



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, OCTOBER 26, 2016
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
www.cityofcalabasas.com**

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

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

1. Conference with Legal Counsel-Existing Litigation-One Case: Gov't. Code Section 54956.9(d)(1)
D'Egidio Brothers et al. vs. City of Calabasas, Superior Court Case number BC 626700

2. Conference with Real Property Negotiator: Gov't. Code Section 54956.8

Property: Non-exclusive access easement for ingress and egress, approximately 20' wide, 141.5' long over eastern portion of land owned by D'Egidio Brothers III, LLC in the City of Calabasas, CA, identified as Los Angeles County Assessor's Parcel Number 2068-002-023, and located at 25600 Calabasas Road

Agency Negotiator: Robert Yalda, Jennifer Pancake, Esq., and Scott Howard, Esq.

Negotiating Parties: D'Egidio Brothers III, LLC, Carol D'Egidio, Joe Dzida, Esq.

Under Negotiation: Price and Terms

3. Conference with Legal Counsel- Existing Litigation-One Case: Gov't. Code Section Existing 54956.9(d)(1)
Calabasas vs. Hamai, et al; L.A. Superior Court Case No. BS 157268

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Girl Scout Troop 1786
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:15 P.M.

PRESENTATIONS – 7:30 P.M.

- Recognition of Calabasas Girl Scout Troops 1786, 10016 and 7546 and Boy Scout Troop 642 for their food drive service project in commemoration of the City's 25th Anniversary
- Certificate of appreciation to the Kevin Cordasco, Something Yellow Foundation

ORAL COMMUNICATION – PUBLIC COMMENT – 8:00 P.M.

CONSENT ITEMS – 8:10 P.M.

1. Approval of meeting minutes from September 28, 2016
2. Adoption of Ordinance No. 2016-340, amending Section 17.20.150 of the Land Use and Development Code by adding an exception for minor additions to existing single-family homes and for construction of accessory structures on previously developed residential properties located on or near mapped significant ridgelines
3. Recommendation to renew a professional services agreement with Little Learners, LLC for the operation of after school and seasonal camp programs
4. Options regarding changing appeal fees for Planning and Land Use matters and direction to staff

PUBLIC HEARING – 8:20 P.M.

5. Adoption of Resolution No. 2016-1535, approving a File No. 160002507, a request for the following as retroactive permits: A Development Plan, an Administrative Plan Review, a Scenic Corridor Permit, and a Variance to construct a 261-square-foot first-floor addition, an 85 square-foot second floor addition, a 160 square-foot balcony, a 97 square-foot balcony, and another 365 square-foot patio cover/balcony at an existing single-family residence located on a significant ridgeline at 24119 Saint Andrews Lane in the Open Space (OS) Zoning District and Scenic Corridor (SC) Overlay Zone
6. Recommendation from the Parks, Recreation and Education Commission to adopt Resolution No. 2016-1533 updating rental rates at City facilities and establishing fees for the Senior Center and rescinding Resolution Nos. 2007-1080 and 2008-1134
7. Introduction of Ordinance No. 2016-341, adding Chapter 3.38 – Refund of Department Fees to Title 3, Revenue and Finance of the Calabasas Municipal Code

NEW BUSINESS – 9:00 P.M.

8. Introduction of Ordinance No. 2016-342, retroactively repealing Calabasas Municipal Code Sections 2.20.010 through 2.20.040 and replacing them with a new Section 2.20.010, relating to the City Attorney
9. Update of joint-use agreements with the Las Virgenes Unified School District
10. Discussion and consideration for options regarding Commission terms
11. Discussion regarding mandatory public workshops for larger development projects

INFORMATIONAL REPORTS – 10:10 P.M.

12. Check Register for the period of September 19-October 12, 2016

TASK FORCE REPORTS – 10:15 P.M.

13. Draft operating and capital improvement budgets for July 1, 2016 through June 30, 2018

CITY MANAGER'S REPORT – 10:20 P.M.

FUTURE AGENDA ITEMS – 10:25 P.M.

ADJOURN – 10:30 P.M.

The City Council will adjourn to their next regular meeting scheduled on Wednesday, November 9, 2016, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, SEPTEMBER 28, 2016**

Mayor Bozajian called the Closed Session to order at 6:30 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

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

CLOSED SESSION

1. Conference with legal counsel-Pending Litigation-One Case
Malibu Canyon Community Association v. Calabasas et al.
L.A. Superior Court Case No. BS162791

The Council convened to Open Session in the Council Chambers at 7:03 p.m.

Mr. Howard reported that the Council unanimously approved the firm of Colantuono, Highsmith, & Whatley to defend the City in the Malibu Canyon Community Association/Chilco vs. City of Calabasas case.

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

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Boy Scout Pack 333 and Boy Scout Troop 642.

APPROVAL OF AGENDA

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

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

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Shapiro:

- Attended with Mayor Bozajian a ribbon cutting ceremony of the West Hills Hospital extended wound care facility for seniors.
- Attended the Peer Support Suicide Prevention event at Calabasas HS.
- Attended with Councilmembers Gaines and Weintraub the Trailhead improvement ribbon cutting ceremony.
- The third annual Calabasas Film Festival was a successful event.
- Law Day was held on September 23.
- Imagine Fest held its fundraiser on September 26 for Unlikely Heroes, in an effort to stop human trafficking of young girls.
- Extended congratulations to staff for the Active Shooter training held on September 27.
- Walk to school day will take place on October 5.
- Wished Happy New Year/Yom Kippur to those who celebrate.

Councilmember Weintraub:

- Applications are being accepted for the City's Architectural Review Panel.
- An eWaste collection is scheduled on October 1.
- The Flu Clinic is taking place on October 22.

Mayor pro Tem Maurer:

- Reiterated an invitation to the Flu Clinic.

Councilmember Gaines:

- Reiterated congratulations to the Fries Family for an outstanding Calabasas Film Festival.
- VICA's Annual Business Conference is scheduled on October 14.
- Congratulated Calabasas High School football team for their undefeated status.
- Reiterated Happy New Year/Yom Kippur.

Mayor Bozajian:

- Also congratulated Calabasas Film Festival organizers for a great event.
- The Calabasas Pumpkin Festival is scheduled for October 15-16.
- The Trunk or Treat is scheduled on October 31 at the AHCCC.
- The State of the City Address is scheduled on November 16 at the AHCCC.
- Attended the Hidden Hills Fiesta Parade with all Councilmembers.

Mayor Bozajian announced that the meeting would be adjourned in memory of Los Angeles County Supervisor, Edmund Edelman.

PRESENTATIONS

- SoCal Gas Company briefing regarding natural gas system and the importance of the Aliso Canyon Storage Field

Ms. Espinoza provided an overview.

- Sheriff’s Crime Report

Deputy Peck presented the report.

- Update on Storm Water Programs

Mr. Farassati presented the update.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Carl Ehrlich and John Suwara spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from September 14, 2016
2. Adoption of Resolution No. 2016-1532, recognizing October as Bullying Awareness Prevention Month in the City of Calabasas
3. Adoption of Resolution No 2016-1531 in support of the City enrolling in the National Wildlife Federation’s Community Wildlife Habitat Certification Program
4. Adoption of Design Guidelines regarding City designated local historic landmark plaques
5. Adoption of Ordinance No. 2016-338 to repeal Title 13 Public Peace, Moral and Welfare of the Los Angeles County Code, as adopted by the City of Calabasas and addition of new Chapters to Title 9 of the Calabasas Municipal Code related to the Public Peace and Welfare, incorporating the text, as amended, of certain Chapters of Title 13 Public Peace and Welfare of the Los Angeles County Code
6. Adoption of Ordinance, No. 2016-336, adding Chapter 10.22 to Title 10 of the City's Municipal Code to include parking regulations for City-owned and City-operated off-street parking facilities

7. Adoption of Ordinance No. 2016-339, amending Calabasas Municipal Code Sections 1.14.010 and 1.04.020, changing the date of the General Municipal Election date from the first Tuesday after the First Monday in November of odd-numbered years to the first Tuesday after the first Monday in November of even numbered years beginning November 2018

Mayor Bozajian pulled Item Nos. 3 and 7 and Councilmember Shapiro pulled Item Nos. 2 and 4.

Councilmember Weintraub moved, seconded by Councilmember Gaines to approve Consent Item Nos. 1, 5, and 6. MOTION CARRIED 5/0 as follows:

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

After a brief introduction of the item, Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Consent Item No. 2. MOTION CARRIED 5/0 as follows:

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

July Shy-Sobol and Beth Pratt-Bergstrom spoke on Item No. 3.

After discussion, Mayor pro Tem Maurer moved, seconded by Councilmember Weintraub to approve Consent Item No. 3 as amended.

Councilmember Gaines made a substitute motion, seconded by Councilmember Shapiro to refer Consent Item No. 3 to the Environmental Commission. MOTION CARRIED 3/2 as follows:

AYES: Councilmembers Gaines, Shapiro and Weintraub

NOES: Mayor Bozajian and Mayor pro Tem Maurer

After discussion, Councilmember Gaines moved, seconded by Councilmember Weintraub to approve Consent Item No. 4 with modifications. MOTION CARRIED 5/0 as follows:

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

The meeting recessed at 8:48 p.m.
The meeting reconvened at 8:56 p.m.

Mark Citron and Carl Ehrlich spoke on Item No. 7.

After discussion, Councilmember Gaines moved, seconded by Councilmember Weintraub to adopt Ordinance No. 2016-339. MOTION CARRIED 4/1 as follows:

AYES: Mayor Bozajian, Councilmembers Gaines, Shapiro and Weintraub

NOES: Mayor pro Tem Maurer

PUBLIC HEARINGS

8. Adoption of Resolution No. 2016-1529, approving File No. 150000780, an application inclusive of a request for a Site Plan Review, Scenic Corridor Permit, Development Plan Review, Variance and Oak Tree Permit to demolish an existing 4,458 square-foot two-story single-family residence and construct a new 7,961 square-foot two-story single-family residence, four-car attached garage, pool and associated residential accessory structures. A variance is required for placing a structure within 50 feet vertically or 50 feet horizontally of a significant ridgeline. The subject site is located at 24111 Saint Andrews Lane (APN: 4455-006-018), within the Open Space (OS) Zoning District and Scenic Corridor Overlay Zone. The Planning Commission recommended approval of the project at a public hearing held on September 1, 2016

Mayor Bozajian opened the public hearing.

Mr. Klein presented the report.

Steve Heimler spoke on Item No. 8.

Mayor Bozajian closed the public hearing.

After discussion, Councilmember Gaines moved, seconded by Councilmember Shapiro to approve Item No. 8. MOTION CARRIED 5/0 as follows:

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

9. Introduction of Ordinance No. 2016-340, amending Section 17.20.150 of the Land Use and Development Code by adding an exception for minor additions to existing single-family homes and for construction of accessory structures on previously developed residential properties located on or near mapped significant ridgelines

Mayor Bozajian opened the public hearing.

Ms. Tamuri and Mr. Bartlett presented the report.

Mayor Bozajian closed the public hearing.

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

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

NEW BUSINESS

10. Approval of an amendment to the Story Pole Policy by exempting from the requirement for story pole placement additions up to 1,200 square feet to existing single-family homes and construction of accessory structures on previously developed residential properties located on or near mapped significant ridgelines

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

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

INFORMATIONAL REPORTS

11. Check Register for the period of September 7-15, 2016

No action was taken on this item.

TASK FORCE REPORTS

Councilmember Gaines reported that the Budget Liaisons met with Mr. Coroalles and Mr. Lysik and stated that the budget will be presented for adoption at the November 9 meeting.

At the request of Mayor pro Tem Maurer to make the budget available, it was agreed to include it under Taskforce Reports on the October 26 agenda.

Councilmember Weintraub reported that at the last COG meeting, a letter of support for Measure M was unanimously approved.

Mayor Bozajian reported that he will be attending the League of California Cities Annual Conference, where he will represent the City as the voting delegate.

He further expressed appreciation to staff for coordinating the Active Shooter Training.

CITY MANAGER'S REPORT

None.

FUTURE AGENDA ITEMS

Mayor Bozajian requested a future item regarding codification requirements for public workshops on large projects.

ADJOURN

The City Council adjourned at 9:52 p.m. in memory of L.A. County Supervisor Edmund Edelman to their next regular meeting scheduled on Wednesday, October 26, 2016, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 14, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

**SUBJECT: ADOPTION OF ORDINANCE NO. 2016-340 AMENDING SECTION
 17.20.150 OF THE LAND USE AND DEVELOPMENT CODE BY
 ADDING AN EXCEPTION FOR MINOR ADDITIONS TO EXISTING
 SINGLE-FAMILY HOMES AND FOR CONSTRUCTION OF ACCESSORY
 STRUCTURES ON PREVIOUSLY DEVELOPED RESIDENTIAL
 PROPERTIES LOCATED ON OR NEAR MAPPED SIGNIFICANT
 RIDGELINES**

**MEETING OCTOBER 26, 2016
DATE:**

SUMMARY RECOMMENDATION:

That the City Council adopt Ordinance No. 2016-340 amending Section 17.20.150 of the Land Use and Development Code by adding an exception for minor additions to existing single-family homes and for construction of accessory structures on previously developed residential properties located on or near mapped significant ridgelines.

BACKGROUND:

At the City Council meeting of September 28, 2016, the Council received and considered a staff report on a proposed draft ordinance (Ordinance No. 2016-340)

which would add to CMC Section 17.20.150 an exception to the ridgeline setback standards for minor additions to existing single-family homes and for construction of accessory structures on previously developed residential properties located on or near mapped significant ridgelines. Additionally, the City Council considered a recommendation for approval of the proposed ordinance from the Planning Commission (as articulated in Planning Commission No. 2016-624). Finally, the Council conducted a public hearing to receive additional public testimony, at which no persons addressed the City Council in opposition to the proposed ordinance. Following the public hearing, the Council introduced Ordinance No. 2016-340.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no budget impact to this action. The action will, however, relieve home owners of the necessary cost of obtaining a variance for home additions under 1,200 square feet.

RECOMMENDED ACTION:

It is recommended that the City Council now adopt Ordinance No. 2016-340, consistent with the Council's action on September 26, 2016.

ATTACHMENTS:

Ordinance No. 2016-340

**ITEM 2 ATTACHMENT
ORDINANCE NO. 2016-340**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF CALABASAS, CALIFORNIA APPROVING
AMENDMENTS TO TITLE 17, (CHAPTER 17.20.150 -
HILLSIDE AND RIDGELINE DEVELOPMENT), OF THE
LAND USE AND DEVELOPMENT CODE.**

WHEREAS, the City Council of the City of Calabasas, California (“the City Council”) has considered all of the evidence including, but not limited to, the Planning Commission Resolution No. 2016-624, Planning Division staff report and attachments, and public testimony before making a final decision on October 26th, 2016; and,

WHEREAS, the City Council finds that the proposed Land Use and Development Code Amendment to exempt minor additions to existing single-family homes and new and modified accessory buildings on developed properties within previously developed subdivisions, where such properties are located on or adjacent to mapped Significant Ridgelines, is consistent with the goals, policies, and actions of the Calabasas 2030 General Plan and will not conflict with the General Plan; and,

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

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

WHEREAS, the Land Use and Development Code Amendment reflects the input of residents, stakeholders, and public officials, and implements the visions and desires for the community as documented within the Calabasas 2030 General Plan, is adopted in the public interest, and is otherwise consistent with federal and state law; and,

WHEREAS, the City Council has considered the entirety of the record, which includes, without limitation, the Calabasas 2030 General Plan; the staff report, public comments, and minutes from the meeting of the Planning Commission on September 15, 2016; the staff report, public comments, and

minutes from the City Council meetings of September 28, 2016 and October 26, 2016, and all associated reports and testimony;

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

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

1. Notice of the September 28, 2016 City Council public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's Market, the Agoura Calabasas Recreation Center, and at Calabasas City Hall.
2. Notice of the September 28, 2016 City Council public hearing was published in the *Las Virgenes Enterprise* ten (10) days prior to the hearing.
3. Notice of the September 28, 2016 City Council public hearing complied with the public notice requirements set forth in Government Code Section 65009 (b)(2).
4. Following a public hearing held on September 15, 2016, the Planning Commission adopted Resolution No. 2016-624 recommending to the City Council adoption of this ordinance.

SECTION 2. Section 17.76.050(B) Calabasas Municipal Code allows the City Council to approve the Development Code Amendment, which follows in Section 3 of this ordinance, provided that the following findings are made:

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

The text amendments to Chapter 17.20.150 - Hillside and Ridgeline Development will exempt minor additions (equal to or less than 1,200 square feet) to legally established residential buildings and new and modified accessory structures from the requirement to obtain a variance to the standard of placing structures 50 feet away from and 50 feet below mapped ridgelines. The amendment promulgates the policy directives in the Calabasas 2030 General Plan by promoting homeowner reinvestment in, and improvement of, existing single-family residential communities, consistent with Policies II-8, II-9, and II-14 of the Land Use Element, Policy V-1 of the Housing Element, and Policies IX-8, IX-10, and IX-11 of the Community Design Element. The proposed amendments will not exempt new residences and additions to existing residences and accessory structures larger than 1200 square feet from the variance requirement, ensuring that the ridgeline protection standards of the General Plan and Calabasas Municipal Code will continue to protect undeveloped ridgelines. Based upon the preceding, the proposed project meets this finding.

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

The proposed Development Code amendment is in the public interest and reflects the input of residents, decision-makers, and other stakeholders in the community. The proposed text amendments would not reduce or compromise existing standards that protect the health, safety or general welfare of the City because the 50-foot ridgeline setback standards in CMC 17.20.150 and the variance provisions therein will continue to apply to any new discretionary development projects on any undeveloped property located on or near a mapped significant ridgeline, as well as any major addition proposed for an existing structure on a developed property located on or near a mapped significant ridgeline. Furthermore, the proposed text amendments will better meet the interests of Calabasas homeowners desiring to improve their properties; contributing to a sound local economic base and meet the current standards of the Land Use and Development Code; as such, the text amendments will improve the functionality of the Development Code to better protect the public interest, health, safety or general welfare of the City. As such, this project meets this finding.

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

This project complies with the provisions of the California Environmental Quality Act (CEQA) because it will exempt from the 50-foot ridgeline setback standard (CMC Section 17.20.150.C.2 through 17.20.150.C.4) additions not exceeding 1,200 sq. ft. to existing single-family homes within previously developed and residentially zoned subdivisions and the addition of appurtenant accessory structures on such properties, such that the proposed addition(s) and/or accessory structure(s) otherwise comply with the provisions of the Development Code; consequently, the proposal is exempt from environmental review in accordance with Section 21084 of the Act and pursuant to Sections 15061(B)(3), 15301, and 15303 of the CEQA Guidelines, and as such this project meets this finding.

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

The Development Code Amendment has been written to be internally consistent with all applicable provisions of the Land Use and Development Code, such as Calabasas Municipal Section (CMC) 17.11.010 (Permitted Land Uses), and will improve internal consistency within the Development Code and with other titles of the Calabasas Municipal Code. Based on the foregoing evidence, this project meets this finding.

SECTION 3. Development Code Amendment: Section 17.20.150.C.2 of the Land Use and Development Code is hereby amended to read as follows:

2. **Ridgelines.** For the purposes of maintaining the natural appearance of the ridge, structures should not be placed on or near ridgelines so that they appear silhouetted against the sky when viewed from any point on a roadway designated as a scenic corridor by the General Plan (see Figure 3-5). For significant ridgelines identified in the Open Space Element of the General Plan (Figure III-4), the highest point of any structure that requires a permit shall be located at least fifty (50) vertical feet and fifty (50) horizontal feet from a significant ridgeline, excluding chimneys, rooftop antennas, and amateur radio antennas.

However, this ridgeline setback provision shall not apply to:

- a. Any addition to a legally established residence or accessory structure(s) existing as of the effective date of this ordinance that is located on a significant ridgeline, or within the ridgeline protection area of 50 vertical and 50 horizontal feet from the significant ridgeline, such that said addition does not cumulatively with any other permitted additions enlarge the structure by an amount exceeding 25 percent or 1,200 square feet of additional gross floor area, whichever is less, above the structure's original size.
- b. Any new accessory structure which is otherwise allowed within the applicable zoning district and which complies fully with the development standards for the zone.

SECTION 4. Severability Clause:

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

SECTION 5. Effective Date:

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

SECTION 6. Certification:

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

PASSED, APPROVED AND ADOPTED this 26th day of October, 2016.

James R. Bozajian, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:


Dave Fleishman
Assistant City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 17, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES 

SUBJECT: RECOMMENDATION TO RENEW A PROFESSIONAL SERVICES AGREEMENT WITH LITTLE LEARNERS, LLC, FOR THE OPERATION OF AFTER SCHOOL AND SEASONAL CAMP PROGRAMS

MEETING DATE: OCTOBER 26, 2016

SUMMARY RECOMMENDATION:

It is recommended that City Council approve the renewal of a Professional Services Agreement with Little Learners, LLC, for the operation of after school and seasonal camp programs.

BACKGROUND/DISCUSSION:

In the summer of 1996, the City of Calabasas Community Services Department developed a seasonal youth day camp program for the residents of Calabasas. This program, known as Camp Calabasas, is quite popular and continues to operate at Juan Bautista De Anza Park. Due to the success of the above mentioned program, in 1998, staff negotiated an agreement with the LVUSD to provide an on-site after school program at Lupin Hill Elementary. With both of these programs continuing to grow in popularity, the amount of time and staffing required was creating internal concerns. Staff began exploring options that would allow for continued growth of these successful camps while enabling staff to concentrate on other programs and develop new programming for our community.

In early 2005, An RFP was noticed in the Acorn, requesting proposals for those interested in operating childcare and day camp programs for the City. Staff received one proposal from Little Learners. Little Learners had been running a successful Kindergarten Program at Lupin Hill since 2003, providing services for other local cities along with assisting City staff in some of our programming needs.

Our original Facility Use Agreement with Little Learners began in the spring of 2005 and due to their success in building a foundation and meeting the needs of our community; we have seen an increase in participation in both the after school and seasonal camp programs through the years. The state licensed after school program at Lupin Hill has proven to be a highly regarded service, so much so, the YMCA ceased operation in 2009 due to a substantial decrease in enrollment after a successful twelve year run.

Little Learners continues to work well with our community, school district and staff and we look forward to continued success in the coming years.

FISCAL IMPACT/SOURCE OF FUNDING:

All payments totaling \$96,564.00 per year made by Little Learners to the City shall be credited to Account Number 10-000-440010.

REQUESTED ACTION:

It is requested that City Council approve the renewal of a Professional Services Agreement with Little Learners, LLC, for the operation of after school and seasonal camp programs.

ATTACHMENTS:

Little Learners, LLC, Professional Services Agreement

ITEM 3 ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
(City of Calabasas/Little Learners, LLC)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and Little Learners, LLC, an independent contractor (“Consultant”).

2. RECITALS

- 2.1 City has engaged in an RFP process to seek and evaluate qualified providers of childcare and camp services and has determined through city’s assessment that Contractor will provide the best service and value for City.
- 2.2 City has determined that it requires the following services from the Contractor: performance of childcare/camp services for De Anza Park located at 3701 Lost Hills Road, Calabasas, California 91301 and Lupin Hill Elementary School Portable located at 26210 Adamor Road, Calabasas, California 91302.
- 2.3 Contractor represents and it has been determined that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Contractor further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

- a. “Scope of Services”: Such professional services as are set forth in Exhibit A and incorporated herein by this reference.
- b. “Commencement Date”: March 1, 2017.
- c. “Expiration Date”: February 28, 2022.

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Expiration Date unless extended by written agreement of the parties or terminated earlier in accordance with Section 17 (“Termination”) below.

5. CONSULTANT’S SERVICES

- 5.1 Contractor shall perform the services identified in the Scope of Services. City

shall have the right to request, in writing, changes in the Scope of Services. This Agreement shall not be construed as granting the Contractor any property interest in De Anza Park or Lupin Hill Elementary School Portable, including, but not limited to, a license, lease or concession.

- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Contractor represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **Bridget Nelson** shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.

6. COMPENSATION

- 6.1 City shall not compensate the Contractor unless the City is utilizing the services of the Contractor for conducting community recreation classes, as identified in the Scope of Services. Contractor shall receive compensation from persons using the childcare/camp services they provide. All fees charged by Contractor for childcare/camp services shall be subject to review by the City to ensure that the fee structure is benchmarked against industry standards and fair market value for goods and services.
- 6.2 Contractor shall pay the City a monthly rental fee (Facility Use Fee) as set forth in Exhibit B, due on the fifteenth (15th) of the month for the current month's use of De Anza Park and the Lupin Hill Elementary School Portable.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by

Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

8. RELATIONSHIP OF PARTIES

Consultant is, and shall at all times remain as to City, a wholly independent contractor. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

9. CONFIDENTIALITY

All data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without prior written consent by City. City shall grant such consent if disclosure is legally required. Upon request, all City data shall be returned to City upon the termination or expiration of this Agreement.

10. INDEMNIFICATION

10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.6 City does not, and shall not waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than Two Million Dollars (\$2,000,000) including products and operations hazard, contractual insurance, broad form property damage,

independent contractors, personal injury, underground hazard, and explosion and collapse hazard where applicable.

- 11.1.2 Worker's Compensation insurance as required by the laws of the State of California, including but not limited to California Labor Code Section 1860 and 1861 as follows:

Contractor shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of Contractor's employees employed at the site, and, if any work is sublet, Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by Contractor. Contractor and any of Contractor's subcontractors shall be required to provide City with a written statement acknowledging its obligation to secure payment of Worker's Compensation Insurance as required by Labor Code Section 1861; to wit: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract." If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out the necessary insurance and pay, at Consultant's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Consultant shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the aforesaid policies are in effect in the required amounts and naming the City and its officers, employees, agents and volunteers as additional insureds.

Consultant shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).

- 11.6 Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.
- 11.7 The General Liability Policy of insurance required by this Agreement shall contain an endorsement naming City and its officers, employees, agents and volunteers as additional insureds. The General Liability Policy required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty days' prior written notice to City. Consultant agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.
- 11.8 The insurance provided by Consultant shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Consultant, and Consultant's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Consultant hereby waives all rights of subrogation against the City.
- 11.10 Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Consultant shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Consultant shall procure a bond guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Consultant shall not be construed as a limitation of Consultant's liability or as full performance of Consultant's duties to indemnify, hold harmless and defend under Section 10 of this Agreement.

12. MUTUAL COOPERATION

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

12.2 City shall make De Anza Park and the Lupin Hill Elementary School Portable available to Contractor for the purposes stated in this Agreement.

12.3 In the event any claim or action is brought against City relating to Contractor's performance in connection with this Agreement, Contractor shall render any reasonable assistance that City may require.

13. RECORDS AND INSPECTIONS

Consultant shall maintain full and accurate records with respect to all matters covered under this Agreement for a period of three years after the expiration or termination of this Agreement. City shall have the right to access and examine such records, without charge, during normal business hours. City shall further have the right to audit such records, to make transcripts therefrom and to inspect all program data, documents, proceedings, and activities.

14. PERMITS AND APPROVALS

Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary in the performance of this Agreement. This includes, but shall not be limited to, encroachment permits and building and safety permits and inspections.

15. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: **Jeff Rubin**
Director of Community Services
Telephone: (818) 224-1600

With courtesy copy to:

Scott H. Howard
Colantuono, Highsmith & Whatley, PC
300 South Grand Avenue, Suite 2700
Los Angeles, CA 90071-3137
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

If to Consultant:

Little Learners, LLC
Bridget Nelson
PO BOX 9164
Calabasas, CA 91302
Mobile: (818) 430-8285

16. SURVIVING COVENANTS

The parties agree that the covenants contained in Section 9, Section 10, Paragraph 12.2 and Section 13 of this Agreement shall survive the expiration or termination of this Agreement.

17. TERMINATION

17.1. City shall have the right to terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

18. GENERAL PROVISIONS

18.1 Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

18.2 In the performance of this Agreement, Consultant shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability or medical condition.

18.3 The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the section or paragraph thereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

18.4 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.

- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of the State of California.
- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.

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

“City”
City of Calabasas

“Consultant”
Little Learners, LLC

By: _____
James R. Bozajian, Mayor

By: _____
Bridget Nelson, Owner

Date: _____

Date: _____

By: _____
Carly Armacost, Officer

Date: _____ Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard, City Attorney

Date: _____

- W. Pay for all general maintenance and cleaning of Restrooms and Facility and daily trash removal at portable classroom at Lupin Hill.
- X. Pay for any and all needed signs for facilities upon City approval.
- Y. Make Classroom trailer available to Lupin Hill Elementary School for school meetings and or events as needed.
- Z. Provide consulting services for City run child care programs as needed and requested by the Community Services Director. LITTLE LEARNERS will be paid the rate of \$30.00 per hour for such services.

Responsibilities of the City:

- A. Make De Anza Park available to LITTLE LEARNERS for the purposes stated in this Agreement and shall not unreasonably, except as specified herein, interfere with LITTLE LEARNERS in the exercise of any of its rights or responsibilities under this Agreement.
- B. Provide a State Licensed Portable Classroom (43' x 66' box size) unit onsite at Lupin Hill Elementary School. City will provide general repairs (AC, Electrical and Roofing) of the portable classroom. City will also provide annual carpet cleaning and linoleum waxing.
- C. Remain as Title Holder on the State License with Community Care Licensing. Provider will be named as Administrator under State License.
- D. Employ a Facility Supervisor to oversee the operation of De Anza Park and Lupin Hill Elementary School site and all activities, including coordination of facility maintenance as described in item B above.
- E. Assist with marketing and promotion of the LITTLE LEARNERS programs in the City of Calabasas Recreation Brochure. The City will provide the equivalent to one half page in each addition of the Recreation Brochure.
- F. City will provide limited authorized access to office space at De Anza Park to include; use of desk, phones, computer, fax, copier, and file space for the summer and seasonal camps in accordance with this Agreement. Storage space will also be made available for program supplies and materials for De Anza Park programs.
- G. City will assist in the negotiation of excursion transportation under the City transportation provider for program related transportation. City will make 50% of any transportation related funding available to LITTLE LEARNERS.

- H. Evaluate accounting procedures to ensure proper cash handling procedures within ninety (90) days of contract commencement and audit financials on an annual basis.
- I. De Anza Park facility staff will assist with the distribution of LITTLE LEARNERS program information, promotional material and program registration forms.

EXHIBIT B APPROVED FEE SCHEDULE

Contractor shall pay to the City the sum of \$96,564.00 per contract year under this agreement for the use of the facilities at De Anza Park and the Lupin Hill Elementary School Portable (“Fee”). The payment schedule for the Facilities Use Fee will be Sixty (60) monthly payments of \$8,047.00 per month starting the month of March 2017. Facilities Use Fee is due the Fifteenth (15th) of the month.

Consulting services for City run child care programs as needed and requested by the Community Services Director. LITTLE LEARNERS will be paid the rate of \$30.00 per hour for such services.

Little Learners will reimburse the City for any damage caused to the facilities as it relates to their operation of the childcare/camp programs



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 18, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI AIA, AICP 
COMMUNITY DEVELOPMENT DIRECTOR

**SUBJECT: OPTIONS REGARDING CHANGING APPEAL FEES FOR PLANNING
AND LAND USE MATTERS AND DIRECTION TO STAFF**

MEETING OCTOBER 26, 2016
DATE:

SUMMARY RECOMMENDATION:

That the City Council receive this report regarding the Planning Commission's recommendation regarding appeals fees, and provide direction to staff.

BACKGROUND:

At their meeting of March 23rd, 2016, the City Council asked the Planning Commission to review the fee established for appeals of Community Development Director and Planning Commission decisions. The Council specifically wanted to know if the Commission felt the fee was too high.

On April 21, 2016, the Planning Commission received a report from staff outlining the time and motion methodology in establishing appeals fees, and the current determination by the Council to establish the fee at \$150 plus mailing notice charges to a 500 foot radius of the project. Staff also provided the Commission with a review of appeals fees from other local Cities.

In 2012, the City's cost to process an appeal was estimated at between \$1,450 to \$1,750. This compared to an average fee in other Cities of \$2,357. The City Council elected to establish this fee at \$150.

DISCUSSION/ANALYSIS:

The Planning Commission reviewed appeal fees at its meeting of April 21, 2016. The Planning Commission felt the appeal fee was too low, but did not wish to recommend a suggested fee amount to the Council. The commission considered numerous ideas, and support was greatest to adopt a fee similar to that used by the County of Los Angeles, in which an appeal fee was higher for the applicant.

FISCAL IMPACT/SOURCE OF FUNDING:

This item is provided as a report and there is no fiscal impact at this time.

REQUESTED ACTION:

That the City Council receive this report regarding the Planning Commission's recommendation regarding appeals fees and provide direction to staff.

ATTACHMENTS:

- Attachment A: Planning Commission Minutes of 4/ 21/ 2016
- Attachment B: Planning Commission Power-Point of 4/21/2016
- Attachment C: Planning Commission Staff Report (w/o exhibits) of 4/21/2016
- Attachment D: Los Angeles County Revised Filing Fees – Department of Regional Planning



CITY of CALABASAS

**MINUTES OF A SPECIAL MEETING OF THE
PLANNING COMMISSION OF THE CITY OF CALABASAS
CALIFORNIA, HELD THURSDAY, APRIL 21, 2016**

Opening Matters:

Call to Order/Roll Call of the Commissioners

Commissioner Mueller called the meeting to order at 7:00PM in the City Council Chambers, Calabasas City Hall, 100 Civic Center Way, Calabasas, California.

Present: Commissioners Mueller, Sikand, Fassberg, Washburn, Kraut and Roseman

Absent: None

Staff: Assistant City Attorney Summers, Director Tamuri, Associate Planner Cohen-Cutler

Pledge of Allegiance

The Pledge of Allegiance was led by visiting Assistant City Attorney Dave Fleishman.

Approval of Agenda

Commissioner Washburn moved, seconded by Commissioner Kraut, to approve the Planning Commission Agenda of April 21, 2016.

MOTION CARRIED 5/0

Announcements and Introductions

Commissioner Washburn announced a Calabasas: Images of America book signing and evening star gazing event at King Gillette Ranch on April 30, 2016. Commissioner Roseman welcomed new Commissioner Peter Kraut.

Oral Communications – Public Comment

None

Consent Item(s):

1. Approval of Minutes: April 7, 2016

Moved by Commissioner Fassberg, seconded by Commissioner Mueller, to approve the meeting minutes for April 7, 2016.

Commissioner Washburn indicated that he had reviewed the tapes and materials from the meeting and wished to vote on the minutes. The Assistant City Attorney concurred.

MOTIONS CARRIED: 5 - 0

2. **File No. 150000907.** A request for a Site Plan Review to construct a 568 sq.-ft. second floor studio within an existing garage, construct a new 793 sq.-ft. 4-car garage, construct a 570 sq.-ft. pool house, and to construct a new 1,342 sq.-ft. first floor addition with an 846 sq.-ft. roof deck on an existing single-family residence located at 25231 Prado Del Grandioso within the Residential Single-Family zoning district (APN: 2069-090-016). The City's staff has determined that the project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA) and Section 15301 Class 1 (e) additions and Section 1530303 Class 3 (e) (accessory structures) of the CEQA Guidelines.

A presentation was made by Planner Cohen-Cutler. The Commission members asked questions of Mr. Cohen-Cutler

At 7:22 PM, Chair Mueller opened the public hearing.

Speakers: Mac Afghani (applicant), Mohammed Guivachian

At 7:25 PM Chair Mueller closed the Public Hearing.

Commissioner Washburn moved, seconded by Commissioner Fassberg to approve File Number 150000907.

The Commissioners discussed the motion. Chair Mueller called for a vote on the motion.

MOTION CARRIED: 5/0

3. **New Business:** Discussion of the appeals process and the appeal fee as requested by the City Council.

A presentation was made by Community Development Director, Maureen Tamuri. The Commission members asked questions of Ms. Tamuri and offered their thoughts on the suitability of the current appeal fee and notification costs. Staff explained that while the appeal fee is low, the direct cost of noticing (mailing, newspaper advertisements) must not be overlooked in the cost of an appeal. After discussion, Chair Mueller summarized the discussion and took a straw vote of the Commission on their support for each of the following ideas generated.

- A) Two Commissioners were comfortable allowing the fee to remain as is, indicating that the occasion of an appeal is rare, and there is no evidence of abuse;
- B) Five Commissioners supported raising the fee to better cover the City's staff costs, although there was not a specific fee amount which they would recommend;
- C) Three Commissioners supported looking into raising the fee, but doing so in conjunction with a financial hardship provision so that an appeal filing within ten days is not a financial obstacle.
- D) No Commissioners offered support to the idea that the appeal "loser" should pay full staff costs for the work performed. This idea was generated as part of a discussion of provisions to discourage the filing of frivolous appeals;
- E) Six Commissioners supported exploration of the Los Angeles County appeal fee methodology where the applicant's appeal fee is significantly higher than those of the general public. The rationale of the Commission was that such an approach offered a strong incentive to the applicant to pay strict adherence to the City's requirements and arrive at a supportable project. In contrast, the public does not bear in depth knowledge of the project or the applicable code, so their costs to appeal should be reflective of an assumption that they honestly just feel that the project should not have been approved.

- 4. **Director's Report -- Update on Current Projects and Future Agenda Items.**
Director Tamuri gave a brief overview of upcoming council meetings. She stated that the Planning Commission meeting of May 5th would be cancelled, and that while May 19th had no currently scheduled items, her recommendation would be to adjourn the current meeting to that date.
- 5. Reports from the Planning Commission.
None

Adjournment:

8:47 P.M. Chair Mueller adjourned the meeting to the regular meeting of the Planning Commission on May 19, 2016 at 7:00 P.M. in Council Chambers, City Hall, 100 Civic Center Way.

Discussion of Appeal Fees and Recommendation to Council



Planning Commission Meeting

April 21, 2016

Appeal Fee Overview

- Current Appeal fee is \$150
 - Established by Council in 2012
 - Replaced prior appeal fee - 50% of application fee, up to \$500.
- Noticing costs are *an additional cost*
 - Mailing to all property owners within 500 ft.
 - Public hearing notice fee - \$157.24 + \$0.58 per notice
 - Newspaper publication costs (\$45 to \$350)

Appeal Fee Overview

- Appeal Fee of \$150 does not cover the cost of Staff time estimated at \$1,479
 - Up to 5 departments involved
 - Planning, Public Works, Media, City Attorney, City Clerk
 - Applicant pays for any consultant attendance
 - eg CEQA consultant, arborist, geologist, etc.
- Noticing fees cover all direct City costs
 - Prorated share of Digital Maps GIS
 - Actual copying and postal mailing costs

Appeal Fee

- Under a Council initiated call for review, the City assumes all costs of services (except direct consultants)
- The City's \$150 Appeal Fee is the lowest in the Region
 - Malibu: \$500
 - Agoura Hills: \$1,652 to PC, \$1,000
 - Thousand Oaks: \$1,365 to PC \$1,470
 - Westlake Village; none, as Council acts as PC

Appeal Fees

- Staff requests that the Planning Commission review the Appeal fee and provide a recommendation to the City Council



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
APRIL 21, 2016

TO: Members of the Planning Commission

FROM: Tom Bartlett, AICP, City Planner

ITEM: Discussion of the Appeals Process and the Appeal Fee, per Direction from the City Council

RECOMMENDATION: Discuss the process for the filing of an appeal and the associated appeal process fees; and recommend changes, if any, for City Council consideration.

STAFF RECOMMENDATION:

That the Commission discuss the process for the filing of an appeal and the associated appeal process fees; and recommend changes, if any, for City Council consideration.

REVIEW AUTHORITY:

The Planning Commission is reviewing and discussing the appeal filing process and the associated fees because the City Council requested that the Commission take on this matter.

BACKGROUND:

Approximately 18 years ago the City adopted its initial Development Code (Title 17 of the Calabasas Municipal Code), which included Chapter 17.74 pertaining to appeals of decisions made by the Director or the Commission. Chapter 17.74 also addresses the process for a "Call for Review", whereby the City Council may initiate reconsideration of a Planning Commission action, or the Commission may initiate reconsideration of a decision made by the Community Development Director. (A copy of CMC Chapter 17.74 is attached as Exhibit A.) The comprehensive update of the Development Code in 2010, following the City's newly adopted 2030 General Plan, maintained Chapter 17.74 largely as it existed and did not substantially amend the chapter.

Based in part on events occurring within the past six months, the City Council, City Manager, and City Attorney discovered that Code language pertaining to the Call-for-Review process in CMC 17.74.030 and 17.74.040 conflicted with similar language in CMC Section 2.28.080. Specifically, the two Title 17 sections stated that only one member of City Council could initiate a Call for Review, while the Title 2 section stated that two members of the City Council must initiate a Call for Review.

To reconcile the discrepancy between the Code sections, the City Council introduced Ordinance No. 2016-334 at the March 23, 2016 meeting, and adopted the ordinance on April 13, 2016 (see attached Exhibit B). The ordinance amends the Code to consistently state in both Code chapters that a call for review of a Planning Commission decision must be initiated by two members of the City Council.

Based in part on public testimony taken at the March 23rd meeting, the City Council expressed concern that the appeals process and fees might be problematic for would-be appellants, and requested a review by the Planning Commission to determine whether the process and/or fees might be inhibitive.

FOR CONSIDERATION AND DISCUSSION:

CMC Section 17.60.020 includes a table (Table 6-1, attached as Exhibit C) which lays out the various land development permit review and decision-making authorities and the respective appeal body for each. The table shows, for example, that decisions of the Planning Commission are appealable to the City Council. This is also made clear in CMC Section 17.74.020.B.

