERS	91.56	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- LESLIE'S POOL SUPPLY	84.40	Tennis & Swim Center
89418	10/29/2014	LINCOLN NATIONAL LIFE	LIFE & DISABILITY INS- NOV 14	79.48	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- ALBERTSONS	70.00	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- VISTA PAINT CORP	67.01	Tennis & Swim Center
89434	10/29/2014	TOTAL GRAPHICS	FACILITY SIGNS	65.40	Tennis & Swim Center
89287	10/15/2014	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	61.45	Tennis & Swim Center
89328	10/22/2014	KNORR SYSTEMS, INC.	POOL VACUUM PARTS	57.19	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- US RESEARCH & CHEMICAL	45.68	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- SHELL OIL	44.77	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- DIY HOME CENTER	40.79	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- RALPHS	35.94	Tennis & Swim Center
89246	10/15/2014	KISHIMOTO/RAINE//	REIMB MILEAGE - SEP 14	28.67	Tennis & Swim Center
89294	10/22/2014	AIRGAS- WEST	TC HELIUM	27.05	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- SPORT CHALET	26.09	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- RALPHS	25.95	Tennis & Swim Center
89292	10/16/2014	US BANK	VISA- AGOURA PAINT	16.00	Tennis & Swim Center

**Total Amount for 73 Line Item(s) from Tennis & Swim Center**

**\$49,185.47**

**Transportation**

89426	10/29/2014	PARSONS TRANSPORTATION GROUP	LOST HILLS INTERCHANGE	23,499.06	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	20,239.88	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	10,224.81	Transportation
89245	10/15/2014	KIMLEY-HORN AND ASSOCIATES	MULHOLLAND HWY CONSULTING	7,435.00	Transportation
89207	10/15/2014	A2B TRANSPORTATION COMPANY LLC	DIAL-A-RIDE SEP 2014	7,125.65	Transportation
89253	10/15/2014	MALIBU CANYON SHELL	FUEL CHARGES- SEP 2014 (1/2)	5,084.35	Transportation
89377	10/29/2014	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,823.30	Transportation
89419	10/29/2014	MALIBU CANYON SHELL	FUEL CHARGES- OCT 2014 (1/2)	4,733.79	Transportation



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89253	10/15/2014	MALIBU CANYON SHELL	FUEL CHARGES- SEP 2014 (2/2)	4,712.76	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	4,433.94	Transportation
89210	10/15/2014	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	3,860.38	Transportation
89273	10/15/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,305.82	Transportation
89378	10/29/2014	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- NOV 2014	2,964.78	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	2,901.77	Transportation
89318	10/22/2014	FENCE FACTORY-AGOURA DIVISION	FENCE REPAIRS- POCKET	2,450.00	Transportation
89363	10/22/2014	VAHE AUTO BODY & PAINT	VEHICLE MAINTENANCE	2,427.97	Transportation
89329	10/22/2014	KOA CORPORATION	CALABASAS ON-CALL SVCS	2,167.50	Transportation
89327	10/22/2014	JT GENERAL CONSTRUCTION	CONSULTING SVCS- PARK & RIDE	2,000.00	Transportation
89329	10/22/2014	KOA CORPORATION	CALABASAS ON-CALL SVCS	1,920.00	Transportation
89394	10/29/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	1,887.40	Transportation
89271	10/15/2014	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,690.00	Transportation
89431	10/29/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,205.18	Transportation
89415	10/29/2014	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,200.00	Transportation
89366	10/22/2014	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- POCKET	1,051.07	Transportation
89292	10/16/2014	US BANK	VISA- CALABASAS CAR CARE	852.81	Transportation
89384	10/29/2014	BENCH FACTORY/THE//	PARK BENCH	747.73	Transportation
89420	10/29/2014	MANERI SIGN, INC.	TRAFFIC SIGNS	738.70	Transportation
89397	10/29/2014	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNALS/LIGHTING	555.21	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	539.46	Transportation
89355	10/22/2014	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	521.76	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - SEP 14	504.27	Transportation
89314	10/22/2014	DIAMOND WEST ENGINEERING, INC	ENGINEER CONSULTING	500.00	Transportation
89271	10/15/2014	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	414.00	Transportation
89292	10/16/2014	US BANK	VISA- CALABASAS CAR CARE	413.25	Transportation
89364	10/22/2014	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE- POCKET	300.00	Transportation
89292	10/16/2014	US BANK	VISA- RABI INC	295.76	Transportation
89292	10/16/2014	US BANK	VISA- PARTY CITY	234.25	Transportation
89414	10/29/2014	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	210.31	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	170.00	Transportation
89292	10/16/2014	US BANK	VISA- CORNER BAKERY	161.37	Transportation
89271	10/15/2014	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	160.50	Transportation
89331	10/22/2014	LA DWP	METER SERVICE - TRAFFIC LIGHT	142.13	Transportation
89292	10/16/2014	US BANK	VISA- CHEVRON	102.04	Transportation
89292	10/16/2014	US BANK	VISA- UNION 76	89.31	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	85.00	Transportation



