



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, SEPTEMBER 11, 2013
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
www.cityofcalabasas.com**

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

OPENING MATTERS – 7:00 P.M.

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

ANNOUNCEMENTS/INTRODUCTIONS – 7:05 P.M.

- September 11th moment of silence
- Proclamation in honor of Constitution Week
- Proclamation in honor of "It can Wait; Drive 4 Pledges Day"
- Recognition of Kim Hamilton outgoing Lupin Hill Elementary PFC President
- Sheriff's crime report

ORAL COMMUNICATIONS - PUBLIC COMMENT – 7:40 P.M.

CONSENT ITEMS – 7:50 P.M.

1. [Approval of meeting minutes from August 28, 2013.](#)

2. Adoption of Ordinance No. 2013-305, adding Chapter 9.09 to Title 9 of the Calabasas Municipal Code regulating door-to-door solicitation in the City.
3. Approval of appointments to the Historic Preservation Commission Arlene Bernholtz (Calabasas Historical Society). Environmental Commission: Lisa Brackelmanns-Wilder (Bozajian). Parks, Recreation & Education: Lesli Kraut (Gaines). Planning Commission Alternate: David Litt. Agoura Hills/Calabasas Community Center JPA: Richard Sherman (Council).
4. Adoption of Resolution No. 2013-1381, Rescinding Resolution No. 2012-1342 and approve a salary schedule for permanent employees.
5. Adoption of Resolution No. 2013-1382, establishing employee flex credit amounts for 2014 and rescinding Resolution No. 2012-1343.
6. Authorization to approve budgeted funding and change order for Newbury Park Tree Service, Inc. in the amount of \$85,200 for authorized required extra work as part of Specification No. 10-11-03 public street tree maintenance in the City of Calabasas.
7. Authorization to approve contract change order for Venco Western, Inc. in the amount of \$139,855 to fund required work for the Zone 24 Park Sorrento median circles and parkway landscape installation.

NEW BUSINESS – 7:55 P.M.

8. Adoption of Resolution 2013-1379 opposing the sale, purchase and use of anticoagulant rodenticides in the City of Calabasas.

PUBLIC HEARING – 8:20 P.M.

9. Adoption of the 2014-2021 Housing Element update consistent with the statutory requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan. And adoption of Resolution No. 2013-1388 approving file No. 130000963, adopting the 2014-2021 Housing Element Update: **CEQA: ADDENDUM TO THE 2030 GENERAL PLAN EIR**
10. A request for a Development Plan to construct a pedestrian bridge, 5' wide by 40' long for a pedestrian path to provide access from Oak Park Calabasas HOA property within the Residential Multi-Family (RM) Zoning District over the existing creek to Calabasas Park HOA property within the Open Space-(OS-DR) Zoning District. **CEQA: The proposed project has been determined to qualify for one or more categoric exemptions under CEQA.**

11. Adoption of Resolution No. 2013-1383, approving the Operating and Capital Improvement budgets for July 1, 2013 through June 30, 2015, providing for the appropriations and expenditures for all sums set forth in said budget; and adoption of Resolution No 2013-1384, establishing the appropriations limits for Fiscal Year 2013-2014.

INFORMATIONAL REPORTS – 8:40 P.M.

12. Check Register for the period of August 15-28, 2013.

TASK FORCE REPORTS – 8:45 P.M.

CITY MANAGER’S REPORT – 8:50 P.M.

FUTURE AGENDA ITEMS – 8:55 P.M.

ADJOURN – 9:00 P.M.

The City Council will adjourn in memory of Joe Sperling and Ted DePass to their next regular meeting scheduled for Wednesday, September 25, 2013, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS,
CALIFORNIA, HELD WEDNESDAY, AUGUST 28, 2013**

Mayor Gaines called the meeting to order at 7:01 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, California. All members of the City Council were present.

Mayor Gaines commemorated the 50th anniversary of Dr. Martin Luther King, Jr.'s "*I have a Dream*" speech.