The process for filing an appeal is detailed in CMC Sections 17.74.030 through 17.74.070 (see again, Exhibit A). However, to summarize the most basic points for the Commission discussion, an appeal must be filed in writing to the City Clerk within 10 business days of the decision being appealed, with all applicable fees paid.

Application filing fees are set by Council resolution (per CMC 17.74.070), the latest of which was adopted by the City Council on March 11, 2015. Per that resolution, the current filing fee for an appeal application is \$150.00, which is reflected in the Planning Division's Schedule of Fees (see attached Exhibit D). The fee amount was set in 2012 as part of a comprehensive fee schedule update. Application fees had not changed much since City incorporation in 1991, and staff had undertaken a thorough review of the processing time and costs for the various permits handled by the Planning Division, and found that the fees charges were not well aligned with the actual processing costs. The study also included a review of fees charged in neighboring jurisdictions, which further supported the proposed fee revisions. (Exhibit E is a summary table from the 2012 Fee Study.) Based on the fee

study, staff had recommended keeping the appeal filing fee unchanged at 50% of the actual application cost, up to a maximum of \$500.00. But the City Council elected to lower the appeal fee to a flat \$150.00 so as to better accommodate would-be appellants.

It is important to note that in addition to paying the filing fee for the appeal application, an appellant must also pay for the mailed public notices. Understandably, mailed notices to all property owners within 500 feet of a subject property will vary greatly depending on the location and the size of the subject property. Consequently, the postage expense can range from as little as \$20.00 (for forty mailed notices) to as high as \$350 (700 mailed notices).

Once an appeal is filed with the City Clerk and the appeal fee is paid, the following process and steps ensue:

1. Staff prepares public noticing map and mailing labels for the hearing;
2. Staff begins work on the staff report;
3. Notices are generated for the hearing and are posted (at City sites and on-line); mailed to persons within 500 feet, the applicant, public agencies, and other interested parties; and published in the newspaper;
4. Staff completes staff report and exhibits, and prepares the Power-point presentation for the hearing;
5. Meeting agenda is posted on-line with staff report and exhibits;
6. Meeting agenda packets are prepared and distributed to City Council (or Planning Commission for an appeal of a Director decision);
7. Written comments (including electronic / e-mail comments) are compiled and distributed;
8. Public hearing is held, with live television coverage and real-time web-cast;
9. Following the public hearing, the video coverage is archived permanently via the City's Granicus system;
10. Hearing body meeting minutes are prepared and archived;
11. The project file is updated with any/all signed resolutions, signed ordinances, received comments, and meeting minutes incorporated.

Factoring in all staff responsibilities and tasks relating to the above process, the estimated cost for processing an appeal was calculated in 2012 to be approximately \$1,479.

ENVIRONMENTAL REVIEW:

This is a discussion item only, pertaining only to an administrative hearing process; consequently, under the California Environmental Quality Act (CEQA), Section 21065, and per the CEQA Guidelines, Section 15378, this matter does not constitute a project subject to environmental impact review.

ATTACHMENTS:

- Exhibit A: Calabasas Municipal Code Chapter 17.74
- Exhibit B: Ordinance No. 2016-334
- Exhibit C: Table 6-1 from the Development Code
- Exhibit D: Planning Applications Fee Schedule
- Exhibit E: Proposed Fees Table (from 2012 Fee Update Project)
- Exhibit F: Appeal Application Form
- Exhibit G: Planning Fee Study

**County of Los Angeles
Department of Regional Planning
REVISED FILING FEES**

Effective March 1, 2016

Fees include costs for Departments of PUBLIC WORKS (DPW), FIRE, PARKS & RECREATION (DPR), PUBLIC HEALTH (DPH), AND REGIONAL PLANNING (DRP)

SUBDIVISION FEES (continued)

14) APPEAL TO THE REGIONAL PLANNING COMMISSION	\$6,090 Applicant \$755 Applicant (One or two project conditions) \$755 Non-Applicant
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ZONING PERMITS FEES

1) ABC REFERRAL	\$218
2) ADULT BUSINESS PERMIT	\$8,966
3) ANIMAL PERMIT REFERRAL	\$218
4) ANIMAL PERMIT	\$1,116 Without public hearing \$8,966 With public hearing
5) APPEAL TO THE AIRPORT LAND USE COMMITTEE	\$8,820
6) APPEAL TO THE BOARD OF SUPERVISORS (In addition to those fees paid directly to the Executive Office)	\$7,425 Applicant \$866 Applicant (One or two project conditions) \$866 Non-Applicant
7) APPEAL TO THE REGIONAL PLANNING COMMISSION	\$6,090 Applicant; \$755 Applicant (One or two project conditions); \$755 Non-Applicant; \$372 Large Family Child Care Home
8) AVIATION CASE, MAJOR	\$3,000 Deposit*
9) AVIATION CASE, MINOR	\$1,535
10) BUSINESS LICENSE REFERRAL	\$375
11) CEMETERY PERMIT	\$8,966
12) CLEAN HANDS WAIVER	\$635 Plus \$168 if referred to Fire
13) COASTAL DEVELOPMENT PERMIT, MARINA DEL REY AND SANTA CATALINA ISLAND COASTAL ZONES	\$1,601 Without public hearing; \$10,394 With public hearing; \$8,090 With public hearing, if filed concurrently with any other public hearing application for the same project \$1,116 Amendment, without public hearing; \$8,966 Amendment, with public hearing
14) COASTAL DEVELOPMENT PERMIT, SANTA MONICA MOUNTAINS COASTAL ZONE	\$1,520 Administrative, without public hearing \$7,680 Administrative, with public hearing \$9,867 Minor \$9,867 Major \$1,191 Waiver \$0 Appeal \$8,864 Variance \$5,000 Local Coastal Program Amendment (Deposit*)
15) CONDITIONAL USE PERMIT	\$8,966 With no other concurrent application; \$8,472 With a concurrent application; Plus the following fees, if applicable: Fire--\$263 plus additional \$143 for each and every revision DPR--\$512 plus additional \$290 for each and every revision DPH--\$180 when public water and sewers are available DPH--\$609 when private sewage or water system is included DPH--\$996 if noise reviews are involved
16) CONDITIONAL USE PERMIT, CHILD CARE FACILITIES	\$3,102 \$1,551 If the applicant is a nonprofit organization having an annual operating budget of less than \$500,
17) CONDITIONAL USE PERMIT, LAND RECLAMATION PROJECT	\$8,966 Where the land reclamation project involves a new or expanded Class III landfill, an additional \$8,966 for each additional 20 million cubic yards of capacity, or fraction thereof, in excess of the first 20 million cubic yards of capacity \$8,472 With a concurrent application
18) CONDITIONAL USE PERMIT, LANDFILL WASTE MANAGEMENT	\$5,000 Deposit*, plus any supplemental fees and deposits as required by subsection C of Section 22.6
19) CONDITIONAL USE PERMIT, MINOR	\$1,535 Without public hearing; \$8,966 With public hearing \$8,472 With public hearing and concurrent application

* Plus supplemental fees and deposits, as required, when actual costs exceed the amount on deposit.

(all fees are rounded to the nearest dollar)



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 17, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TALYN MIRZAKHANIAN, SENIOR PLANNER 

SUBJECT: ADOPTION OF RESOLUTION NO. 2016-1535, APPROVING FILE NO. 160002507, A REQUEST FOR THE FOLLOWING AS RETROACTIVE PERMITS: A DEVELOPMENT PLAN, AN ADMINISTRATIVE PLAN REVIEW, A SCENIC CORRIDOR PERMIT, AND A VARIANCE TO CONSTRUCT A 261 SQUARE-FOOT FIRST FLOOR ADDITION, AN 85 SQUARE-FOOT SECOND FLOOR ADDITION, A 160 SQUARE-FOOT BALCONY, A 97 SQUARE-FOOT BALCONY, AND ANOTHER 365 SQUARE-FOOT PATIO COVER/BALCONY AT AN EXISTING SINGLE-FAMILY RESIDENCE LOCATED ON A SIGNIFICANT RIDGELINE AT 24119 SAINT ANDREWS LANE IN THE OPEN SPACE (OS) ZONING DISTRICT AND SCENIC CORRIDOR (-SC) OVERLAY ZONE.

MEETING DATE: OCTOBER 26, 2016

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2016-1535, approving all permits associated with File No. 160002507.

BACKGROUND:

The existing 5,552 square-foot, two-story single-family residence was originally constructed in 1989, prior to City incorporation. Following City incorporation, the City zoned the property Open-Space (with a Scenic Corridor overlay), which established standards relating to height, etc. Ridgeline setbacks of 50-feet were

established by the City in 2010. Consequently, the property is legal, non-conforming.

On July 7, 2016, the applicant submitted an application to construct a 261 square-foot first-floor addition, an 85 square-foot second floor addition, a 160 square-foot balcony, another 365 square-foot patio cover/balcony, and to legalize an existing, unpermitted 97 square-foot balcony. Upon staff's inspection of the site on July 25th, staff discovered that contractors had commenced construction of the proposed additions. For this reason, the requested permits are referenced in this report and in the draft resolution as retroactive.

The proposed project was reviewed by the Development Review Committee (DRC) on August 2, 2016, and comments were forwarded to the applicant after the review. The Architectural Review Panel (ARP) reviewed the project on August 26, 2016. The Panel unanimously recommended approval of the design as proposed. With the applicant having addressed all comments made by staff, the application was deemed complete on August 29, 2016.

The proposed project was reviewed by the Planning Commission at a noticed public hearing held on October 6, 2016. At the conclusion of the public hearing, the Commission unanimously passed Planning Commission Resolution No. 2016-625, recommending approval of the project, inclusive of all requested entitlements. The Planning Commission's resolution is attached as Attachment C.

DISCUSSION/ANALYSIS:

The key issues related to this project are discussed below.

- A. Site Design/Building Layout:** The 9.77 acre project site is one of four already-developed parcels located in a gated four-lot subdivision located on Saint Andrews Lane (off of Dry Canyon Cold Creek Road near the intersection of Mulholland Highway and Dry Canyon Cold Creek Road). The zoning designation is Open Space (OS), which allows for single-family residential development. Site characteristics feature a significant ridgeline that was significantly altered during construction of the home, and steeply sloping topography both to the east and west of the existing home. The existing (permitted) residence is located on top of (and confined to) the ridgeline, and consists of a two story, 5,552 square-foot single-family residence, an attached 796 square-foot garage, a pool/spa and cabana, a 513 square-foot trellis/patio cover, retaining walls, a driveway and motor court, tennis courts, and landscaping. A berm constructed along the east side of Saint Andrew's Lane helps screen views of the existing home from Mulholland Highway.

The proposed project is a 261 square-foot first-floor addition, an 85 square-foot second floor addition, a 160 square-foot balcony, another 365 square-foot patio cover/balcony, and legalization of an existing, unpermitted 97 square-foot balcony. As mentioned previously, portions of the additions have already been constructed but not finalized. The additions to the first floor consist of: a 160 square-foot Master closet in the southwest corner of the house; a 72 square-foot addition squaring off the kitchen and living room on the north side of the house; and a 29 square-foot storage area also on the north side of the house. The second floor addition consists of 85 additional square-feet to the northeast corner of the existing family room. A new 365 square-foot patio cover/balcony is proposed along the northern façade of the house; and a new 160 square-foot balcony is proposed along the southern façade of the house. Legalization of an existing, unpermitted 97 square foot balcony in the northwest corner of the house is also proposed. The proposed building colors and materials will match the existing residence. The proposed alterations to the existing home are all located on the existing building pad and do not impact any undisturbed areas of the 9.77 acre site. Additionally, over 9.5 acres will remain undeveloped with native vegetation and unaltered landforms.

- B.** Architecture: The design of the existing residence is “Mediterranean-esque”. It features a pitched roof with brown concrete roof tile, stucco walls (cream color), with wrought iron and wood architectural details. The residence is two-stories, with a legal non-conforming maximum height of 26.83 feet. The proposed additions and balconies will match the style, colors and materials of the existing residence, and none of the additions will increase the building height.

On August 26, 2016 the project was reviewed by the City’s Architectural Review Panel (ARP). The Panel unanimously recommended approval of the design as presented.

- C.** Scenic Corridor/Aesthetics: The existing residence is located on top of a designated significant ridgeline that is visible from Mulholland Highway. Because the property is located within 500 feet of Mulholland Highway, a designated scenic roadway, the project requires a Scenic Corridor Permit, and is subject to the Scenic Corridor Design Guidelines. The guidelines state that development within a scenic corridor should be sited and designed not to impact the scenic corridor through the use of design techniques including the use of pitched roofs, roofs of a medium to dark color, avoidance of large, blank, straight facades, and the use of landscaping to help blend development. Because the house was constructed in 1989, prior to the City’s incorporation, it was not subject to the City’s Scenic Corridor

Development Guidelines. However, only minor segments of the existing second floor of the house are visible from Mulholland Highway, due to the landscaped berm along the east side of Saint Andrew's Lane.

The placement of story poles on the subject site is required to gauge the visual impact of the proposed project for development within a designated Scenic Corridor. Story poles were installed on August 18, 2016, in accordance with the City's Story Pole Procedures, and will remain up until the time of the City Council public hearing. With the story poles installed, and with portions of the additions already constructed, staff has verified through field inspection that the proposed additions and balconies will not impact views from the scenic corridor. Only the existing chimneys and tallest portions of the existing house are visible from Mulholland Highway.

- D.** Variance: Project sites with a natural slope of 10% or greater, or that include a ridgeline are subject to the requirements of CMC Section 17.20.150 (Hillside and Ridgeline Development). The project site meets both these applicability requirements, and because the site includes a ridgeline, the application is further subject to the standards set forth in CMC Section 17.20.150(C), which identifies siting priorities on sites with ridgelines. The statute requires development to be sited off of ridgelines (both 50 vertical and 50 horizontal feet) as a priority, and sited and designed in such a way so as not to be silhouetted against the sky as viewed from any location along a scenic roadway (Mulholland Highway in this case). However, if the top-of-ridge is the only feasible alternative to siting development, then the development requires the approval of a variance application and its required findings for approval along with two additional findings relating to siting and design (CMC 17.20.150(C)(4)).

This Code standard applies not only to new site development, but to any development including additions to existing development. In this case, the existing development was constructed on a ridge that was subsequently deemed to be a "significant ridgeline" by the City (and prior to the codification of the 50-foot ridgeline setback requirement in 2010). Therefore, any addition to the existing development that cannot meet the siting location standards of 50 feet below and off of the ridgeline requires a variance. Additions and renovations over time are common to all development in any zoning district, and when designed properly to meet Code standards, are generally supportable. In the case of ridgeline development such as this one, it is important that the development is sited and designed to minimize the impact to the ridgeline and the view corridor. As discussed in Section C (Scenic Corridor/Aesthetics) of this staff report, the addition is sited and designed in a manner so that it is concealed by the landscaped berm and

minimizes the impacts to the ridgeline and Scenic Corridor. Furthermore, given that the remainder of the site contains steep slopes (with grades in excess of 50%) and is largely covered by scrub oak habitat, it is not feasible for the proposed additions to meet the siting standard for parcels with ridgelines. Because of this, there is justification for a variance.

- E. Development Plan: The subject site is located within the Open Space (OS) zoning district, consistent with the Open Space-Resource Protected (OS-RP). Section 17.16.020 of the CMC stipulates that setbacks for new development shall be established through the Development Plan Process, but in no case may the yard setbacks be less than the setbacks required in the RS zone. The proposed Development Plan will establish the following new minimum setbacks for the subject property: a 173.75-foot side setback and a 960-foot rear setback. The existing legal, non-conforming 17-foot front setback remains unchanged. The proposed setbacks (with the exception of the existing front setback) are consistent with Section 17.16.020 of the CMC because they are not less than the setbacks required in the RS zone.

- F. Retroactive Permits: Consideration of a planning approval request after construction has started is highly irregular; but it is not unprecedented nor in any way illegal. The City Council should evaluate this project on its merits in the same manner as would occur for any other project. Should the requested permits ultimately be denied, then the City would initiate Code Enforcement action.

REQUIRED FINDINGS:

The findings required in accordance with CMC Sections 17.62.090 (Administrative Plan Review), 17.62.050 (Scenic Corridor Permit), 17.62.080 (Variance), 17.62.070 (Development Plan), and 17.20.150(C)(4) (Ridgeline Variance) are contained in the resolution attached as Attachment A.

ENVIRONMENTAL REVIEW:

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(e)(2) (Existing Facilities - Additions to Existing Structures) and Section 15311 (Accessory Structures) of the CEQA Guidelines.

CONDITIONS OF APPROVAL:

See conditions contained in Resolution No. 2016-1535, attached as Attachment A.

PREVIOUS REVIEWS:

Development Review Committee (DRC):

August 2, 2016 Minor modifications and additional information requested

Architectural Review Panel (ARP):

August 26, 2016 Panel unanimously recommended approval

Planning Commission:

October 6, 2016 Commission voted 3-0 to recommend approval of the project

FISCAL IMPACT/SOURCE OF FUNDING:

All development costs are borne by the applicant. No fiscal impacts or City costs are associated with this project.

REQUESTED ACTION:

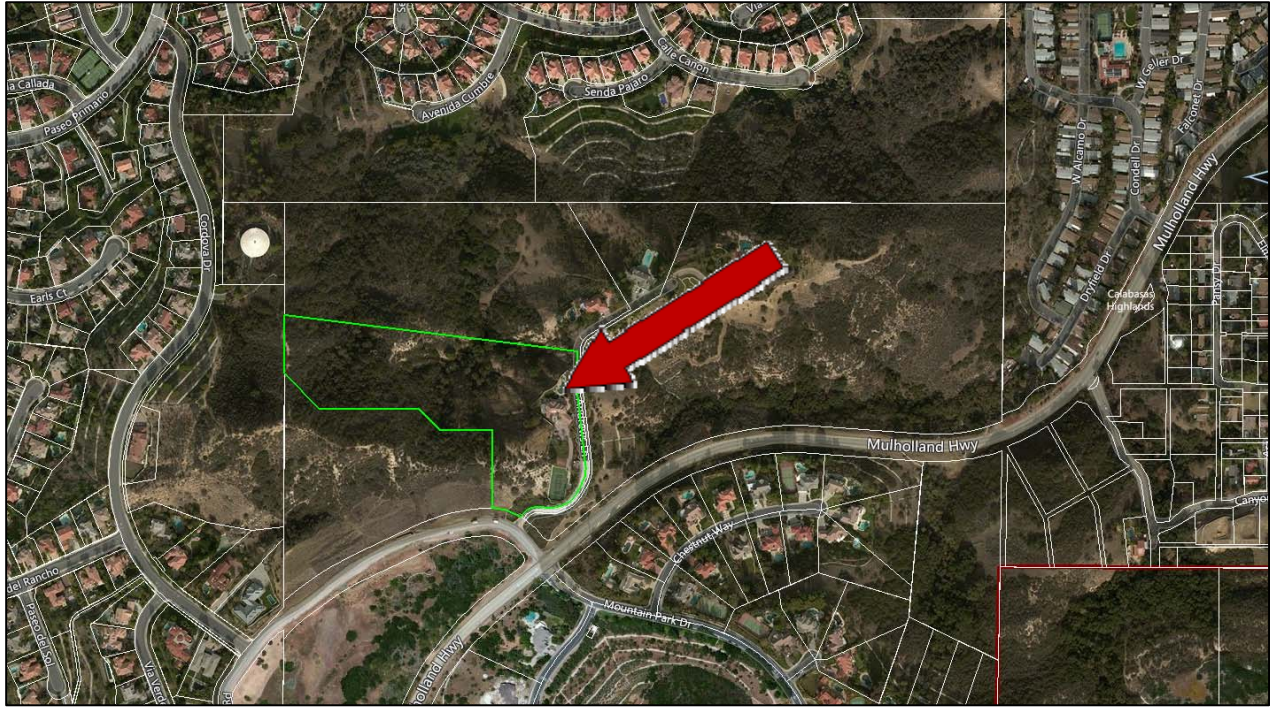
That the City Council adopt Resolution No. 2016-1535, approving all permits associated with File No. 160002507.

ATTACHMENTS:

- Attachment A: City Council Resolution No. 2016-1535
- Attachment B: Architectural Plans
- Attachment C: Planning Commission Resolution No. 2016-625
- Attachment D: Site Photos

TECHNICAL APPENDIX

Location Map:



Development Standards:

Lot Size:	9.77	Acres
Floor Area Ratio (FAR):	0.014	
Setbacks:		
Front:	17	Ft.
Rear:	+/- 960	Ft.
Side:	173.75	Ft.
Height:	26.83	Ft.

Code Req.

Meets Code

			N/A	N/A
			N/A	N/A
			50*	Yes
			50	Yes
			25	Yes
			25 Ft.	Yes*
Pervious Surface:				
Proposed:	402,180.2	Sq. Ft.	94.5 %	N/A
Site Coverage:				
Proposed:	5,180	Sq. Ft.	1.3 %	N/A

*The existing 17-foot front setback is legal, non-conforming and will not be impacted by this proposal.

*The proposed height of the addition does not exceed 25.8 feet. The existing (grandfathered) height of the building is 26.83 feet. Given that the proposed additions do not exceed this existing, maximum height, the project is in compliance with the height requirement.

Surrounding Properties:

	Existing Land Use	Zoning	General Plan Designation
Site	Single-family residence	Open Space (OS) – Scenic Corridor (SC) overlay zone	Open Space-Resource Protected
West	Single-family residence	Open Space (OS) – Scenic Corridor (SC) overlay zone	Open Space-Resource Protected
East	Single-family residence	Open Space (OS) – Scenic Corridor (SC) overlay zone	Open Space-Resource Protected
North	Single-family residence	Open Space-Development Restricted (OS-DR)	Open Space-Resource Protected
South	Vacant	Hillside Mountainous (HM) – Scenic Corridor (SC) overlay zone	Hillside Mountainous

Home Comparison:

Address	APN	House Size (SF)	Lot Size (SF)	FAR
Project Site:				
24119 Saint Andrews Ln	4455006016	5,898	425,581	0.014
Neighboring Homes:				
24107 Saint Andrews Ln	4455006019	8,732	1,214,376	0.008
24115 Saint Andrews Ln	4455006017	3,657	566,259	0.006
24111 Saint Andrews Ln	4455006018	7,961	118,476	0.07
Average:		6,562	581,173	0.024

Notes: The House sizes do not include garages.
 Project Site information obtained from information submitted by the applicant. Information on neighboring homes obtained from records of the Los Angeles County Tax Assessor Office.

RESOLUTION NO. 2016-1535

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, APPROVING FILE NO. 160002507, A REQUEST FOR THE FOLLOWING AS RETROACTIVE PERMITS: A DEVELOPMENT PLAN, AN ADMINISTRATIVE PLAN REVIEW, A SCENIC CORRIDOR PERMIT, AND A VARIANCE TO CONSTRUCT A 261 SQUARE-FOOT FIRST FLOOR ADDITION, AN 85 SQUARE-FOOT SECOND FLOOR ADDITION, A 160 SQUARE-FOOT BALCONY, A 97 SQUARE-FOOT BALCONY, AND ANOTHER 365 SQUARE-FOOT PATIO COVER/BALCONY AT AN EXISTING SINGLE-FAMILY RESIDENCE LOCATED ON A SIGNIFICANT RIDGELINE AT 24119 SAINT ANDREWS LANE IN THE OPEN SPACE (OS) ZONING DISTRICT AND SCENIC CORRIDOR (-SC) OVERLAY ZONE.

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 were prepared by the Community Development Department.
2. Staff presentation at the public hearing held on October 26, 2016 before the City Council.
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.
7. Planning Commission Resolution No. 2016-625 recommending approval of File No.160002507.

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

1. The applicant submitted an application and project plans for File No. 160002507 on July 7, 2016.
2. Revised plans were submitted on the August 10, 2016.
3. On August 29, 2016, the application was deemed complete and the applicant was notified.
4. The Planning Commission reviewed the project at a noticed public hearing held on October 6, 2016, after which the Planning Commission voted (3-0) to adopt Resolution No. 2016-625, recommending approval of File No. 160002507.
5. Notice of the October 26, 2016 City Council public hearing was mailed or delivered to property owners within 500 feet of the property as shown on the latest equalized assessment roll, and was mailed or delivered at least ten (10) days prior to the hearing to the project applicant.
6. Notice of the October 26, 2016 City Council public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's Market, the Agoura Hills/Calabasas Community Center, and at Calabasas City Hall.
7. Notice of the City Council public hearing was mailed or delivered at least ten (10) days prior to the hearing to the project applicant.
8. Notice of the City Council public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
9. The project site is currently zoned Open Space (OS) with an overlay zoning designation of Scenic Corridor (SC).
10. The land use designation for the project site under the City's adopted General Plan is Open Space – Resource Protection (OS-RP).
11. Properties surrounding the project site are zoned OS-SC and HM-SC, and have corresponding General Plan land use designations of OS-RP and HM.

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

FINDINGS

Section 17.62.070(D) Calabasas Municipal Code allows the review authority to approve a **Development Plan 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;*

One single-family home and ancillary accessory uses are allowed in the Open Space (OS) zone pursuant to Sections 17.11.020 and 17.16.020 of the Land Use and Development Code. The parcel is already developed with a two-story, 27-foot high single-family residence built in 1989. The existing house is legal, non-conforming in terms of height and front setback. The proposed project will not exacerbate these two legal non-conforming conditions. Section 17.16.020 of the CMC stipulates that setbacks for new development shall be established through the Development Plan Process, but in no case be less than the setbacks required in the RS zone. The proposed Development Plan will establish the following new minimum setbacks for the subject property: a 173.75-foot side setback and a 960-foot rear setback. The proposed setbacks are consistent with Section 17.16.020 of the CMC because they are not less than the setbacks required in the RS zone, which are 10-feet and 20-feet, respectively. Furthermore, the proposed project meets all other applicable development standards. To this end, because the use as a single-family residence is an allowed use in the OS zone and modification of development standards may occur via a Development Plan, the proposed use meets this finding.

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

The proposed project meets this finding because the General Plan Land Use Designation for this parcel is OS-RP (Open Space-Resource Protected) and single-family residential land uses are consistent with this land use designation. The subject parcel is one of four properties zoned Open Space (OS) within the Saint Andrews Lane gated subdivision and is surrounded by both residential development and vacant property zoned Open Space-Development Restricted (OS-DR). The proposed additions and balconies do not alter the residential use on the subject property. Therefore, the project meets this finding.

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

The project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15301(e)(2) (Existing Facilities - additions to existing structures) and 15311

(Accessory Structures) of the CEQA Guidelines because the project involves minor additions and construction of balconies and patio covers at an existing single-family residence in an urbanized area. Therefore, the project meets this finding.

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

The subject property is located within a developed gated four-lot subdivision on Saint Andrews Lane. Both existing and future anticipated land uses in the vicinity are all single-family residences. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family residence via a Development Plan application. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio that falls below the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space.

The subject site is also situated in a designated scenic corridor, and any development has the possibility to impact views from Mulholland Highway. In this case, the existing residence is mostly screened from Mulholland Highway by an existing landscaped berm, located just south of the property. The proposed additions, balconies and patio cover are located further from the landscaped berm than the existing house and will not be visible from Mulholland Highway. They are also designed to match the colors and materials of the existing house. For these reasons, the development is compatible with the location, design, scale and operating characteristics of existing and future land uses in the vicinity and the project meets this finding.

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

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

Because the subject property is located within the Scenic Corridor overlay zone, the proposed development must comply with the Scenic Corridor Development Guidelines. The City has adopted the Scenic Corridor Design Guidelines to ensure that development is sited and designed in such a way as to not

adversely impact views from the scenic roadway. The guidelines do this by requiring the use of design techniques including the use of pitched roofs, roofs of a medium to dark color, avoidance of large, blank, straight facades, and the use of landscaping to help blend development. The existing house is finished with white/cream stucco and a brown roof. At 27 feet tall, only a small portion of the second floor and chimneys of the existing house are visible from Mulholland Highway. Because the house was constructed in 1989, prior to the City's incorporation, it was not subject to the City's Scenic Corridor Development Guidelines. As a result, the stucco color of the existing house does not comply with the City's Scenic Corridor Development Guidelines. The existing roof, however, does comply.

The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the existing residence. They are situated on the developed portion of the site and in an area concealed by the existing landscaped berm. In this respect, the addition will be screened from Mulholland Highway so that no visual impacts will occur. Therefore, the project meets this finding.

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

The existing house is partially visible from Mulholland Highway, which is a designated Scenic Corridor. The original residence was constructed prior to the City's incorporation and was not subject to a Scenic Corridor permit or the Scenic Corridor Development Guidelines. The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the existing residence and are situated behind the landscape berm so that they are also concealed as viewed from Mulholland Highway. Even though some of the colors used in the project may not be consistent with the scenic corridor guidelines, the Architectural Review Panel found that the totality of the design ensures maximum compatibility with, and enhancement of, the scenic corridor. Therefore, the project meets this finding.

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

The project site is situated in a rural scenic corridor. Design elements (as discussed above) have been incorporated to preserve the character of the surrounding area. The City's Architectural Review Panel (ARP) reviewed the project and recommended approval of the proposed design, citing that the addition was designed consistent with the style, colors and materials of the

existing residence and that the proposed alterations will not be visible from the scenic corridor. Therefore, the project meets this finding.

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

The subject site is located within an existing developed single-family residential neighborhood on Saint Andrews Lane. The community of Saint Andrews Lane is a self-contained gated community consisting of four developed lots. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family residence. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio less than the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space. As a result, the proposed project meets this finding.

Section 17.62.090(E) of the Calabasas Municipal Code allows the review authority to approve an **Administrative Plan Review** provided that the following findings are made:

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

One single-family home and ancillary accessory uses are allowed in the Open Space (OS) zone pursuant to Sections 17.11.020 and 17.16.020 of the Land Use and Development Code. The parcel is already developed with a two-story, 27-foot high single-family residence built in 1989. The existing house is legal, non-conforming in terms of height and front setback. The proposed project will not exacerbate these two legal non-conforming conditions. Section 17.16.020 of the CMC stipulates that setbacks for new development shall be established through the Development Plan Process, but in no case be less than the setbacks required in the RS zone. The proposed Development Plan will establish the following new minimum setbacks for the subject property: a 173.75-foot side setback and a 960-foot rear setback. The proposed setbacks are consistent with Section 17.16.020 of the CMC because they are not less than the setbacks required in the RS zone, which are 10-feet and 20-feet, respectively. Furthermore, the proposed project meets all other applicable development

standards. To this end, because the use as a single-family residence is an allowed use in the OS zone and modification of development standards may occur via a Development Plan, the proposed use meets this finding.

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

The General Plan Land Use designation for the subject site is Open Space – Resource Protected (OS-RP), which applies to lands whose primary purpose is the protection of public health and safety, preservation of sensitive environmental resources, or resource management. The underlying zoning on the parcel is Open Space, which allows for residential development.

A stated objective of the Land Use Element of the General Plan is to maintain Calabasas as a predominantly residential community. Land Use Policy II-8 further supports this by requiring development to be compatible with the overall residential character of the community. As mentioned above, the subject parcel is developed with an existing residence on a 9.77 acre property, of which over 9.5 acres remains undeveloped with native vegetation and unaltered landforms, and the proposed project will not alter the existing use of the property.

The relevant stated objective of the Open Space Element of the General Plan is to maintain a citywide open space system that conserves natural resources and preserves scenic beauty. Open Space Policies III-5, III-7, III-11, III-12 and III-14 promote limiting landform alteration, using native landscape screening, maintaining the visual character of hillsides, and preserving significant ridgelines. The existing two-story single-family residence was constructed in 1989, prior to the City’s incorporation. Although the 27-foot tall, white/cream stucco residence is not consistent with the City’s Scenic Corridor Development Guidelines, design measures have been incorporated to blend the development into the surrounding environment, including the brown roof.

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 negatively impact public views of hillsides, ridgelines or open space areas. As already stated, the proposed house is designed to match the existing home and situated where it is not visible from Mulholland Highway. For all these reasons, the 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*

The project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15301(e)(2) (Existing Facilities - additions to existing structures) and 15311 (Accessory Structures) of the CEQA Guidelines because the project involves minor additions and construction of balconies and patio covers at an existing single-family residence in an urbanized area. Therefore, the project meets this finding.

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 subject site is located within an existing developed single-family residential neighborhood on Saint Andrews Lane. The community of Saint Andrews Lane is a self-contained gated community consisting of four developed lots. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family residence. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio less than the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space. As a result, 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 subject parcel is zoned Open Space (OS). As such, setbacks are established through a Development Plan process, but in no case less than the minimum setbacks required in the RS zoning district. As part of that process, the site is analyzed to determine if a proposed project is properly sited and designed at a size and location that is adequate and consistent with the intent of the Code. The subject parcel is 9.77 acres in size and was developed in 1989 with a single-family house, pool, spa and hardscape on a graded pad on top of a ridgeline (the ridgeline was not designated or protected as a "significant ridgeline" at the time). The applicant is requesting approval of minor additions and construction of balconies and patio covers at the existing single-family residence. Existing landscaping will remain in its current condition.

Additionally, more than 9.5 acres of the subject site will be landscaped or remain in a natural state (undeveloped). Given these circumstances, 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 the southern portion of the City along Mulholland Highway, a designated rural scenic corridor. This portion of the City is made up of parcels that are generally larger in size and are characterized by steep hillsides with abundant habitat that includes expanses of relatively undisturbed natural vegetation. The subject site is zoned Open Space (OS), is 9.77 acres in size and generally fits the rural character described above. Additionally, more than 9.5 acres of the subject site will be landscaped or remain in a natural state (undeveloped). The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the existing residence and are situated behind the landscape berm so that they are also concealed as viewed from Mulholland Highway. Furthermore, the existing site landscape will remain in place to continue to conceal and integrate the development with its surrounding. Therefore, the project meets this finding.

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

- 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 subject site is within the Open Space (OS) zone. The Open Space zone is a special purpose zone that characteristically includes properties larger in size with steep topography, visual resources (such as ridgelines), and/or various plant and animal habitats. Only a handful of Open Space-zoned properties exist in the City due to these characteristics. The Saint Andrews Lane subdivision is a four-lot gated community previously developed along and on top of a significant ridgeline. All four lots are zoned OS.

The City's current Hillside and Ridgeline Ordinance (adopted in 2010 subsequent to the development of Saint Andrews Lane) requires development to be sited 50 feet below and 50 feet horizontally from a significant ridgeline. Not all Open Space-zoned properties contain a significant ridgeline. To this end, not all Open Space-zoned properties are subject to the siting standard located in the City's Hillside and Ridgeline Ordinance. Additionally, it is common for existing

development in any zone to update, redevelop and/or enlarge over time. In this case, because the existing development was developed on a graded pad on a ridgeline prior to designation of the ridgeline as a "significant ridgeline", and prior to codification of the 50-foot ridgeline setback standard, new development of any kind on the existing pad will not be able to meet the standard. Furthermore, due to steep slopes with grades exceeding 50% throughout the remainder of the subject property, there are no other feasible locations on the subject site to construct additions to an existing home that could comply with the minimum 50-foot setback distances from the significant ridgeline. Strict application of these standards would prevent the property owner from being able to add any square-footage to the existing residence, even though other neighboring residences are substantially larger, and would therefore deny the property owner the ability to redevelop their property in a manner consistent with other properties in the Saint Andrews Lane subdivision. Therefore, a special circumstance exists relative to the subject property when compared with other Open Space-zoned properties and other properties located on a significant ridgeline. 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;*

The subject site is within the Open Space (OS) zone. The Open Space zone is a special purpose zone that characteristically includes properties larger in size with steep topography, visual resources (such as ridgelines), and/or various plant and animal habitats. Only a handful of Open Space-zoned properties exist in the City due to these characteristics. Saint Andrews Lane subdivision has four such properties, including the subject site.

The City's current Hillside and Ridgeline Ordinance was adopted in 2010, subsequent to the development of the Saint Andrews Lane community. The statute requires development to be sited 50 feet below and away from a significant ridgeline. It is common for existing development in any zone to be updated, redeveloped and/or enlarged over time. In this case, because the existing development was constructed on top of the ridgeline prior to the codification of the ridgeline siting standard, new development of any kind on the existing pad will not be able to meet the ridgeline setback standards.

Additionally, the Saint Andrews Lane subdivision, which the subject property is a part of, is a four-lot gated community previously developed along and on top of a significant ridgeline. No other Open Space-zoned properties (other than the ones located on Saint Andrews Lane) are located in the immediate vicinity of the subject property. The four developed single-family homes on Saint Andrews

Lane range in size (excluding the garages) from 3,657 square feet to 8,804 square feet on properties that range in size from 2.72 acres to 26.2 acres. The proposed additions would increase the total house size to 5,898 square-foot, which is consistent with the size of other homes in the area. To this end, the granting of the variance is warranted and necessary to afford the subject property owner the same rights as properties in the vicinity and with identical zoning. 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, in this case, will not constitute the granting of a special privilege inconsistent with other properties in the same zoning district because all the properties on Saint Andrews Lane are developed with similar sized single-family residences, as is discussed more particularly above. As a result, granting this variance would allow the subject residence to be enlarged consistent with existing development of surrounding parcels. Given this circumstance, 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*

The requested variance would permit minor additions and construction of patio covers/balconies at an existing single-family residence on a previously graded pad, within 50 feet (vertical and horizontal) of a significant ridgeline. A landscaped berm is located adjacent to the subject site and is designed to screen the residence from Mulholland Highway (a designated scenic corridor). Furthermore, the proposed additions would not be visible from Mulholland Highway. The proposed development will comply with all other applicable development standards. Therefore, granting this variance will not be detrimental to the public health, safety or welfare, or injurious to properties in the vicinity, and 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 Open Space – Resource Protected (OS-RP), which applies to lands whose primary purpose is the protection of public health and safety, preservation of sensitive environmental resources, or resource management. The underlying zoning on the parcel is Open Space, which allows for residential development.

As already mentioned, the relevant objectives and policies of the City's General Plan require limiting landform alteration, using native landscape screening, maintaining the visual character of hillsides, preserving significant ridgelines, and preserving biotic resources. To promote these goals for ridgeline areas, CMC Section 17.20.150 requires development to be sited off of ridgelines as a priority, unless siting development on a ridgeline is the least impactful location. In situations where development on the ridgeline is necessary and warranted, a variance application is required. In this case, the property is already developed with a two-story single-family residence, pool spa and hardscape, and is located on the ridgeline. Additionally, over 9.5 acres remains undeveloped with native vegetation and unaltered landforms. Additions and alterations can occur only on the developed portion because the rest of the property is severely constrained by steep topography (slopes exceeding 50%) and dense scrub oak habitat. It is therefore not possible to propose additions elsewhere on the site and meet the siting standards contained in CMC Section 17.20.150. Any alternative location on the parcel for the project would require significant additional grading and would cause the loss of significantly more scrub oak habitat than the current project. For these reasons, the project is consistent with the policies of the Calabasas 2030 General Plan and meets this finding.

Section 17.20.150(C)(3) of the Calabasas Municipal Code states that for projects that cannot meet the siting requirements of CMC Section 17.20.150(C)(2), the following findings must be made:

- 1. Alternative sites within the property or project have been considered and eliminated from consideration based on physical infeasibility or the potential for substantial habitat damage or destruction if any such alternative site is used and that the siting principles outlined under subsection (C)(4) have been applied*

The siting principles in subsection (C)(4) lists three prioritized locations for siting development on properties with ridgelines. The first priority is to site development off of ridgelines on areas with a maximum slope of 20%. The second priority is to site development off of ridgelines in areas with slopes ranging between 20% and 30%. The final siting priority states that if the first or second priority cannot be met, then development should be sited in areas on ridge tops with slopes less than twenty (20) percent. Proposed buildings should be set back as far as possible from the edge of the ridge (where downhill slopes begin to exceed twenty (20) percent and landscaped, to minimize visibility.

In this case, the existing residence is developed on a flat pad on top of the ridgeline that was graded as part of the original development. All other portions of the subject property (off of the ridgeline) exceed the slope criteria identified in priority 1 and priority 2 and exhibit dense scrub oak habitat. Therefore, locating the additions on top of the flat previously graded and developed pad

area and attached to the existing house is the only feasible location for the proposed alterations. Further, the proposed additions and alterations to the existing house on the existing developed pad complies with subsection (C)(4) as the developed pad is within the third priority category. Moreover, the proposed location, on the developed pad, minimizes grading and habitat damage as discussed and documented elsewhere in this resolution. Therefore, the project meets this finding.

2. *The proposed project maintains the maximum view of the applicable significant ridgeline through the use of design features for the project including minimized grading, reduced structural height, clustered structures, shape, materials, and color that allow the structures to blend with the natural setting, and use of native landscaping for concealment of the project.*

The existing residence is developed on a flat pad on top of the ridge graded as part of the original development. At 27feet tall, the existing structure is legal non-conforming because it exceeds the 25-foot height limit for the OS zoning district. A landscaped berm was constructed south of the residence designed to conceal development from Mulholland Highway, a locally designated scenic roadway, and minimize impacts to the significant ridgeline.

The proposed additions and patio covers/balconies are designed to match the colors and materials of the existing residence. Although the stucco is a white/cream color, the dark brown roof complies with the scenic corridor design guidelines. The existing home and proposed alterations are situated on the developed portion of the site and in an area concealed by the existing landscaped berm. In this respect, the addition will be screened from the Mulholland Highway so that no visual impacts will occur to the scenic corridor or the ridgeline. The proposed expansion will not be visible or silhouetted against the sky when viewed from Mulholland Highway. Therefore, the project meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council hereby approves File no. 160002507 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 any approvals or permits relating to this File No. 160002507, or the activities conducted pursuant to this File No. 160002507. Accordingly, to the fullest

extent permitted by law, Rick Stonell and Lisa Bongi, in their 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. 160002507, or the activities conducted pursuant to this File No. 160002507. Rick Stonell and Lisa Bongi in their 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

Community Development Department / Planning Division

General Conditions

1. The proposed project shall be built in compliance with the plans on file with the Planning Division.
2. All project conditions shall be imprinted on the title sheet of the construction drawings. The approved set of plans shall be retained on-site for the review of Building Inspectors. Prior to any use of the project site, all conditions of approval shall be completed to the satisfaction of the Director of Community Development.
3. 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 Department of Community Development staff prior to the 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 Community Development Director.
4. Prior to issuance of grading or building permits, plans shall be reviewed and approved by the Department of Community Development to ensure compliance with the plans approved by the Planning Commission. The plans shall comply with the conditions contained herein, the Calabasas Municipal Code, and all City Resolutions and Ordinances.