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89292	10/16/2014	US BANK	VISA- EXXON MOBIL	80.85	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	66.15	Transportation
89292	10/16/2014	US BANK	VISA- HOME DEPOT	46.83	Transportation
89338	10/22/2014	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- SEP 14	45.15	Transportation
89292	10/16/2014	US BANK	VISA- UNION 76	40.00	Transportation
89292	10/16/2014	US BANK	VISA- RABI INC	39.74	Transportation
89292	10/16/2014	US BANK	VISA- EXXON MOBIL	39.53	Transportation
89292	10/16/2014	US BANK	VISA- UNION 76	34.89	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	34.25	Transportation
89292	10/16/2014	US BANK	VISA- UNION 76	32.25	Transportation
89292	10/16/2014	US BANK	VISA- THAI CHABA	31.00	Transportation
89394	10/29/2014	COUNTY OF LOS ANGELES	CONTRACT SERVICES	29.28	Transportation
89292	10/16/2014	US BANK	VISA- CANOGA PARK CNG	28.88	Transportation
89292	10/16/2014	US BANK	VISA- CANOGA PARK CNG	16.26	Transportation
89292	10/16/2014	US BANK	VISA- USPS	16.20	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	16.00	Transportation
89292	10/16/2014	US BANK	VISA- EXXON MOBIL	16.00	Transportation
89292	10/16/2014	US BANK	VISA- RABI INC	14.73	Transportation
89292	10/16/2014	US BANK	VISA- SHELL OIL	8.00	Transportation
<b>Total Amount for 64 Line Item(s) from Transportation</b>				<b>\$131,718.26</b>	
<b>GRAND TOTAL for 654 Line Items</b>				<b>\$1,348,319.46</b>	



## FUTURE AGENDA ITEMS

Department      Agenda Headings      Agenda Title/Future Agenda  
**10-Dec**

CC	Presentation	Recognition of outgoing ARP members Michael Harrison and Sam Wacht
CC	Presentation	Recognition of Bill Garrett, teacher of the year
CC	Presentation	Recognition of Jeff Rudner, Cub Scout Master, Pack 333
CC	Presentation	Recognition of Relay for Life volunteers
CC	Presentation	Sheriff's crime report
CC	New Business	Council liaisons appointments
CD	New Business	Recommendation from Planning Commission regarding business signage
PW	New Business	Construction award for Lost Hills overpass
CD	Consent	Calabasas Village final map approval

**Future Items:**

AS	Consent	Community Development Block Grant Program
CC	New Business	Emergency preparedness update
CC	New Business	Section 2.04 Muni Code Amendment - City Council reorg date
CC	New Business	Muni Code Amendment - Commission term expiration date
PW	New Business	Stormwater semi-annual quarterly update
PW	Update	Bicycle Master Plan update
CD	New Business	Business registration program
CD	Consent	MOU with Calabasas Tech Center for the Las Virgenes Creek Trail
CC	New Business	Commissioner interviews for appointments expiring in 2015
CM	New Business	Mayor Garcetti's proposed minimum wage increase informational item

**2014 CITY COUNCIL MEETING DATES**

Dec 24- Cancelled Christmas Eve
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