ROLL CALL Present: Mayor Gaines, Mayor pro Tem Shapiro, Councilmembers Bozajian, Martin and Maurer.
 Absent: None.
 Staff: Bingham, Brozyna, Coroalles, Hernandez, Howard, Jordan, Lysik, Rubin, Steller, Tamuri, and Yalda.

The Pledge of Allegiance was led by Cub Scouts Pack 333 and Boy Scouts Troop 642.

APPROVAL OF AGENDA

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

ANNOUNCEMENTS/INTRODUCTIONS

- Rock Life presentation

Mayor pro Tem Shapiro introduced Rock Life and presented a certificate of appreciation to Mitch and Julie Richmond, Valerie Sheppard and Xavier Artis for their work on the first annual anti-bullying awareness campaign.

- Fire Department recognition

Mayor Gaines recognized the Fire Department as well as Assistant Fire Chief Anthony Whittle, Battalion Chief Scott Salhus and Maria Grycan for their hard work on extinguishing a fire on August 18. Steve Roseman, Mont Calabasas Homeowners' Association President also expressed appreciation to the Fire Department.

- Economic Alliance Video

Mayor Gaines presented a video promoting business in the City.

Members of the Council made the following announcements:

Councilmember Martin:

- Encouraged residents to vote during the special election on September 17, which includes Assembly District 45.

Councilmember Bozajian:

- The last concert at the lake is scheduled on Sunday, September 15.
- Presented the Calabasas Fall Recreation brochure.

Councilmember Maurer:

- Encouraged families to use the City's free shuttle school service.
- A recycling drawing contest for elementary and middle school students, with a deadline of November 1.

Mayor Gaines:

- Reported on the August 24 BBQ at the Saratoga Hills neighborhood.
- Reported on the Craftsman's Corner annexation meeting on August 26.
- Wished everyone a safe and happy Labor Day weekend.
- Wished happy Jewish holidays to all.

ORAL COMMUNICATIONS - PUBLIC COMMENT

No one expressed the desire to speak.

CONSENT ITEMS

1. Approval of meeting minutes from August 14, 2013.
2. Adoption of Ordinance No. 2013-305, adding Chapter 9.09 to Title 9 of the Calabasas Municipal Code regulating door-to-door solicitation in the City.
3. Approval of appointments to the Environmental Commission: Julie Shy-Sobol. Historic Preservation Commission: Judy Jordan (Bozajian) and Alan Ross (Gaines). Library: Mark Shear (Shapiro). Parks, Recreation & Education Commission: Myra Turek (Bozajian). Planning Commission: Robert Lia (Martin) and Alicia Weintraub (Shapiro). Public Safety Commission: Richard Woolard (Bozajian), Martha Fritz (Gaines). Traffic & Transportation Commission: Michael Newfield (Bozajian).
4. Adoption of Resolution No. 2013-1385, rescinding Resolution No. 2011-1291 and increasing the number of some positions and a salary schedule for hourly employees.

Councilmember Bozajian pulled Item No. 2. Councilmember Martin pulled Item No. 4.

Councilmember Martin moved, seconded by Mayor pro Tem Shapiro to approve Consent Items No. 1 and 3. MOTION CARRIED 5/0.

Mayor Gaines recognized all appointed Commissioners and stated that the remainder Commissioners will be scheduled for appointment at the September 11 meeting. He introduced David Litt as his nominee for the alternate position on the Planning Commission. He requested the Council to submit their nominees to the Agoura Hills/Calabasas Community Center JPA, to be placed on the September 11 agenda.

Extensive discussion took place regarding Item No. 2.

Councilmember Bozajian moved, seconded by Councilmember Martin to direct staff to update Consent Item No. 2 and continue it to the meeting on September 11. MOTION CARRIED 5/0.

Extensive discussion took place regarding Item No. 4.

Councilmember Bozajian moved, seconded by Councilmember Maurer to continue Consent Item No. 4 to the meeting on September 11. MOTION CARRIED 5/0.

NEW BUSINESS

5. Discussion of the Senior Center workshop results, building program and establishment of a budget by the City Council for the construction of a Senior Center on the Civic Center property.