5. This grant shall not be effective for any purposes until after the applicant, or its successors, and the owner of the property involved (if other than the applicant) have recorded this resolution with the Los Angeles County Recorder's Office, and a certified copy of the recorded document is filed with the Community Development Department.
6. The subject property shall be developed, maintained, and operated in full compliance with the conditions of this grant and any law, statute, ordinance or other regulation applicable to any development or activity on the subject property. Failure of the applicant or its successors to cease any development or activity not in full compliance shall be a violation of these conditions. Any violation of the conditions of approval may result in the revocation of this approval.
7. This approval shall be valid for one year and eleven days from the date of adoption of the resolution. The permit may be extended in accordance with Title 17 Land Use and Development Code, Article VI - Land Use and Development Permits.
8. All ground and roof-mounted equipment (with the exception of solar panels) is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through landscaping, walls or a combination thereof.
9. All exterior lights are subject to the provision set forth in the Lighting Ordinance Chapter 17.20 of the Land Use and Development Code. Lighting equivalent to 60 watts incandescent or less on residential projects is exempt by the Lighting Ordinance.
10. All exterior colors and materials used for the construction of the project shall be match the colors and materials of the existing home
11. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
12. The project must comply with the building codes of Title 15 of the City of Calabasas Municipal Code at the time of building plan check submittal.
13. The project is located within a designated "Very High Fire Hazard Severity Zone". The requirements of Chapter 15.04.900 of the Calabasas Municipal Code must be incorporated into all plans.

14. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and the City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.

15. Construction Activities - Hours of construction activity shall be limited to:

7:00 a.m. to 6:00 p.m., Monday through Friday

ii. 8:00 a.m. to 5:00 p.m., Saturday

Construction is prohibited on Sundays and City observed 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 residences or schools. The applicant or its successors shall notify the director of Transportation and Intergovernmental Relations of the construction employee parking locations, prior to commencement of construction.

Development Plan

16. The following setback requirements are established for the subject site:

- a. Front setback (existing condition), 17 feet (legal, non-conforming)
- b. Side setbacks, 173.75 feet (from north PL) and 220.4 feet (from west PL)
- c. Rear setback, +/- 960 feet
- d. Architectural features (including attached and detached patio covers), allowed to encroach into the above setbacks in compliance with Title 17 of the CMC
- e. Residential accessory structures, shall comply with the setback requirements of Title 17 of the CMC.

Public Works Department:

Environmental Division

17. 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.” Only specified service providers are licensed and permitted to operate in the City of Calabasas. Please contact 818-224-1600, or the City website (<http://www.cityofcalabasas.com/services.html#trash>), for the current list of approved roll-off or temporary container service providers. An Encroachment Permit is required prior to placing a refuse bin/container on the street (public or private).

18. During the term of the City permit, the contractor, their employees, and subcontractors shall implement appropriate Best Management Practices (BMPs) to prevent pollution to local waterways. Sediments, construction debris, paint, trash, concrete truck wash water and other chemical waste from construction sites left on the ground and streets unprotected, or washed into storm drains, causes pollution in local waterways via the storm drain system is against City Ordinance and State law. The BMPs implemented shall be consistent with City of Calabasas Municipal Code Chapter 8.28. Failure to implement appropriate BMPs shall result in project delays through City issued “Stop Work Notices” and/or fines levied against the owner/developer/contractor.
19. 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 get final clearance of occupancy.

Fire Department

20. The applicant shall obtain all necessary permits from the Los Angeles County Fire Department.

Section 5. In view of all the evidence and based on the foregoing findings and conclusions, the City Council hereby approves File No. 160002507, a request for the following as retroactive permits: a Development Plan, an Administrative Plan Review, a Scenic Corridor Permit, and a Variance to construct a 261-square-foot first-floor addition, an 85 square-foot second floor addition, a 160 square-foot balcony, a 97 square-foot balcony, and another 365 square-foot patio cover/balcony at an existing single-family residence located on a significant ridgeline at 24119 Saint Andrew’s Lane in the Open Space (OS) zoning district and Scenic Corridor (-SC) overlay zone.

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

PASSED, APPROVED AND ADOPTED this 26th day of October, 2016.

James R. Bozajian
Mayor

ATTEST:

Maricela Hernandez
City Clerk

APPROVED AS TO FORM:

Dave Fleishman
Assistant City Attorney

**ITEM 5 ATTACHMENT B
IS AVAILABLE BY
CONTACTING THE CITY
CLERK'S OFFICE**

P.C. RESOLUTION NO. 2016-625

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS RECOMMENDING TO THE CITY COUNCIL APPROVAL OF FILE NO. 160002507, A REQUEST FOR THE FOLLOWING AS RETROACTIVE PERMITS: A DEVELOPMENT PLAN, AN ADMINISTRATIVE PLAN REVIEW, A SCENIC CORRIDOR PERMIT, AND A VARIANCE TO CONSTRUCT A 261-SQUARE-FOOT FIRST-FLOOR ADDITION, AN 85 SQUARE-FOOT SECOND FLOOR ADDITION, A 160 SQUARE-FOOT BALCONY, A 97 SQUARE-FOOT PATIO BALCONY, AND ANOTHER 365 SQUARE-FOOT PATIO COVER/BALCONY AT AN EXISTING SINGLE-FAMILY RESIDENCE LOCATED ON A SIGNIFICANT RIDGELINE AT 24119 SAINT ANDREW'S LANE IN THE OPEN SPACE (OS) ZONING DISTRICT AND SCENIC CORRIDOR (-SC) OVERLAY ZONE.

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 October 6, 2016, 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 an Administrative Plan Review, Scenic Corridor Permit, Variance and Development Plan on July 7, 2016.

2. On August 4, 2016, staff determined that the application was incomplete and the applicant was duly notified of this incomplete status.
3. On August 29, 2016, the application was deemed complete and the applicant was notified.
4. Notice of the October 6, 2016, Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market, the Agoura/Calabasas Community Center, and at Calabasas City Hall.
5. Notice of the October 6, 2016, 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. Notice of October 6, 2016 Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).
8. A public hearing was held at the October 6, 2016 Planning Commission meeting, during which public testimony was taken.
9. The project site is currently zoned Open Space (OS).
10. The land use designation for the project site under the City's adopted General Plan is Open Space – Resource Protected (OS-RP).
11. The surrounding land uses around the subject property are zoned Open Space (OS), and Open Space – Development Restricted (OS-DR).

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

FINDINGS

Section 17.62.070(D) Calabasas Municipal Code allows the Planning Commission to recommend approval of a **Development Plan 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;*

One single-family home and ancillary accessory uses are allowed in the Open Space (OS) zone pursuant to Sections 17.11.020 and 17.16.020 of the Land

Use and Development Code. The parcel is already developed with a two-story, 27-foot high single-family residence built in 1989. The existing house is legal, non-conforming in terms of height and front setback. The proposed project will not exacerbate these two legal non-conforming conditions. Section 17.16.020 of the CMC stipulates that setbacks for new development shall be established through the Development Plan Process, but in no case be less than the setbacks required in the RS zone. The proposed Development Plan will establish the following new minimum setbacks for the subject property: a 173.75-foot side setback and a 960-foot rear setback. The proposed setbacks are consistent with Section 17.16.020 of the CMC because they are not less than the setbacks required in the RS zone, which are 10-feet and 20-feet, respectively. Furthermore, the proposed project meets all other applicable development standards. To this end, because the use as a single-family residence is an allowed use in the OS zone and modification of development standards may occur via a Development Plan, the proposed use meets this finding.

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

The proposed project meets this finding because the General Plan Land Use Designation for this parcel is OS-RP (Open Space-Resource Protected) and single-family residential land uses are consistent with this land use designation. The subject parcel is one of four properties zoned Open Space (OS) within the Saint Andrews Lane gated subdivision and is surrounded by both residential development and vacant property zoned Open Space-Development Restricted (OS-DR). The proposed additions and balconies do not alter the residential use on the subject property. Therefore, the project meets this finding.

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

The project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15301(e)(2) (Existing Facilities - additions to existing structures) and 15311 (Accessory Structures) of the CEQA Guidelines because the project involves minor additions and construction of balconies and patio covers at an existing single-family residence in an urbanized area. Therefore, the project meets this finding.

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

The subject property is located within a developed gated four-lot subdivision

on Saint Andrews Lane. Both existing and future anticipated land uses in the vicinity are all single-family residences. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family residence via a Development Plan application. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio that falls below the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space.

The subject site is also situated in a designated scenic corridor, and any development has the possibility to impact views from Mulholland Highway. In this case, the existing residence is mostly screened from Mulholland Highway by an existing landscaped berm, located just south of the property. The proposed additions, balconies and patio cover are located further from the landscaped berm than the existing house and will not be visible from Mulholland Highway. They are also designed to match the colors and materials of the existing house. For these reasons, the development is compatible with the location, design, scale and operating characteristics of existing and future land uses in the vicinity and the project meets this finding.

Section 17.62.050(D) Calabasas Municipal Code allows the Planning Commission to recommend approval of a **Scenic Corridor Permit** provided that the following findings are made:

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

Because the subject property is located within the Scenic Corridor overlay zone, the proposed development must comply with the Scenic Corridor Development Guidelines. The City has adopted the Scenic Corridor Design Guidelines to ensure that development is sited and designed in such a way as to not adversely impact views from the scenic roadway. The guidelines do this by requiring the use of design techniques including the use of pitched roofs, roofs of a medium to dark color, avoidance of large, blank, straight facades, and the use of landscaping to help blend development. The existing house is finished with white/cream stucco and a brown roof. At 27 feet tall, only a small portion of the second floor and chimneys of the existing house are visible from Mulholland Highway. Because the house was constructed in 1989, prior to the City's incorporation, it was not subject to the City's Scenic Corridor Development Guidelines. As a result, the stucco color of the existing house does not comply with the City's Scenic Corridor Development

Guidelines. The existing roof, however, does comply.

The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the existing residence. They are situated on the developed portion of the site and in an area concealed by the existing landscaped berm. In this respect, the addition will be screened from Mulholland Highway so that no visual impacts will occur. Therefore, the project meets this finding.

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

The existing house is partially visible from Mulholland Highway, which is a designated Scenic Corridor. The original residence was constructed prior to the City's incorporation and was not subject to a Scenic Corridor permit or the Scenic Corridor Development Guidelines. The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the existing residence and are situated behind the landscape berm so that they are also concealed as viewed from Mulholland Highway. Even though some of the colors used in the project may not be consistent with the scenic corridor guidelines, the Architectural Review Panel found that the totality of the design ensures maximum compatibility with, and enhancement of, the scenic corridor. Therefore, the project meets this finding.

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

The project site is situated in a rural scenic corridor. Design elements (as discussed above) have been incorporated to preserve the character of the surrounding area. The City's Architectural Review Panel (ARP) reviewed the project and recommended approval of the proposed design, citing that the addition was designed consistent with the style, colors and materials of the existing residence and that the proposed alterations will not be visible from the scenic corridor. Therefore, the project meets this finding.

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

The subject site is located within an existing developed single-family residential neighborhood on Saint Andrews Lane. The community of Saint Andrews Lane is a self-contained gated community consisting of four developed lots. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family

residence. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio less than the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space. 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;*

One single-family home and ancillary accessory uses are allowed in the Open Space (OS) zone pursuant to Sections 17.11.020 and 17.16.020 of the Land Use and Development Code. The parcel is already developed with a two-story, 27-foot high single-family residence built in 1989. The existing house is legal, non-conforming in terms of height and front setback. The proposed project will not exacerbate these two legal non-conforming conditions. Section 17.16.020 of the CMC stipulates that setbacks for new development shall be established through the Development Plan Process, but in no case be less than the setbacks required in the RS zone. The proposed Development Plan will establish the following new minimum setbacks for the subject property: a 173.75-foot side setback and a 960-foot rear setback. The proposed setbacks are consistent with Section 17.16.020 of the CMC because they are not less than the setbacks required in the RS zone, which are 10-feet and 20-feet, respectively. Furthermore, the proposed project meets all other applicable development standards. To this end, because the use as a single-family residence is an allowed use in the OS zone and modification of development standards may occur via a Development Plan, the proposed use meets this finding.

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

The General Plan Land Use designation for the subject site is Open Space – Resource Protected (OS-RP), which applies to lands whose primary purpose is the protection of public health and safety, preservation of sensitive environmental resources, or resource management. The underlying zoning on the parcel is Open Space, which allows for residential development.

A stated objective of the Land Use Element of the General Plan is to maintain Calabasas as a predominantly residential community. Land Use Policy II-8 further supports this by requiring development to be compatible with the overall residential character of the community. As mentioned above, the subject parcel is developed with an existing residence on a 9.77 acre property, of which over 9.5 acres remains undeveloped with native vegetation and unaltered landforms, and the proposed project will not alter the existing use of the property.

The relevant stated objective of the Open Space Element of the General Plan is to maintain a citywide open space system that conserves natural resources and preserves scenic beauty. Open Space Policies III-5, III-7, III-11, III-12 and III-14 promote limiting landform alteration, using native landscape screening, maintaining the visual character of hillsides, and preserving significant ridgelines. The existing two-story single-family residence was constructed in 1989, prior to the City's incorporation. Although the 27-foot tall, white/cream stucco residence is not consistent with the City's Scenic Corridor Development Guidelines, design measures have been incorporated to blend the development into the surrounding environment, including the brown roof.

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 negatively impact public views of hillsides, ridgelines or open space areas. As already stated, the proposed house is designed to match the existing home and situated where it is not visible from Mulholland Highway. For all these reasons, the 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*

The project is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15301(e)(2) (Existing Facilities - additions to existing structures) and 15311 (Accessory Structures) of the CEQA Guidelines because the project involves minor additions and construction of balconies and patio covers at an existing single-family residence in an urbanized area. Therefore, the project meets this finding.

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 subject site is located within an existing developed single-family

residential neighborhood on Saint Andrews Lane. The community of Saint Andrews Lane is a self-contained gated community consisting of four developed lots. The applicant is requesting approval of minor additions and construction of balconies and patio covers at an existing single-family residence. The proposed alterations will not impact the use and operating characteristics of the subject property. Additionally, the subject site is more than 9 acres, and the footprint of the proposed structure will occupy 5,180 square feet, which is only 1.3% of the site. With a proposed Floor Area Ratio of 0.014, the residence will have a Floor Area Ratio less than the 0.024 average of all four homes on Saint Andrews Lane. The proposed additions/balconies will be set back 173.75 feet from the side property line and at least 960 feet from the rear property line. Therefore, the proposed development will have more than adequate setbacks and ample open space. As a result, 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 subject parcel is zoned Open Space (OS). As such, setbacks are established through a Development Plan process, but in no case less than the minimum setbacks required in the RS zoning district. As part of that process, the site is analyzed to determine if a proposed project is properly sited and designed at a size and location that is adequate and consistent with the intent of the Code. The subject parcel is 9.77 acres in size and was developed in 1989 with a single-family house, pool, spa and hardscape on a graded pad on top of a ridgeline (the ridgeline was not designated or protected as a "significant ridgeline" at the time). The applicant is requesting approval of minor additions and construction of balconies and patio covers at the existing single-family residence. Existing landscaping will remain in its current condition. Additionally, more than 9.5 acres of the subject site will be landscaped or remain in a natural state (undeveloped). Given these circumstances, 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 the southern portion of the City along Mulholland Highway, a designated rural scenic corridor. This portion of the City is made up of parcels that are generally larger in size and are characterized by steep hillsides with abundant habitat that includes expanses of relatively undisturbed natural vegetation. The subject site is zoned Open Space (OS), is 9.77 acres in size and generally fits the rural character described above. Additionally, more than 9.5 acres of the subject site will be landscaped or remain in a natural state (undeveloped). The proposed additions and patio covers/balconies are designed to match the style, colors and materials of the

existing residence and are situated behind the landscape berm so that they are also concealed as viewed from Mulholland Highway. Furthermore, the existing site landscape will remain in place to continue to conceal and integrate the development with its surrounding. Therefore, the 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:

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 subject site is within the Open Space (OS) zone. The Open Space zone is a special purpose zone that characteristically includes properties larger in size with steep topography, visual resources (such as ridgelines), and/or various plant and animal habitats. Only a handful of Open Space-zoned properties exist in the City due to these characteristics. The Saint Andrews Lane subdivision is a four-lot gated community previously developed along and on top of a significant ridgeline. All four lots are zoned OS.

The City's current Hillside and Ridgeline Ordinance (adopted in 2010 subsequent to the development of Saint Andrews Lane) requires development to be sited 50 feet below and 50 feet horizontally from a significant ridgeline. Not all Open Space-zoned properties contain a significant ridgeline. To this end, not all Open Space-zoned properties are subject to the siting standard located in the City's Hillside and Ridgeline Ordinance. Additionally, it is common for existing development in any zone to update, redevelop and/or enlarge over time. In this case, because the existing development was developed on a graded pad on a ridgeline prior to designation of the ridgeline as a "significant ridgeline", and prior to codification of the 50-foot ridgeline setback standard, new development of any kind on the existing pad will not be able to meet the standard. Furthermore, due to steep slopes with grades exceeding 50% throughout the remainder of the subject property, there are no other feasible locations on the subject site to construct additions to an existing home that could comply with the minimum 50-foot setback distances from the significant ridgeline. Strict application of these standards would prevent the property owner from being able to add any square-footage to the existing residence, even though other neighboring residences are substantially larger, and would therefore deny the property owner the ability to redevelop their property in a manner consistent with other properties in the Saint Andrews Lane subdivision. Therefore, a special circumstance exists relative to the subject property when compared with other

Open Space-zoned properties and other properties located on a significant ridgeline. 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;*

The subject site is within the Open Space (OS) zone. The Open Space zone is a special purpose zone that characteristically includes properties larger in size with steep topography, visual resources (such as ridgelines), and/or various plant and animal habitats. Only a handful of Open Space-zoned properties exist in the City due to these characteristics. Saint Andrews Lane subdivision has four such properties, including the subject site.

The City's current Hillside and Ridgeline Ordinance was adopted in 2010, subsequent to the development of the Saint Andrews Lane community. The statute requires development to be sited 50 feet below and away from a significant ridgeline. It is common for existing development in any zone to be updated, redeveloped and/or enlarged over time. In this case, because the existing development was constructed on top of the ridgeline prior to the codification of the ridgeline siting standard, new development of any kind on the existing pad will not be able to meet the ridgeline setback standards.

Additionally, the Saint Andrews Lane subdivision, which the subject property is a part of, is a four-lot gated community previously developed along and on top of a significant ridgeline. No other Open Space-zoned properties (other than the ones located on Saint Andrews Lane) are located in the immediate vicinity of the subject property. The four developed single-family homes on Saint Andrews Lane range in size (excluding the garages) from 3,657 square feet to 8,804 square feet on properties that range in size from 2.72 acres to 26.2 acres. The proposed additions would increase the total house size to 5,898 square-feet, which is consistent with the size of other homes in the area. To this end, the granting of the variance is warranted and necessary to afford the subject property owner the same rights as properties in the vicinity and with identical zoning. 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, in this case, will not constitute the granting of a special privilege inconsistent with other properties in the same zoning district because all the properties on Saint Andrews Lane are developed with similar sized single-family residences, as is discussed more particularly above. As a result, granting this variance would allow the subject residence to be enlarged

consistent with existing development of surrounding parcels. Given this circumstance, 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*

The requested variance would permit minor additions and construction of patio covers/balconies at an existing single-family residence on a previously graded pad, within 50 feet (vertical and horizontal) of a significant ridgeline. A landscaped berm is located adjacent to the subject site and is designed to screen the residence from Mulholland Highway (a designated scenic corridor). Furthermore, the proposed additions would not be visible from Mulholland Highway. The proposed development will comply with all other applicable development standards. Therefore, granting this variance will not be detrimental to the public health, safety or welfare, or injurious to properties in the vicinity, and 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 Open Space – Resource Protected (OS-RP), which applies to lands whose primary purpose is the protection of public health and safety, preservation of sensitive environmental resources, or resource management. The underlying zoning on the parcel is Open Space, which allows for residential development.

As already mentioned, the relevant objectives and policies of the City's General Plan require limiting landform alteration, using native landscape screening, maintaining the visual character of hillsides, preserving significant ridgelines, and preserving biotic resources. To promote these goals for ridgeline areas, CMC Section 17.20.150 requires development to be sited off of ridgelines as a priority, unless siting development on a ridgeline is the least impactful location. In situations where development on the ridgeline is necessary and warranted, a variance application is required. In this case, the property is already developed with a two-story single-family residence, pool spa and hardscape, and is located on the ridgeline. Additionally, over 9.5 acres remains undeveloped with native vegetation and unaltered landforms. Additions and alterations can occur only on the developed portion because the rest of the property is severely constrained by steep topography (slopes exceeding 50%) and dense scrub oak habitat. It is therefore not possible to propose additions elsewhere on the site and meet the siting standards contained in CMC Section 17.20.150. Any alternative location on the parcel for the project would require significant additional grading and would cause the loss of significantly more scrub oak habitat than the current project. For these reasons, the project is consistent with the policies of the Calabasas 2030 General Plan and meets this finding.

Section 17.20.150(C)(3) of the Calabasas Municipal Code states that for projects that cannot meet the siting requirements of CMC Section 17.20.150(C)(2), the following findings must be made:

1. *Alternative sites within the property or project have been considered and eliminated from consideration based on physical infeasibility or the potential for substantial habitat damage or destruction if any such alternative site is used and that the siting principles outlined under subsection (C)(4) have been applied*

The siting principles in subsection (C)(4) lists three prioritized locations for siting development on properties with ridgelines. The first priority is to site development off of ridgelines on areas with a maximum slope of 20%. The second priority is to site development off of ridgelines in areas with slopes ranging between 20% and 30%. The final siting priority states that if the first or second priority cannot be met, then development should be sited in areas on ridge tops with slopes less than twenty (20) percent. Proposed buildings should be set back as far as possible from the edge of the ridge (where downhill slopes begin to exceed twenty (20) percent and landscaped, to minimize visibility.

In this case, the existing residence is developed on a flat pad on top of the ridgeline that was graded as part of the original development. All other portions of the subject property (off of the ridgeline) exceed the slope criteria identified in priority 1 and priority 2 and exhibit dense scrub oak habitat. Therefore, locating the additions on top of the flat previously graded and developed pad area and attached to the existing house is the only feasible location for the proposed alterations. Further, the proposed additions and alterations to the existing house on the existing developed pad complies with subsection (C)(4) as the developed pad is within the third priority category. Moreover, the proposed location, on the developed pad, minimizes grading and habitat damage as discussed and documented elsewhere in this resolution. Therefore, the project meets this finding.

2. *The proposed project maintains the maximum view of the applicable significant ridgeline through the use of design features for the project including minimized grading, reduced structural height, clustered structures, shape, materials, and color that allow the structures to blend with the natural setting, and use of native landscaping for concealment of the project.*

The existing residence is developed on a flat pad on top of the ridge graded as part of the original development. At 27feet tall, the existing structure is legal non-conforming because it exceeds the 25-foot height limit for the OS zoning district. A landscaped berm was constructed south of the residence designed to conceal development from Mulholland Highway, a locally designated scenic roadway, and minimize impacts to the significant ridgeline.

The proposed additions and patio covers/balconies are designed to match the colors and materials of the existing residence. Although the stucco is a white/cream color, the dark brown roof complies with the scenic corridor design guidelines. The existing home and proposed alterations are situated on the developed portion of the site and in an area concealed by the existing landscaped berm. In this respect, the addition will be screened from the Mulholland Highway so that no visual impacts will occur to the scenic corridor or the ridgeline. The proposed expansion will not be visible or silhouetted against the sky when viewed from Mulholland Highway. Therefore, the project meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the Planning Commission hereby recommends to the City Council approval of File no. 160002507 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 any approvals or permits relating to this File No. 160002507, or the activities conducted pursuant to this File No. 160002507. Accordingly, to the fullest extent permitted by law, Rick Stonell and Lisa Bongi, in their 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. 160002507, or the activities conducted pursuant to this File No. 160002507. Rick Stonell and Lisa Bongi in their 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

Community Development Department / Planning Division

General Conditions

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

Title 17 Land Use and Development Code, Article VI - Land Use and Development Permits.

8. All ground and roof-mounted equipment (with the exception of solar panels) is required to be fully screened from view. Upon final inspection, Planning Division staff may require additional screening if warranted, through landscaping, walls or a combination thereof.
9. All exterior lights are subject to the provision set forth in the Lighting Ordinance Chapter 17.20 of the Land Use and Development Code. Lighting equivalent to 60 watts incandescent or less on residential projects is exempt by the Lighting Ordinance.
10. All exterior colors and materials used for the construction of the project shall be match the colors and materials of the existing home
11. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
12. The project must comply with the building codes of Title 15 of the City of Calabasas Municipal Code at the time of building plan check submittal.
13. The project is located within a designated "Very High Fire Hazard Severity Zone". The requirements of Chapter 15.04.900 of the Calabasas Municipal Code must be incorporated into all plans.
14. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the final project Conditions of Approval. The applicant and the City agree that these conditions shall be enforceable through all legal and equitable remedies, including the imposition of fines against each and every person who conducts any activity on behalf of the applicant on or near the project site. The applicant, property owner, and general construction contractor are ultimately responsible for all actions or omissions of a subcontractor.
15. Construction Activities - Hours of construction activity shall be limited to:
 - i. 7:00 a.m. to 6:00 p.m., Monday through Friday
 - ii. 8:00 a.m. to 5:00 p.m., Saturday

Construction is prohibited on Sundays and City observed 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 residences or schools. The applicant or its successors shall notify the director of

Transportation and Intergovernmental Relations of the construction employee parking locations, prior to commencement of construction.

Development Plan

16. The following setback requirements are established for the subject site:
- a. Front setback (existing condition), 17 feet (legal, non-conforming)
 - b. Side setbacks, 173.75 feet (from north PL) and 220.4 feet (from west PL)
 - c. Rear setback, +/- 960 feet
 - d. Architectural features (including attached and detached patio covers), allowed to encroach into the above setbacks in compliance with Title 17 of the CMC.
 - e. Residential accessory structures, shall comply with the setback requirements of Title 17 of the CMC.

Public Works Department:

Environmental Division

17. 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." Only specified service providers are licensed and permitted to operate in the City of Calabasas. Please contact 818-224-1600, or the City website (<http://www.cityofcalabasas.com/services.html#trash>), for the current list of approved roll-off or temporary container service providers. An Encroachment Permit is required prior to placing a refuse bin/container on the street (public or private).
18. During the term of the City permit, the contractor, their employees, and subcontractors shall implement appropriate Best Management Practices (BMPs) to prevent pollution to local waterways. Sediments, construction debris, paint, trash, concrete truck wash water and other chemical waste from construction sites left on the ground and streets unprotected, or washed into storm drains, causes pollution in local waterways via the storm drain system is against City Ordinance and State law. The BMPs implemented shall be consistent with City of Calabasas Municipal Code Chapter 8.28. Failure to implement appropriate BMPs shall result in project delays through City issued "Stop Work Notices" and/or fines levied against the owner/developer/contractor.
19. 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 get final clearance of occupancy.

Fire Department

20. The applicant shall obtain all necessary permits from the Los Angeles County Fire Department.

Section 5. In view of the all the evidence and based on the foregoing findings and conclusions, the Planning Commission hereby recommends approval of File No. 160002507.

PLANNING COMMISSION RESOLUTION NO. 2016-625 PASSED, APPROVED AND ADOPTED this 6th day of October 2016.



John Mueller
Chair

ATTEST:


_____, City Planner
(for) Maureen Tamuri, AICP
Community Development Director

APPROVED AS TO FORM:



Scott H. Howard
City Attorney

Planning Commission Resolution No. 2016-625, was adopted by the Planning Commission at a meeting held October 6, 2016, and that it was adopted by the following vote:

AYES: Chair Mueller, Commissioners Washburn and Fassberg

NOES: None

ABSENT: Commissioners Roseman, Kraut and Sikand

ABSTAINED None

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

SITE PHOTOS

Front of House



Back of House





Visibility
from
Mulholland
Highway



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 17, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JEFF RUBIN, COMMUNITY SERVICES DIRECTOR

SUBJECT: RECOMMENDATION FROM THE PARKS, RECREATION AND EDUCATION COMMISSION TO ADOPT RESOLUTION NO. 2016-1533, UPDATING RENTAL RATES AT CITY FACILITIES AND ESTABLISHING FEES FOR THE SENIOR CENTER AND RESCINDING RESOLUTION NO. 2007-1080 & 2008-1134

MEETING DATE: OCTOBER 26, 2016

SUMMARY RECOMMENDATION:

The Parks, Recreation and Education Commission recommends that City Council adopt Resolution No. 2016-1533, updating rental rates for City facilities and establishing fees for the Senior Center and rescinding Resolution No. 2007-1080 and 2008-1134.

BACKGROUND:

In an effort to keep pace with the increase in operational costs, staff is proposing to increase the Facility Use Fees for Calabasas Tennis & Swim Center, Creekside Park, De Anza Park, Founders Hall, Gates Canyon Park, Grape Arbor Park, A.E. Wright Middle School, A.C. Stelle Middle School and develop a Facility Use Fee structure for the Senior Center.

The current Facility Use Fee Structure accommodates room rentals, picnic shelter rentals, field use rentals and has not seen an increase since 2007.

The Parks, Recreation and Education Commission discussed this item at their PRE Commission Meeting on September 12, 2016 and voted unanimously to forward this recommendation to City Council.

DISCUSSION:

It is being proposed that all current rental fees increase by 20% as outlined below; this recommended fee increase is to offset increased costs in areas of staffing, utilities, and landscape services. The proposed fee structure continues to be as low if not lower than most comparable facilities both inside and out of the community and should not deter anyone from using our facilities.

FACILITY	CURRENT FEE	PROPOSED FEE
De Anza Park		
Multipurpose Room	\$50 per hour	\$60 per hour
Conference Room	\$30 per hour	\$36 per hour
Multi & Conference	\$75 per hour	\$90 per hour
Group Picnic Shelter	\$50 per hour	\$60 per hour
Picnic Shelter (1/3)	\$20 per hour	\$24 per hour
Picnic Shelter (2/3)	\$30 per hour	\$36 per hour
Basketball Court (1)	\$10 per hour	\$12 per hour
With Lights	\$15 per hour	\$18 per hour
Multipurpose Court	\$50 per hour	\$60 per hour
With Lights	\$70 per hour	\$84 per hour
Tennis & Swim Center		
Fireside Room	\$40 per hour	\$48 per hour
Centre Court Room	\$50 per hour	\$60 per hour
Fireside & Centre Room	\$75 per hour	\$90 per hour
Pool/Pool Area	\$100 per hour	\$120 per hour
Gates Canyon, Grape Arbor & Creekside Park		
Gates Picnic Shelter	\$20 per hour	\$24 per hour
Grape Picnic Shelter	\$30 per hour	\$36 per hour
Grape Picnic (1/2 area)	\$20 per hour	\$24 per hour
Gates, Grape, Creekside Fields	\$20 per hour	\$24 per hour
Civic Center		
Amphitheater	\$55 per hour	\$66 per hour
Founders Hall	\$65 per hour M-F	\$78 per hour M-F
(Full Room)	\$85 per hour Sat/Sun	\$102 per hour S/S

Founders Hall (Meeting Room Only)	\$45 per hour M-F \$65 per hour Sat/Sun	\$54 per hour \$78 per hour S/S
Plaza	\$65 per hour	\$78 per hour

A.C. Stelle Middle School

Gym Full		
Non Profit	\$40 per hour	\$48 per hour
Commercial	\$63 per hour	\$76 per hour
Gym Half		
Non Profit	\$20 per hour	\$24 per hour
Commercial	\$32 per hour	\$38 per hour
Upper Field (1 & 2)		
Non Profit	\$23 per hour	\$28 per hour
Commercial	\$38 per hour	\$46 per hour
Lower/1 Upper Field		
Non Profit	\$17 per hour	\$20 per hour
Commercial	\$23 per hour	\$28 per hour

A.E. Wright Middle School

Gym Full		
Non Profit	\$40 per hour	\$48 per hour
Commercial	\$63 per hour	\$76 per hour
Gym Half		
Non Profit	\$20 per hour	\$24 per hour
Commercial	\$32 per hour	\$38 per hour

In order to determine fees for the new rental spaces at the Senior Center, staff researched similar rental spaces within surrounding cities such as Agoura Hills, Camarillo, Malibu, Moorpark and Thousand Oaks. Other facilities such as the Agoura Hills/Calabasas Community Center provided helpful information in determining fees based upon occupancy and amenities.

Outlined below for each rental space at the Senior Center are the recommended fees per hour. The proposed fee structure is in line with many of the comparable facilities in the area, both public and private.

The Facility Use Fees for consideration at the Senior Center are as follows:

Multipurpose Room	Member/Residents	\$78 per hour M-F
	Member/Residents	\$102 per hour S/S
	Non Residents	\$94 per hour M-F
	Non Residents	\$122 per hour S/S

Multipurpose Room (1/2)	Member/Residents	\$54 per hour M-F
	Member/Residents	\$78 per hour S/S
	Non Residents	\$65 per hour M-F
	Non Residents	\$94 per hour S/S
Patio	Member/Residents	\$78 per hour
	Non Residents	\$94 per hour
Conference Room	Member/Residents	\$36 per hour
	Non Residents	\$43 per hour

Staff is preparing to allow for rentals of the new Senior Center beginning December 3, 2016. Staff will use the next month to train hourly staff with the new building and all of the separate rentable spaces, learn security systems, analyze space limitations, plan/reserve space for programming opportunities and work out any additional issues that may arise.

FISCAL IMPACT/SOURCE OF FUNDING:

Revenue will be posted to each facility rental account based upon usage.

REQUESTED ACTION:

The Parks, Recreation and Education Commission recommends that City Council adopt Resolution No. 2016-1533, updating rental rates for City facilities and establishing fees for the Senior Center and rescinding Resolution No. 2007-1080 and 2008-1134.

ATTACHMENTS:

Resolution No. 2016-1533

**ITEM 6 ATTACHMENT
RESOLUTION NO. 2016-1533**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, ESTABLISHING NEW FACILITY
RENTAL RATES FOR CITY FACILITIES.**

WHEREAS, on October 26, 2016, the City Council held a duly noticed public hearing at which all persons could present oral and written testimony regarding the City=s fees related to facility rentals; and

WHEREAS, the City Council desired to adopt a facility rental fee schedule that reflects revisions to these fees.

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

1. The fees set forth in Exhibit A to this Resolution are hereby adopted; and
2. The City Council finds that such fees do not exceed the reasonable cost of providing the services for which the fees are charged; and
3. The schedule of fees adopted by this Resolution shall be effective as of November 26, 2016; and
4. Any fee of the City not listed in Exhibit AA@ or listed in Exhibit AA@ at the rate which was established prior to the effective date of the Resolution, shall continue at the rate so established. To the extent it sets fees at a rate lower than that set by this Resolution, the provisions of Resolution No. 2007-1080 and 2008-1134 are hereby rescinded as of October 26, 2016.

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

PASSED, APPROVED and ADOPTED this 26th day of October, 2016.

James R. Bozajian, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Dave Fleishman, Assistant City Attorney

EXHIBIT A

FACILITY	RENTAL FEE
De Anza Park	
Multipurpose Room	\$60 per hour
Conference Room	\$36 per hour
Multi & Conference	\$90 per hour
Group Picnic Shelter	\$60 per hour
Picnic Shelter (1/3)	\$24 per hour
Picnic Shelter (2/3)	\$36 per hour
Basketball Court (1)	\$12 per hour
With Lights	\$18 per hour
Multipurpose Court	\$60 per hour
With Lights	\$84 per hour
Tennis & Swim Center	
Fireside Room	\$48 per hour
Centre Court Room	\$60 per hour
Fireside & Centre Room	\$90 per hour
Pool/Pool Area	\$120 per hour
Gates Canyon, Grape Arbor & Creekside Park	
Gates Picnic Shelter	\$24 per hour
Grape Picnic Shelter	\$36 per hour
Grape Picnic (1/2 area)	\$24 per hour
Gates, Grape, Creekside Fields	\$24 per hour
CIVIC CENTER	
Amphitheater	\$66 per hour
Founders Hall	\$78 per hour M-F
(Full Room)	\$102 per hour S/S
Founders Hall	
(Meeting Room Only)	\$54 per hour
	\$78 per hour S/S
Plaza	\$78 per hour

FACILITY	RENTAL FEE
-----------------	-------------------

A.C. STELLE MIDDLE SCHOOL

Gym Full	
Non Profit	\$48 per hour
Commercial	\$76 per hour
Gym Half	
Non Profit	\$24 per hour
Commercial	\$38 per hour
Upper Field (1 & 2)	
Non Profit	\$28 per hour
Commercial	\$46 per hour
Lower/1 Upper Field	
Non Profit	\$20 per hour
Commercial	\$28 per hour

A.E. WRIGHT MIDDLE SCHOOL

Gym Full	
Non Profit	\$48 per hour
Commercial	\$76 per hour
Gym Half	
Non Profit	\$24 per hour
Commercial	\$38 per hour

SENIOR CENTER

Multipurpose Room	Member/Resident \$78 per hour M-F Member/Resident \$102 per hour S/S Non \$94 per hour M-F Non \$122 per hour S/S
Multipurpose Room (1/2)	Member/Resident \$54 per hour M-F Member/Resident \$78 per hour S/S Non \$65 per hour M-F Non \$94 per hour S/S
Patio	Member/Resident \$78 per hour Non \$94 per hour
Conference Room	Member/Resident \$36 per hour Non \$43 per hour

SECURITY DEPOSITS

All Security Deposits will be \$200.00 for rentals up to 75 people and \$400.00 for

rentals of 75 or more people. Security Deposits at all facilities are fully refundable if there is no damage to the facility and no additional staff time is involved other than general cleaning.

NON PROFITS

Non Profits that submit the appropriate documentation at the time of rental shall receive a 25% discount when reserving areas at the Civic Center, De Anza Park, Tennis & Swim Center, Gates Canyon Park, Grape Arbor Park, Creekside Park and the Senior Center.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 12, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: DAVE FLEISHMAN, ASSISTANT CITY ATTORNEY
MARICELA HERNANDEZ, MMC, CITY CLERK** *Max*

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2016-341, ADDING CHAPTER 3.38 – REFUND OF DEPARTMENT FEES TO TITLE 3, REVENUE AND FINANCE OF THE CALABASAS MUNICIPAL CODE

MEETING

DATE: OCTOBER 26, 2016

SUMMARY:

That the City Council introduce Ordinance No. 2016-341, adding Chapter 3.38 – Refund of Department Fees to Title 3, Revenue and Finance of the Calabasas Municipal Code.

When a resident request for a refund was submitted to the City Council this year, it was determined that there were not set rules to process such requests. Hence; staff was requested to work on a policy delineating guidelines to process future requests for refunds. The result, Ordinance No. 2016-341 and related claim form.

RECOMMENDATION:

That the City Council introduce Ordinance No. 2016-341, adding Chapter 3.38 – Refund of Department Fees to Title 3, Revenue and Finance of the Calabasas Municipal Code.

ATTACHMENT:

Ordinance No. 2016-341 and related claim form

ITEM 7 ATTACHMENT

ORDINANCE NO. 2016-341

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, , ADDING CHAPTER 3.38 – REFUND OF DEPARTMENT FEES TO TITLE 3, REVENUE AND FINANCE OF THE CALABASAS MUNICIPAL CODE.

THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 3.38 is hereby added to the Calabasas Municipal Code to read as follows:

3.38 – TITLE - REFUNDS OF DEPARTMENT FEES

3.38.010 – CLAIM FOR A REFUND

No claim for a refund of Department fees shall be allowed in whole or in part unless filed with the City Clerk within the earlier of (1) 12 months from the date of expiration of the permit/application or of any extensions granted by the Department or (2) 12 months from the date of any Department or Commission action.