Mr. Rubin presented workshop results.

The following spoke on Item No. 5: Sue Somberg, Bruce Elkins, Patty Yulish, Richard Sherman, Charlotte Meyer, Martin Glatt and Carol Davis.

Extensive discussion took place.

Councilmember Maurer moved, seconded by Councilmember Bozajian to approve a \$4,000,000 budget for a senior enrichment center requiring that a member of the team contracted has experience in building senior centers. MOTION CARRIED 5/0.

The meeting recessed at 9:14 p.m.

The meeting reconvened at 9:30 p.m.

6. Presentation of the 2013-2014 and 2014-2015 budget. ***CONTINUED FROM AUGUST 14 MEETING***

Dr. Lysik presented the budget.

Pam Evans spoke on Item No. 6.

Extensive discussion took place.

No action was taken on this item.

7. Discussion of Resolutions before the League of California Cities (LEAGUE) Annual meeting on September 20.

Councilmember Bozajian moved, seconded by Councilmember Maurer to approve support of the Resolutions that will be before the League of California Cities on September 20. MOTION CARRIED 5/0.

8. Recommendation to designate Jameson Dr. from Eddingham Ave. to the west end of the cul-de-sac and Eddingham Ave. between Mulholland Hwy. and 3859 Eddingham Ave. as a Preferential Parking District and adopt Resolution No. 2013-1380 authorizing the District.

Councilmember Maurer moved, seconded by Mayor pro Tem Shapiro to approve the Preferential Parking District and adopt Resolution No. 2013-1380 as amended. MOTION CARRIED 5/0.

INFORMATIONAL REPORTS

9. Check Register for the period of August 1-14, 2013.

No action was taken on this item.

TASK FORCE REPORTS

Councilmember Maurer reported that at the last Santa Monica Mountains Conservancy Advisory Board meeting a Resolution was approved in support of the Department of Pesticide's regulations pertaining rodenticides. Mr. Coroalles stated that a Resolution is scheduled for Council consideration at the September 11 meeting.

Mayor pro Tem Shapiro reported his attendance to the CALJPIA annual meeting.

CITY MANAGER'S REPORT

Mr. Coroalles reported that additional work was performed at the Park Sorrento round-abouts to widen them and make them ADA accessible. He said that an update will be presented to the Council in about six months.

FUTURE AGENDA ITEMS

Councilmember Bozajian requested the Traffic & Transportation Commission discuss and recommend to the Council better ways to notify residents about construction projects in the City. Councilmember Maurer requested an item pertaining to general public outreach.

ADJOURN

Mayor pro Tem Shapiro moved, seconded by Councilmember Maurer to adjourn the meeting at 10:55 p.m. to the next regular meeting scheduled on Wednesday, September 25, 2013, at 7:00 p.m. MOTION CARRIED 5/0.

Maricela Hernandez, MMC
City Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 29, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: *JJ* JAMES JORDAN, DIRECTOR OF PUBLIC SAFETY

SUBJECT: ADOPTION OF ORDINANCE 2013-305 ADDING CHAPTER 9.09 TO TITLE 9 OF THE CALABASAS MUNICIPAL CODE REGULATING DOOR TO DOOR SOLICITATION IN THE CITY.

MEETING

DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

That the Council adopt Ordinance 2013-305, adding Chapter 9.09 to Title 9 of the Calabasas Municipal Code.

BACKGROUND:

On August 14, 2013 the City Council introduced Ordinance 2013-305 and passed it with amendments. The Ordinance regulates "Door to Door" soliciting, and provides residents the ability to post a "No Solicitations" or similar text sign to prohibit soliciting at their residences. The penalty for violation of the ordinance would be a misdemeanor or infraction at the discretion of the prosecutor.

FISCAL IMPACT/SOURCE OF FUNDING:

None.

REQUESTED ACTION:

It is requested that the City Council adopt ordinance 2013-305 adding Chapter 9.09 to the Calabasas Municipal Code.

ATTACHMENTS: Ordinance 2013-305

ORDINANCE NO. 2013-305

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS ADDING
CHAPTER 9.09 TO THE CALABASAS MUNICIPAL CODE REGULATING DOOR TO
DOOR SOLICITATION IN THE CITY**

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CALABASAS:

Section 1. Chapter 9.09 is hereby added to the Calabasas Municipal Code to read as follows:

SOLICITATION

- 9.09.010 Purpose; Intent
- 9.09.020 Definitions
- 9.09.030 Manner of Solicitation and Prohibition
- 9.09.040 Violations; Penalties

9.09.010 Purpose; Intent.

(A) The purpose of this chapter is to regulate solicitation in the city to allow residents to protect their peace and tranquility, to allow the free and safe flow of pedestrian and vehicular traffic, and to deter fraud and other criminal behavior. It is the intent of this chapter to respect the rights of free expression guaranteed by the California and United States Constitutions; to constitute reasonable, content-neutral, time, place and manner restrictions; and to impose the smallest burden on expressive activity necessary to accomplish the objectives of this chapter. This chapter shall be construed in light of this intent.

(B) The exclusion of religious and political motivations from the purposes for solicitation regulated by this chapter is intended to provide greater protection for such expressive activity as required by judicial decisions and not to require city officials to determine what does and does not constitute bona fide religious and political motives except as necessary to do so. Accordingly, in the enforcement of this chapter, city officials shall accept claims that activity is politically or religiously motivated unless evidence is obtained demonstrating those claims to be untruthful.

9.09.020 Definitions.

(A) "Person" shall mean any individual, firm, partnership, corporation, joint venture, association, social club, league, fraternal organization, joint stock company, estate trust, business trust, receiver, trustee, syndicate, association, or

any other group acting as a unit.

(B) "Solicitation" includes the act of any person, whether a resident of the city or not, traveling by foot, vehicle or any other type of conveyance who goes from house to house, business to business, or from place to place within the city either: (1) requesting, either directly or indirectly, money, credit, funds, contributions, personal property or anything of value; (2) taking or attempting to take orders for the sale of any goods, wares, merchandise or services of any kind or description for future delivery or for services to be performed in the future, either in person or by distributing flyers and leaflets; and (3) selling and making immediate delivery any goods, wares, merchandise or services of any kind or description, commonly referred to as "peddling."

(C) "Solicitor" means any person engaged in solicitation.

A solicitation, as defined in this subsection, shall be deemed completed when made, whether or not the person making the same receives any contribution or makes any sale referred to in this subsection.

9.09.030 Solicitation - Prohibitions.

No person while soliciting shall do any of the following:

(A) Solicit at any dwelling, including but not limited to a house, apartment, or condominium where there is a sign posted in a conspicuous location indicating "No Solicitations," "Do Not Disturb," or words of similar clear import.

(B) Touch, come into physical contact with, or affix any object to the person of any member of the public, without the express permission of that member of the public.

(C) Persistently and importunately solicit any member of the public after such member of the public expresses his or her desire not to be solicited.

(D) Intentionally and deliberately obstruct the free movement of any member of the public on any street, sidewalk or other place or in any place open to the public.

(E) Threaten any harm to any member of the public who declines to be solicited.

9.09.040 Violations; Penalties.

A violation of this chapter shall constitute a misdemeanor punishable pursuant to Section 1.16.020A of this code or, in the discretion of the prosecutor, as an infraction pursuant to Section 1.16.020B of this code.

PASSED APPROVED AND ADOPTED this 11th day of September, 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

Approved as to Form:

Scott H. Howard
Interim City Attorney



Approved by City Manager:



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 30, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: APPROVAL OF THE APPOINTMENTS TO THE ENVIRONMENTAL, HISTORIC PRESERVATION, PARKS, RECREATION AND EDUCATION, PLANNING, PUBLIC SAFETY, AND AGOURA HILLS/CALABASAS COMMUNITY CENTER JPA.

MEETING

DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

That the Council approve the appointments to the Environmental Commission, Historic Preservation Commission, Library Commission, Parks, Recreation and Education Commission, Planning Commission, Public Safety Commission, and Traffic and Transportation Commission for two year terms, with the exception of the Library Commission, which has a three year term.