3.38.020 – REFUNDS OF LICENSE PERMIT OR APPLICATION FEES

a) The head of a department in which there is collected or received for and on behalf of the City any fee, permit fee or application fee may, upon written application of the person who paid such fee, refund all or part of such payment as herein provided, and if such department head is satisfied, upon such proof as may be presented to or required by him/her, that any of the following conditions exist:

1. Where a refund is specifically authorized by the provision of law requiring payment of the license, permit or application fee.
2. Where the money is paid to secure a registration certificate, license or permit not required by law.
3. Where the amount paid was in excess of the amount required by law.
4. Where the money paid was not required by law.
5. Where the applicant for any registration certificate, license or permit has not, at any time after the commencement of the period or term during which the requested certificate, license or permit would have been effective, commenced or engaged in the business or occupation, or performed any act, for which the certificate, license or permit was required; or where a person has filed an application or appeal and subsequently has withdrawn said application or appeal; provided, however, that the City has not made any physical inspection or examination of real property, held or conducted any hearing, performed any

tests, or done any similar work, whether required or contemplated by law or not, as a result of the filing or issuance of any of the foregoing; and, provided further, that the certificate, license, or permit, if the same has in fact been issued, must be surrendered for cancellation and a written request for such cancellation must be filed with the department of the City issuing the same on or before the date of refund. In case of refunds made under this subsection, 20 percent of the amount paid shall be deducted and retained by the City to cover clerical and other overhead costs and expenses incurred in processing the refund transaction.

b) Any requests for refunds where any registration certificate, license or permit has resulted in the City conducting a physical inspection or examination of real property, or where the City has held or conducted any hearing, performed any tests, or done any similar work, whether required or contemplated by law or not, as a result of the filing or issuance of any of the foregoing, shall require City Council approval, upon such proof as may be presented to or required by the City Council, that any of the following conditions exist:

1. Where a refund is specifically authorized by the provision of law requiring payment of the license, permit or application fee.
2. Where the money is paid to secure a registration certificate, license or permit not required by law.
3. Where the amount paid was in excess of the amount required by law.
4. Where the money paid was not required by law.
5. Where the applicant for any registration certificate, license or permit has not, at any time after the commencement of the period or term during which the requested certificate, license or permit would have been effective, commenced or engaged in the business or occupation, or performed any act, for which the certificate, license or permit was required; or where a person has filed an application or appeal and subsequently has withdrawn said application or appeal; and, provided further, that the certificate, license, or permit, if the same has in fact been issued, must be surrendered for cancellation and a written request for such cancellation must be filed with the department of the City issuing the same on or before the date of refund. In case of refunds made under this subsection, 20 percent of the amount paid shall be deducted and retained by the City to cover clerical and other overhead costs and expenses incurred in processing the refund transaction.

3.38.030 – CONTENTS OF CLAIM FOR A REFUND

a) A claim for a refund form shall be filed with the City Clerk and shall contain the following information in addition to the information given by the claimant thereon or reasonably required by the City Clerk therefor:

- 1) The name, address, and telephone number of the claimant.
- 2) The type of action requested.
- 3) The date fees were paid.
- 4) Receipt/Permit/Reference Number.
- 5) The grounds for the refund request.

3.38.040 – PROCEDURE AFTER FILING

- a) Upon receipt of the claim for a refund, the City Clerk shall notify the concerned City officials, bodies or departments that a claim for a refund has been filed and shall transmit a copy of the claim form to such officials, bodies or departments.
- b) When City Council approval is required, the City Clerk shall prepare the necessary reports for the City Council, and place the claim for a refund on the agenda for hearing before the City Council within thirty (30) days of receipt of the said claim, and notify the applicant in writing of the time, date and place of the hearing not less than five (5) days before the Council hearing.

3.38.050 – HEARING BEFORE COUNCIL

The Council shall hold a hearing at the time set therefor. The Council may summon witnesses and hear evidence relating to such request, but the rules of evidence shall not apply. The Council may continue the hearing from time to time. At the conclusion thereof, the Council shall grant or deny such claim or make such modifications of the decision or action from with reference thereto as it may deem fit. The action of the Council shall be immediately final and conclusive, and no claimant shall file another claim for the same purpose after the date of such action.

SECTION 2. SEVERABILITY. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Ordinance, or its application to any other person or circumstance. The City Council of the City of Calabasas hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance.

SECTION 4. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published or posted according to law.

PASSED, APPROVED AND ADOPTED this ___ day of November, 2016.

James R. Bozajian, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

Scott H. Howard, City Attorney



CITY of CALABASAS

RESERVE FOR FILING STAMP:

First Name of Claimant (Last)	(First)		
Mailing Address (Street)	(City)	(State/Zip)	
(Area Code) (Phone Number)			

REFUND INFORMATION

JOB LOCATION: _____

Amount Claimed \$ _____ **Date Fees Paid:** _____

RECEIPT #/PERMIT #/REFERENCE # _____

STATE REASON FOR REQUESTING A REFUND – (Details): _____

NOTE: A Claimant may be required to submit to examination under oath. Presentation of a false claim is a felony. (California Penal Code Section 72.) PLEASE ALSO NOTE THAT THE CITY WILL RETAIN 20% OF THE REFUND AMOUNT TO COVER CLERICAL AND OTHER OVERHEAD COSTS AND EXPENSES INCURRED IN PROCESSING THE REFUND TRANSACTION.

I HEREBY CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE.

SIGNATURE AND TITLE OF CLAIMANT

DATE

FOR DEPARTMENT OF CITY CLERK USE ONLY

AMOUNT APPROVED FOR REFUND \$ _____

REMARKS: _____

Audited by:	Date:
Approved by:	Date:



CITY of CALABASAS

INSTRUCTIONS FOR FILING A CLAIM FOR REFUND

What form do I use?

Claim for Refunds must be prepared on a Claim for Refund form.

Where do I get the forms?

For a printable online claim form, go to the City Clerk's page at <http://www.cityofcalabasas.com/departments/clerks.html>. Claim forms are also available from the public counter in City Hall.

What do I need to attach?

You will need to attach your original cash register receipt and your application or permit copy containing the original cash register validation. Your claim will NOT be processed without these documents.

Where do I file the refund?

Your completed refund claim form and related documents can be filed at the City Clerk's office or mailed to:

City Clerk
Claim for a Refund
100 Civic Center Way
Calabasas, CA 91302

You may also submit your refund claim form at the public counter. Staff will forward the claim form to the City Clerk's Office.

How long do I have to file a claim?

A claim for refund of fees must be filed within:

- (1) 12 months from the date of expiration of the permit/application or of any extensions granted by the Department or
- (2) 12 months from the date of any Department or Commission action

What will be refunded?

Where the applicant for any registration certificate, license or permit has not, at any time after the commencement of the period or term during which the requested certificate, license or permit would have been effective, commenced or engaged in the business or occupation, or performed any act, for which the certificate, license or permit was required; or where a person has filed an application or appeal and subsequently has withdrawn said application or appeal; provided, however, that the City has not made any physical inspection or examination of real property, held or conducted any hearing, performed any tests, or done any similar work, whether required or contemplated by law or not, as a result of the filing or issuance of any of the foregoing; and, provided further, that the certificate, license, or permit, if the same has in fact been issued, must be surrendered for cancellation and a written request for such cancellation must be filed with the department of the City issuing the same on or before the date of refund. In case of refunds made under this subsection, 20 percent of the amount paid shall be deducted and retained by the City to cover clerical and other overhead costs and expenses incurred in processing the refund transaction. If the City has made any physical inspection or examination of real property, held or conducted any hearing, performed any tests, or done any similar work, whether required or contemplated by law or not, as a result of the filing or issuance of any of the foregoing, City Council approval will be required for any refund.

What happens to my refund claim?

a) Upon receipt of the claim for a refund, the City Clerk will notify the concerned City officials, bodies or departments that a claim for a refund has been filed and will transmit a copy of the claim form to such officials, bodies or departments.

b) When City Council approval is required, the City Clerk will prepare the necessary reports for the City Council, and place the claim for a refund on the agenda for hearing before the City Council within thirty (30) days of receipt of the said claim, and notify the applicant in writing of the time, date and place of the hearing not less than five (5) days before the Council hearing.



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 13, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ERNEST M. MALASPINA, SPECIAL OUTSIDE COUNSEL

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2016-342, RETROACTIVELY REPEALING CALABASAS MUNICIPAL CODE SECTIONS 2.20.010 THROUGH 2.20.040 AND REPLACING THEM WITH A NEW SECTION 2.20.010, RELATING TO THE CITY ATTORNEY

MEETING DATE: OCTOBER 26, 2016

SUMMARY:

The City Manager and Ernest M. Malaspina, Esq., the City's Special Outside Counsel, recommend that the City Council introduce the attached Ordinance that repeals Calabasas Municipal Code (CMC) Sections 2.20.010 through 2.20.040 and replaces them with a new Section 2.20.010, relating to the City Attorney.

The existing Sections 2.20.010 through 2.20.040 provide the necessary code language for the City to have an in-house City Attorney and an associated "Office of the City Attorney." The City has never exercised these Code sections, as it has always contracted with an outside law firm for City Attorney services. To reflect this, the proposed Ordinance will delete the existing code provisions for an in-house City Attorney and retroactively repeal them to be replaced with language providing that the City Council may contract for City Attorney services with a law firm.

BACKGROUND/DISCUSSION:

In 1995, the Calabasas City Council adopted an ordinance adding Sections 2.20.010 through 2.20.040 to the Calabasas Municipal Code, creating and providing for an "Office of the City Attorney," and specifying the powers and

duties of the City Attorney. This ordinance was slightly amended in 2006. The ordinance provides language that permits the City to employ an in-house City Attorney as a City employee, and provides authority for that in-house City Attorney to hire Deputies and Assistants and to function as a department head.

The City has never hired an in-house, employee City Attorney to fill the "Office of the City Attorney" created by CMC Sections 2.20.010 through 2.20.040. Instead, since incorporation, the City has always contracted with an outside law firm to provide City Attorney services. Given this history, the City Council may repeal CMC Sections 2.20.010 through 2.20.040 and replace them with a new CMC Section 2.20.010 that specifies the City may contract with a firm or individual for City Attorney services and that the duties of the contract City Attorney will be as specified in Government Code sections 41801 through 41805, providing the standard duties and responsibilities of a City Attorney. The City Council has the power to repeal these provisions of the Calabasas Municipal Code because public entities retain control over the offices they create, including the power to eliminate them. (*Rea v. Matteucci*, 121 F.3d 483, 485 (9th Cir. 1997); see also *Higginbotham v. City of Baton Rouge*, 306 U.S. 535, 538 (1939) (government may "at [its] pleasure create or abolish [offices], or modify their duties.)

The proposed Ordinance would retroactively repeal CMC sections 2.20.010 through 2.20.040 and replace them with the proposed new Section 2.20.010 as of August 7, 2003. This is the date on which the City's contract with the law firm currently providing City Attorney services took effect and therefore the date the City Council intended the City begin its current contract with a law firm for City Attorney services and not employ an individual as an in-house City Attorney. Retroactive repeal of these sections aligns the Municipal Code to match the City Council's expressed intent to have an outside law firm provide City Attorney services by contract since August 7, 2003. Retroactive repeal also confirms the City Council's long-standing intent for its law firm to provide City Attorney services as provided in the contract and not to occupy the "Office of the City Attorney" as provided for in the Municipal Code, but never exercised.

REQUESTED ACTION:

Introduce and Read the Title of Ordinance No. 2016-342 retroactively repealing Calabasas Municipal Code Sections 2.20.010 through 2.20.040 and replacing them with a new Section 2.20.010, relating to the City Attorney.

ATTACHMENTS:

Draft Ordinance No. 2016-342

ITEM 8 ATTACHMENT

ORDINANCE NO. 2016-342

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, RETROACTIVELY REPEALING CALABASAS MUNICIPAL CODE SECTIONS 2.20.010 THROUGH 2.20.040 AND REPLACING THEM WITH A NEW SECTION 2.20.010, RELATING TO THE CITY ATTORNEY.

WHEREAS, since its incorporation on April 5, 1991, the City of Calabasas has always had a contract City Attorney, via contracts between the City and various law firms designating a firm as City Attorney who will provide City Attorney services to the City; and

WHEREAS, the City of Calabasas has never had an employee of the City serve as an in-house City Attorney; and

WHEREAS, since August 7, 2003, the City has contracted with the law firm then known as Colantuono, Levin, & Rozell, PC, and now known as Colantuono, Highsmith, & Whatley, PC for City Attorney services; and

WHEREAS, the City Council intends to repeal Calabasas Municipal Code sections 2.20.010 through 2.20.040, which permit the City to employ an in-house City Attorney as a City employee, but which have never been exercised, as the City does not and has never had an employee of the City serve as an in-house City Attorney; and

WHEREAS, the City Council intends that this repeal will be retroactive to August 7, 2003, as that is the date on which the City's contract with the law firm currently providing City Attorney services took effect and the City Council intended at that time, that the City contract with a law firm for City Attorney services and not employ an individual as an in-house City Attorney; and

WHEREAS, the City Council further intends that this repeal be retroactive back to August 7, 2003, as an articulation by the City Council of its original intent in providing for Calabasas Municipal Code sections 2.20.010 through 2.20.040, which was to adopt an ordinance allowing the City Council to employ an in-house City Attorney if desired, but which were never exercised and were never meant to apply to the private law firms providing services by contract as contract City Attorneys; and

WHEREAS, the City Council intends to replace these sections with a new Calabasas Municipal Code Section 2.20.010, stating that the City Council may contract for City Attorney services and that the powers and duties of the City

Attorney shall be as provided by Government Code sections 41801 through 41805.

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

SECTION 1. The City Council finds that all the facts, findings, and conclusions set forth above in this Ordinance are true and correct.

SECTION 2. The City Council hereby finds and determines that it can be seen with certainty that there is no possibility that the adoption of this ordinance will have a significant effect on the environment because the adoption of this ordinance is an administrative activity that will repeal sections of the Calabasas Municipal Code that are unused and which govern an in-house City Attorney, replacing them with a section specifying the powers and duties of a contract City Attorney. Accordingly, pursuant to the provisions of § 15061(b)(3) and § 15378(b)(5) of Division 6 of Title 14 of the California Code of Regulations, the CEQA Guidelines, the adoption of this ordinance is not subject to the requirements of the California Environmental Quality Act.

SECTION 3. The City Council hereby repeals Calabasas Municipal Code Section 2.20.010 as it currently reads and amends Section 2.20.010 to read as follows:

2.20.010 – City Attorney

The City Council may contract with a law firm or individual admitted to practice law before the Supreme Court of the State of California to provide City Attorney services. The duties and powers of the City Attorney shall be as specified in Government Code Sections 41801 through 41805.

SECTION 4. The City Council hereby repeals Calabasas Municipal Code Section 2.20.020.

SECTION 5. The City Council hereby repeals Calabasas Municipal Code Section 2.20.030.

SECTION 6. The City Council hereby repeals Calabasas Municipal Code Section 2.20.040.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Calabasas hereby declares that it would have adopted this Ordinance and each

section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 5. Effective Date – Retroactive Application:

This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance. Upon its effective date, the amendments made herein to the Calabasas Municipal Code will be deemed effective as of August 7, 2003.

SECTION 6. Certification:

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

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2016.

James R. Bozajian, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Ernest M. Malaspina, Esq.



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 17, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JEFF RUBIN, COMMUNITY SERVICES DIRECTOR *JR*
MARTY HALL, DEPUTY DIRECTOR OF COMMUNITY SERVICES *MH*

SUBJECT: UPDATE OF JOINT USE AGREEMENTS WITH THE LAS VIRGENES
UNIFIED SCHOOL DISTRICT

MEETING DATE: OCTOBER 26, 2016

SUMMARY RECOMMENDATION:

It is recommended that the City Council review, discuss and file this report.

BACKGROUND/DISCUSSION:

Over the years the City of Calabasas and the Las Virgenes Unified School District (LVUSD) have worked together on joint ventures to benefit the citizens of Calabasas. This effort must continue to serve the growing needs of the Community and LVUSD. Joint ventures have included our much modeled after A. C. Stelle Joint Use Agreement, development of Lupin Hill Elementary School's four baseball fields, the State Licensed Camp Calabasas program with Little Learners at Lupin Hill and the facility use agreements for both Bay Laurel and Chaparral Elementary Schools. Additionally, the City utilizes School Gyms for Basketball programs and the High School for the annual 4th of July Fireworks Celebration. The School District's use of City facilities includes the AHCCC, the Tennis and Swim Center, De Anza Park and our Founders Hall.

School playgrounds, athletic fields and gymnasiums serve as facilities for physical education and recreational programs. Schools are required by State Law to offer

their facilities for public use, when not used by the School District; mornings, afternoons, nights and weekends (Civic Center Act). The School District conforms to this policy through a permit process, whereby an individual or group must complete a facilities use application and pay applicable fees in order to use the facility. LVUSD permits scheduling of many school facilities by the City and several outside groups and organizations such as: City of Agoura Hills, City of Westlake Village, AYBA, AYSO, WAGS, WVSL, and Agoura Pony Baseball. There is such heavy competition for the limited space available that facility use requests are sometimes denied.

The Community Services Department has grown exponentially over the years. It is the cause for the need of more facilities in order to serve our residents in the manner which they have become accustomed. LVUSD facilities serve to meet this need as identified in our Parks and Recreation Master Plan adopted by City Council on October 20, 2004. The plan identifies a continued effort between the two entities for joint acquisition, development, construction or use of land and facilities which will enhance future Community Services resources.

The benefits of Joint Use Agreement's will be notable for years to come. Payments by the City free up District funds. The quality of education will be sustained by redirecting these funds. Further, we as a City are actively demonstrating our purpose to serve our community on all fronts; we are less restricted due to limitations with facilities, programs for youth and adults have expanded and are flourishing with new revenues being generated that have essentially eliminated costs incurred by the City for use of LVUSD Facilities.

In 2000 the Community Services Department began operating State Licensed on site childcare at Lupin Hill Elementary School. This successful program originally started in September of 1998 and consisted of transporting 35 youth per day from Lupin Hill to De Anza Park after school. Many took notice and in 1999 staff was approached by then Lupin Hill Principal, Carol Martino about moving this program on-site to better serve the student population.

After receiving City Council approval, staff entered into a lease agreement with William Scottsman, Inc. to provide a 24' x 60' state of the art portable classroom that complied with State of California childcare requirements. This unit was placed on a pad in the back parking lot at Lupin Hill behind the YMCA. After delivery, set-up of electrical and such, staff applied for a license through the Community Care Licensing Division and soon after moved the program from De Anza to Lupin Hill.

In November of 2008 staff met with West Valley YMCA Executive Director Greg Koubek on site at their portable classroom at which time staff learned that the YMCA would be closing the doors and eliminating this program from their offerings

as of January 2, 2009. At this meeting staff was asked about our interest in purchasing the six year old 43' x 66' facility owned outright by the YMCA. The original purchase price of the classroom was \$142,000 and the YMCA was looking to sell it for \$93,000. After discussions with the City Manager and CFO, staff had the building inspected, held discussions with Mobil Modular, Ramtech, and William Scottsman on the current market value. After some negotiations, the YMCA accepted the amount of \$72,000. A long term agreement was then reached with LVUSD for the pad that the classroom sits on.

In 2003, City Council approved the School Facilities Joint Use Agreement with the Las Virgenes Unified School District for the use of facilities at A.C. Stelle Middle School. The Joint Use Agreement provides the City of Calabasas access to the following facilities for a fifteen year period:

- The upper and lower outdoor grass playing fields
- The gymnasium
- The outdoor basketball courts
- The restrooms adjacent to the gymnasium
- The parking lots serving the playing fields and gymnasium

To provide an equal opportunity for outside organizations to use the facilities staff advertised in a local newspaper in 2003, a notice to invite program/activities to be offered at A.C. Stelle Middle School. Proposals were taken with four organizations submitting:

- Old School Basketball Academy
- Rovers Soccer Club
- West Valley Soccer Club
- Zacharatos Karate & Kickboxing

In 2009, City Council approved the School Facilities Joint Use Agreement with the Las Virgenes Unified School District for the use of the gymnasium at A.E. Wright Middle School. The Joint Use Agreement provides the City of Calabasas access to the following facilities for a twelve year period:

- The gymnasium
- Gymnasium restroom
- The parking lots serving the gymnasium

These agreements serve a need for the City as identified in the Parks & Recreation Master Plan by increasing recreational opportunities for the community.

Since both Joint Use Agreements have been approved, staff has used the facilities for the City's youth and adult basketball programs. Currently we have the following

organizations using the facilities at A.C. Stelle Middle School and A.E Wright Middle School.

- West Valley Soccer League (M, W, F & Sat) A.C. Stelle Middle School
- Barcelona Soccer League (T, Th, & Sat) A.C. Stelle Middle School
- Zacharatos Karate & Kickboxing (Soccer Class) A.C. Stelle Middle School
- Courtside Hoops (Gymnasium) A.C. Stelle Middle School & A.E. Wright Middle School

FISCAL IMPACT/SOURCE OF FUNDING:

Total expenditures of \$105,000 from accounts 10-515-553600 and 10-515-525305. Total revenue of \$127,000 posted to the following three accounts 10-000-446006, 10-000-446007, and 10-000-440010.

REQUESTED ACTION:

It is requested that the City Council review, discuss and file this report.

ATTACHMENTS:

None



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 12, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION AND CONSIDERATION OF OPTIONS FOR COMMISSION TERMS

MEETING

DATE: OCTOBER 26, 2016

SUMMARY:

In compliance with SB 415, Ordinance No. 2016-339, amending the City's Municipal Code to change election dates to November of even-numbered years was adopted on September 28, 2016. The amendment also extended the terms of current Councilmembers by 12 months.

In March 2014 when election dates were changed, the Council opted to also extend the terms of their Commission appointments.

The City's Municipal Code for most Commissions, except for the Library Commission which terms are for three years, currently reads as follows:

"Commissioners nominated by individual councilmembers shall have a term lasting for the lesser of two years or until the expiration of the term of the councilmember who nominated him or her. The alternate shall have a term lasting two years. Notwithstanding the expiration of a term, a commissioner or alternate shall continue until his or her successor has been appointed."

RECOMMENDATION:

That the City Council discuss and consider options for Commission terms.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 18, 2016

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION REGARDING MANDATORY PUBLIC WORKSHOPS FOR LARGER DEVELOPMENT PROJECTS

MEETING

DATE: OCTOBER 26, 2016

SUMMARY:

This item is being presented for discussion at the request of Mayor Bozajian.

RECOMMENDATION:

That the City Council discuss mandatory public workshops for larger development projects.



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
City Attorney					
96445	9/21/2016	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	16,137.33	City Attorney
96445	9/21/2016	COLANTUONO, HIGHSMITH &	2015 ANNEXATION	7,925.25	City Attorney
96569	10/5/2016	HOPKINS & CARLEY	LEGAL SERVICES	2,831.50	City Attorney
96445	9/21/2016	COLANTUONO, HIGHSMITH &	MISC SPECIAL COUNSEL PROJ	2,075.00	City Attorney
96445	9/21/2016	COLANTUONO, HIGHSMITH &	LABOR & EMPLOYMENT	150.00	City Attorney
Total Amount for 5 Line Item(s) from City Attorney				\$29,119.08	
City Clerk					
96602	10/5/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	90.00	City Clerk
96518	9/28/2016	MUNICIPAL CODE CORPORATION	MUNICIPAL CODE SUPPLEMENTS	76.30	City Clerk
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	72.53	City Clerk
96487	9/21/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	City Clerk
96527	9/28/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	City Clerk
96676	10/12/2016	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	City Clerk
Total Amount for 6 Line Item(s) from City Clerk				\$373.83	
City Council					
96559	10/5/2016	CR PRINT	PROCLAMATIONS	4,152.90	City Council
96439	9/21/2016	BOZAJIAN/JAMES R.//	REIMB TRAVEL-CCCA CONFERENCE	653.88	City Council
96582	10/5/2016	MAURER/MARY SUE//	REIMB TRAVEL-CCCA CONFERENCE	619.88	City Council
96604	10/5/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	192.74	City Council
Total Amount for 4 Line Item(s) from City Council				\$5,619.40	
Civic Center O&M					
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	7,997.10	Civic Center O&M
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	6,465.73	Civic Center O&M
96636	10/12/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,690.50	Civic Center O&M
96454	9/21/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,768.41	Civic Center O&M
96636	10/12/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,768.41	Civic Center O&M
96668	10/12/2016	SIMPLEX GRINNELL	SYSTEM MAINTENANCE	1,378.72	Civic Center O&M
96620	10/12/2016	CLIMATEC BUILDING	HVAC SERVICES	899.00	Civic Center O&M
96620	10/12/2016	CLIMATEC BUILDING	HVAC SERVICES	899.00	Civic Center O&M
96504	9/28/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	626.00	Civic Center O&M





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96606	10/5/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	608.02	Civic Center O&M
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	585.60	Civic Center O&M
96629	10/12/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CIVIC CTR	500.00	Civic Center O&M
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	473.46	Civic Center O&M
96577	10/5/2016	LEDDY POWER SYSTEMS, INC.	GENERATOR REPAIRS	365.00	Civic Center O&M
96432	9/21/2016	AM PM DOOR INC	DOOR REPAIRS	345.00	Civic Center O&M
96482	9/21/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	336.22	Civic Center O&M
96482	9/21/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	271.84	Civic Center O&M
96629	10/12/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
96535	9/28/2016	WOOD GRAPHICS UNLIMITED INC.	ELECTRIC BRAND LABEL	201.65	Civic Center O&M
96553	10/5/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	154.36	Civic Center O&M
96553	10/5/2016	CIRCULATING AIR, INC.	HVAC MAINTENANCE	154.36	Civic Center O&M
96476	9/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Civic Center O&M
96476	9/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.51	Civic Center O&M
96564	10/5/2016	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	125.03	Civic Center O&M
96564	10/5/2016	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	125.03	Civic Center O&M
Total Amount for 25 Line Item(s) from Civic Center O&M				\$29,279.47	

Community Development

96650	10/12/2016	M6 CONSULTING, INC.	PLAN CHECK SERVICES	20,727.53	Community Development
96650	10/12/2016	M6 CONSULTING, INC.	INSPECTION SERVICES	18,402.50	Community Development
96440	9/21/2016	CALABASAS CREST LTD	R.A.P.- OCT 2016	6,174.00	Community Development
96650	10/12/2016	M6 CONSULTING, INC.	PERMIT SERVICES	3,915.00	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	2,491.41	Community Development
96630	10/12/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	852.50	Community Development
96490	9/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	374.07	Community Development
96458	9/21/2016	INTERNATIONAL CODE COUNCIL INC	CODE BOOKS	331.22	Community Development
96450	9/21/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	310.00	Community Development
96465	9/21/2016	MILES/AUDREY//	R.A.P.- OCT 2016	210.00	Community Development
96451	9/21/2016	FLEYSHMAN/ALBERT//	R.A.P.- OCT 2016	210.00	Community Development
96464	9/21/2016	MEDVETSKY/LINA//	R.A.P.- OCT 2016	210.00	Community Development
96455	9/21/2016	HENDERSON/LYN//	R.A.P.- OCT 2016	210.00	Community Development
96477	9/21/2016	SHAHIR/RAHIM//	R.A.P.- OCT 2016	210.00	Community Development
96495	9/21/2016	YAZDINIAN/SUSAN//	R.A.P.- OCT 2016	210.00	Community Development
96447	9/21/2016	CYBERCOPY	COPY/PRINTING SERVICE	99.68	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	93.47	Community Development



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96450	9/21/2016	ENVIRONMENTAL SCIENCE	ENVIRONMENTAL CONSULTING	77.50	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	56.73	Community Development
96506	9/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	52.05	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	46.49	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	43.44	Community Development
96447	9/21/2016	CYBERCOPY	COPY/PRINTING SERVICE	37.88	Community Development
96507	9/28/2016	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	37.80	Community Development
96506	9/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	34.34	Community Development
96624	10/12/2016	CYBERCOPY	COPY/PRINTING SERVICE	34.34	Community Development
96506	9/28/2016	CYBERCOPY	COPY/PRINTING SERVICE	23.16	Community Development
96644	10/12/2016	L.A. CO. ASSESSOR	MAPS AND POSTAGE	5.81	Community Development
Total Amount for 28 Line Item(s) from Community Development				\$55,480.92	

Community Services

96628	10/12/2016	DSR AUDIO	ENTERTAINMENT- PUMPKIN FEST	10,000.00	Community Services
96673	10/12/2016	TEAM PLAY EVENTS	ENTERTAINMENT- PUMPKIN FEST	8,395.00	Community Services
96613	10/12/2016	AWESOME EVENTS INC	ENTERTAINMENT- PUMPKIN FEST	5,798.00	Community Services
96542	10/5/2016	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- DE ANZA	5,745.00	Community Services
96640	10/12/2016	KASTL AMUSEMENTS	ENTERTAINMENT- PUMPKIN FEST	5,000.00	Community Services
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,681.66	Community Services
96626	10/12/2016	DMH ENTERPRISES	ENTERTAINMENT- PUMPKIN FEST	3,500.00	Community Services
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	3,130.18	Community Services
96538	9/30/2016	L.A. COUNTY PUBLIC HEALTH SVCS	VENDOR PERMITS- PUMPKIN FEST	2,966.00	Community Services
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,552.27	Community Services
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,101.84	Community Services
96621	10/12/2016	COLD DUCK PRODUCTIONS, INC.	ENTERTAINMENT- PUMPKIN FEST	2,000.00	Community Services
96682	10/12/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,348.96	Community Services
96454	9/21/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,258.23	Community Services
96636	10/12/2016	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,258.23	Community Services
96565	10/5/2016	GONZALES MASONRY	CONCRETE REPAIRS- DE ANZA	1,160.00	Community Services
96635	10/12/2016	GUDIS/MATT//	ENTERTAINMENT- PUMPKIN FEST	900.00	Community Services
96625	10/12/2016	DIAL M PRODUCTIONS	ENTERTAINMENT- PUMPKIN FEST	650.00	Community Services
96594	10/5/2016	SECURAL SECURITY CORP	SECURITY- FILM FESTIVAL	622.80	Community Services
96573	10/5/2016	JACOBS/SAUL//	RECREATION INSTRUCTOR	581.00	Community Services
96670	10/12/2016	SOUZA/MIKE//	ENTERTAINMENT- PUMPKIN FEST	580.00	Community Services
96505	9/28/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	570.00	Community Services



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96492	9/21/2016	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	470.51	Community Services
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	465.38	Community Services
96476	9/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES/GRP	431.42	Community Services
96627	10/12/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	420.00	Community Services
96665	10/12/2016	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	397.60	Community Services
96665	10/12/2016	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	397.60	Community Services
96520	9/28/2016	OSLER BISHOP & ASSOCIATES	RECREATION INSTRUCTOR	371.70	Community Services
96526	9/28/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	343.36	Community Services
96618	10/12/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- JME22147	342.70	Community Services
96592	10/5/2016	ROBINS/ROBIN//	RECREATION INSTRUCTOR	327.06	Community Services
96435	9/21/2016	AT&T	TELEPHONE SERVICE	305.15	Community Services
96500	9/28/2016	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	191.89	Community Services
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	186.89	Community Services
96508	9/28/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- AUG 16	185.00	Community Services
96629	10/12/2016	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
96490	9/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	181.07	Community Services
96434	9/21/2016	ANAYA/FELIPE//	REIMB MILEAGE - JUN-AUG 16	174.96	Community Services
96476	9/21/2016	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	145.52	Community Services
96457	9/21/2016	INNER-I ...SECURITY IN FOCUS	JUL-SEP 2016 MONITORING- DEANZ	135.00	Community Services
96517	9/28/2016	MCDONALD/BRUCE//	RECREATION INSTRUCTOR	126.00	Community Services
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	117.75	Community Services
96661	10/12/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	113.80	Community Services
96482	9/21/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	107.30	Community Services
96579	10/5/2016	LUGO/SHARLENE//	RECREATION INSTRUCTOR	106.00	Community Services
96484	9/21/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
96478	9/21/2016	SHAPIRO/SAMANTHA//	ENTERTAINMENT- JULY 4TH	100.00	Community Services
96486	9/21/2016	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	95.52	Community Services
96435	9/21/2016	AT&T	TELEPHONE SERVICE	94.81	Community Services
96572	10/5/2016	INNER-I ...SECURITY IN FOCUS	JUL-SEP 2016 MONITORING- SRCTR	90.00	Community Services
96570	10/5/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	85.21	Community Services
96659	10/12/2016	PORT-A-STOR INC.	STORAGE - A E WRIGHT	85.00	Community Services
96659	10/12/2016	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
96484	9/21/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	55.00	Community Services
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	33.63	Community Services
96457	9/21/2016	INNER-I ...SECURITY IN FOCUS	JUL-SEP 2016 MONITORING- CRKSD	22.50	Community Services
96525	9/28/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	22.50	Community Services



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96649	10/12/2016	LIVESCAN	FINGERPRINTING SERVICES	19.00	Community Services
96531	9/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	15.76	Community Services
96479	9/21/2016	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	14.00	Community Services
Total Amount for 62 Line Item(s) from Community Services				\$71,213.74	
Finance					
96655	10/12/2016	MOSS, LEVY & HARTZHEIM	AUDIT WORK TO DATE FY 15/16	10,000.00	Finance
96656	10/12/2016	MUNISERVICES, LLC	UUT COMPLIANCE SERVICES	4,933.53	Finance
96540	10/5/2016	ADP, INC	PAYROLL PROCESSING	2,726.93	Finance
96428	9/21/2016	ADP, INC	PAYROLL PROCESSING	1,045.99	Finance
96540	10/5/2016	ADP, INC	PAYROLL PROCESSING	1,017.65	Finance
96469	9/21/2016	MUNISERVICES, LLC	SALES TAX REPORTING SYSTEM	500.00	Finance
96428	9/21/2016	ADP, INC	PAYROLL PROCESSING	55.20	Finance
96531	9/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	30.25	Finance
96604	10/5/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	2.72	Finance
Total Amount for 9 Line Item(s) from Finance				\$20,312.27	
Klubhouse Preschool					
96537	9/28/2016	ZEBRA ENTERTAINMENT & EVENTS	KLUBHOUSE EVENTS	6,000.00	Klubhouse Preschool
96505	9/28/2016	COMMERCIAL MAINTENANCE	JANITORIAL SERVICES	1,330.00	Klubhouse Preschool
96616	10/12/2016	BBA PROMOTIONS	KLUBHOUSE ADVERTISING	976.31	Klubhouse Preschool
96616	10/12/2016	BBA PROMOTIONS	KLUBHOUSE ADVERTISING	291.38	Klubhouse Preschool
96661	10/12/2016	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	265.52	Klubhouse Preschool
96475	9/21/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	254.40	Klubhouse Preschool
96593	10/5/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	254.40	Klubhouse Preschool
96663	10/12/2016	ROSATI FARMS	MILK/YOGURT DELIVERY	236.40	Klubhouse Preschool
96466	9/21/2016	MINI EXPRESS/THE//	ENTERTAINMENT- SUMMER BBQ	200.00	Klubhouse Preschool
96570	10/5/2016	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SERVICES	198.81	Klubhouse Preschool
96604	10/5/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	129.27	Klubhouse Preschool
96531	9/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	127.11	Klubhouse Preschool
96476	9/21/2016	SECURAL SECURITY CORP	ALARM RESPONSE- CRKSID	54.60	Klubhouse Preschool
96457	9/21/2016	INNER-I ...SECURITY IN FOCUS	JUL-SEP 2016 MONITORING- CRKSD	52.50	Klubhouse Preschool
96525	9/28/2016	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	52.50	Klubhouse Preschool



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Total Amount for 15 Line Item(s) from Klubhouse Preschool				\$10,423.20	
<u>Library</u>					
96548	10/5/2016	BIBLIOTHECA, LLC	E-BOOKS	2,287.31	Library
96637	10/12/2016	INFOGROUP	LICENSE RENEWAL	2,285.00	Library
96632	10/12/2016	GALE CENGAGE LEARNING	E-BOOKS	2,173.97	Library
96548	10/5/2016	BIBLIOTHECA, LLC	E-BOOKS	2,104.42	Library
96591	10/5/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	992.85	Library
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	684.77	Library
96587	10/5/2016	OCLC, INC.	MEMBERSHIP DUES- SEP 2016	682.60	Library
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	667.88	Library
96452	9/21/2016	GALE CENGAGE LEARNING	E-BOOKS	578.45	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	539.55	Library
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	422.04	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	412.98	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	408.73	Library
96550	10/5/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- SJN11213	388.87	Library
96591	10/5/2016	RECORDED BOOKS, LLC	BOOKS ON CD	361.33	Library
96638	10/12/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	345.63	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	319.61	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	294.35	Library
96599	10/5/2016	TIME WARNER CABLE	CABLE MODEM- LIBRARY	292.90	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	277.34	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	234.04	Library
96662	10/12/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	225.00	Library
96544	10/5/2016	AT&T	TELEPHONE SERVICE	190.13	Library
96607	10/5/2016	WENGER/DEANNE//	YOGA INSTRUCTOR- LIBRARY	180.00	Library
96662	10/12/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	172.41	Library
96452	9/21/2016	GALE CENGAGE LEARNING	E-BOOKS	164.58	Library
96591	10/5/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	120.06	Library
96456	9/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	100.13	Library
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	90.27	Library
96638	10/12/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	83.40	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	80.17	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	78.04	Library
96550	10/5/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WGH01091	75.60	Library



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96550	10/5/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- WGH01091	75.60	Library
96591	10/5/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	73.08	Library
96452	9/21/2016	GALE CENGAGE LEARNING	E-BOOKS	65.76	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	57.67	Library
96456	9/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	57.55	Library
96662	10/12/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
96638	10/12/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	47.16	Library
96662	10/12/2016	RECORDED BOOKS, LLC	BOOKS ON CD	45.34	Library
96591	10/5/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	41.98	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	41.74	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	41.26	Library
96550	10/5/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library
96614	10/12/2016	BAKER & TAYLOR	BOOKS-LIBRARY	35.56	Library
96632	10/12/2016	GALE CENGAGE LEARNING	E-BOOKS	34.27	Library
96584	10/5/2016	MIDWEST TAPE	DVD'S-LIBRARY	29.80	Library
96452	9/21/2016	GALE CENGAGE LEARNING	E-BOOKS	26.41	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	24.61	Library
96638	10/12/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	23.96	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	23.29	Library
96571	10/5/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	21.34	Library
96662	10/12/2016	RECORDED BOOKS, LLC	E- AUDIO BOOKS	18.99	Library
96456	9/21/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	14.12	Library
96546	10/5/2016	BAKER & TAYLOR	BOOKS-LIBRARY	13.40	Library
96638	10/12/2016	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	10.45	Library
Total Amount for 57 Line Item(s) from Library				\$19,232.75	

LMD #22

96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	18,767.50	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,534.21	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,891.82	LMD #22
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,924.57	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,845.06	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,845.06	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,845.06	LMD #22
96588	10/5/2016	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	8,400.00	LMD #22
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,224.47	LMD #22



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96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,900.43	LMD #22
96436	9/21/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,478.76	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,224.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,851.71	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,590.39	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,963.97	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,808.81	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,660.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,944.05	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,672.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,466.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,380.00	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,380.00	LMD #22
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,291.02	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,257.74	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,201.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,121.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,045.96	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,967.65	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,930.75	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,851.05	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,794.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,640.40	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,471.35	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,316.66	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,233.85	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,200.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,147.35	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	990.00	LMD #22
96499	9/28/2016	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	900.00	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	887.25	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	789.04	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	765.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	748.47	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	718.75	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	650.00	LMD #22



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96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	625.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	621.80	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	618.75	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	607.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.78	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	462.00	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	447.89	LMD #22
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	439.74	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	434.08	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	394.80	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	363.00	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	352.75	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	343.00	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	309.33	LMD #22
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	293.92	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	257.60	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	247.50	LMD #22
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	203.01	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	142.74	LMD #22
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	129.40	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	126.63	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	125.34	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	117.16	LMD #22
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	114.80	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	114.30	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	108.71	LMD #22
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	92.20	LMD #22
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	81.86	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	77.71	LMD #22
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	74.14	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	68.55	LMD #22
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	51.50	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	48.35	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	40.92	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	30.70	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	28.39	LMD #22



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96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	22.77	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	16.88	LMD #22
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	12.70	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	9.46	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	8.70	LMD #22
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	4.35	LMD #22
Total Amount for 89 Line Item(s) from LMD #22				\$189,035.37	

LMD #24

96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,869.43	LMD #24
96677	10/12/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,200.00	LMD #24
96677	10/12/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,190.00	LMD #24
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	600.00	LMD #24
96677	10/12/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	600.00	LMD #24
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	400.00	LMD #24
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	239.94	LMD #24
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	126.82	LMD #24
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	27.77	LMD #24
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	8.20	LMD #24
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	5.30	LMD #24
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	0.91	LMD #24
Total Amount for 12 Line Item(s) from LMD #24				\$9,268.37	

LMD #27

96468	9/21/2016	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	15,730.00	LMD #27
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,115.76	LMD #27
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	824.56	LMD #27
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	240.00	LMD #27
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	79.04	LMD #27
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	28.14	LMD #27
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	24.58	LMD #27
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	2.05	LMD #27
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	1.32	LMD #27
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	0.23	LMD #27



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Total Amount for 10 Line Item(s) from LMD #27				\$18,045.68	
<u>LMD #32</u>					
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,844.73	LMD #32
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	24.30	LMD #32
96498	9/28/2016	ANDERSONPENNA PARTNERS, INC.	ANNUAL LMD REFORMATION	4.86	LMD #32
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	2.05	LMD #32
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	1.32	LMD #32
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	0.23	LMD #32
Total Amount for 6 Line Item(s) from LMD #32				\$1,877.49	
<u>LMD 22 - Common Benefit Area</u>					
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	22,857.78	LMD 22 - Common Benefit Area
96516	9/28/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
96581	10/5/2016	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,590.07	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,687.89	LMD 22 - Common Benefit Area
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,700.00	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,073.86	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,677.25	LMD 22 - Common Benefit Area
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,520.00	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,412.97	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,354.13	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,174.40	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,866.52	LMD 22 - Common Benefit Area
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,809.80	LMD 22 - Common Benefit Area
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,741.96	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,625.00	LMD 22 - Common Benefit Area
96627	10/12/2016	DNA ELECTRIC	ELECTRICAL REPAIRS	1,443.00	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,348.17	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,312.25	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,188.30	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	862.50	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	694.01	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	536.00	LMD 22 - Common Benefit Area



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96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	454.89	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	450.00	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	437.50	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	343.46	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	306.25	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	243.75	LMD 22 - Common Benefit Area
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	233.50	LMD 22 - Common Benefit Area
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	220.72	LMD 22 - Common Benefit Area
96603	10/5/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	204.61	LMD 22 - Common Benefit Area
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	170.52	LMD 22 - Common Benefit Area
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	86.02	LMD 22 - Common Benefit Area
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	26.11	LMD 22 - Common Benefit Area
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	19.96	LMD 22 - Common Benefit Area
Total Amount for 36 Line Item(s) from LMD 22 - Common Benefit Area				\$98,133.15	

Media Operations

96679	10/12/2016	VERIZON WIRELESS	TELEPHONE SERVICE	6,904.42	Media Operations
96586	10/5/2016	NICKERSON/LAURA//	CTV HOST SERVICES	2,990.00	Media Operations
96598	10/5/2016	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,517.84	Media Operations
96544	10/5/2016	AT&T	TELEPHONE SERVICE	1,492.69	Media Operations
96598	10/5/2016	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,374.16	Media Operations
96669	10/12/2016	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	1,285.00	Media Operations
96598	10/5/2016	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,099.22	Media Operations
96566	10/5/2016	GRANICUS INC.	WEB ARCHIVING SERVICE	750.00	Media Operations
96585	10/5/2016	NATIONAL CAPTIONING INSTITUTE	CLOSED CAPTIONING SVCS	735.00	Media Operations
96574	10/5/2016	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
96448	9/21/2016	ECONOMIC ALLIANCE	HACKATHON SPONSORSHIP	500.00	Media Operations
96583	10/5/2016	MEGAPATH CLOUD COMPANY	DSL SERVICE	457.05	Media Operations
96599	10/5/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	391.41	Media Operations
96599	10/5/2016	TIME WARNER CABLE	CABLE MODEM- CITY HALL	375.00	Media Operations
96680	10/12/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	250.28	Media Operations
96604	10/5/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	239.75	Media Operations
96574	10/5/2016	KEY INFORMATION SYSTEMS, INC.	INSURANCE RENEWAL T-1LINE	100.00	Media Operations
96485	9/21/2016	TRIBUNE MEDIA SERVICES, LLC	CTV GUIDE LISTING	96.18	Media Operations
96427	9/21/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
96427	9/21/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations



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96427	9/21/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
96427	9/21/2016	ACORN NEWSPAPER	CTV ADVERTISING	60.00	Media Operations
96545	10/5/2016	AT&T MOBILITY	TELEPHONE SERVICE	46.66	Media Operations
Total Amount for 23 Line Item(s) from Media Operations				\$21,423.43	

Non-Departmental

96441	9/21/2016	CALIFORNIA JPIA	ALL RISK PROPERTY INSURANCE	36,811.00	Non-Departmental
96425	9/19/2016	DREAM BIG SCULPTURE	ART SCULPTURE 2/3 PAYMENT	25,000.00	Non-Departmental
96653	10/12/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	5,355.00	Non-Departmental
96595	10/5/2016	SHERIDAN GROUP/THE//	CITY HALL FURNITURE	3,573.89	Non-Departmental
96476	9/21/2016	SECURAL SECURITY CORP	PARKING ENFORCEMENT	2,850.43	Non-Departmental
96639	10/12/2016	IRON MOUNTAIN	STORAGE SERVICES	2,103.59	Non-Departmental
96530	9/28/2016	VENCO WESTERN, INC.	EMERGENCY SERVICE- FIRE 6/4/16	2,096.90	Non-Departmental
96653	10/12/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	945.00	Non-Departmental
96559	10/5/2016	CR PRINT	STOCK - ENVELOPES	712.86	Non-Departmental
96580	10/5/2016	MAILFINANCE	POSTAGE METER LEASE	451.68	Non-Departmental
96618	10/12/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- TQH05599	406.07	Non-Departmental
96523	9/28/2016	READYREFRESH BY NESTLE	WATER SERVICE	401.95	Non-Departmental
96531	9/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	217.00	Non-Departmental
96442	9/21/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental
96442	9/21/2016	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	20.54	Non-Departmental
96664	10/12/2016	SECRETARY OF STATE	SI-100 FILING FEE	20.00	Non-Departmental
96604	10/5/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	19.53	Non-Departmental
96562	10/5/2016	FEDERAL EXPRESS CORP.	COURIER SERVICE	9.68	Non-Departmental
Total Amount for 18 Line Item(s) from Non-Departmental				\$81,056.22	

Payroll

96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	7,679.27	Payroll
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	4,243.61	Payroll
96567	10/5/2016	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96605	10/5/2016	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96563	10/5/2016	FOLEY/KARYN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96568	10/5/2016	HILL/BOB//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96578	10/5/2016	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96551	10/5/2016	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll



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96589	10/5/2016	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	2,065.50	Payroll
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	836.76	Payroll
96521	9/28/2016	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- OCT 16	72.00	Payroll
Total Amount for 11 Line Item(s) from Payroll				\$27,290.14	
<u>Police / Fire / Safety</u>					
96462	9/21/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- AUG 2016	358,335.24	Police / Fire / Safety
96462	9/21/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- AUG 2016	8,333.40	Police / Fire / Safety
96461	9/21/2016	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- AUG 2016	2,568.07	Police / Fire / Safety
96513	9/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	1,493.21	Police / Fire / Safety
96513	9/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,348.69	Police / Fire / Safety
96513	9/28/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	774.11	Police / Fire / Safety
96575	10/5/2016	KUSTOM SIGNALS, INC.	LASER EQUIPMENT REPAIRS	57.76	Police / Fire / Safety
96462	9/21/2016	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	39.57	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$372,950.05	
<u>Public Works</u>					
96497	9/28/2016	ALL AMERICAN ASPHALT	2016 CITYWIDE OVERLAY	301,773.61	Public Works
96510	9/28/2016	GREENE TREE CARE	LANDSCAPE SERVICES	85,550.00	Public Works
96554	10/5/2016	CITY OF LOS ANGELES- PW	RIVER WATERSHED MGMT PROGRAM	16,541.00	Public Works
96617	10/12/2016	CALIFORNIA GREEN CONSULTING	GREEN STREET PROJECT	15,960.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,765.14	Public Works
96519	9/28/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	14,160.00	Public Works
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,949.33	Public Works
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,486.61	Public Works
96561	10/5/2016	DLT SOLUTIONS, LLC	AUTOCAD SOFTWARE LICENSE	4,984.56	Public Works
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,580.43	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,514.12	Public Works
96609	10/5/2016	WILHELM/RICHARD//	FIELD INVESTIGTN/DRAFTING SVCS	3,025.00	Public Works
96426	9/21/2016	4IMPRINT	CITY LOGO BAGS	2,791.29	Public Works
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	2,381.42	Public Works
96512	9/28/2016	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,332.00	Public Works
96539	10/5/2016	ACCURATE BACKFLOW TESTING	INSTALL BACKFLOW DEVICE	2,325.00	Public Works
96557	10/5/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	2,182.47	Public Works
96645	10/12/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,000.13	Public Works



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96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- OKMIT	1,779.92	Public Works
96610	10/5/2016	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	1,710.00	Public Works
96660	10/12/2016	PRECISION CONCRETE CUTTING	STREET REPAIRS	1,690.88	Public Works
96612	10/12/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	1,517.86	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,415.00	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,310.00	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	720.00	Public Works
96509	9/28/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
96634	10/12/2016	GORGIN/KLAYMOND//	CONSULTING SERVICES	704.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	641.66	Public Works
96515	9/28/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96515	9/28/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96647	10/12/2016	LEMUS/ALBA//	CONSULTING SERVICES	616.00	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	600.00	Public Works
96443	9/21/2016	CHAO/STEFFI YI-CHIAO//	CONSULTING SERVICES	560.00	Public Works
96528	9/28/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	525.00	Public Works
96443	9/21/2016	CHAO/STEFFI YI-CHIAO//	CONSULTING SERVICES	460.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	440.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
96534	9/28/2016	WILLDAN ASSOCIATES INC.	CHECK LOT MERGER	400.00	Public Works
96610	10/5/2016	WILLDAN ASSOCIATES INC.	MAP REVIEW	390.00	Public Works
96494	9/21/2016	WILLDAN ASSOCIATES INC.	GEOTECH REVIEW	380.00	Public Works
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	351.35	Public Works
96471	9/21/2016	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	345.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	345.00	Public Works
96623	10/12/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	323.13	Public Works
96677	10/12/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	300.00	Public Works
96489	9/21/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	292.00	Public Works
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	277.00	Public Works
96558	10/5/2016	COUNTY SANITATION DISTRICT	REFUSE FEES- AUG 2016	273.00	Public Works
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	238.00	Public Works
96610	10/5/2016	WILLDAN ASSOCIATES INC.	TRAFFIC REVIEW	231.00	Public Works
96576	10/5/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	211.62	Public Works
96647	10/12/2016	LEMUS/ALBA//	CONSULTING SERVICES	198.00	Public Works
96678	10/12/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	132.53	Public Works
96488	9/21/2016	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	125.00	Public Works



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96645	10/12/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	119.25	Public Works
96557	10/5/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	114.40	Public Works
96675	10/12/2016	UNDERGROUND SERVICE ALERT	MONTHLY MEMBERSHIP FEE	81.00	Public Works
96556	10/5/2016	COUNTY CLERK, CO. OF L.A.	NOE FILING FEE- CEQA	75.00	Public Works
96557	10/5/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	57.20	Public Works
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	48.01	Public Works
96679	10/12/2016	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
96543	10/5/2016	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	35.08	Public Works
Total Amount for 63 Line Item(s) from Public Works				\$522,184.01	

Recoverable / Refund / Liability

96444	9/21/2016	CHARLES PANKOW BUILDERS, LTD	RELEASE OF RETENTION	249,886.00	Recoverable / Refund / Liability
96522	9/28/2016	PETTY CASH	PETTY CASH- PUMPKIN FEST	15,000.00	Recoverable / Refund / Liability
96473	9/21/2016	PERLMUTTER/JAY//	REFUND PLANNING PERMIT	1,597.88	Recoverable / Refund / Liability
96472	9/21/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	900.00	Recoverable / Refund / Liability
96472	9/21/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	591.47	Recoverable / Refund / Liability
96480	9/21/2016	SOLARCITY CORPORATION	REFUND BUILDING PERMIT	201.20	Recoverable / Refund / Liability
96430	9/21/2016	ALL AMERICAN GENERATOR &	REFUND PLANNING PERMIT	146.00	Recoverable / Refund / Liability
96641	10/12/2016	KIM/YOON SUNG//	RECREATION REFUND	120.00	Recoverable / Refund / Liability
96472	9/21/2016	P&A ADMINISTRATIVE SVCS INC	FSA-MED CARE REIMBURSEMENT	114.80	Recoverable / Refund / Liability
96657	10/12/2016	OURFALIAN/ CAROLYN//	RECREATION REFUND	99.00	Recoverable / Refund / Liability
96547	10/5/2016	BEN-SHUSHAN/HAGIT//	RECREATION REFUND	85.00	Recoverable / Refund / Liability
96463	9/21/2016	LEO/ANGELINA//	REFUND BUS PASS	80.00	Recoverable / Refund / Liability
96502	9/28/2016	CHAN/GINA//	BUS PASS REFUND	80.00	Recoverable / Refund / Liability
96671	10/12/2016	STELLINO/LAURA//	RECREATION REFUND	50.00	Recoverable / Refund / Liability
96483	9/21/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 9/16/16	46.15	Recoverable / Refund / Liability
96483	9/21/2016	STATE DISBURSMENT	WAGE GARNISHMENT- 9/2/16	46.15	Recoverable / Refund / Liability
96459	9/21/2016	JOHNS/NANCY//	REFUND BUILDING PERMIT	20.16	Recoverable / Refund / Liability
96438	9/21/2016	BEN-SHUSHAN/HAGIT//	RECREATION REFUND	20.00	Recoverable / Refund / Liability
96449	9/21/2016	EDMONSON/LARRY//	ICMA REIMBURSEMENT	5.92	Recoverable / Refund / Liability
96597	10/5/2016	SULLY-MILLER CONTRACTING CO.	PARK & RIDE PROJECT	-3,592.03	Recoverable / Refund / Liability
96444	9/21/2016	CHARLES PANKOW BUILDERS, LTD	ARCHITECTURAL DESIGN	-7,902.00	Recoverable / Refund / Liability
96497	9/28/2016	ALL AMERICAN ASPHALT	2016 CITYWIDE OVERLAY	-15,088.68	Recoverable / Refund / Liability
96631	10/12/2016	EXCEL PAVING COMPANY	LAS VIRGENES ROAD PROJ	-20,789.79	Recoverable / Refund / Liability



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Total Amount for 23 Line Item(s) from Recoverable / Refund / Liability				\$221,717.23	
Senior Center Construction					
96444	9/21/2016	CHARLES PANKOW BUILDERS, LTD	ARCHITECTURAL DESIGN	173,713.00	Senior Center Construction
96467	9/21/2016	MITY-LITE, INC.	CHAIRS/TABLES- SENIOR CENTER	16,019.34	Senior Center Construction
96453	9/21/2016	GREEN DINOSAUR INC	LEED SUSTAINABILITY - SR CTR	2,728.60	Senior Center Construction
96601	10/5/2016	TWINING LABORATORIES	FIELD INSPECTIONS- SR CTR	2,646.90	Senior Center Construction
96503	9/28/2016	CHARLES PANKOW BUILDERS, LTD	REPLACEMENT GLASS	1,470.20	Senior Center Construction
Total Amount for 5 Line Item(s) from Senior Center Construction				\$196,578.04	
Tennis & Swim Center					
96530	9/28/2016	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,687.38	Tennis & Swim Center
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,395.75	Tennis & Swim Center
96622	10/12/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	2,058.60	Tennis & Swim Center
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,933.93	Tennis & Swim Center
96648	10/12/2016	LITTLE LEARNERS LLC	RECREATION INSTRUCTOR	1,755.00	Tennis & Swim Center
96633	10/12/2016	GARBA ONADJA ENTERPRISES, LLC	RECREATION INSTRUCTOR	1,250.00	Tennis & Swim Center
96658	10/12/2016	PEAK ADVENTURES	RECREATION INSTRUCTOR	1,066.80	Tennis & Swim Center
96651	10/12/2016	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	992.90	Tennis & Swim Center
96651	10/12/2016	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	991.40	Tennis & Swim Center
96651	10/12/2016	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	973.21	Tennis & Swim Center
96674	10/12/2016	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	747.84	Tennis & Swim Center
96514	9/28/2016	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	741.25	Tennis & Swim Center
96555	10/5/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	598.41	Tennis & Swim Center
96446	9/21/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	490.70	Tennis & Swim Center
96542	10/5/2016	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- T&SC	459.00	Tennis & Swim Center
96532	9/28/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	431.98	Tennis & Swim Center
96482	9/21/2016	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	406.68	Tennis & Swim Center
96446	9/21/2016	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	396.81	Tennis & Swim Center
96501	9/28/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	330.84	Tennis & Swim Center
96532	9/28/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	318.39	Tennis & Swim Center
96549	10/5/2016	BOB'S LOCKSMITH SHOP	KEY/LOCK REPAIRS- T&SC	265.35	Tennis & Swim Center
96619	10/12/2016	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	257.32	Tennis & Swim Center
96681	10/12/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	243.46	Tennis & Swim Center
96536	9/28/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	220.56	Tennis & Swim Center



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Bank: BANK OF AMERICA - OPERATING
Reporting Period: 09/19/2016 to 10/12/2016

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96491	9/21/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	157.90	Tennis & Swim Center
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	142.09	Tennis & Swim Center
96683	10/12/2016	YEEOPP/BETTY//	RECREATION INSTRUCTOR	110.28	Tennis & Swim Center
96457	9/21/2016	INNER-I ...SECURITY IN FOCUS	JUL-SEP 2016 MONITORING- T&SC	75.00	Tennis & Swim Center
96437	9/21/2016	BCC	LIFE & DISABILITY INS- SEP 16	63.56	Tennis & Swim Center
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	58.71	Tennis & Swim Center
96681	10/12/2016	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	55.73	Tennis & Swim Center
96642	10/12/2016	KISHIMOTO/RAINE//	REIMB MILEAGE - SEP 16	54.97	Tennis & Swim Center
96476	9/21/2016	SECURAL SECURITY CORP	ALARM RESPONSE- T&SC	54.90	Tennis & Swim Center
96474	9/21/2016	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- SEP 16	34.80	Tennis & Swim Center
96429	9/21/2016	AIRGAS- WEST	TC HELIUM	31.15	Tennis & Swim Center
96496	9/28/2016	AIRGAS- WEST	TC HELIUM	30.53	Tennis & Swim Center
96611	10/12/2016	AIRGAS- WEST	TC HELIUM	30.53	Tennis & Swim Center
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	25.52	Tennis & Swim Center
96560	10/5/2016	CSAC-EXCESS INSURANCE	EAP/OCT-DEC 2016	11.34	Tennis & Swim Center

Total Amount for 39 Line Item(s) from Tennis & Swim Center

\$23,950.57

Transportation

96666	10/12/2016	SECURITY PAVING COMPANY INC	LOST HILLS INTERCHANGE PROJ	733,062.54	Transportation
96631	10/12/2016	EXCEL PAVING COMPANY	LAS VIRGENES ROAD PROJ	415,795.74	Transportation
96597	10/5/2016	SULLY-MILLER CONTRACTING CO.	PARK & RIDE PROJECT	71,840.24	Transportation
96615	10/12/2016	BANK OF SACRAMENTO	LOST HILLS PROJ- RETENTION	38,582.24	Transportation
96590	10/5/2016	PCI	PAVEMENT STRIPING AND MARKING	21,828.76	Transportation
96653	10/12/2016	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	21,789.82	Transportation
96524	9/28/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	21,085.00	Transportation
96672	10/12/2016	SUSTAINABLE SOLUTIONS SERVICES	STREET SIGN MEDIAN PROJECT	21,085.00	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	11,820.30	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	10,718.13	Transportation
96652	10/12/2016	MC CAIN PERFORMANCE DRIVEN	TRAFFIC SOFTWARE MAINTENANCE	8,500.00	Transportation
96654	10/12/2016	MOORE & ASSOCIATES, INC.	TITLE VI PLAN ANALYSIS	6,810.00	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	6,495.45	Transportation
96541	10/5/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	4,831.98	Transportation
96481	9/21/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,344.76	Transportation
96684	10/12/2016	Z.A.P. MANUFACTURING, INC.	TRAFFIC SIGNS	3,028.57	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	2,786.85	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	2,051.93	Transportation



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Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 09/19/2016 to 10/12/2016

Date: 10/17/2016
 Time: 2:22:53PM
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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
96433	9/21/2016	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- OCT 2016	1,925.00	Transportation
96667	10/12/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,800.49	Transportation
96667	10/12/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,680.00	Transportation
96667	10/12/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,680.00	Transportation
96431	9/21/2016	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	1,613.55	Transportation
96646	10/12/2016	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,227.60	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	TRANSIT MAINTENANCE	1,163.62	Transportation
96493	9/21/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	1,013.91	Transportation
96552	10/5/2016	CHRIS NELSON & ASSOC INC	SURVEY CONSULTING	995.00	Transportation
96643	10/12/2016	KOA CORPORATION	CALABASAS ON-CALL SVCS	750.00	Transportation
96667	10/12/2016	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	714.83	Transportation
96596	10/5/2016	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	531.50	Transportation
96608	10/5/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	489.37	Transportation
96511	9/28/2016	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE SIGNS	450.57	Transportation
96460	9/21/2016	KOA CORPORATION	CALABASAS ON-CALL SVCS	450.00	Transportation
96533	9/28/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	312.63	Transportation
96470	9/21/2016	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - AUG 16	310.05	Transportation
96600	10/5/2016	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- OCT 2016	258.92	Transportation
96490	9/21/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	216.41	Transportation
96531	9/28/2016	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	147.10	Transportation
96493	9/21/2016	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	77.44	Transportation
96623	10/12/2016	COUNTY OF LOS ANGELES	CONTRACT SERVICES	40.88	Transportation
Total Amount for 40 Line Item(s) from Transportation				\$1,424,306.18	
GRAND TOTAL for 594 Line Items				\$3,448,870.59	



CITY of CALABASAS

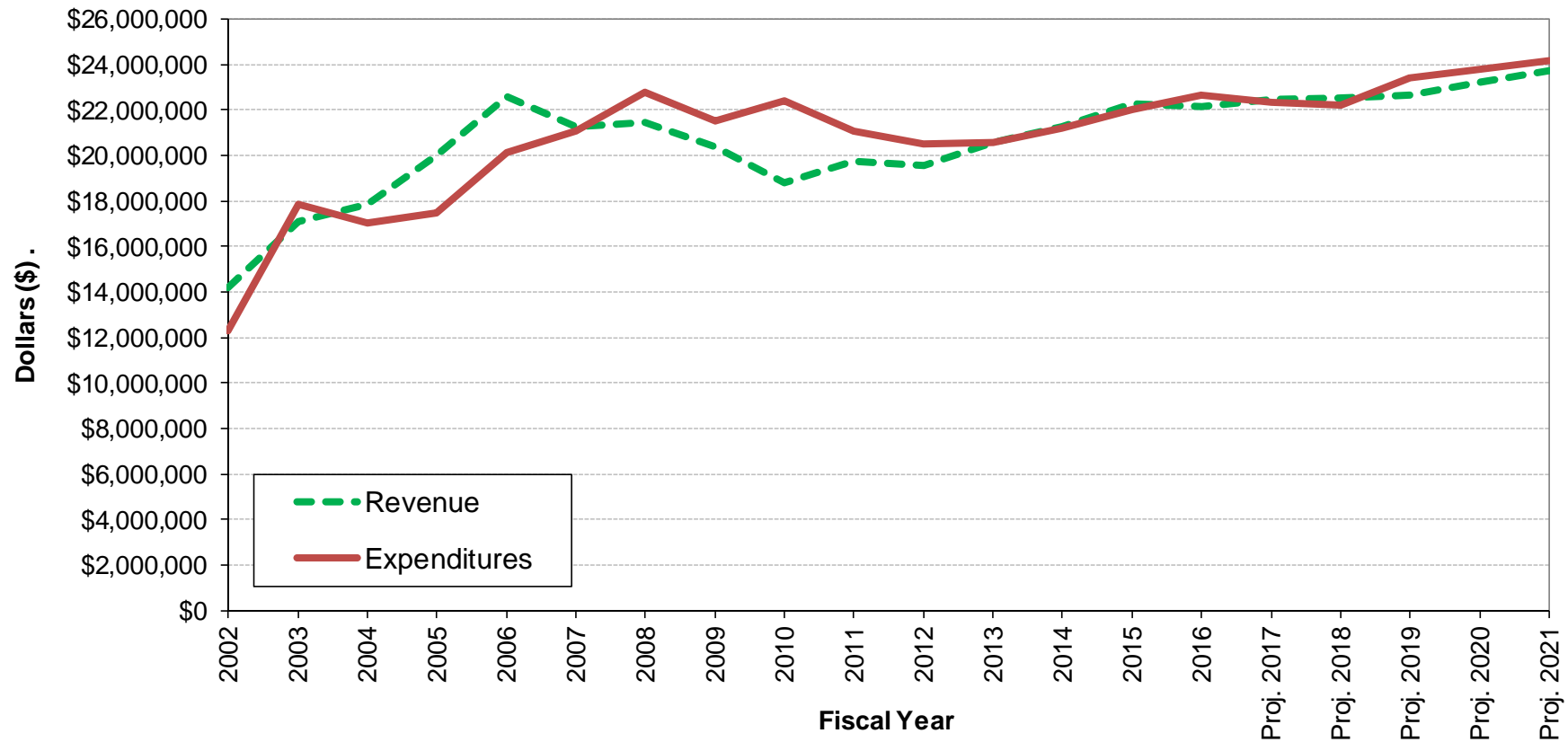
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**General Fund
Budget Overview Report
FY 2016-17 & 2017-18
Plus Additional 3-Year Forecast**

October 26, 2016

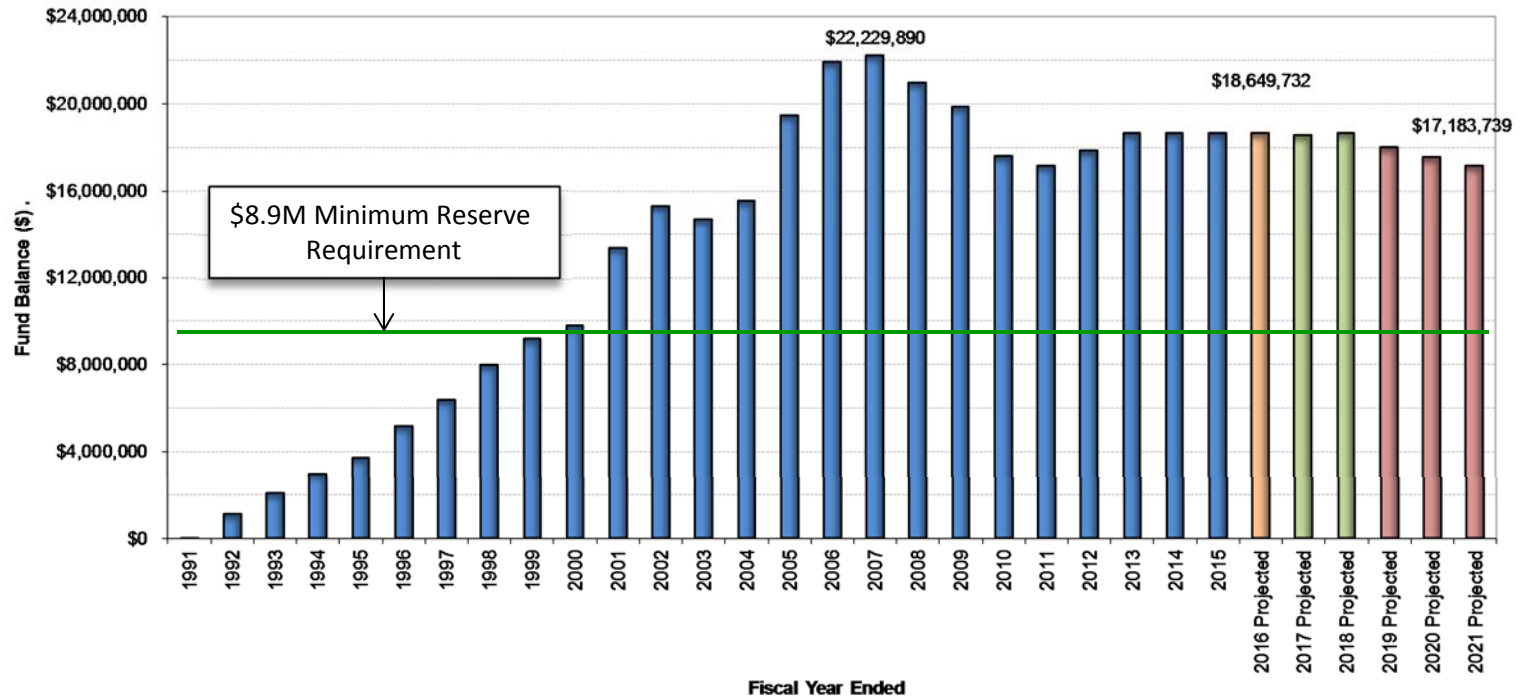


Historical & Projected Revenue & Expenditures for the General Fund





Historical & Projected Fund Balances for the General Fund & Management Reserve





Change in Fund Balance - Overview



	APPROVED		PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Revenue	\$22,096,800	\$22,155,000	\$22,465,800	\$22,536,800	\$22,677,600	\$23,211,100	\$23,693,800
Expenditures							
Personnel Services	\$9,555,300	\$9,660,400	\$9,213,500	\$9,367,800	\$9,507,700	\$9,649,600	\$9,793,700
Supplies & Services	7,071,200	7,568,200	7,523,300	7,105,100	8,073,800	8,186,500	8,307,900
Sheriff Services	4,493,200	4,315,500	4,466,400	4,555,800	4,646,900	4,739,800	4,834,600
Sub-Total - Operational Costs	\$21,119,700	\$21,544,100	\$21,203,200	\$21,028,700	\$22,228,400	\$22,575,900	\$22,936,200
Capital Outlay	\$277,300	\$143,600	\$170,400	\$223,000	\$250,000	\$229,200	\$263,600
Discretionary	939,300	938,000	951,200	958,800	957,400	969,200	981,000
Total Expenditures	\$22,336,300	\$22,625,700	\$22,324,800	\$22,210,500	\$23,435,800	\$23,774,300	\$24,180,800
Change to Fund Balance	(\$239,500)	(\$470,700)	\$141,000	\$326,300	(\$758,200)	(\$563,200)	(\$487,000)

Notes:

1. Principal reason for the (\$0.5M) decrease in the General Fund balance for FY 2015-16 is the loss of recurring sales tax revenue.
2. Forecasted revenue increase in FY 2016-17 due to Measure R Admin Fees, Sr. Center Program Fees, and Creekside Preschool Reg.
3. Increased General Fund ending balance in FY 2017-18 due to the ending of P&I payments for Creekside Park.
4. Decrease in General Fund balance in FY 2018-19 through FY 2020-21 and beyond due to a scheduled increase in debt service payments for the Civic Center. Revenue figures presented do not include Hotel ToT, Sales Tax from new car dealer, or annexation.



Budget Performance – FY 2015-16



General Fund Balance in FY 2015-16 decreased by \$0.5M. The main causes for the decrease include:

Gains:

- Building, Planning & Engineering Fees - 466.3K
- Transient Occupancy Tax - \$569.9K

Losses:

- Loss of sales tax revenue (\$891.6K)
- Utility Users Tax (\$226.6K)
- Creekside Registration Fees – (\$122.5K)
- DeAnza Recreation/Program Fees – (\$85.6K)





Budget Forecast – FYs 2016-17 & 2017-18



BALANCED BUDGET FOR NEXT 2 FISCAL YEARS

Revenue Assumptions:

- One-time \$592.4K Triple-flip Unwinding Payment booked in FY 2015-16;
- Property Tax, VLF, UUT, ToT growth at 2.0% (trend);
- Sales Tax growth from existing businesses per MuniServices Forecast;
- Building, Planning & Engineering Fees based on 5-year historic average.

Expenditure Assumptions:

- No replacement of the retiring Director of Admin Services - \$157.0K;
- 10% increase in salaries for Admin Services Manager and Dir. of Media Ops. who took over that position's duties;
- Three employees working at the Sr. Center – transfers from other divisions;
- Sheriff Services contract held at current expenditure level;
- Removal of the school S.T.A.R. Deputy - \$51.0K;
- Increase in staffing costs: salaries, minimum wage, 0.91% COLA - (\$5.0K);
- In FY 2017-18 – end of COP Payment for Creekside - \$471.4K savings.





Revenue Summary



	APPROVED		PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Sales Tax	\$6,196,900	\$5,305,300	\$5,324,400	\$5,480,600	\$5,606,000	\$5,783,600	\$5,967,700
Utility Tax	3,296,900	3,070,300	3,131,700	3,194,400	3,258,300	3,323,500	3,390,000
Property Tax	3,211,500	3,251,900	3,316,900	3,383,200	3,450,900	3,519,900	3,590,300
Automobile Registration Fees	2,144,300	2,241,300	2,286,100	2,331,800	2,378,400	2,426,000	2,474,500
Transient Occupancy Tax	1,691,200	2,261,100	2,306,300	2,352,400	2,399,400	2,447,400	2,496,300
Fees	1,592,300	2,084,800	1,673,400	1,309,400	1,336,900	1,362,500	1,388,600
Creekside	881,200	760,100	932,700	933,000	951,700	970,800	990,300
Franchise Fees	818,700	778,900	794,400	810,400	826,600	843,100	860,000
Parks & Rec	850,000	812,700	829,400	846,300	863,300	880,400	897,900
Other	719,000	902,900	908,500	849,200	559,200	602,300	579,900
Interest Income	260,000	199,800	198,400	269,600	254,800	243,700	234,200
Fines & Forfeitures	216,500	177,300	181,000	182,800	186,500	190,200	194,100
Transfer Tax	218,300	296,700	302,600	308,700	314,900	321,200	327,600
Senior Center	0	12,000	280,000	285,000	290,700	296,500	302,400
TOTAL REVENUE	\$22,096,800	\$22,155,100	\$22,465,800	\$22,536,800	\$22,677,600	\$23,211,100	\$23,693,800

Note:

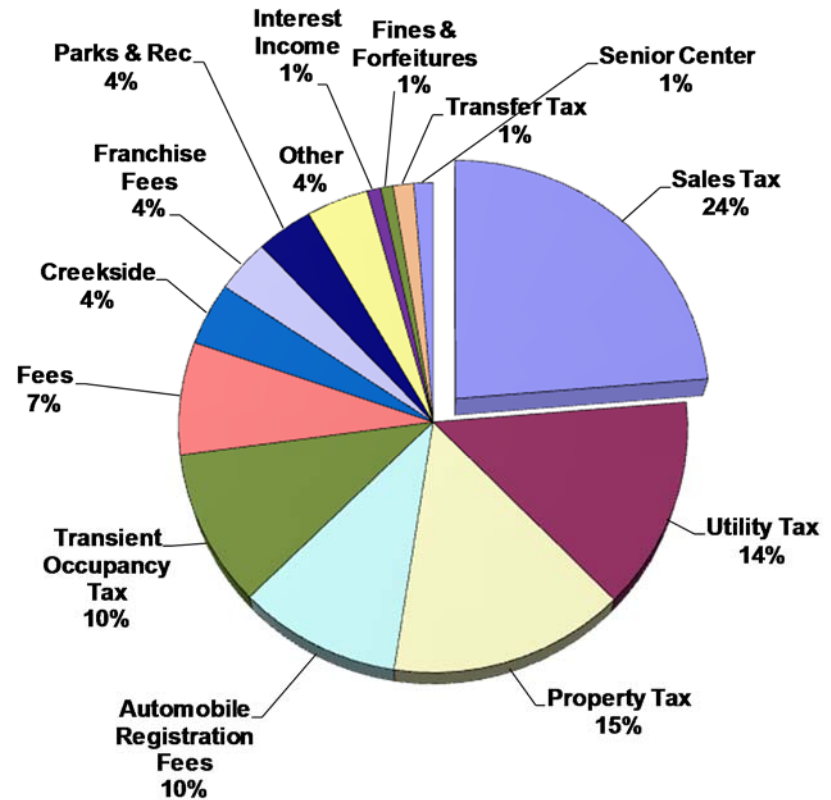
1. In FY 2015-16, Sales Tax under-performed due to the reasons listed on Page 4.
2. FY 2016-17 Sales Tax forecast taken from MuniServices and is based on historical trends and expected growth rate;
3. Revenue could improve if:
 - a. Hilton Garden Inn expands (\$213K);
 - b. 2 new hotels are constructed on Las Virgenes Road (\$564 – Rondell Property; \$522K – Canyon Oaks)
 - c. A new auto dealership is constructed on Calabasas Road (\$400K); and
 - d. Litigation regarding annexation effort for West Agoura Road is successful (\$500K), which could lead to IXIA Annexation Effort (\$135K).



Revenue by Category for FY 2016-17



	<u>Proposed 2016-17</u>
Sales Tax	\$5,324,400
Utility Tax	3,131,700
Property Tax	3,316,900
Automobile Registration Fees	2,286,100
Transient Occupancy Tax	2,306,300
Fees	1,673,400
Creekside	932,700
Franchise Fees	794,400
Parks & Rec	829,400
Other	908,500
Interest Income	198,400
Fines & Forfeitures	181,000
Transfer Tax	302,600
Senior Center	280,000
TOTAL REVENUE	\$22,465,800





Expenditure Summary by Account Class



	APPROVED		PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Personnel Services	\$9,555,300	\$9,660,400	\$9,213,500	\$9,367,800	\$9,507,700	\$9,649,600	\$9,793,700
Supplies & Services	7,071,200	7,568,200	7,523,300	7,105,100	8,073,800	8,186,500	8,307,900
Sheriff Services	4,493,200	4,315,500	4,466,400	4,555,800	4,646,900	4,739,800	4,834,600
Sub-Total	\$21,119,700	\$21,544,100	\$21,203,200	\$21,028,700	\$22,228,400	\$22,575,900	\$22,936,200
Capital Outlay	\$277,300	\$143,600	\$170,400	\$223,000	\$250,000	\$229,200	\$263,600
Discretionary	939,300	938,000	951,200	958,800	957,400	969,200	981,000
Total Expenditures	\$22,336,300	\$22,625,700	\$22,324,800	\$22,210,500	\$23,435,800	\$23,774,300	\$24,180,800

Note:

1. FY 2015-16 Actual Expenditures Overran by (\$289.4K):
 - a. Normal O&M expenditures Underran by \$303K; and
 - b. Transferred (\$592.4) to Management Reserve for proper recording of Triple-Flip receipt.
2. Supplies & Services are reduced in FY 2017-18 due to the expiration of the 2005 COP for the purchase of the Creekside Property - \$465.9K
3. Starting in FY 2018-19, principal payments for the Civic Center COP begin, adding ~\$725K per year through FY 2042.

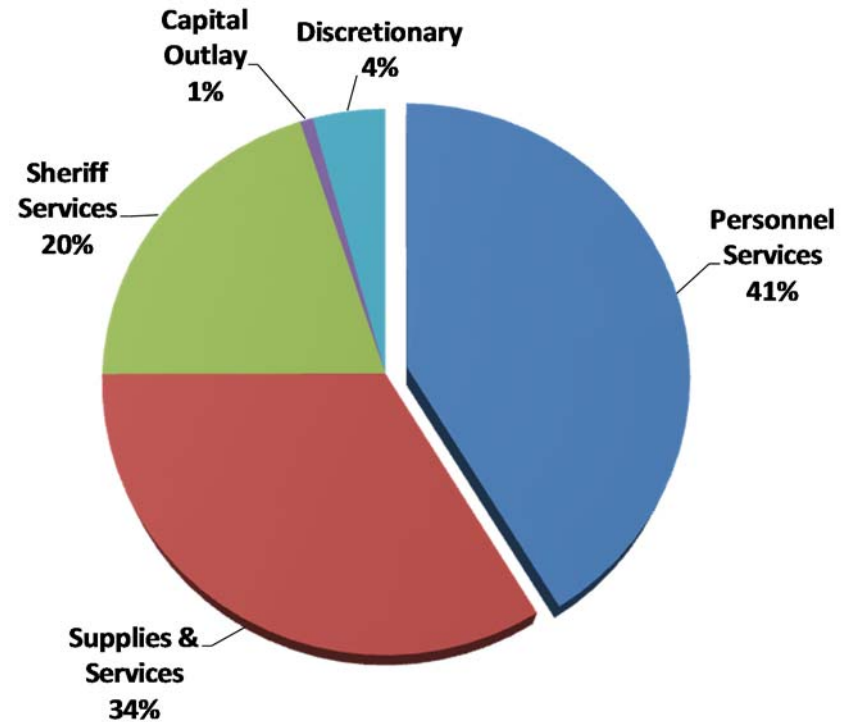




Expenditure Summary by Account Class



	<u>Proposed</u> <u>2016-17</u>
Personnel Services	\$9,213,500
Supplies & Services	7,523,300
Sheriff Services	4,466,400
Capital Outlay	170,400
Discretionary	951,200
TOTAL EXPENDITURES	\$22,324,800





Payroll & Vendor Services



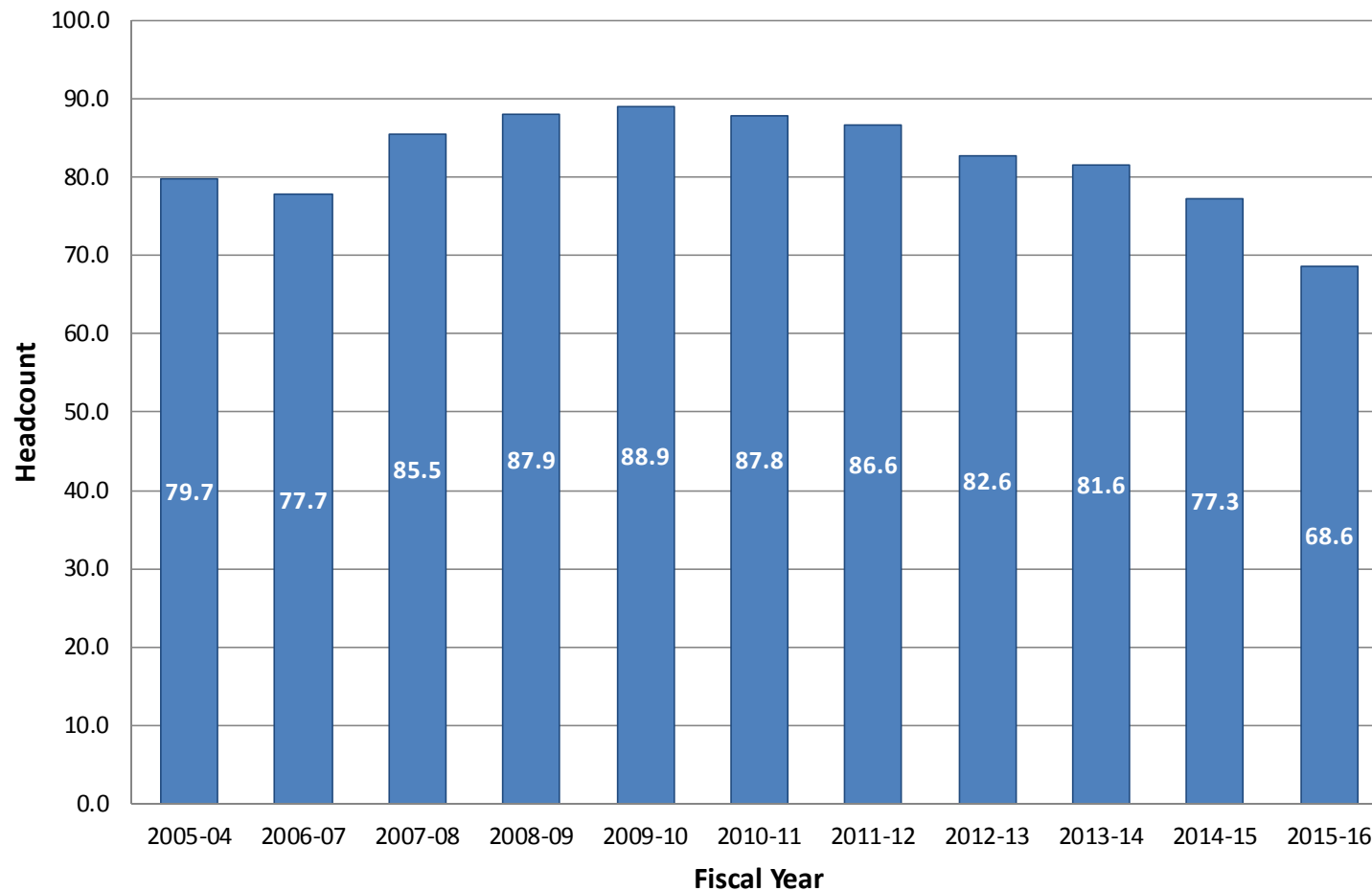
	APPROVED		PROPOSED		ADDITIONAL 3-YEAR FORECAST		
	Budget 2015-16	Actuals 2015-16	Budget 2016-17	Budget 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21
Full Time Salaries	\$6,151,000	\$6,296,200	\$5,789,000	\$5,919,200	\$6,008,000	\$6,098,100	\$6,189,600
Full Time Employee Overtime	49,800	56,300	50,500	51,300	52,100	52,900	53,700
Benefits	1,694,300	1,714,900	1,646,000	1,659,000	1,683,900	1,709,200	1,734,800
Retirement Benefits	64,000	69,000	89,500	90,400	91,800	93,200	94,600
Employer Taxes	848,100	778,700	873,300	880,600	893,800	907,200	920,800
Temporary Employees	596,600	594,600	626,500	626,500	635,900	645,400	655,100
Temporary Employee Overtime	0	400	0	0	0	0	0
Auto Allowance	49,200	49,700	46,200	46,200	46,200	46,200	46,200
457 Match	102,300	100,600	92,500	94,600	96,000	97,400	98,900
Total Payroll & Payroll Related Costs	\$9,555,300	\$9,660,400	\$9,213,500	\$9,367,800	\$9,507,700	\$9,649,600	\$9,793,700
Sheriff Services	\$4,493,200	\$4,315,500	\$4,466,400	\$4,555,800	\$4,646,900	\$4,739,800	\$4,834,600
Contractual Services	1,511,800	1,759,800	1,612,700	1,578,400	1,515,500	1,545,500	1,576,000
Total Vendor Services	\$6,005,000	\$6,075,300	\$6,079,100	\$6,134,200	\$6,162,400	\$6,285,300	\$6,410,600
TTL PAYROLL & VENDOR SERVICES	\$15,560,300	\$15,735,700	\$15,292,600	\$15,502,000	\$15,670,100	\$15,934,900	\$16,204,300

Notes:

1. The General Fund employs 84.8 FTE Employees, 68.6 Full-time and 16.2 Part-time Employees.
2. 70% of Full-time employees (General Fund) will not receive pay increases, except for Cost of Living Adjustments.
3. Sheriff Services remains virtually unchanged, despite higher L.A. County rates for liability insurance. The S.T.A.R. deputy was removed.
4. Starting in FY 2018-19, principal payments for the Civic Center COP begin, adding ~\$725K per year through FY 2042.

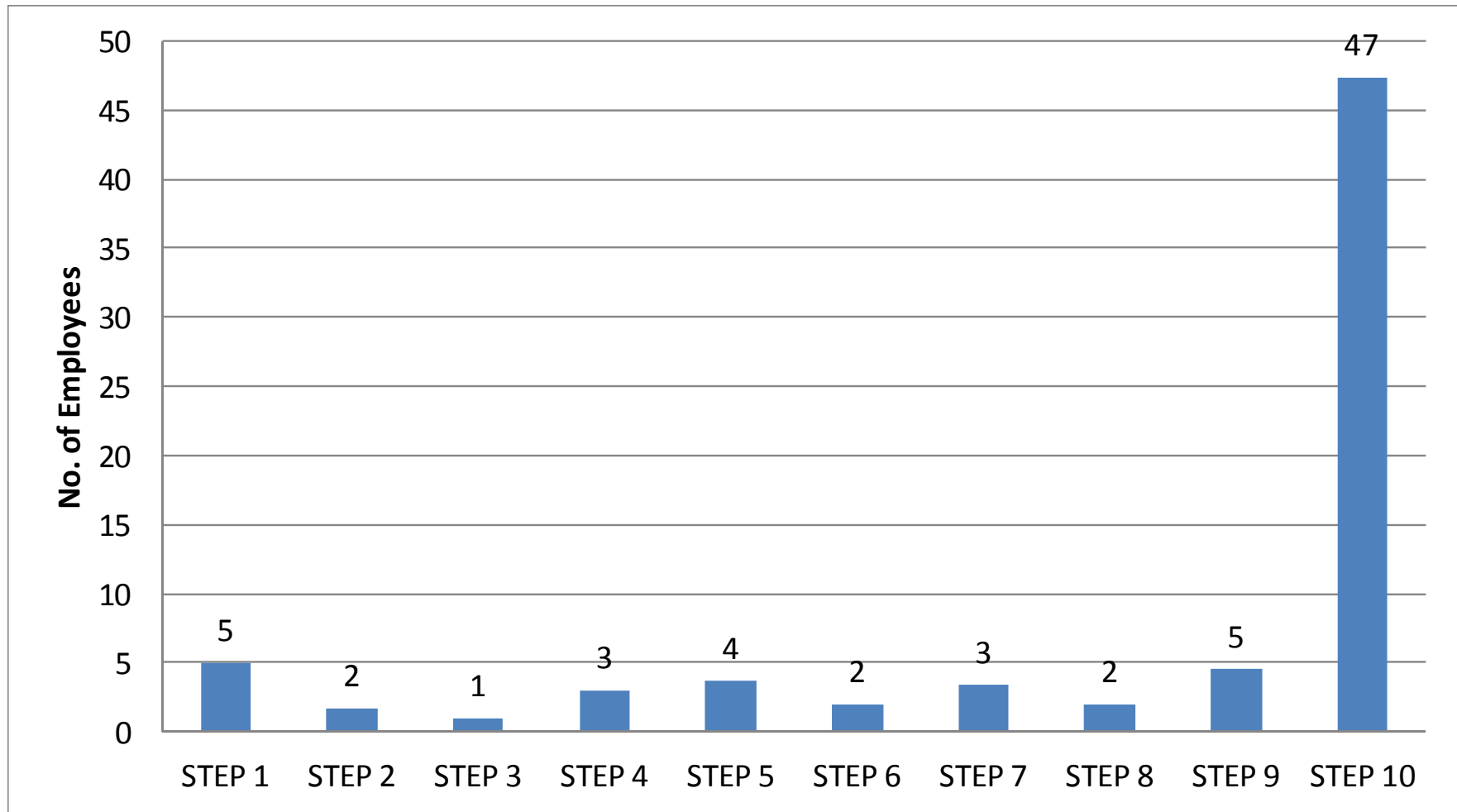


General Fund Full-time Headcount (excludes Council)





Full-time Equivalent (FTE) Employees by Step (General Fund)





General Fund Full-time Equivalent (FTE) Headcount

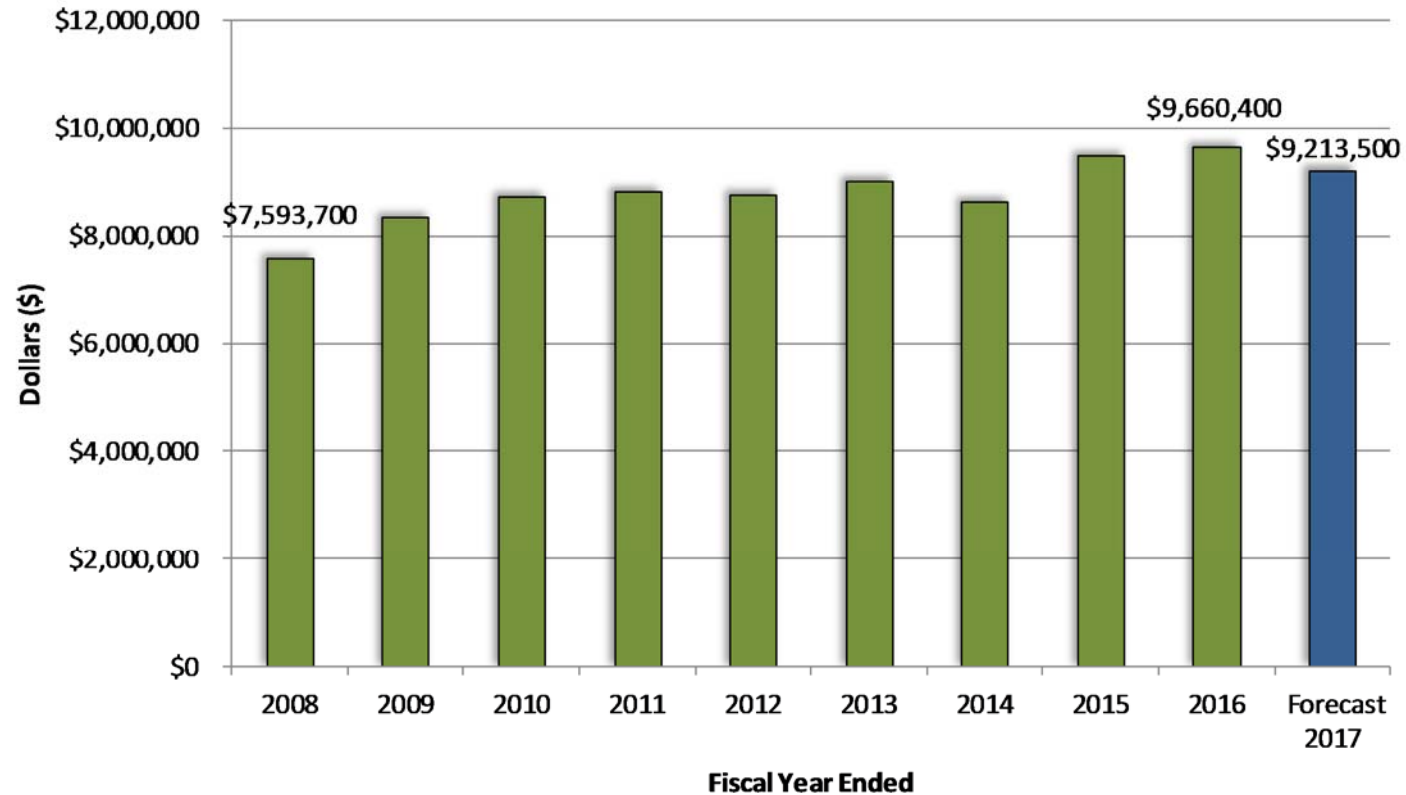


Full Time Equivalent (FTE) Headcount	Budget 2016-17		Budget 2016-17		Budget 2016-17
<u>Administrative Services</u>		<u>Community Services</u>		<u>Public Safety</u>	
Facility Maintenance Technicia	1.19	Community Services Director	0.75	Director Public Safety & Emerg	0.48
Human Resources Specialist	1.00	Deputy Director of Community Services	0.70	Public Safety Coordinator	1.00
Maintenance Assistant	0.48	Events Specialist	0.31		
Administrative Services Manager	0.85	Executive Assistant I	3.00	Total Public Safety	1.48
Total Administrative Services	3.52	Facility Maintenance Technicia	1.63		
		Facility Supervisor	2.00	<u>Public Works</u>	
<u>City Clerk</u>		Intern	0.31	Assistant Engineer	1.00
City Clerk	1.00	Maintenance Assistant	2.26	Assistant Transportation Plann	1.63
Executive Assistant I	0.48	Preschool Principal	1.00	Associate Civil Engineer	1.00
Executive Assistant III	1.00	Preschool Supervisor	1.00	Deputy Public Works Director	1.00
Office Assistant	2.00	Preschool Teacher	8.89	Engineering Assistant	0.31
Total City Clerk	4.48	Recreation Coordinator	1.00	Environmental Services Supervi	1.00
		Recreation Leader I	2.83	Executive Assistant I	1.00
<u>City Council</u>		Recreation Leader II	0.63	Executive Assistant II	1.00
Councilmember	5.00	Recreation Specialist	1.26	Public Works Director	1.00
Total City Council	5.00	Teacher Aid	1.57	Public Works Inspector	1.00
		Total Community Services	29.15	Senior Public Works Inspector	1.00
<u>City Management</u>				Total Public Works	10.94
City Manager	1.00	<u>Finance</u>			
Total City Management	1.00	Accounting Specialist	3.00	TOTAL FULL-TIME EQUIV. (FTE) EMPLOYEES	
		Accounting Supervisor	1.00		89.75
<u>Community Development</u>		Chief Financial Officer	1.00		
Associate Planner	2.00	Executive Assistant I	1.00		
Building Assistant	0.63	Grant/Contract Administrator	1.00		
Building Inspector	2.00	Intern	0.00		
Building Official	1.00	Senior Accounting Specialist	1.00		
City Planner	1.00	Total Finance	8.00		
Code Enforcement Officer	2.00			<u>Media Operations</u>	
Community Development Director	1.00	<u>Media Operations</u>		Executive Assistant I	1.48
Executive Assistant I	1.00	Executive Assistant I	1.48	Information Systems Assistant	1.40
Executive Assistant II	1.00	Information Systems Assistant	1.40	Information Systems Manager	1.00
Permit Center Supervisor	1.00	Media Operations Director	0.75	Media Production Specialist	0.96
Planner	1.00	Media Production Specialist	0.96	Media Supervisor	1.00
Senior Building Inspector	1.00	Media Supervisor	1.00	Production Assistant	0.48
Senior Planner	2.00	Production Assistant	0.48	Public Information Officer	0.48
Total Community Development	16.63	Public Information Officer	0.48	Senior Media Specialist	2.00
		Senior Media Specialist	2.00	Total Media Operations	9.55





Cost History for Personnel Services



Notes:

1. The increase in FY 2015 was due to the catchup of a 3-year delay in the issuance of a Cost-of-Living Adjustment (COLA);
2. The average 10-year annual percentage increase is 2.17%.





Programs & Activities Funded in FY 2016-17 Budget



	PROPOSED Budget 2016-17	PROPOSED Revenue 2016-17	NET COST 2016-17
City Council Discretionary Spending	\$25,000	\$0	\$25,000
City Council Events & Conferences	15,000	0	15,000
Contribution to PFA / PFCs	250,000	0	250,000
Contribution to Chamber of Com	21,000	0	21,000
Neighbors in Need	25,000	0	25,000
Relay for Life	5,000	0	5,000
Art Rental	7,700	0	7,700
Open Space & Environmental Prg	20,000	0	20,000
Business Meetings & Conferences	20,000	0	20,000
Special Events	20,000	0	20,000
School Safety	13,400	0	13,400
Crossing Guard	86,300	0	86,300
School Programs	7,500	0	7,500
Senior Rental Voucher	89,700	0	89,700
Tickets / Pre-sale	15,500	2,000	13,500
July 4th	70,000	29,600	40,400
Egg Stravaganza	9,200	0	9,200
Movie Under the Stars	1,000	0	1,000
Teen Events	10,000	0	10,000
Holiday Gala Event	14,000	0	14,000
Pumpkin Festival Exp.	100,000	72,500	27,500
Calabasas Musical Programs	50,000	0	50,000
Calabasas Fine Arts Festival Exp.	45,000	40,200	4,800
Film Festival	15,000	0	15,000
TOTAL	\$935,300	\$144,300	\$791,000





Support for Schools

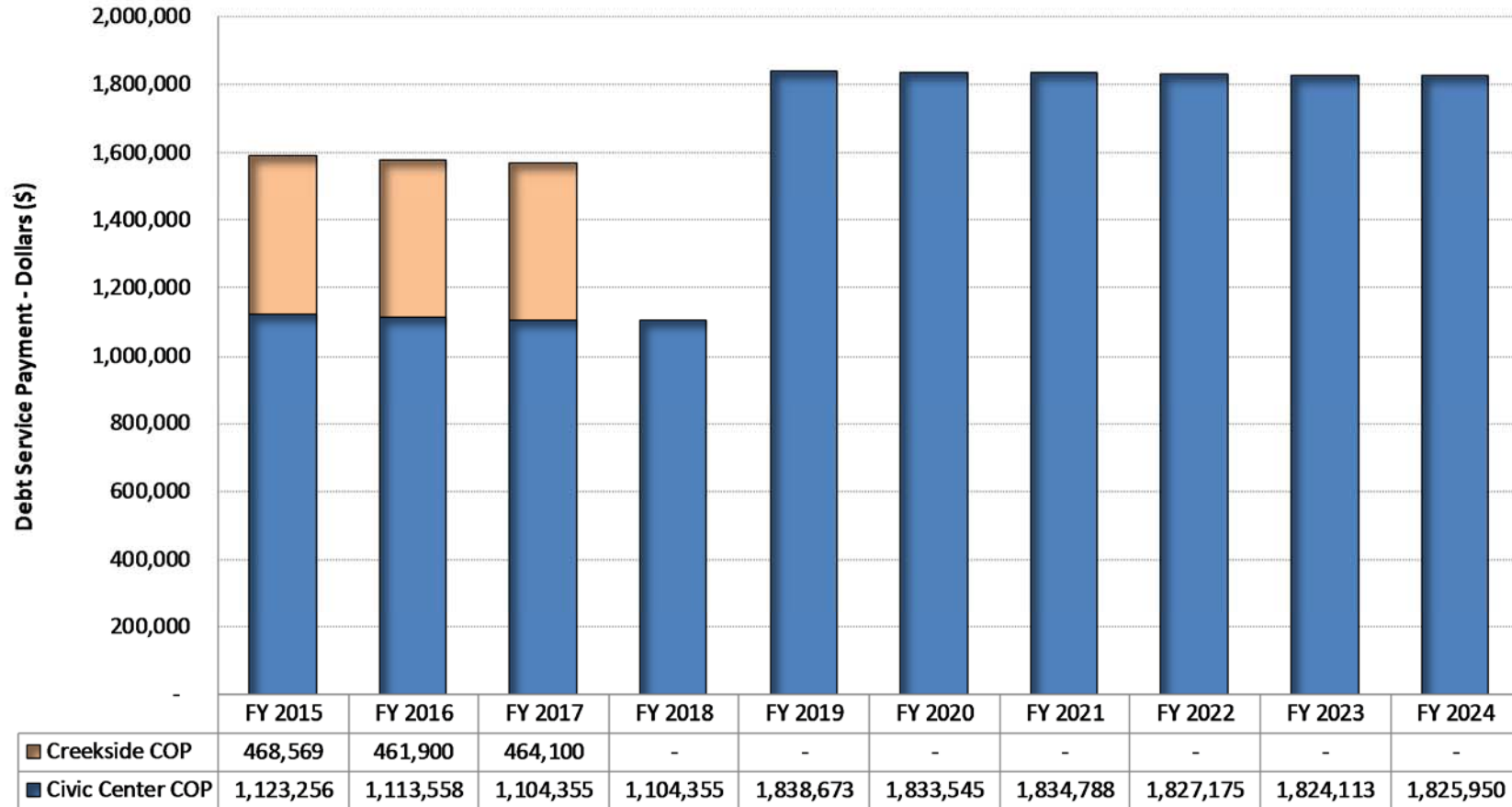


<u>Program Description</u>	<u>Amount</u>
Title I Grants	\$156,000
Fixed Shuttle	130,000
J-Team and STOPP Program	100,000
School Grants	94,000
Crossing Guard Program	86,300
School Facility Maintenance	77,200
Joint Use Agreement - A.E. Wright & A.C. Stelle	47,500
Before and After School Aides	13,400
School Programs	7,500
Facility Rentals	6,400
Walk-To-School Program	1,500
Bus Pass Processing	500
Flu Clinic Services	400
TOTAL AMOUNT BUDGETED	\$720,700





Debt Service Payment Schedule Summary





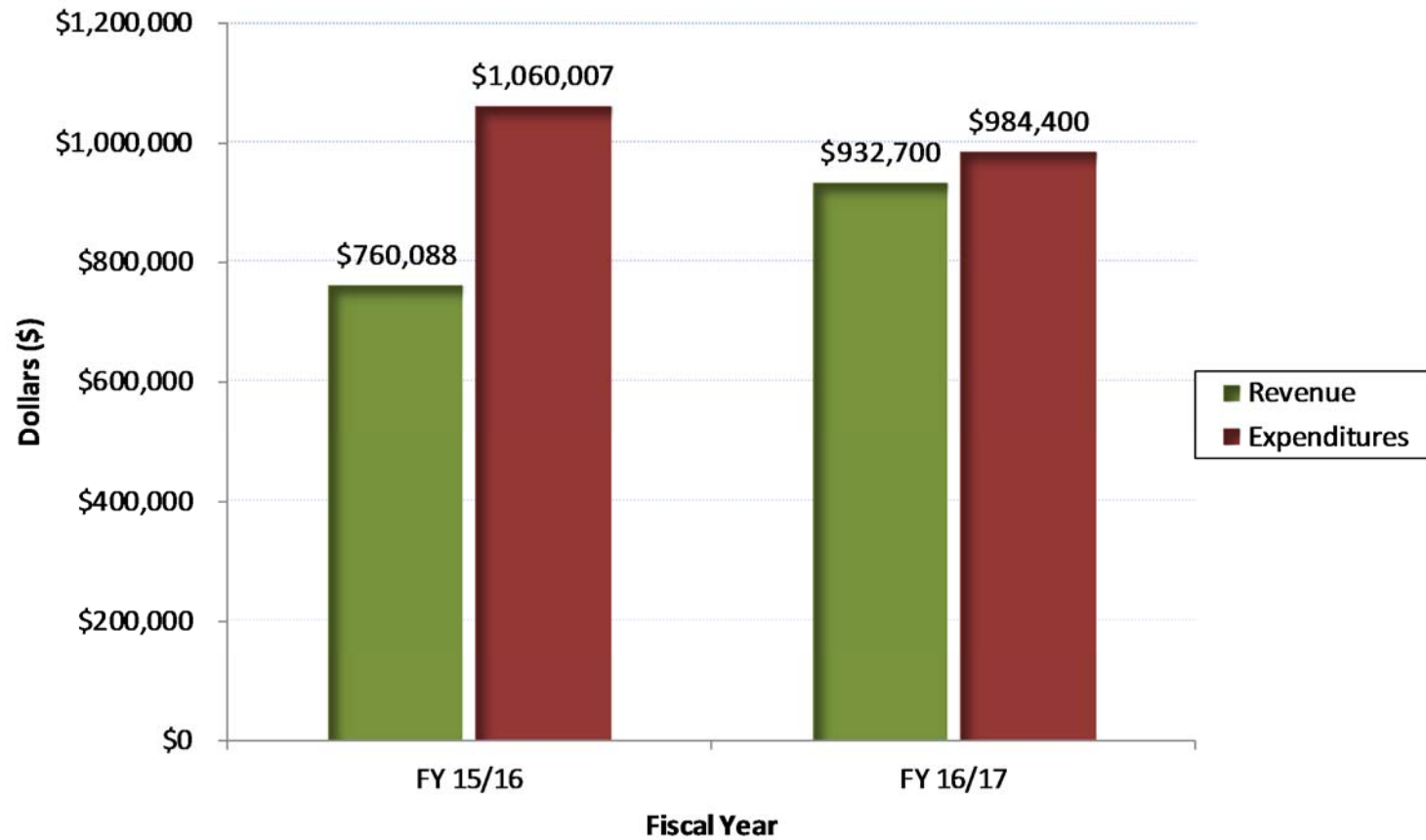
Creekside Preschool – Revenue and Expenditures



	FY 2015/16			FY 2016/17		
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Budget</u>	<u>Projection</u>	<u>Variance</u>
REVENUE						
Preschool Registration	\$880,000	\$757,469	(\$122,531)	\$930,000	\$930,000	\$0
Creekside Classes	900	2,619	1,719	2,700	2,700	0
Facility Rental	300	0	(300)	0	0	0
TOTAL REVENUE	\$881,200	\$760,088	(\$121,112)	\$932,700	\$932,700	\$0
EXPENDITURES						
Operations & Maintenance						
Telephone	\$2,400	\$2,151	\$249	\$2,400	\$2,400	\$0
Office Supplies	6,500	5,620	880	5,500	5,500	0
Special Dept Sup	60,800	78,371	(17,571)	65,000	65,000	0
Printing	2,100	91	2,009	2,100	2,100	0
Contractual Svcs	20,700	26,632	(5,932)	27,200	27,200	0
School Programs	0	1,529	(1,529)	1,600	1,600	0
State Mandates	3,200	968	2,232	3,300	3,300	0
Advertising	0	1,151	(1,151)	0	0	0
Copier Supplies	100	0	100	100	100	0
Custodial Supplies	11,000	9,596	1,404	11,000	11,000	0
Refunds - Deposits & Overpays	300	0	300	300	300	0
Total Operations & Maintenance	\$107,100	\$126,107	(\$19,007)	\$118,500	\$118,500	\$0
Personnel Costs						
Full Time Employees	\$827,700	\$827,700	\$0	\$769,100	\$769,100	\$0
Part Time Employees	106,200	106,200	0	96,800	96,800	0
Total Personnel Costs	\$933,900	\$933,900	\$0	\$865,900	\$865,900	\$0
TOTAL EXPENDITURES	\$1,041,000	\$1,060,007	(\$19,007)	\$984,400	\$984,400	\$0
Surplus / (Shortfall) - \$	(\$159,800)	(\$299,919)		(\$51,700)	(\$51,700)	
Surplus / (Shortfall) - %	-15.4%	-28.3%		-5.3%	-5.3%	



Creekside Preschool – Revenue and Expenditures





Senior Center – Revenue and Expenditures

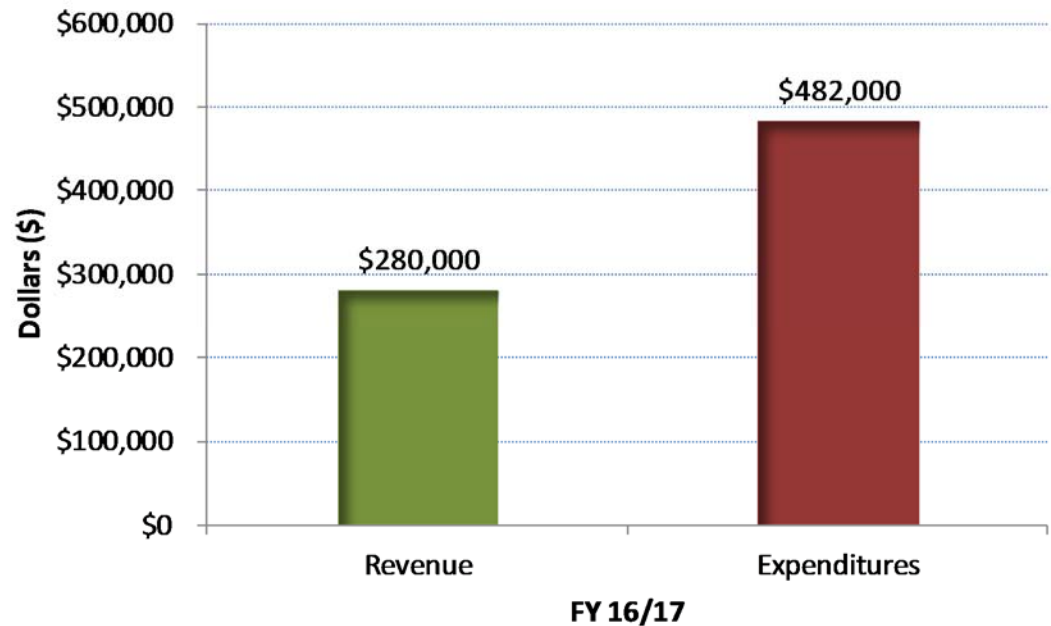


	Budget FY16/17
REVENUE	
Sr. Center Membership	\$40,000
Sr. Center Rentals	20,000
Sr. Center Daily Fees	5,000
Sr. Center Program Fees	215,000
TOTAL REVENUE	\$280,000

EXPENDITURES	
Operations & Maintenance	
Event Insurance	\$3,000
Telephone	4,000
Office Supplies	5,000
Special Dept. Supplies	40,000
Printing	20,000
Dues and Memberships	1,000
State Required Fingerprinting	500
Postage	3,500
Utilities - Electric	30,000
Utilities - Water	4,000
Utilities - Gas	4,000
Cable/Satellite TV	4,500
Contract Instructors	60,000
Contractual Services	25,000
Senior Programs	20,000
Custodial Supplies	10,000
Mileage Reimbursement	200
Total Operations & Maintenance	\$234,700

Personnel Costs	
Full Time Employees	\$197,300
Part Time Employees	50,000
Total Personnel Costs	\$247,300

TOTAL EXPENDITURES	\$482,000
Annual Surplus / (Shortfall)	(\$202,000)
	-41.9%

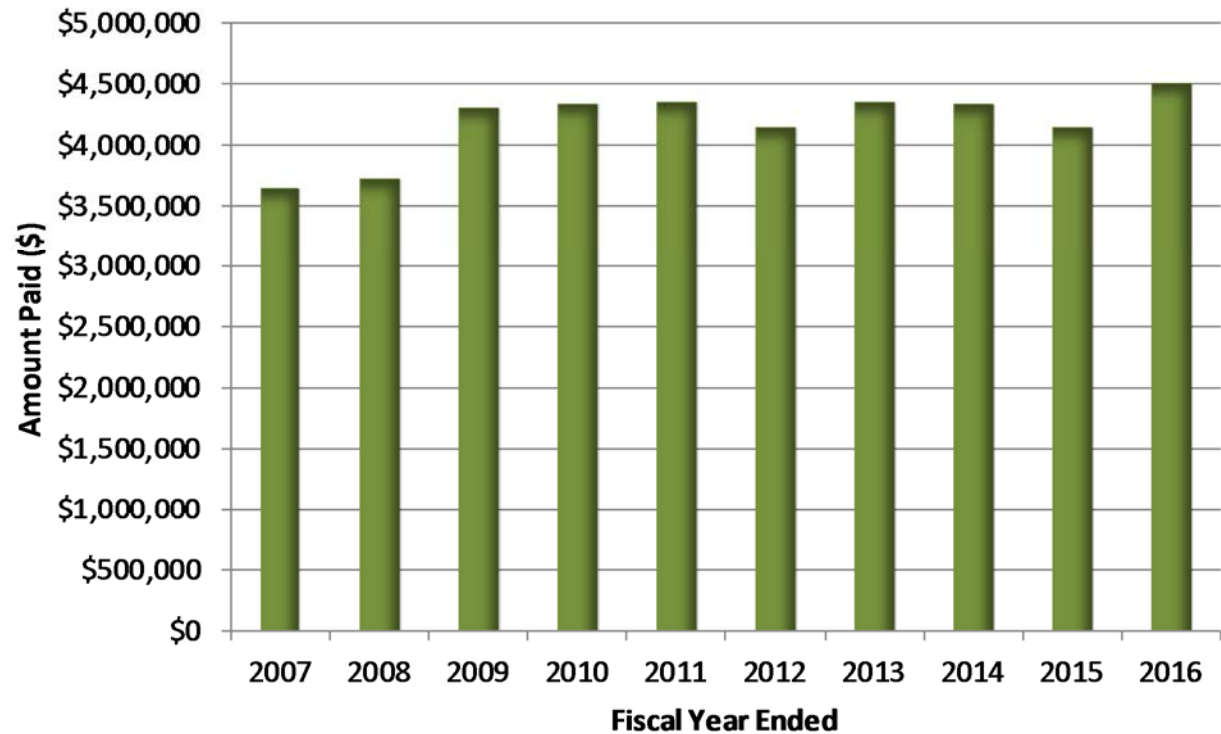




Sheriff Service Cost History



<u>Fiscal Year</u>	<u>Amount Paid</u>
2007	\$3,636,700
2008	3,711,700
2009	4,291,300
2010	4,323,100
2011	4,345,700
2012	4,140,300
2013	4,341,800
2014	4,318,400
2015	4,138,300
2016	4,493,200
10-YEAR TOTAL	\$41,740,500





Capital Improvement Projects



	Proposed Budget		FY 2016-17 Funding Sources		FY 2017-18 Funding Sources	
	2016-17	2017-18	General Fund	Other Funds	General Fund	Other Funds
Street - Rubberized Overlay	\$380,000	\$470,000	\$0	\$380,000	\$0	\$470,000
Tree Planting	25,000	25,000	25,000	0	25,000	0
STATE - LV Creek RestoreDesign	1,350,000	1,350,000	0	1,350,000	0	1,350,000
Old Town Sidewalk	0	1,200,000	0	0	0	1,200,000
Old Town Calabasas	60,000	1,200,000	0	60,000	0	1,200,000
Citywide Guardrails	0	50,000	0	0	50,000	0
Lost Hills O/P & Intchg MeasR	14,000,000	6,000,000	0	14,000,000	0	6,000,000
Traffic Signal Interconnect	450,000	288,000	0	450,000	0	288,000
Park & Ride - Old Town MeasR	680,000	0	0	680,000	0	0
Las Virg Scenic MeasR	1,503,700	0	0	1,503,700	0	0
Malibu Hills Reconstruction	0	80,000	0	0	0	80,000
Las Virgenes Road Shoulder Safety	0	100,000	0	0	0	100,000
Canyon Drive	245,000	0	0	245,000	0	0
Adaptive Signal System	0	60,000	0	0	0	60,000
MulHwy Bicycle Gap Closure	100,000	444,600	0	100,000	0	444,600
Total CIP Projects	\$18,793,700	\$11,267,600	\$25,000	\$18,768,700	\$75,000	\$11,192,600





Fund Balances – All City Funds



Fund No.	Fund Description	(a) Projected Fund Balance June 2016	(b) Revenue	(c) Expenditures	(a) + (b) - (c) Projected Fund Balance June 2017
10	General Fund	\$13,283,521	\$22,465,800	\$22,324,800	\$13,424,521
11	Refundable Deposits	9,000	450,100	442,500	16,600
12	South Coast Air Quality Management District	83,543	26,900	23,100	87,343
13	Park & Recreation Improvements	87,601	41,300	40,000	88,901
14	AB 939	1,768,345	242,000	130,700	1,879,645
15	Gas Tax	1,107,090	520,300	380,000	1,247,390
16	Developer Impact Fees	1,877,992	68,800	0	1,946,792
18	Affordable Housing	1,610,575	24,200	0	1,634,775
19	Las Virgenes/ Lost Hills B&T	1,692,872	25,400	0	1,718,272
20	Prop A	421,884	448,000	384,600	485,284
21	LMD 22 - Common Benefit Areas	2,577,389	1,709,700	1,090,000	3,197,089
22	Landscape Maintenance District #22	802,187	2,773,800	2,440,200	1,135,787
24	Landscape Maintenance District #24	-69,788	191,600	121,800	12
25	Prop C	95,819	357,000	314,400	138,419
26	TDA	3,745	30,100	10,000	23,845
27	Landscape Maintenance District #27	86,278	32,800	26,500	92,578
28	Library	752,824	2,185,400	1,876,700	1,061,524
29	Transportation Programs	2,788	833,400	834,905	1,283
30	Storm Damage	-656,793	294,600	0	-362,193
32	Landscape Maintenance District #32	-2,642	33,900	29,900	1,358
33	Used Oil Grants	-12,744	14,000	1,200	56
34	Measure R - Local Return	515,517	260,000	109,600	665,917
35	Community Development Block Grant	-17,195	158,900	141,500	205
36	Grants	-1,421,990	2,368,800	2,135,000	-1,188,190
38	Cops- AB 3229 Grant	-67,492	114,200	100,000	-53,292
39	Measure R - MTA	-2,232,640	18,766,300	16,533,700	-40
40	Capital Improvement	0	18,793,700	18,793,700	0
41	Senior Center Construction	0	0	0	0
42	Civic Center Capital Replacement	1,045,355	15,500	10,000	1,050,855
48	Library Capital Replacement	512,173	7,700	0	519,873
50	Tennis & Swim Center Operation	527,203	3,815,500	3,861,000	481,703
60	Management Reserve	5,366,211	76,000	300,000	5,142,211
64	Quimby Act	3,836	51,800	0	55,636
65	Oak Tree Mitigation	97,856	22,300	16,000	104,156
80	CFD 98-1	2,327,484	860,000	825,100	2,362,384
83	2005 COP (Refunding 1999 COP)	402,501	468,100	468,100	402,501
84	CFD 2006 (The Oaks Mello-Roos)	3,247,785	1,835,400	1,786,700	3,296,485
85	2006 COP (Civic Center Construction)	1	3,600	3,500	101
87	2015 COP (Civic Center Project)	2,591,848	1,622,600	1,583,700	2,630,748
Total		\$38,419,940	\$82,009,500	\$77,138,905	\$43,290,535



Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
Fund: 10 - General Fund			
Revenue			
10 - 000 - 401000	Property Tax	3,316,900.00	3,383,200.00
10 - 000 - 402000	Sales and Use Tax	5,324,400.00	5,480,600.00
10 - 000 - 403001	Franchise Fee Time Warner CP	123,800.00	126,300.00
10 - 000 - 403002	Franchise Fee TimeWarnSaratoga	93,400.00	95,300.00
10 - 000 - 403003	Franchise Fee Charter	87,700.00	89,500.00
10 - 000 - 403010	Franchise Fee - Edison	411,700.00	419,900.00
10 - 000 - 403020	Franchise Fee - Gas	77,800.00	79,400.00
10 - 000 - 404000	Transfer Tax	302,600.00	308,700.00
10 - 000 - 405000	Transient Occupancy Tax	2,306,300.00	2,352,400.00
10 - 000 - 406001	Utility Tax - Electric	1,853,000.00	1,890,100.00
10 - 000 - 406002	Utility Tax - Gas	370,400.00	377,800.00
10 - 000 - 406003	Utility Tax-Telecommunications	908,300.00	926,500.00
10 - 000 - 411000	Building Fees	1,115,000.00	737,300.00
10 - 000 - 411010	Planning Fees	246,600.00	251,500.00
10 - 000 - 411020	Engineering Fees	127,100.00	129,600.00
10 - 000 - 411030	Investigative Fine	5,000.00	8,000.00
10 - 000 - 411050	Recoverable Admin Fee	30,400.00	31,000.00
10 - 000 - 414000	Misc Permits & Fees	20,000.00	20,400.00
10 - 000 - 414001	Film Permits	20,000.00	20,000.00
10 - 000 - 414100	Bid & Plan	4,500.00	4,600.00
10 - 000 - 416300	Property Damage/Loss Reimburse	84,600.00	20,000.00
10 - 000 - 421000	Fines and Forfeitures	90,000.00	90,000.00
10 - 000 - 422000	False Alarm Fines	3,000.00	3,000.00
10 - 000 - 431000	Vehicle License Fee	2,286,100.00	2,331,800.00
10 - 000 - 431100	Las Virgenes Parking Admin	88,000.00	89,800.00
10 - 000 - 440001	De Anza Court Rental	17,900.00	18,300.00
10 - 000 - 440002	De Anza Picnic Rental	2,800.00	2,900.00
10 - 000 - 440003	Facility Rental - De Anza	14,300.00	19,000.00
10 - 000 - 440005	De Anza Vending Machine	2,300.00	2,400.00
10 - 000 - 440010	Little Learners Program	80,100.00	80,100.00
10 - 000 - 440900	Loan Receipt	4,400.00	4,400.00
10 - 000 - 441000	Interest Income	198,400.00	269,600.00
10 - 000 - 441503	Facility Rental - AC Stelle	40,200.00	41,000.00
10 - 000 - 441506	AC Stelle Sports Leagues	58,000.00	58,000.00
10 - 000 - 442000	Miscellaneous	8,000.00	8,000.00
10 - 000 - 442004	Misc - CFD Admin Fees	66,400.00	66,500.00
10 - 000 - 442100	Reimbursement for Sheriff Svc	58,100.00	59,300.00
10 - 000 - 442102	CalCard Rebate	7,300.00	7,400.00
10 - 000 - 442103	Copy Fees	3,900.00	3,900.00
10 - 000 - 442110	De Anza Event Insurance	24,000.00	24,000.00
10 - 000 - 445001	Creekside PreSchool Registrati	930,000.00	930,000.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 000 - 445004	Creekside Classes	2,700.00	2,700.00
10 - 000 - 445005	Facility Rental - Creekside	0.00	300.00
10 - 000 - 445100	Facility Rental - Gates Cyn	4,400.00	4,000.00
10 - 000 - 445200	Facility Rental - Grape Arbor	5,400.00	6,500.00
10 - 000 - 445300	Facility Rental - Civic Center	13,600.00	13,900.00
10 - 000 - 446000	De Anza Recreation ProgramFees	86,100.00	87,800.00
10 - 000 - 446001	De Anza Youth Sport Leagues	121,400.00	123,800.00
10 - 000 - 446003	Senior Center Programs	159,600.00	162,800.00
10 - 000 - 446005	4th of July Revenue	30,000.00	30,000.00
10 - 000 - 446006	Facility Rental - AE Wright	11,200.00	11,400.00
10 - 000 - 446007	AE Wright Sport Leagues	38,600.00	40,000.00
10 - 000 - 446009	Pumpkin Festival	75,900.00	77,400.00
10 - 000 - 446011	Recreation Processing Fees	5,100.00	5,200.00
10 - 000 - 446025	Special Events	500.00	500.00
10 - 000 - 446030	Calabasas Fine Arts Festival	40,000.00	40,000.00
10 - 000 - 446200	Senior Center Membership	40,000.00	40,000.00
10 - 000 - 446201	Senior Center Rentals	20,000.00	20,000.00
10 - 000 - 446202	Senior Center Daily Fees	5,000.00	5,000.00
10 - 000 - 446203	Senior Center Program Fees	215,000.00	220,000.00
10 - 000 - 446400	Lease Income	151,200.00	153,400.00
10 - 000 - 446702	Scanning Fees	20,000.00	20,000.00
10 - 000 - 449601	E.G. Access Fee Time Warner CP	49,700.00	50,700.00
10 - 000 - 449602	E.G. Access Fee TimeWarnSaratg	37,500.00	38,300.00
10 - 000 - 449603	E.G. Access Fee Charter	17,600.00	18,000.00
10 - 000 - 484003	Refunds - De Anza Park	(1,800.00)	(2,500.00)
10 - 000 - 484007	Refunds - Youth Sports Leagues	(200.00)	(200.00)
10 - 000 - 490014	Transfer in AB 939	85,700.00	87,400.00
10 - 000 - 490029	Transfer in Transit	68,900.00	68,900.00
10 - 000 - 490039	Transfer in Measure R Trans	350,000.00	350,000.00
		22,465,800.00	22,536,800.00
	Total Fund 10 Revenue	22,465,800.00	22,536,800.00

Expenditures

Division: 111 - Legislation & Policy

10 - 111 - 522100	Special Dept. Supplies	5,300.00	5,300.00
10 - 111 - 522113	Special Dept Sup- J Bozajian	5,000.00	5,000.00
10 - 111 - 522114	Special Dept Sup- MS Maurer	5,000.00	5,000.00
10 - 111 - 522116	Special Dept Sup- F Gaines	5,000.00	5,000.00
10 - 111 - 522118	Special Dept Sup- D Shapiro	5,000.00	5,000.00
10 - 111 - 522119	Special Dept Sup- A Weintraub	2,900.00	2,900.00
10 - 111 - 522600	Dues and Memberships	26,800.00	26,800.00
10 - 111 - 527000	Business Meeting & Conference	15,000.00	15,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	70,000.00	70,000.00
<u>Division: 112 - Boards & Commissions</u>		
10 - 112 - 522100 Special Dept. Supplies	500.00	500.00
10 - 112 - 522200 Printing	1,500.00	1,500.00
10 - 112 - 525200 Contractual Services	4,600.00	4,600.00
10 - 112 - 527000 Business Meeting & Conference	2,000.00	2,000.00
	8,600.00	8,600.00
<u>Division: 121 - Legal</u>		
10 - 121 - 525010 Contractual Svcs-Gen'l Matter	250,000.00	255,000.00
10 - 121 - 525011 Contractual Svcs-HR Matters	10,000.00	10,200.00
10 - 121 - 525020 Contractual Svcs-Litigation	3,000.00	3,000.00
	263,000.00	268,200.00
<u>Division: 131 - City Clerk</u>		
10 - 131 - 522000 Office Supplies	1,000.00	1,000.00
10 - 131 - 522100 Special Dept. Supplies	700.00	700.00
10 - 131 - 522200 Printing	2,600.00	2,700.00
10 - 131 - 522600 Dues and Memberships	1,800.00	1,800.00
10 - 131 - 522800 Publications	5,900.00	6,000.00
10 - 131 - 525200 Contractual Services	14,800.00	14,800.00
10 - 131 - 525700 Elections	3,000.00	80,000.00
10 - 131 - 526500 Advertising	4,000.00	4,000.00
10 - 131 - 527000 Business Meeting & Conference	500.00	500.00
10 - 131 - 528500 Training	500.00	500.00
10 - 131 - 541600 Miscellaneous Expenditure	100.00	100.00
10 - 131 - 543000 Mileage Reimbursement	100.00	100.00
	35,000.00	112,200.00
<u>Division: 132 - Administrative Services</u>		
10 - 132 - 522000 Office Supplies	4,000.00	4,100.00
10 - 132 - 522100 Special Dept. Supplies	2,700.00	2,800.00
10 - 132 - 522600 Dues and Memberships	1,000.00	1,000.00
10 - 132 - 522800 Publications	1,000.00	1,000.00
10 - 132 - 525200 Contractual Services	35,000.00	35,000.00
10 - 132 - 526500 Advertising	2,000.00	2,000.00
10 - 132 - 527000 Business Meeting & Conference	700.00	700.00
10 - 132 - 528000 Tuition Reimbursement	20,000.00	20,000.00
10 - 132 - 528500 Training	1,500.00	1,500.00
10 - 132 - 541600 Miscellaneous Expenditure	300.00	300.00
10 - 132 - 543000 Mileage Reimbursement	300.00	300.00
	68,500.00	68,700.00
<u>Division: 134 - Non-Departmental</u>		
10 - 134 - 520000 Insurance	587,700.00	599,500.00

Detailed Budget FY 2016-17 & 2017-18

		2016-17	2017-18
		Budget	Budget
10 - 134 - 520001	Unemployment Insurance	10,000.00	10,200.00
10 - 134 - 522000	Office Supplies	12,000.00	12,200.00
10 - 134 - 522100	Special Dept. Supplies	5,000.00	5,100.00
10 - 134 - 522109	Emergency Facility Repairs	5,000.00	5,100.00
10 - 134 - 522200	Printing	7,000.00	7,100.00
10 - 134 - 522300	Kitchen Supplies	22,500.00	23,000.00
10 - 134 - 522400	Furniture & Fixtures	8,000.00	0.00
10 - 134 - 522600	Dues and Memberships	1,300.00	1,300.00
10 - 134 - 522700	Storage Rental	50,000.00	51,000.00
10 - 134 - 523000	Postage / Courier Service	15,600.00	6,500.00
10 - 134 - 523100	Bank & Merchant Fees	119,300.00	121,700.00
10 - 134 - 523300	Contribution to Others	255,000.00	255,000.00
10 - 134 - 523301	Contribution to Chamber of Com	21,000.00	21,000.00
10 - 134 - 523303	Humanitarian Aid	25,000.00	25,000.00
10 - 134 - 523306	Relay for Life	5,000.00	5,000.00
10 - 134 - 523401	Art Rental	7,700.00	7,700.00
10 - 134 - 523900	Equipment Maintenance	28,000.00	28,600.00
10 - 134 - 525200	Contractual Services	20,000.00	20,000.00
10 - 134 - 525257	Mass Notification System	21,000.00	21,000.00
10 - 134 - 525284	Parking Enforcement	34,700.00	35,400.00
10 - 134 - 541600	Miscellaneous Expenditure	6,800.00	6,900.00
10 - 134 - 650000	Capital Outlay	13,800.00	13,800.00
10 - 134 - 655000	Open Space & Environmental Prg	20,000.00	20,000.00
10 - 134 - 990028	Transfer to Library Fund	4,100.00	4,200.00
10 - 134 - 990040	Transfer to Capital	25,000.00	75,000.00
10 - 134 - 990083	Transfer to 2005 COP	468,100.00	0.00
10 - 134 - 990085	Transfer to 2006 COP	2,500.00	2,500.00
10 - 134 - 990087	Transfer to 2015 COP	1,113,300.00	1,113,400.00
		2,914,400.00	2,497,200.00
<u>Division: 135 - Payroll</u>			
10 - 135 - 510000	Full Time Salaries	5,789,000.00	5,919,200.00
10 - 135 - 510002	Full Time Employee Overtime	50,500.00	51,300.00
10 - 135 - 510400	Benefits	1,646,000.00	1,659,000.00
10 - 135 - 510401	Retiree Medical Benefits	89,500.00	90,400.00
10 - 135 - 510600	Employer Taxes	873,300.00	880,600.00
10 - 135 - 510900	Temporary Employees	626,500.00	626,500.00
10 - 135 - 511000	Auto Allowance	46,200.00	46,200.00
10 - 135 - 511001	457 Match	92,500.00	94,600.00
		9,213,500.00	9,367,800.00
<u>Division: 136 - Civic Center O&M</u>			
10 - 136 - 522100	Special Dept. Supplies	19,100.00	19,500.00
10 - 136 - 522103	Facility Maintenance	55,800.00	56,900.00
10 - 136 - 523800	Rent Equipment	1,300.00	1,300.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 136 - 523900	Equipment Maintenance	28,400.00	29,000.00
10 - 136 - 524000	Utilities - Electric	89,900.00	91,700.00
10 - 136 - 524001	Utilities - Water	6,400.00	6,500.00
10 - 136 - 524002	Utilities - Gas	7,400.00	7,500.00
10 - 136 - 541600	Miscellaneous Expenditure	3,100.00	3,200.00
10 - 136 - 550001	Building Security	2,800.00	2,900.00
10 - 136 - 650000	Capital Outlay	500.00	500.00
		214,700.00	219,000.00
<u>Division: 141 - City Management</u>			
10 - 141 - 522000	Office Supplies	1,200.00	1,200.00
10 - 141 - 522100	Special Dept. Supplies	5,000.00	5,100.00
10 - 141 - 527000	Business Meeting & Conference	20,000.00	20,000.00
		26,200.00	26,300.00
<u>Division: 151 - Financial Management</u>			
10 - 151 - 522000	Office Supplies	2,800.00	2,900.00
10 - 151 - 522100	Special Dept. Supplies	2,100.00	2,100.00
10 - 151 - 522200	Printing	800.00	800.00
10 - 151 - 522600	Dues and Memberships	500.00	500.00
10 - 151 - 522800	Publications	900.00	900.00
10 - 151 - 525200	Contractual Services	66,000.00	67,300.00
10 - 151 - 527000	Business Meeting & Conference	600.00	600.00
10 - 151 - 528500	Training	500.00	3,000.00
10 - 151 - 541600	Miscellaneous Expenditure	100.00	100.00
10 - 151 - 543000	Mileage Reimbursement	100.00	100.00
		74,400.00	78,300.00
<u>Division: 152 - Payroll & Revenue</u>			
10 - 152 - 522000	Office Supplies	800.00	800.00
10 - 152 - 522100	Special Dept. Supplies	400.00	400.00
10 - 152 - 522200	Printing	300.00	300.00
10 - 152 - 522600	Dues and Memberships	700.00	700.00
10 - 152 - 525200	Contractual Services	65,000.00	66,300.00
10 - 152 - 527000	Business Meeting & Conference	1,400.00	1,400.00
10 - 152 - 528500	Training	1,500.00	3,000.00
		70,100.00	72,900.00
<u>Division: 161 - Public Information</u>			
10 - 161 - 520800	Telephone	53,000.00	54,100.00
10 - 161 - 522000	Office Supplies	3,400.00	3,500.00
10 - 161 - 522100	Special Dept. Supplies	8,000.00	8,200.00
10 - 161 - 522200	Printing	1,800.00	1,800.00
10 - 161 - 522600	Dues and Memberships	500.00	500.00
10 - 161 - 522800	Publications	200.00	200.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 161 - 523500	Computer Hardware	5,000.00	5,100.00
10 - 161 - 523800	Rent Equipment	4,300.00	4,400.00
10 - 161 - 525200	Contractual Services	131,600.00	70,000.00
10 - 161 - 525217	Film Permit Services	20,800.00	21,200.00
10 - 161 - 526000	City Newsletter\Promotions	10,600.00	10,800.00
10 - 161 - 527000	Business Meeting & Conference	5,000.00	5,100.00
10 - 161 - 528500	Training	2,000.00	2,000.00
10 - 161 - 543000	Mileage Reimbursement	100.00	100.00
10 - 161 - 650000	Capital Outlay	21,200.00	21,600.00
		267,500.00	208,600.00
<u>Division: 162 - Information Technology</u>			
10 - 162 - 522000	Office Supplies	1,100.00	1,100.00
10 - 162 - 522100	Special Dept. Supplies	17,200.00	17,500.00
10 - 162 - 522600	Dues and Memberships	200.00	200.00
10 - 162 - 523500	Computer Hardware	88,000.00	89,800.00
10 - 162 - 523501	Computer Software	117,900.00	70,500.00
10 - 162 - 525200	Contractual Services	22,600.00	23,100.00
10 - 162 - 527000	Business Meeting & Conference	2,000.00	2,000.00
10 - 162 - 528500	Training	4,200.00	4,300.00
10 - 162 - 650000	Capital Outlay	12,000.00	12,200.00
		265,200.00	220,700.00
<u>Division: 163 - Telecom Regulation</u>			
10 - 163 - 522100	Special Dept. Supplies	2,500.00	2,600.00
10 - 163 - 522600	Dues and Memberships	200.00	200.00
10 - 163 - 525200	Contractual Services	10,000.00	10,200.00
10 - 163 - 527000	Business Meeting & Conference	900.00	900.00
		13,600.00	13,900.00
<u>Division: 211 - LA Co. Sheriff's Department</u>			
10 - 211 - 522100	Special Dept. Supplies	4,400.00	4,500.00
10 - 211 - 525200	Contractual Services	4,403,900.00	4,492,000.00
10 - 211 - 525263	LA Co. Sheriff Reimbursable	58,100.00	59,300.00
		4,466,400.00	4,555,800.00
<u>Division: 221 - LA Co. Fire District</u>			
10 - 221 - 525200	Contractual Services	20,800.00	20,800.00
		20,800.00	20,800.00
<u>Division: 222 - Public Safety and Emergency Preparedness</u>			
10 - 222 - 522000	Office Supplies	300.00	300.00
10 - 222 - 522100	Special Dept. Supplies	9,000.00	3,200.00
10 - 222 - 522200	Printing	3,100.00	3,200.00
10 - 222 - 522600	Dues and Memberships	400.00	400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
10 - 222 - 525200 Contractual Services	5,000.00	5,100.00
10 - 222 - 525206 Special Events	20,000.00	20,000.00
	37,800.00	32,200.00
<u>Division: 231 - LA Co. Animal Services</u>		
10 - 231 - 525200 Contractual Services	48,400.00	49,400.00
	48,400.00	49,400.00
<u>Division: 311 - Administration & Engineering</u>		
10 - 311 - 522100 Special Dept. Supplies	500.00	500.00
10 - 311 - 522200 Printing	1,000.00	1,000.00
10 - 311 - 522600 Dues and Memberships	1,600.00	1,600.00
10 - 311 - 522800 Publications	500.00	500.00
10 - 311 - 523501 Computer Software	7,200.00	7,300.00
10 - 311 - 525200 Contractual Services	220,000.00	224,400.00
10 - 311 - 525206 Special Events	14,300.00	14,600.00
10 - 311 - 527000 Business Meeting & Conference	2,600.00	2,700.00
	247,700.00	252,600.00
<u>Division: 312 - Street Maintenance Services</u>		
10 - 312 - 522000 Office Supplies	1,000.00	1,000.00
10 - 312 - 522100 Special Dept. Supplies	1,400.00	1,400.00
10 - 312 - 522600 Dues and Memberships	1,200.00	1,200.00
10 - 312 - 524000 Utilities - Electric	3,200.00	3,300.00
10 - 312 - 524001 Utilities - Water	87,000.00	88,700.00
10 - 312 - 525200 Contractual Services	15,000.00	15,300.00
10 - 312 - 525210 Road safety/Shoulder/Pky maint	90,000.00	91,800.00
10 - 312 - 525212 Drain Maint & Catch Basin Clen	10,000.00	10,200.00
10 - 312 - 525215 Street/Sidewalk Repair	50,000.00	51,000.00
10 - 312 - 525220 Street Sweeping	90,000.00	91,800.00
10 - 312 - 525280 Tree Trimming	300.00	300.00
10 - 312 - 525281 Graffiti Removal	1,900.00	1,900.00
10 - 312 - 525283 General Landscape Maintenance	150,000.00	150,000.00
	501,000.00	507,900.00
<u>Division: 313 - Water Quality Enhancement</u>		
10 - 313 - 522100 Special Dept. Supplies	200.00	200.00
10 - 313 - 522600 Dues and Memberships	300.00	300.00
10 - 313 - 525200 Contractual Services	48,000.00	49,000.00
10 - 313 - 525227 Compliance Monitoring Program	175,900.00	179,400.00
10 - 313 - 525228 Sewer Infrastructure Managemnt	32,000.00	32,600.00
10 - 313 - 527000 Business Meeting & Conference	400.00	400.00
	256,800.00	261,900.00
<u>Division: 321 - General Landscape Maintenance</u>		

Detailed Budget FY 2016-17 & 2017-18

		2016-17	2017-18
		Budget	Budget
10 - 321 - 522000	Office Supplies	300.00	300.00
10 - 321 - 524000	Utilities - Electric	800.00	800.00
10 - 321 - 524001	Utilities - Water	87,700.00	89,500.00
10 - 321 - 525250	Annual Fuel Reduction	158,300.00	161,500.00
10 - 321 - 525280	Tree Trimming	67,600.00	69,000.00
10 - 321 - 525283	General Landscape Maintenance	244,600.00	249,500.00
10 - 321 - 527000	Business Meeting & Conference	800.00	800.00
10 - 321 - 571600	Pest Abatement	13,100.00	13,400.00
10 - 321 - 572200	Tree Removal	34,600.00	35,300.00
10 - 321 - 650236	Tree Planting	10,600.00	10,800.00
		618,400.00	630,900.00
<u>Division: 331 - Transportation Planning</u>			
10 - 331 - 522000	Office Supplies	1,800.00	1,800.00
10 - 331 - 522100	Special Dept. Supplies	400.00	400.00
10 - 331 - 523501	Computer Software	1,200.00	1,200.00
10 - 331 - 525200	Contractual Services	2,000.00	2,000.00
		5,400.00	5,400.00
<u>Division: 332 - Transportation Eng/Operations</u>			
10 - 332 - 522000	Office Supplies	1,000.00	1,000.00
10 - 332 - 522100	Special Dept. Supplies	1,500.00	1,500.00
10 - 332 - 522600	Dues and Memberships	1,300.00	1,300.00
10 - 332 - 522800	Publications	900.00	900.00
10 - 332 - 523501	Computer Software	500.00	500.00
10 - 332 - 523700	Vehicle Maintenance	10,200.00	10,400.00
10 - 332 - 523701	Vehicle Gasoline / Oil	11,000.00	11,200.00
10 - 332 - 524000	Utilities - Electric	72,400.00	73,800.00
10 - 332 - 525200	Contractual Services	3,900.00	4,000.00
10 - 332 - 525224	Property Damage	10,500.00	10,700.00
10 - 332 - 525240	Striping, Signing & Marking	120,000.00	122,400.00
10 - 332 - 525260	Traffic Signal/Lighting	73,100.00	74,600.00
10 - 332 - 527000	Business Meeting & Conference	400.00	400.00
10 - 332 - 543000	Mileage Reimbursement	300.00	300.00
		307,000.00	313,000.00
<u>Division: 334 - Intergovernmental Relations</u>			
10 - 334 - 522000	Office Supplies	200.00	200.00
10 - 334 - 522503	School Safety	13,400.00	13,700.00
10 - 334 - 525270	Crossing Guard	86,300.00	86,300.00
10 - 334 - 525275	School Programs	7,500.00	7,500.00
		107,400.00	107,700.00
<u>Division: 411 - Community Development Admin</u>			
10 - 411 - 522000	Office Supplies	8,100.00	8,300.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 411 - 522100	Special Dept. Supplies	2,100.00	2,100.00
10 - 411 - 522200	Printing	12,700.00	13,000.00
10 - 411 - 522600	Dues and Memberships	4,700.00	4,800.00
10 - 411 - 522800	Publications	500.00	500.00
10 - 411 - 523500	Computer Hardware	200.00	200.00
10 - 411 - 523501	Computer Software	85,000.00	86,700.00
10 - 411 - 525200	Contractual Services	8,000.00	8,200.00
10 - 411 - 526500	Advertising	13,900.00	14,200.00
10 - 411 - 527000	Business Meeting & Conference	2,000.00	2,000.00
10 - 411 - 528500	Training	3,200.00	3,300.00
10 - 411 - 541600	Miscellaneous Expenditure	100.00	100.00
		140,500.00	143,400.00
<u>Division: 412 - Planning Projects & Studies</u>			
10 - 412 - 522200	Printing	500.00	500.00
10 - 412 - 523203	Senior Rental Voucher	89,700.00	91,500.00
10 - 412 - 525200	Contractual Services	25,000.00	25,500.00
10 - 412 - 527000	Business Meeting & Conference	3,500.00	3,600.00
10 - 412 - 528500	Training	4,200.00	4,300.00
		122,900.00	125,400.00
<u>Division: 415 - Building Inspection</u>			
10 - 415 - 522000	Office Supplies	300.00	300.00
10 - 415 - 522100	Special Dept. Supplies	11,800.00	12,000.00
10 - 415 - 525200	Contractual Services	475,000.00	484,500.00
		487,100.00	496,800.00
<u>Division: 416 - Code Enforcement</u>			
10 - 416 - 522000	Office Supplies	100.00	100.00
10 - 416 - 525200	Contractual Services	1,300.00	1,300.00
10 - 416 - 525216	Code Enforcement Prosecutor	50,000.00	51,000.00
		51,400.00	52,400.00
<u>Division: 511 - Community Services Management</u>			
10 - 511 - 522000	Office Supplies	2,200.00	2,200.00
10 - 511 - 522100	Special Dept. Supplies	600.00	600.00
10 - 511 - 522600	Dues and Memberships	200.00	200.00
10 - 511 - 526500	Advertising	100.00	100.00
10 - 511 - 543000	Mileage Reimbursement	200.00	200.00
		3,300.00	3,300.00
<u>Division: 512 - Creekside Park</u>			
10 - 512 - 520800	Telephone	900.00	900.00
10 - 512 - 522100	Special Dept. Supplies	500.00	500.00
10 - 512 - 525150	Contract Instructors	200.00	200.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
10 - 512 - 525200	Contractual Services	8,100.00	8,300.00
10 - 512 - 541800	Custodial Supplies	2,000.00	2,000.00
		11,700.00	11,900.00
<u>Division: 513 - De Anza Park/Recreation Progrm</u>			
10 - 513 - 520020	Event Insurance	39,500.00	40,300.00
10 - 513 - 520800	Telephone	5,200.00	5,300.00
10 - 513 - 522000	Office Supplies	2,000.00	2,000.00
10 - 513 - 522100	Special Dept. Supplies	63,500.00	64,800.00
10 - 513 - 522200	Printing	60,000.00	61,200.00
10 - 513 - 522600	Dues and Memberships	900.00	900.00
10 - 513 - 522900	State Required Fingerprinting	3,000.00	3,100.00
10 - 513 - 523000	Postage / Courier Service	10,200.00	10,400.00
10 - 513 - 523800	Rent Equipment	400.00	400.00
10 - 513 - 525150	Contract Instructors	158,100.00	161,300.00
10 - 513 - 525200	Contractual Services	29,100.00	29,700.00
10 - 513 - 525207	Tickets / Pre-sale	15,500.00	15,800.00
10 - 513 - 525208	Facility Rental	27,400.00	27,900.00
10 - 513 - 525276	Senior Programs	18,000.00	18,400.00
10 - 513 - 526300	Special Community Services	200.00	200.00
10 - 513 - 528500	Training	2,600.00	2,700.00
10 - 513 - 541800	Custodial Supplies	13,300.00	13,600.00
10 - 513 - 543000	Mileage Reimbursement	2,000.00	2,000.00
10 - 513 - 650000	Capital Outlay	2,000.00	2,000.00
		452,900.00	462,000.00
<u>Division: 514 - Parks Maintenance</u>			
10 - 514 - 522000	Office Supplies	1,900.00	1,900.00
10 - 514 - 523700	Vehicle Maintenance	8,200.00	8,400.00
10 - 514 - 524000	Utilities - Electric	38,800.00	39,600.00
10 - 514 - 524002	Utilities - Gas	3,100.00	3,200.00
10 - 514 - 525200	Contractual Services	18,000.00	18,400.00
10 - 514 - 541800	Custodial Supplies	13,000.00	13,300.00
10 - 514 - 543000	Mileage Reimbursement	1,000.00	1,000.00
10 - 514 - 553500	Cal/Agoura Jt Community Center	25,500.00	26,000.00
10 - 514 - 650000	Capital Outlay	7,700.00	7,900.00
		117,200.00	119,700.00
<u>Division: 515 - School Joint Use</u>			
10 - 515 - 522100	Special Dept. Supplies	100.00	100.00
10 - 515 - 525200	Contractual Services	200.00	200.00
10 - 515 - 525305	School Facility Maintenance	77,200.00	77,200.00
10 - 515 - 553600	School Joint Use Contract	47,500.00	47,500.00
		125,000.00	125,000.00

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	2016-17 Budget	2017-18 Budget
<u>Division: 516 - Special Events</u>		
10 - 516 - 522100 Special Dept. Supplies	1,000.00	1,000.00
10 - 516 - 522700 Storage Rental	8,300.00	8,500.00
10 - 516 - 525200 Contractual Services	100.00	100.00
10 - 516 - 525205 July 4th	75,000.00	76,500.00
10 - 516 - 525311 Egg Stravaganza	9,200.00	9,400.00
10 - 516 - 525312 Movie Under the Stars	1,000.00	1,000.00
10 - 516 - 525315 Teen Events	10,000.00	10,200.00
10 - 516 - 525316 Holiday Gala Event	14,000.00	14,300.00
10 - 516 - 525317 Film Festival	15,000.00	15,000.00
10 - 516 - 525318 Pumpkin Festival	105,000.00	108,000.00
10 - 516 - 525319 Calabasas Musical Programs	50,000.00	50,000.00
10 - 516 - 525323 Civic Center Art Programs	3,000.00	3,000.00
10 - 516 - 525324 Calabasas Fine Arts Festival	45,000.00	45,000.00
	336,600.00	342,000.00
<u>Division: 517 - Klubhouse Preschool</u>		
10 - 517 - 520800 Telephone	2,400.00	2,400.00
10 - 517 - 522000 Office Supplies	5,500.00	5,600.00
10 - 517 - 522100 Special Dept. Supplies	65,000.00	66,300.00
10 - 517 - 522200 Printing	2,100.00	2,100.00
10 - 517 - 525200 Contractual Services	27,200.00	27,700.00
10 - 517 - 525275 School Programs	1,600.00	1,600.00
10 - 517 - 526400 State Mandates	3,300.00	3,400.00
10 - 517 - 526500 Advertising	1,200.00	1,200.00
10 - 517 - 541700 Copier Supplies	100.00	100.00
10 - 517 - 541800 Custodial Supplies	11,000.00	11,200.00
10 - 517 - 541900 Refunds - Deposits & Overpays	300.00	300.00
	119,700.00	121,900.00
<u>Division: 518 - Senior Center</u>		
10 - 518 - 520020 Event Insurance	3,000.00	3,000.00
10 - 518 - 520800 Telephone	4,000.00	4,000.00
10 - 518 - 522000 Office Supplies	5,000.00	5,000.00
10 - 518 - 522100 Special Dept. Supplies	40,000.00	40,000.00
10 - 518 - 522200 Printing	20,000.00	20,000.00
10 - 518 - 522600 Dues and Memberships	1,000.00	1,000.00
10 - 518 - 522900 State Required Fingerprinting	500.00	500.00
10 - 518 - 523000 Postage	3,500.00	3,500.00
10 - 518 - 524000 Utilities - Electric	30,000.00	30,000.00
10 - 518 - 524001 Utilities - Water	4,000.00	4,000.00
10 - 518 - 524002 Utilities - Gas	4,000.00	4,000.00
10 - 518 - 524003 Cable/Satellite TV	4,500.00	4,500.00
10 - 518 - 525150 Contract Instructors	60,000.00	60,000.00
10 - 518 - 525200 Contractual Services	25,000.00	25,000.00

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	2016-17 Budget	2017-18 Budget
10 - 518 - 525276 Senior Programs	20,000.00	22,000.00
10 - 518 - 541800 Custodial Supplies	10,000.00	10,000.00
10 - 518 - 543000 Mileage Reimbursement	200.00	200.00
	234,700.00	236,700.00
Total Fund 10 Expenditures	22,324,800.00	22,210,500.00
ESTIMATED BEGINNING FUND BALANCE	13,283,521.36	13,424,521.36
CHANGE IN FUND 10 BALANCE	141,000.00	326,300.00
FUND 10 BALANCE	13,424,521.36	13,750,821.36
 Fund: 11 - Recoverable Deposits		
Revenue		
<u>Division: 000 - Revenue</u>		
11 - 000 - 411060 Recoverable Project	450,100.00	459,100.00
	450,100.00	459,100.00
Total Fund 11 Revenue	450,100.00	459,100.00
 Expenditures		
<u>Division: 163 - Cable Regulation</u>		
11 - 163 - 525200 Contractual Services	17,400.00	17,700.00
	17,400.00	17,700.00
 <u>Division: 311 - Administration & Engineering</u>		
11 - 311 - 522200 Printing	1,600.00	1,600.00
11 - 311 - 525200 Contractual Services	141,800.00	144,600.00
	143,400.00	146,200.00
 <u>Division: 412 - Planning Projects & Studies</u>		
11 - 412 - 522200 Printing	1,500.00	1,500.00
11 - 412 - 525200 Contractual Services	271,100.00	276,600.00
	272,600.00	278,100.00
 <u>Division: 415 - Building Inspection</u>		
11 - 415 - 525200 Contractual Services	9,100.00	9,300.00
	9,100.00	9,300.00
Total Fund 11 Expenditures	442,500.00	451,300.00
ESTIMATED BEGINNING FUND BALANCE	8,999.63	16,599.63
CHANGE IN FUND 11 BALANCE	7,600.00	7,800.00

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	2016-17 Budget	2017-18 Budget
FUND 11 BALANCE	16,599.63	24,399.63
Fund: 12 - South Coast Air Quality Management District		
Revenue		
<u>Division: 000 - Revenue</u>		
12 - 000 - 441000 Interest Income	1,300.00	1,800.00
12 - 000 - 447000 South Coast Air Quality Mgmt	25,600.00	26,100.00
	26,900.00	27,900.00
Total Fund 12 Revenue	26,900.00	27,900.00
Expenditures		
<u>Division: 331 - Transportation Planning</u>		
12 - 331 - 650000 Capital Outlay	23,100.00	23,100.00
	23,100.00	23,100.00
Total Fund 12 Expenditures	23,100.00	23,100.00
ESTIMATED BEGINNING FUND BALANCE	83,543.29	87,343.29
CHANGE IN FUND 12 BALANCE	3,800.00	4,800.00
FUND 12 BALANCE	87,343.29	92,143.29
Fund: 13 - Park & Recreation Improvements		
Revenue		
<u>Division: 000 - Revenue</u>		
13 - 000 - 441000 Interest Income	1,300.00	1,800.00
13 - 000 - 447600 Grant L.A. Co. Measure A-M & S	40,000.00	40,000.00
	41,300.00	41,800.00
Total Fund 13 Revenue	41,300.00	41,800.00
Expenditures		
<u>Division: 519 - Capital Improvements-Parks</u>		
13 - 519 - 554800 Measure A- M & S Projects	40,000.00	40,000.00
	40,000.00	40,000.00
Total Fund 13 Expenditures	40,000.00	40,000.00
ESTIMATED BEGINNING FUND BALANCE	87,601.35	88,901.35
CHANGE IN FUND 13 BALANCE	1,300.00	1,800.00
FUND 13 BALANCE	88,901.35	90,701.35

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Fund: 14 - AB 939		
Revenue		
<u>Division: 000 - Revenue</u>		
14 - 000 - 441000 Interest Income	27,800.00	39,300.00
14 - 000 - 480000 AB 939 Franchise Fees	214,200.00	218,500.00
	242,000.00	257,800.00
Total Fund 14 Revenue	242,000.00	257,800.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
14 - 134 - 990010 Transfer to General Fund	85,700.00	87,400.00
	85,700.00	87,400.00
<u>Division: 313 - Water Quality Enhancement</u>		
14 - 313 - 525031 Public Education - AB 939	30,000.00	30,000.00
14 - 313 - 525200 Contractual Services	15,000.00	15,000.00
	45,000.00	45,000.00
<u>Division: 414 - Natural Resource Protection</u>		
Total Fund 14 Expenditures	130,700.00	132,400.00
ESTIMATED BEGINNING FUND BALANCE	1,768,345.41	1,879,645.41
CHANGE IN FUND 14 BALANCE	111,300.00	125,400.00
FUND 14 BALANCE	1,879,645.41	2,005,045.41
Fund: 15 - Gas Tax		
Revenue		
<u>Division: 000 - Revenue</u>		
15 - 000 - 441000 Interest Income	18,400.00	25,900.00
15 - 000 - 461000 Gas Tax Fund - 2105	151,200.00	167,100.00
15 - 000 - 461010 Gas Tax Fund - 2106	78,600.00	82,000.00
15 - 000 - 461020 Gas Tax Fund - 2107	210,000.00	234,600.00
15 - 000 - 461030 Gas Tax Fund - 2107.5	5,000.00	5,000.00
15 - 000 - 461040 Gas Tax Fund - 2103	57,100.00	27,400.00
	520,300.00	542,000.00
Total Fund 15 Revenue	520,300.00	542,000.00
Expenditures		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 134 - Non-Departmental</u>		
15 - 134 - 990040 Transfer to Capital	380,000.00	470,000.00
	380,000.00	470,000.00
Total Fund 15 Expenditures	380,000.00	470,000.00
ESTIMATED BEGINNING FUND BALANCE	1,107,090.33	1,247,390.33
CHANGE IN FUND 15 BALANCE	140,300.00	72,000.00
FUND 15 BALANCE	1,247,390.33	1,319,390.33
 Fund: 16 - Developer Impact Fees		
Revenue		
<u>Division: 000 - Revenue</u>		
16 - 000 - 441000 Interest Income	28,800.00	28,500.00
16 - 000 - 481500 Traffic Mitigation Fees	40,000.00	20,000.00
	68,800.00	48,500.00
Total Fund 16 Revenue	68,800.00	48,500.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
16 - 134 - 994040 Transfer to Capital	0.00	540,000.00
	0.00	540,000.00
Total Fund 16 Expenditures	0.00	540,000.00
ESTIMATED BEGINNING FUND BALANCE	1,877,991.59	1,946,791.59
CHANGE IN FUND 16 BALANCE	68,800.00	(491,500.00)
FUND 16 BALANCE	1,946,791.59	1,455,291.59
 Fund: 18 - Affordable Housing		
Revenue		
<u>Division: 000 - Revenue</u>		
18 - 000 - 441000 Interest Income	24,200.00	32,700.00
	24,200.00	32,700.00
Total Fund 18 Revenue	24,200.00	32,700.00
ESTIMATED BEGINNING FUND BALANCE	1,610,575.20	1,634,775.20
CHANGE IN FUND 18 BALANCE	24,200.00	32,700.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
FUND 18 BALANCE	1,634,775.20	1,667,475.20
Fund: 19 - Las Virgenes / Lost Hills B&T		
Revenue		
<u>Division: 000 - Revenue</u>		
19 - 000 - 441000 Interest Income	25,400.00	33,600.00
	25,400.00	33,600.00
Total Fund 19 Revenue	25,400.00	33,600.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
19 - 134 - 990040 Transfer to Capital	0.00	40,000.00
	0.00	40,000.00
Total Fund 19 Expenditures	0.00	40,000.00
ESTIMATED BEGINNING FUND BALANCE	1,692,872.49	1,718,272.49
CHANGE IN FUND 19 BALANCE	25,400.00	(6,400.00)
FUND 19 BALANCE	1,718,272.49	1,711,872.49
Fund: 20 - Prop A		
Revenue		
<u>Division: 000 - Revenue</u>		
20 - 000 - 441000 Interest Income	7,200.00	10,800.00
20 - 000 - 462000 Prop A - Per Parcel	440,800.00	449,600.00
	448,000.00	460,400.00
Total Fund 20 Revenue	448,000.00	460,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
20 - 134 - 990029 Transfer to Transportation Programs	384,600.00	392,700.00
	384,600.00	392,700.00
Total Fund 20 Expenditures	384,600.00	392,700.00
ESTIMATED BEGINNING FUND BALANCE	421,883.86	485,283.86
CHANGE IN FUND 20 BALANCE	63,400.00	67,700.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
FUND 20 BALANCE	485,283.86	552,983.86
Fund: 21 - LMD 22 - Common Benefit Areas		
Revenue		
<u>Division: 000 - Revenue</u>		
21 - 000 - 401022 Prop Tax - Dist 22 Ad Valorem	1,662,500.00	1,695,800.00
21 - 000 - 441022 Interest Landscape Dist. #22	47,200.00	62,700.00
	1,709,700.00	1,758,500.00
Total Fund 21 Revenue	1,709,700.00	1,758,500.00
Expenditures		
<u>Division: 326 - LMD #22 Ad Valorum/CBA</u>		
21 - 326 - 510000 Full Time Salaries	112,400.00	116,900.00
21 - 326 - 510400 Benefits	42,400.00	42,700.00
21 - 326 - 510600 Employer Taxes	13,700.00	19,200.00
21 - 326 - 510900 Temporary Employees	35,300.00	35,300.00
21 - 326 - 511000 Auto Allowance	1,600.00	1,600.00
21 - 326 - 522000 Office Supplies	900.00	900.00
21 - 326 - 570221 Electric Svc - IrrigationMeter	23,300.00	23,800.00
21 - 326 - 570224 Electric Svc - IrrigationMeter	5,900.00	6,000.00
21 - 326 - 570226 Electric Svc - IrrigationMeter	2,400.00	2,400.00
21 - 326 - 570721 Irrigation Repairs	4,100.00	4,200.00
21 - 326 - 570724 Irrigation Repairs	8,100.00	8,300.00
21 - 326 - 570725 Irrigation Repairs	11,600.00	11,800.00
21 - 326 - 570726 Irrigation Repairs	8,200.00	8,400.00
21 - 326 - 570821 Lake Insurance	9,000.00	9,200.00
21 - 326 - 570921 Lake Maintenance-Aeration	9,700.00	9,900.00
21 - 326 - 571121 Lake Maintenance-Svc Contract	142,400.00	145,200.00
21 - 326 - 571221 Landscape Maint-Svc Contract	102,000.00	104,000.00
21 - 326 - 571224 Landscape Maint-Svc Contract	37,600.00	38,400.00
21 - 326 - 571225 Landscape Maint-Svc Contract	69,600.00	71,000.00
21 - 326 - 571226 Landscape Maint-Svc Contract	60,900.00	62,100.00
21 - 326 - 571321 Landscape Refurbishment	4,700.00	4,800.00
21 - 326 - 571324 Landscape Refurbishment	4,300.00	4,400.00
21 - 326 - 571325 Landscape Refurbishment	10,100.00	10,300.00
21 - 326 - 571326 Landscape Refurbishment	12,200.00	12,400.00
21 - 326 - 571425 Office Supplies	200.00	200.00
21 - 326 - 571921 Planting - Trees	800.00	800.00
21 - 326 - 571926 Planting - Trees	8,200.00	8,400.00
21 - 326 - 572221 Tree Removal	7,300.00	7,400.00
21 - 326 - 572224 Tree Removal	2,000.00	2,000.00
21 - 326 - 572225 Tree Removal	2,000.00	2,000.00
21 - 326 - 572226 Tree Removal	1,900.00	1,900.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
21 - 326 - 572321 Tree Trimming	9,600.00	9,800.00
21 - 326 - 572324 Tree Trimming	3,200.00	3,300.00
21 - 326 - 572325 Tree Trimming	10,100.00	10,300.00
21 - 326 - 572326 Tree Trimming	5,500.00	5,600.00
21 - 326 - 572621 Water	138,900.00	141,700.00
21 - 326 - 572624 Water	15,600.00	15,900.00
21 - 326 - 572625 Water	83,600.00	85,300.00
21 - 326 - 572626 Water	6,300.00	6,400.00
21 - 326 - 572721 Brush Clearance	2,400.00	2,400.00
21 - 326 - 990040 Transfer to Capital	60,000.00	700,000.00
	1,090,000.00	1,756,600.00
Total Fund 21 Expenditures	1,090,000.00	1,756,600.00
ESTIMATED BEGINNING FUND BALANCE	2,577,389.07	3,197,089.07
CHANGE IN FUND 21 BALANCE	619,700.00	1,900.00
FUND 21 BALANCE	3,197,089.07	3,198,989.07
 Fund: 22 - Landscape Maintenance District 22		
Revenue		
<u>Division: 000 - Revenue</u>		
22 - 000 - 441022 Interest Landscape Dist. #22	22,300.00	29,000.00
22 - 000 - 471022 Prop Tax - Dist 22 Assessments	2,751,500.00	2,806,500.00
	2,773,800.00	2,835,500.00
Total Fund 22 Revenue	2,773,800.00	2,835,500.00
 Expenditures		
<u>Division: 322 - LMD #22</u>		
22 - 322 - 510000 Full Time Salaries	97,500.00	101,400.00
22 - 322 - 510400 Benefits	25,800.00	26,100.00
22 - 322 - 510600 Employer Taxes	9,600.00	14,300.00
22 - 322 - 511000 Auto Allowance	2,400.00	2,400.00
22 - 322 - 570104 Contractual Services	400.00	400.00
22 - 322 - 570105 Contractual Services	100.00	100.00
22 - 322 - 570106 Contractual Services	1,100.00	1,100.00
22 - 322 - 570107 Contractual Services	1,000.00	1,000.00
22 - 322 - 570108 Contractual Services	1,000.00	1,000.00
22 - 322 - 570109 Contractual Services	100.00	100.00
22 - 322 - 570110 Contractual Services	100.00	100.00
22 - 322 - 570111 Contractual Services	200.00	200.00
22 - 322 - 570113 Contractual Services	600.00	600.00
22 - 322 - 570114 Contractual Services	300.00	300.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
22 - 322 - 570116	Contractual Services	1,300.00	1,300.00
22 - 322 - 570119	Contractual Services	400.00	400.00
22 - 322 - 570120	Contractual Services	300.00	300.00
22 - 322 - 570206	Electric Svc - IrrigationMeter	5,900.00	6,000.00
22 - 322 - 570207	Electric Svc - IrrigationMeter	3,400.00	3,500.00
22 - 322 - 570208	Electric Svc - IrrigationMeter	5,300.00	5,400.00
22 - 322 - 570210	Electric Svc - IrrigationMeter	1,600.00	1,600.00
22 - 322 - 570211	Electric Svc - IrrigationMeter	1,100.00	1,100.00
22 - 322 - 570214	Electric Svc - IrrigationMeter	700.00	700.00
22 - 322 - 570219	Electric Svc - IrrigationMeter	5,000.00	5,100.00
22 - 322 - 570220	Electric Svc - IrrigationMeter	1,000.00	1,000.00
22 - 322 - 570704	Irrigation Repairs	7,000.00	7,100.00
22 - 322 - 570705	Irrigation Repairs	2,600.00	2,700.00
22 - 322 - 570706	Irrigation Repairs	35,700.00	36,400.00
22 - 322 - 570707	Irrigation Repairs	10,700.00	10,900.00
22 - 322 - 570708	Irrigation Repairs	4,800.00	4,900.00
22 - 322 - 570710	Irrigation Repairs	3,700.00	3,800.00
22 - 322 - 570711	Irrigation Repairs	6,400.00	6,500.00
22 - 322 - 570713	Irrigation Repairs	5,900.00	6,000.00
22 - 322 - 570714	Irrigation Repairs	4,300.00	4,400.00
22 - 322 - 570719	Irrigation Repairs	19,800.00	20,200.00
22 - 322 - 570720	Irrigation Repairs	11,600.00	11,800.00
22 - 322 - 571204	Landscape Maint-Svc Contract	59,400.00	60,600.00
22 - 322 - 571205	Landscape Maint-Svc Contract	27,600.00	28,200.00
22 - 322 - 571206	Landscape Maint-Svc Contract	153,400.00	156,500.00
22 - 322 - 571207	Landscape Maint-Svc Contract	72,200.00	73,600.00
22 - 322 - 571208	Landscape Maint-Svc Contract	145,600.00	148,500.00
22 - 322 - 571209	Landscape Maint-Svc Contract	15,100.00	15,400.00
22 - 322 - 571210	Landscape Maint-Svc Contract	48,500.00	49,500.00
22 - 322 - 571211	Landscape Maint-Svc Contract	36,000.00	36,700.00
22 - 322 - 571213	Landscape Maint-Svc Contract	67,100.00	68,400.00
22 - 322 - 571214	Landscape Maint-Svc Contract	46,600.00	47,500.00
22 - 322 - 571219	Landscape Maint-Svc Contract	104,500.00	106,600.00
22 - 322 - 571220	Landscape Maint-Svc Contract	56,200.00	57,300.00
22 - 322 - 571304	Landscape Refurbishment	11,400.00	11,600.00
22 - 322 - 571305	Landscape Refurbishment	1,100.00	1,100.00
22 - 322 - 571306	Landscape Refurbishment	28,900.00	29,500.00
22 - 322 - 571307	Landscape Refurbishment	7,300.00	7,400.00
22 - 322 - 571308	Landscape Refurbishment	10,000.00	10,200.00
22 - 322 - 571310	Landscape Refurbishment	900.00	900.00
22 - 322 - 571311	Landscape Refurbishment	6,300.00	6,400.00
22 - 322 - 571313	Landscape Refurbishment	17,300.00	17,600.00
22 - 322 - 571314	Landscape Refurbishment	300.00	300.00
22 - 322 - 571319	Landscape Refurbishment	28,400.00	29,000.00
22 - 322 - 571320	Landscape Refurbishment	3,600.00	3,700.00

Detailed Budget FY 2016-17 & 2017-18

		<u>2016-17</u>	<u>2017-18</u>
		<u>Budget</u>	<u>Budget</u>
22 - 322 - 571607	Pest Abatement	9,500.00	9,700.00
22 - 322 - 571610	Pest Abatement	6,700.00	6,800.00
22 - 322 - 571619	Pest Abatement	1,600.00	1,600.00
22 - 322 - 571906	Planting - Trees	1,800.00	1,800.00
22 - 322 - 571907	Planting - Trees	2,800.00	2,900.00
22 - 322 - 571911	Planting - Trees	3,200.00	3,300.00
22 - 322 - 572205	Tree Removal	4,100.00	4,200.00
22 - 322 - 572206	Tree Removal	15,000.00	15,300.00
22 - 322 - 572207	Tree Removal	12,200.00	12,400.00
22 - 322 - 572210	Tree Removal	800.00	800.00
22 - 322 - 572211	Tree Removal	7,100.00	7,200.00
22 - 322 - 572212	Tree Removal	500.00	500.00
22 - 322 - 572213	Tree Removal	9,100.00	9,300.00
22 - 322 - 572219	Tree Removal	4,200.00	4,300.00
22 - 322 - 572220	Tree Removal	4,800.00	4,900.00
22 - 322 - 572304	Tree Trimming	5,800.00	5,900.00
22 - 322 - 572305	Tree Trimming	3,100.00	3,200.00
22 - 322 - 572306	Tree Trimming	25,500.00	26,000.00
22 - 322 - 572307	Tree Trimming	22,400.00	22,800.00
22 - 322 - 572310	Tree Trimming	5,100.00	5,200.00
22 - 322 - 572311	Tree Trimming	25,500.00	26,000.00
22 - 322 - 572312	Tree Trimming	4,800.00	4,900.00
22 - 322 - 572313	Tree Trimming	37,500.00	38,300.00
22 - 322 - 572314	Tree Trimming	4,200.00	4,300.00
22 - 322 - 572319	Tree Trimming	11,700.00	11,900.00
22 - 322 - 572320	Tree Trimming	40,100.00	40,900.00
22 - 322 - 572506	V-Ditch Non-Irrigated Common	1,000.00	1,000.00
22 - 322 - 572604	Water	48,500.00	49,500.00
22 - 322 - 572605	Water	13,200.00	13,500.00
22 - 322 - 572607	Water	102,000.00	104,000.00
22 - 322 - 572608	Water	109,400.00	111,600.00
22 - 322 - 572610	Water	29,700.00	30,300.00
22 - 322 - 572611	Water	32,300.00	32,900.00
22 - 322 - 572612	Water	1,900.00	1,900.00
22 - 322 - 572613	Water	13,200.00	13,500.00
22 - 322 - 572614	Water	16,200.00	16,500.00
22 - 322 - 572616	Water	153,800.00	156,900.00
22 - 322 - 572619	Water	80,500.00	82,100.00
22 - 322 - 572620	Water	32,600.00	33,300.00
22 - 322 - 572704	Brush Clearance	3,100.00	3,200.00
22 - 322 - 572705	Brush Clearance	2,300.00	2,300.00
22 - 322 - 572706	Brush Clearance	35,800.00	36,500.00
22 - 322 - 572707	Brush Clearance	51,000.00	52,000.00
22 - 322 - 572708	Brush Clearance	72,700.00	74,200.00
22 - 322 - 572710	Brush Clearance	12,200.00	12,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
22 - 322 - 572716 Brush Clearance	117,700.00	120,100.00
22 - 322 - 572720 Brush Clearance	15,600.00	15,900.00
	2,440,200.00	2,494,700.00
Total Fund 22 Expenditures	2,440,200.00	2,494,700.00
ESTIMATED BEGINNING FUND BALANCE	802,186.88	1,135,786.88
CHANGE IN FUND 22 BALANCE	333,600.00	340,800.00
FUND 22 BALANCE	1,135,786.88	1,476,586.88
 Fund: 24 - Landscape Maintenance District #24		
Revenue		
<u>Division: 000 - Revenue</u>		
24 - 000 - 471024 Property Tax - District 24	191,600.00	195,400.00
	191,600.00	195,400.00
Total Fund 24 Revenue	191,600.00	195,400.00
 Expenditures		
<u>Division: 323 - LMD #24</u>		
24 - 323 - 510000 Full Time Salaries	7,000.00	7,200.00
24 - 323 - 510400 Benefits	1,800.00	1,900.00
24 - 323 - 510600 Employer Taxes	700.00	1,000.00
24 - 323 - 511000 Auto Allowance	200.00	200.00
24 - 323 - 570230 Electric Svc - IrrigationMeter	1,900.00	1,900.00
24 - 323 - 570730 Irrigation Repairs	7,600.00	27,000.00
24 - 323 - 571230 Landscape Maint-Svc Contract	42,900.00	60,000.00
24 - 323 - 571330 Landscape Refurbishment	10,000.00	32,000.00
24 - 323 - 571930 Planting - Trees	5,100.00	5,200.00
24 - 323 - 572230 Tree Removal	3,800.00	3,900.00
24 - 323 - 572330 Tree Trimming	6,300.00	6,400.00
24 - 323 - 572630 Water	25,500.00	38,000.00
24 - 323 - 572730 Brush Clearance	9,000.00	9,200.00
	121,800.00	193,900.00
Total Fund 24 Expenditures	121,800.00	193,900.00
ESTIMATED BEGINNING FUND BALANCE	(69,788.24)	11.76
CHANGE IN FUND 24 BALANCE	69,800.00	1,500.00
FUND 24 BALANCE	11.76	1,511.76

Fund: 25 - Prop C

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Revenue		
<u>Division: 000 - Revenue</u>		
25 - 000 - 441000 Interest Income	1,400.00	2,800.00
25 - 000 - 463000 Prop C	355,600.00	362,700.00
	357,000.00	365,500.00
Total Fund 25 Revenue	357,000.00	365,500.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
25 - 134 - 990029 Transfer to Transit	314,400.00	321,300.00
25 - 134 - 990040 Transfer to Capital	0.00	40,000.00
	314,400.00	361,300.00
Total Fund 25 Expenditures	314,400.00	361,300.00
ESTIMATED BEGINNING FUND BALANCE	95,818.66	138,418.66
CHANGE IN FUND 25 BALANCE	42,600.00	4,200.00
FUND 25 BALANCE	138,418.66	142,618.66
Fund: 26 - Transportation Development Act (TDA)		
Revenue		
<u>Division: 000 - Revenue</u>		
26 - 000 - 441000 Interest Income	400.00	200.00
26 - 000 - 463500 TDA	29,700.00	33,000.00
	30,100.00	33,200.00
Total Fund 26 Revenue	30,100.00	33,200.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
26 - 134 - 990040 Transfer to Capital	10,000.00	43,000.00
	10,000.00	43,000.00
Total Fund 26 Expenditures	10,000.00	43,000.00
ESTIMATED BEGINNING FUND BALANCE	3,745.03	23,845.03
CHANGE IN FUND 26 BALANCE	20,100.00	(9,800.00)
FUND 26 BALANCE	23,845.03	14,045.03
Fund: 27 - Landscape Maintenance District #27		

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	2016-17 Budget	2017-18 Budget
Revenue		
<u>Division: 000 - Revenue</u>		
27 - 000 - 441027 Interest Landscape Dist. #27	500.00	700.00
27 - 000 - 471027 Property Tax - District 27	32,300.00	32,900.00
	32,800.00	33,600.00
Total Fund 27 Revenue	32,800.00	33,600.00
Expenditures		
<u>Division: 324 - LMD #27</u>		
27 - 324 - 510000 Full Time Salaries	1,700.00	1,800.00
27 - 324 - 510400 Benefits	500.00	500.00
27 - 324 - 510600 Employer Taxes	200.00	300.00
27 - 324 - 570240 Electric Svc - IrrigationMeter	300.00	300.00
27 - 324 - 570740 Irrigation Repairs	5,700.00	5,800.00
27 - 324 - 571240 Landscape Maint-Svc Contract	13,700.00	14,000.00
27 - 324 - 571940 Planting - Trees	600.00	600.00
27 - 324 - 572240 Tree Removal	1,000.00	1,000.00
27 - 324 - 572640 Water	2,800.00	2,900.00
	26,500.00	27,200.00
Total Fund 27 Expenditures	26,500.00	27,200.00
ESTIMATED BEGINNING FUND BALANCE	86,278.09	92,578.09
CHANGE IN FUND 27 BALANCE	6,300.00	6,400.00
FUND 27 BALANCE	92,578.09	98,978.09
Fund: 28 - Library		
Revenue		
<u>Division: 000 - Revenue</u>		
28 - 000 - 401000 Property Tax	1,864,600.00	1,901,900.00
28 - 000 - 425000 Library Fines and Recovery	27,000.00	27,500.00
28 - 000 - 432100 Hidden Hills Library Funds	273,900.00	279,400.00
28 - 000 - 441000 Interest Income	15,700.00	20,300.00
28 - 000 - 446701 Copy Machine	100.00	100.00
28 - 000 - 490010 Transfer in General Fund	4,100.00	4,200.00
	2,185,400.00	2,233,400.00
Total Fund 28 Revenue	2,185,400.00	2,233,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
28 - 134 - 998505 Transfer to 2006 COP	1,100.00	1,100.00
28 - 134 - 990087 Transfer to 2015 COP	470,400.00	470,400.00
	471,500.00	471,500.00
<u>Division: 136 - Civic Center O&M</u>		
28 - 136 - 522100 Special Dept. Supplies	17,300.00	17,600.00
28 - 136 - 522103 Facility Maintenance	42,800.00	43,700.00
28 - 136 - 523900 Equipment Maintenance	16,100.00	16,400.00
28 - 136 - 524000 Utilities - Electric	82,000.00	83,600.00
28 - 136 - 524001 Utilities - Water	7,000.00	7,100.00
28 - 136 - 524002 Utilities - Gas	4,700.00	4,800.00
28 - 136 - 541600 Miscellaneous Expenditure	1,100.00	1,100.00
28 - 136 - 550001 Building Security	2,400.00	2,400.00
	173,400.00	176,700.00
<u>Division: 533 - Library</u>		
28 - 533 - 510000 Full Time Salaries	550,600.00	562,500.00
28 - 533 - 510400 Benefits	164,100.00	165,100.00
28 - 533 - 510600 Employer Taxes	71,500.00	96,600.00
28 - 533 - 510900 Temporary Employees	227,900.00	227,900.00
28 - 533 - 511000 Auto Allowance	800.00	800.00
28 - 533 - 511001 457 Match	7,900.00	8,100.00
28 - 533 - 520800 Telephone	1,900.00	1,900.00
28 - 533 - 522000 Office Supplies	3,700.00	3,800.00
28 - 533 - 522100 Special Dept. Supplies	8,200.00	8,400.00
28 - 533 - 522300 Kitchen Supplies	2,100.00	2,100.00
28 - 533 - 522600 Dues and Memberships	13,300.00	13,600.00
28 - 533 - 523000 Postage / Courier Service	500.00	500.00
28 - 533 - 523500 Computer Hardware	800.00	800.00
28 - 533 - 523501 Computer Software	1,000.00	1,000.00
28 - 533 - 523900 Equipment Maintenance	30,500.00	31,100.00
28 - 533 - 524003 Utilities - Cable	3,200.00	3,300.00
28 - 533 - 525200 Contractual Services	1,600.00	1,600.00
28 - 533 - 526800 Magazines Newspprs Periodicals	6,200.00	6,300.00
28 - 533 - 526802 eBooks-Hidden Hills-LVUSD	77,400.00	78,900.00
28 - 533 - 527000 Business Meeting & Conference	4,000.00	4,000.00
28 - 533 - 528500 Training	600.00	600.00
28 - 533 - 650000 Capital Outlay	1,000.00	1,000.00
28 - 533 - 652800 Library Collection Development	53,000.00	53,000.00
	1,231,800.00	1,272,900.00
Total Fund 28 Expenditures	1,876,700.00	1,921,100.00
ESTIMATED BEGINNING FUND BALANCE	752,823.67	1,061,523.67

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
CHANGE IN FUND 28 BALANCE	308,700.00	312,300.00
FUND 28 BALANCE	1,061,523.67	1,373,823.67
 Fund: 29 - Transportation Programs		
Revenue		
<u>Division: 000 - Revenue</u>		
29 - 000 - 441000 Interest Income	0.00	100.00
29 - 000 - 462011 Transit Fares	24,800.00	25,300.00
29 - 000 - 490020 Transfer in Prop A	384,600.00	392,700.00
29 - 000 - 490025 Transfer in Prop C	314,400.00	321,300.00
29 - 000 - 490034 Transfer in Measure R - Local Return	109,600.00	108,900.00
	833,400.00	848,300.00
Total Fund 29 Revenue	833,400.00	848,300.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
29 - 134 - 990010 Transfer to General Fund	68,905.08	68,905.08
	68,905.08	68,905.08
 <u>Division: 333 - Transit Services</u>		
29 - 333 - 525231 Camp Calabasas-Rec #140-25	23,000.00	23,500.00
29 - 333 - 525233 Dial-a-Ride #130-01	112,000.00	114,200.00
29 - 333 - 525234 Pumpkin Fest Shuttle #140-07	4,000.00	4,100.00
29 - 333 - 525235 Summer Beach Bus #140-01	32,000.00	32,600.00
29 - 333 - 525241 Youth Excursion Trip #140-03	23,500.00	24,000.00
29 - 333 - 525248 Senior Trips #140-24	28,000.00	28,600.00
29 - 333 - 525251 Transit Maintenance #200-03	45,000.00	45,000.00
29 - 333 - 525229 Public Transit Fueling #110-04	80,000.00	81,600.00
29 - 333 - 525239 Flexible Route Shuttle #110-01	250,000.00	255,000.00
29 - 333 - 525249 Trolley #110-02	38,000.00	38,800.00
29 - 333 - 525252 Transit Marketing #280-01	500.00	500.00
29 - 333 - 525253 Line 1 Fixed Rt #110-05	130,000.00	132,600.00
	766,000.00	780,500.00
Total Fund 29 Expenditures	834,905.08	849,405.08
 ESTIMATED BEGINNING FUND BALANCE	 2,787.82	 1,282.74
CHANGE IN FUND 29 BALANCE	(1,505.08)	(1,105.08)
FUND 29 BALANCE	1,282.74	177.66
 Fund: 30 - Storm Damage		
Revenue		

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
<u>Division: 000 - Revenue</u>		
30 - 000 - 441000 Interest Income	(5,400.00)	(1,200.00)
30 - 000 - 490060 Transfer in Management Reserve	300,000.00	300,000.00
	294,600.00	298,800.00
Total Fund 30 Revenue	294,600.00	298,800.00
ESTIMATED BEGINNING FUND BALANCE	(656,793.19)	(362,193.19)
CHANGE IN FUND 30 BALANCE	294,600.00	298,800.00
FUND 30 BALANCE	(362,193.19)	(63,393.19)
Fund: 32 - Landscape Maintenance District #32		
Revenue		
<u>Division: 000 - Revenue</u>		
32 - 000 - 441032 Interest Landscape Dist. #32	500.00	100.00
32 - 000 - 471032 Property Tax - District 32	33,400.00	34,100.00
	33,900.00	34,200.00
Total Fund 32 Revenue	33,900.00	34,200.00
Expenditures		
<u>Division: 325 - LMD #32</u>		
32 - 325 - 510000 Full Time Salaries	1,700.00	1,800.00
32 - 325 - 510400 Benefits	500.00	500.00
32 - 325 - 510600 Employer Taxes	200.00	300.00
32 - 325 - 570250 Electric Svc - IrrigationMeter	300.00	300.00
32 - 325 - 571250 Landscape Maint-Svc Contract	22,500.00	23,000.00
32 - 325 - 572650 Water	4,700.00	4,800.00
	29,900.00	30,700.00
Total Fund 32 Expenditures	29,900.00	30,700.00
ESTIMATED BEGINNING FUND BALANCE	(2,642.26)	1,357.74
CHANGE IN FUND 32 BALANCE	4,000.00	3,500.00
FUND 32 BALANCE	1,357.74	4,857.74
Fund: 33 - Used Oil Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
33 - 000 - 480100 STATE - Recycling Block Grant	14,000.00	7,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	14,000.00	7,000.00
Total Fund 33 Revenue	14,000.00	7,000.00
Expenditures		
<u>Division: 315 - Natural Resource Protection</u>		
33 - 315 - 525200 Contractual Services	1,200.00	7,000.00
	1,200.00	7,000.00
Total Fund 33 Expenditures	1,200.00	7,000.00
ESTIMATED BEGINNING FUND BALANCE	(12,744.43)	55.57
CHANGE IN FUND 33 BALANCE	12,800.00	0.00
FUND 33 BALANCE	55.57	55.57
 Fund: 34 - Measure R - Local Return		
Revenue		
<u>Division: 000 - Revenue</u>		
34 - 000 - 441000 Interest Income	9,800.00	16,200.00
34 - 000 - 463900 Measure R - Local Return	250,200.00	255,200.00
	260,000.00	271,400.00
Total Fund 34 Revenue	260,000.00	271,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
34 - 134 - 990029 Transfer to Transportation Programs	109,600.00	108,900.00
	109,600.00	108,900.00
Total Fund 34 Expenditures	109,600.00	108,900.00
ESTIMATED BEGINNING FUND BALANCE	515,516.64	665,916.64
CHANGE IN FUND 34 BALANCE	150,400.00	162,500.00
FUND 34 BALANCE	665,916.64	828,416.64
 Fund: 35 - CDBG		
Revenue		
<u>Division: 000 - Revenue</u>		
35 - 000 - 465001 FED - CDBG Admin	31,800.00	16,900.00
35 - 000 - 465002 FED - CDBG Res Rehab	127,100.00	67,500.00
	158,900.00	84,400.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Total Fund 35 Revenue	158,900.00	84,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
35 - 134 - 523201 Residential Rehab Program	141,500.00	84,400.00
	141,500.00	84,400.00
Total Fund 35 Expenditures	141,500.00	84,400.00
ESTIMATED BEGINNING FUND BALANCE	(17,194.62)	205.38
CHANGE IN FUND 35 BALANCE	17,400.00	0.00
FUND 35 BALANCE	205.38	205.38
 Fund: 36 - Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
36 - 000 - 441000 Interest Income	3,800.00	4,500.00
36 - 000 - 466400 FED - Federal Transit Admin	30,000.00	5,000.00
36 - 000 - 466600 FED - Bike Lane (MTA Grant)	90,000.00	421,600.00
36 - 000 - 466800 STATE - State Grants	695,000.00	288,000.00
36 - 000 - 467100 STATE -Water Resources	1,550,000.00	1,600,000.00
	2,368,800.00	2,319,100.00
Total Fund 36 Revenue	2,368,800.00	2,319,100.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
36 - 134 - 990040 Transfer to Capital	2,135,000.00	2,059,600.00
	2,135,000.00	2,059,600.00
Total Fund 36 Expenditures	2,135,000.00	2,059,600.00
ESTIMATED BEGINNING FUND BALANCE	(1,421,989.69)	(1,188,189.69)
CHANGE IN FUND 36 BALANCE	233,800.00	259,500.00
FUND 36 BALANCE	(1,188,189.69)	(928,689.69)
 Fund: 38 - COPS - AB 3229 Grant		
Revenue		
<u>Division: 000 - Revenue</u>		
38 - 000 - 441000 Interest Income	(800.00)	(800.00)
38 - 000 - 468000 COPS AB3229 Grant Revenue	115,000.00	115,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	114,200.00	114,200.00
Total Fund 38 Revenue	114,200.00	114,200.00
Expenditures		
<u>Division: 213 - Cops Grant</u>		
38 - 213 - 525200 Contractual Services	100,000.00	100,000.00
	100,000.00	100,000.00
Total Fund 38 Expenditures	100,000.00	100,000.00
ESTIMATED BEGINNING FUND BALANCE	(67,492.14)	(53,292.14)
CHANGE IN FUND 38 BALANCE	14,200.00	14,200.00
FUND 38 BALANCE	(53,292.14)	(39,092.14)
 Fund: 39 - Mearure R - Trans		
Revenue		
<u>Division: 000 - Revenue</u>		
39 - 000 - 463800 Lost Hills Overpass & Interchg	18,766,300.00	7,650,000.00
	18,766,300.00	7,650,000.00
Total Fund 39 Revenue	18,766,300.00	7,650,000.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
39 - 134 - 990010 Transfer to General Fund	350,000.00	350,000.00
39 - 134 - 990040 Transfer to Capital	16,183,700.00	7,300,000.00
	16,533,700.00	7,650,000.00
Total Fund 39 Expenditures	16,533,700.00	7,650,000.00
ESTIMATED BEGINNING FUND BALANCE	(2,232,639.50)	(39.50)
CHANGE IN FUND 39 BALANCE	2,232,600.00	0.00
FUND 39 BALANCE	(39.50)	(39.50)
 Fund: 40 - Capital Improvement Projects		
Revenue		
<u>Division: 000 - Revenue</u>		
40 - 000 - 490010 Transfer in General Fund	25,000.00	75,000.00
40 - 000 - 490015 Transfer in Gas Tax	380,000.00	470,000.00
40 - 000 - 490016 Transfer in Developr ImpactFee	0.00	540,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
40 - 000 - 490019 Transfer in B & T	0.00	40,000.00
40 - 000 - 490021 Transfer in LMD Ad Valorum	60,000.00	700,000.00
40 - 000 - 490025 Transfer in Prop C	0.00	40,000.00
40 - 000 - 490026 Transfer in TDA	10,000.00	43,000.00
40 - 000 - 490036 Transfer in Grant Fund	2,135,000.00	2,059,600.00
40 - 000 - 490039 Transfer in Measure R Trans	16,183,700.00	7,300,000.00
	18,793,700.00	11,267,600.00
Total Fund 40 Revenue	18,793,700.00	11,267,600.00
 Expenditures		
<u>Division: 319 - Capital Improvements-Pub Wks</u>		
40 - 319 - 650212 Street - Rubberized Overlay	380,000.00	470,000.00
40 - 319 - 650236 Tree Planting	25,000.00	25,000.00
40 - 319 - 650238 STATE - LV Creek RestoreDesign	1,350,000.00	1,350,000.00
40 - 319 - 6503XX Old Town Sidewalk	0.00	1,200,000.00
40 - 319 - 6503XX Old Town Calabasas	60,000.00	1,200,000.00
	1,815,000.00	4,245,000.00
 <u>Division: 339 - Capital Improvements-Trnsption</u>		
40 - 339 - 650335 Citywide Guardrails	0.00	50,000.00
40 - 339 - 650206 Lost Hills O/P & Intchg MeasR	14,000,000.00	6,000,000.00
40 - 339 - 650251 Traffic Signal Interconnect	450,000.00	288,000.00
40 - 339 - 650255 Park & Ride - Old Town MeasR	680,000.00	0.00
40 - 339 - 650317 Las Virg Scenic MeasR	1,503,700.00	0.00
40 - 339 - 6503XX Malibu Hills Reconstruction	0.00	80,000.00
40 - 339 - 6503XX Las Virgenes Road Shoulder Safety	0.00	100,000.00
40 - 339 - 6503XX Canyon Drive	245,000.00	0.00
40 - 339 - 6503XX Adaptive Signal System	0.00	60,000.00
40 - 339 - 650336 MulHwy Bicycle Gap Closure	100,000.00	444,600.00
	16,978,700.00	7,022,600.00
Total Fund 40 Expenditures	18,793,700.00	11,267,600.00
 Fund: 42 - Civic Center Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
42 - 000 - 441000 Interest Income	15,500.00	21,000.00
	15,500.00	21,000.00
Total Fund 42 Revenue	15,500.00	21,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
Expenditures		
<u>Division: 136 - Civic Center O&M</u>		
42 - 136 - 650000 Capital Outlay	10,000.00	0.00
	10,000.00	0.00
Total Fund 42 Expenditures	10,000.00	0.00
ESTIMATED BEGINNING FUND BALANCE	1,045,355.01	1,050,855.01
CHANGE IN FUND 42 BALANCE	5,500.00	21,000.00
FUND 42 BALANCE	1,050,855.01	1,071,855.01
 Fund: 48 - Library Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
48 - 000 - 441000 Interest Income	7,700.00	10,400.00
	7,700.00	10,400.00
Total Fund 48 Revenue	7,700.00	10,400.00
ESTIMATED BEGINNING FUND BALANCE	512,173.08	519,873.08
CHANGE IN FUND 48 BALANCE	7,700.00	10,400.00
FUND 48 BALANCE	519,873.08	530,273.08
 Fund: 50 - Tennis & Swim Center Operation		
Revenue		
<u>Division: 000 - Revenue</u>		
50 - 000 - 441000 Interest Income	7,100.00	8,500.00
50 - 000 - 450002 Top Seed Contribution for CIP	47,300.00	48,200.00
50 - 000 - 450010 Aquatic-Daily	90,700.00	92,500.00
50 - 000 - 450011 Swim	82,300.00	83,900.00
50 - 000 - 450020 Health/Swim	575,300.00	586,800.00
50 - 000 - 450025 Miscellaneous	12,200.00	12,400.00
50 - 000 - 450030 Coke Machine	2,600.00	2,700.00
50 - 000 - 450050 Facility Rental	40,800.00	41,600.00
50 - 000 - 450060 General Recreation	66,300.00	67,600.00
50 - 000 - 450070 Fitness Class	40,300.00	41,100.00
50 - 000 - 450080 Tot Lot-Child Care	100.00	100.00
50 - 000 - 450090 Tennis Membership	1,303,200.00	1,329,300.00
50 - 000 - 450095 Lessons & Clinics	1,550,000.00	1,581,000.00
50 - 000 - 484001 Refunds - Tennis & Swim Center	(1,200.00)	(1,200.00)
50 - 000 - 484002 Refunds - Top Seed	(1,500.00)	(1,500.00)

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	3,815,500.00	3,893,000.00
Total Fund 50 Revenue	3,815,500.00	3,893,000.00

Expenditures

Division: 521 - Health & Swim Center

50 - 521 - 510000	Full Time Salaries	279,300.00	287,700.00
50 - 521 - 510002	Full Time Employee Overtime	5,000.00	5,000.00
50 - 521 - 510400	Benefits	56,200.00	56,800.00
50 - 521 - 510600	Employer Taxes	65,700.00	78,700.00
50 - 521 - 510900	Temporary Employees	500,000.00	500,000.00
50 - 521 - 511000	Auto Allowance	800.00	800.00
50 - 521 - 511001	457 Match	5,700.00	5,800.00
50 - 521 - 520020	Event Insurance	2,700.00	2,800.00
50 - 521 - 522000	Office Supplies	4,400.00	4,500.00
50 - 521 - 522101	Program Supplies	56,000.00	57,100.00
50 - 521 - 522102	Pool Chemical	26,400.00	26,900.00
50 - 521 - 522103	Facility Maintenance	165,000.00	168,300.00
50 - 521 - 522200	Printing	1,000.00	1,000.00
50 - 521 - 522600	Dues and Memberships	200.00	200.00
50 - 521 - 523100	Bank & Merchant Fees	23,000.00	23,500.00
50 - 521 - 523500	Computer Hardware	800.00	800.00
50 - 521 - 524000	Utilities - Electric	22,400.00	22,800.00
50 - 521 - 524001	Utilities - Water	19,900.00	20,300.00
50 - 521 - 524002	Utilities - Gas	24,500.00	25,000.00
50 - 521 - 525200	Contractual Services	125,000.00	127,500.00
50 - 521 - 526500	Advertising	600.00	600.00
50 - 521 - 543000	Mileage Reimbursement	600.00	600.00
50 - 521 - 650100	Capital Improvements	42,100.00	42,900.00
50 - 521 - 650296	Health Center Improvements	5,000.00	5,100.00
		1,432,300.00	1,464,700.00

Division: 522 - Top Seed Tennis Academy

50 - 522 - 510000	Full Time Salaries	25,300.00	26,300.00
50 - 522 - 510400	Benefits	6,800.00	6,900.00
50 - 522 - 510600	Employer Taxes	2,500.00	3,700.00
50 - 522 - 520000	Insurance	145,000.00	147,900.00
50 - 522 - 520800	Telephone	4,500.00	4,600.00
50 - 522 - 522000	Office Supplies	4,800.00	4,900.00
50 - 522 - 522101	Program Supplies	61,200.00	62,400.00
50 - 522 - 522104	Janitorial Supplies	39,200.00	40,000.00
50 - 522 - 522105	Social Event Food	30,000.00	30,600.00
50 - 522 - 522200	Printing	21,500.00	21,900.00
50 - 522 - 522600	Dues and Memberships	400.00	400.00
50 - 522 - 523000	Postage / Courier Service	11,000.00	11,200.00

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	2016-17 Budget	2017-18 Budget
50 - 522 - 523100 Bank & Merchant Fees	40,800.00	41,600.00
50 - 522 - 524000 Utilities - Electric	68,700.00	70,100.00
50 - 522 - 524001 Utilities - Water	19,600.00	20,000.00
50 - 522 - 525109 Top Seed Desk/Maint Staff	420,000.00	428,400.00
50 - 522 - 525110 Top Seed Tennis Staff	1,044,000.00	1,064,900.00
50 - 522 - 525111 Top Seed Tennis Director	183,600.00	187,300.00
50 - 522 - 525113 Top Seed 50% Profit	211,300.00	215,500.00
50 - 522 - 525200 Contractual Services	49,100.00	50,100.00
50 - 522 - 526500 Advertising	12,000.00	12,200.00
50 - 522 - 650297 Tennis Center Improvements	27,400.00	27,900.00
	2,428,700.00	2,478,800.00
Total Fund 50 Expenditures	3,861,000.00	3,943,500.00
ESTIMATED BEGINNING FUND BALANCE	527,202.84	481,702.84
CHANGE IN FUND 50 BALANCE	(45,500.00)	(50,500.00)
FUND 50 BALANCE	481,702.84	431,202.84
 Fund: 60 - Management Reserve		
Revenue		
<u>Division: 000 - Revenue</u>		
60 - 000 - 441000 Interest Income	76,000.00	96,800.00
	76,000.00	96,800.00
Total Fund 60 Revenue	76,000.00	96,800.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
60 - 134 - 990030 Transfer to Storm Damage	300,000.00	300,000.00
	300,000.00	300,000.00
Total Fund 60 Expenditures	300,000.00	300,000.00
ESTIMATED BEGINNING FUND BALANCE	5,366,210.98	5,142,210.98
CHANGE IN FUND 60 BALANCE	(224,000.00)	(203,200.00)
FUND 60 BALANCE	5,142,210.98	4,939,010.98
 Fund 64 - Quimby Act		
Revenue		
<u>Division 000 - Revenue</u>		
64 - 000 - 441000 Interest Income	800.00	2,100.00
64 - 000 - 481506 Quimby Funds	51,000.00	50,000.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	51,800.00	52,100.00
Total Fund 64 Revenue	51,800.00	52,100.00
ESTIMATED BEGINNING FUND BALANCE	3,835.71	55,635.71
CHANGE IN FUND 64 BALANCE	51,800.00	52,100.00
FUND 64 BALANCE	55,635.71	107,735.71
Fund 65 - Oak Tree Mitigation		
Revenue		
<u>Division 000 - Revenue</u>		
65 - 000 - 441000 Interest Income	1,500.00	2,200.00
65 - 000 - 481510 Oak Tree Mitigation Fees	20,800.00	21,200.00
	22,300.00	23,400.00
Total Fund 65 Revenue	22,300.00	23,400.00
Expenditures		
<u>Division: 412 - Planning Projects & Studies</u>		
65 - 412 - 581510 Oak Tree Mitigation Exp	16,000.00	16,300.00
	16,000.00	16,300.00
Total Fund 65 Expenditures	16,000.00	16,300.00
ESTIMATED BEGINNING FUND BALANCE	97,856.22	104,156.22
CHANGE IN FUND 65 BALANCE	6,300.00	7,100.00
FUND 65 BALANCE	104,156.22	111,256.22
Fund: 80 - CFD 98-1 (Commercial Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
80 - 000 - 401015 Mello-Roos Tax	825,100.00	508,400.00
80 - 000 - 441000 Interest Income	34,900.00	47,200.00
	860,000.00	555,600.00
Total Fund 80 Revenue	860,000.00	555,600.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
80 - 134 - 534000 Payments to Escrow Agent	825,100.00	508,400.00

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	2016-17 Budget	2017-18 Budget
	825,100.00	508,400.00
Total Fund 80 Expenditures	825,100.00	508,400.00
ESTIMATED BEGINNING FUND BALANCE	2,327,484.44	2,362,384.44
CHANGE IN FUND 80 BALANCE	34,900.00	47,200.00
FUND 80 BALANCE	2,362,384.44	2,409,584.44
 Fund: 83 - 2005 COP (Refunding 1999 COP)		
Revenue		
<u>Division: 000 - Revenue</u>		
83 - 000 - 494000 Transfer in General Fund	468,100.00	0.00
	468,100.00	0.00
Total Fund 83 Revenue	468,100.00	0.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
83 - 134 - 530000 Principal-Bonded Indebtedness	455,000.00	0.00
83 - 134 - 530100 Interest Exp-Bonded Indebtedne	9,100.00	0.00
83 - 134 - 541600 Miscellaneous Expenditure	4,000.00	0.00
	468,100.00	0.00
Total Fund 83 Expenditures	468,100.00	0.00
ESTIMATED BEGINNING FUND BALANCE	402,501.36	402,501.36
FUND 83 BALANCE	402,501.36	402,501.36
 Fund: 84 - CFD 2006 (The Oaks Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
84 - 000 - 401015 Mello-Roos Tax	1,786,700.00	1,783,800.00
84 - 000 - 441000 Interest Income	48,700.00	65,900.00
	1,835,400.00	1,849,700.00
Total Fund 84 Revenue	1,835,400.00	1,849,700.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
84 - 134 - 534000 Payments to Escrow Agent	1,786,700.00	1,783,800.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
	1,786,700.00	1,783,800.00
Total Fund 84 Expenditures	1,786,700.00	1,783,800.00
ESTIMATED BEGINNING FUND BALANCE	3,247,785.28	3,296,485.28
CHANGE IN FUND 84 BALANCE	48,700.00	65,900.00
FUND 84 BALANCE	3,296,485.28	3,362,385.28
 Fund: 85 - 2006 COP - Civic Center Financing (CLOSED)		
Revenue		
<u>Division: 000 - Revenue</u>		
85 - 000 - 492800 Transfer in Library Fund	1,100.00	1,100.00
85 - 000 - 494000 Transfer in General Fund	2,500.00	2,500.00
	3,600.00	3,600.00
Total Fund 85 Revenue	3,600.00	3,600.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
85 - 134 - 541600 Miscellaneous Expenditure	3,500.00	3,500.00
	3,500.00	3,500.00
Total Fund 85 Expenditures	3,500.00	3,500.00
 ESTIMATED BEGINNING FUND BALANCE	 1.08	 101.08
CHANGE IN FUND 85 BALANCE	100.00	100.00
FUND 85 BALANCE	101.08	201.08
 Fund: 87 - 2015 COP - Civic Center Project		
Revenue		
<u>Division: 000 - Revenue</u>		
87 - 000 - 441000 Interest Income	38,900.00	52,600.00
87 - 000 - 492800 Transfer in Library Fund	470,400.00	470,400.00
87 - 000 - 494000 Transfer in General Fund	1,113,300.00	1,113,400.00
	1,622,600.00	1,636,400.00
Total Fund 87 Revenue	1,622,600.00	1,636,400.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
87 - 134 - 530100 Interest Exp-Bonded Indebtedne	1,577,700.00	1,577,700.00

Detailed Budget FY 2016-17 & 2017-18

	2016-17 Budget	2017-18 Budget
87 - 134 - 541600 Miscellaneous Expenditure	6,000.00	6,100.00
	1,583,700.00	1,583,800.00
Total Fund 87 Expenditures	1,583,700.00	1,583,800.00
ESTIMATED BEGINNING FUND BALANCE	2,591,847.85	2,630,747.85
CHANGE IN FUND 87 BALANCE	38,900.00	52,600.00
FUND 87 BALANCE	2,630,747.85	2,683,347.85

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

9-Nov

CC	Presentation	Sheriff's Crime Report
AS	Consent	Adoption of Resolution No. 2016-1517, rescinding Resolution No. 2015-1471 and approving a salary schedule for permanent employees
AS	Consent	Adoption of Resolution No. 2016-1518, establishing employee flex credit amounts for 2017 and rescinding Resolution No. 2015-1472
CC	Consent	Adoption of Ordinance No. 2016-341, refunds
CC	Consent	Adoption of Ordinance No. 2016-342, City Attorney
Finance	Public Hearing	Adoption of Resolution No. 2016-1512, approving the operating and capital improvement budgets for July 1, 2016 through June 30, 2018, providing for the appropriations and expenditures for all sums set forth in said budget; and adoption of Resolution No. 2016-1516, establishing the appropriations limit for Fiscal Year 2016-2017
CD	Public Hearing	Introduction of Ordinance No. 2016-343; Code amendment for building at 4500 Park Granada
PW	Consent	Recommendation to increase amount with Palmp, Inc. DBA Palp Paving from \$4,338,260.40 to \$5,270,000.00 for the Las Virgenes Road Scenic Corridor Improvement Project

Future Items

CC	New Business	Election Certification
CC	New Business	Scoping Session for Proposed Westin Hotel
Finance	Public Hearing	CPI Adjustment of Fees
CD	Public Hearing	Introduction of Ordinance No. 2016-337 for new 2016 California Building Standards
CS	New Business	Update on Senior Center membership
CS	Consent	Hydrating stations
CD	Consent	Housing Element Report
PW	New Business	Environmental Commission review of programs/ordinances (plastic bag, coyote, styrofoam, car wash, rodenticide, etc.)
CD	New Business	Business recognition program for environmental efforts
CD	New Business	Noticing procedures/newspaper publications

2016 Meeting Dates

Nov 23 - Canceled - Thanksgiving Eve	Dec 14
Nov 30 - Council Reorganization	Dec 28 - Canceled