BACKGROUND:

Pursuant to the Calabasas Municipal Code, City Commission members, with the exception of the Library Commission, serve terms lasting for the lesser of two years or until the expiration of the term of the Councilmember who nominated that commissioner. Library Commissioners serve three year terms as set forth in the California Education Code.

Attached is a matrix which lists City Council recommendations to fill scheduled vacancies for commissioners whose terms have expired. Most of the Commission applicants were interviewed at the June 19, 2013 City Council meeting.

Remaining Commission appointments will be scheduled for subsequent meetings.

REQUESTED ACTION:

- 1) Motion to approve the following appointments:
 - a. Environmental Commission for term expiring March 2015: Lisa Brackelmans-Wilder (Bozajian);
 - b. Historic Preservation Commission terms expiring March 2015: Arlene Bernholtz (Calabasas Historical Society-Council);
 - c. Parks, Recreation & Education Commission for term expiring March 2015: Lesli Kraut (Gaines);
 - d. Planning Commission alternate for term expiring March 2015: David Litt (Council);
 - e. Agoura Hills/Calabasas Community Center (AGCCC) JPA for term expiring in March 2014: Richard Sherman (Council).

ATTACHMENTS:

- a. Appointment recommendation log.
- b. Commission applications/resumes.

COMMISSION APPOINTMENT RECOMMENDATIONS

ITEM 3 ATTACHMENT A

COMMUNICATIONS AND TECHNOLOGY COMMISSION

NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
CANDICE WEBER	BOZAJIAN	YES	YES
RICHARD CASSEL	GAINES	YES	YES
MICHAEL BROCKMAN	MAURER	YES	YES
LINDA STOCK	MARTIN	YES	YES
JAMES DAUGHERTY	SHAPIRO	YES	YES

ENVIRONMENTAL COMMISSION

NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
JULIE A. ELGINER	SHAPIRO	NEW	
JULIE SHY-SOBOL	MAURER	YES	YES
LISA BRACKELMANNNS-WILDER	BOZAJIAN	YES	YES
DAVID COHAN	GAINES	YES	YES
LIAT SAMOUHI	MARTIN	YES	YES

COMMISSION APPOINTMENT RECOMMENDATIONS

HISTORIC PRESERVATION COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
JUDY JORDAN	BOZAJIAN	YES	YES
ALAN ROSS	GAINES	YES	YES
DIANA BRENKE	MARTIN	NEW	
STEVE ROSEMAN	MAURER	NEW	
JERRY VINER	SHAPIRO	NEW	
ARLENE BERNHOLTZ (Calabasas Historical Society Representative. Ex-officio, non-voting member)	Council	YES	

LIBRARY COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
ELLEN PANGARLIOTAS	GAINES	YES	YES
MARK SHEAR	SHAPIRO	YES	YES

PARKS, RECREATION AND EDUCATION COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
JENNIFER BERCY	SHAPIRO	YES	YES
LAUREL FORD	MAURER	YES	YES
ANNE STRAUSS	MARTIN	YES	YES
MYRA TUREK	BOZAJIAN	YES	YES
LESLI KRAUT	GAINES	YES	YES

COMMISSION APPOINTMENT RECOMMENDATIONS

PLANNING COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
RICK SCHUMACHER	GAINES	YES	YES
JOHN MUELLER	MAURER	YES	YES
ROBERT LIA	MARTIN	YES	YES
MARK SIKAND	BOZAJIAN	YES	YES
ALICIA WEINTRAUB	SHAPIRO	YES	YES
DAVID BROWN, ALTERNATE	COUNCIL	YES	

PUBLIC SAFETY COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
RICHARD THOMPSON	MARTIN	YES	YES
MARTHA FRITZ	GAINES	YES	YES
SHARON BOUCHER	MAURER	YES	YES
RICHARD WOOLARD	BOZAJIAN	YES	YES
ADRIENNE BRENT	SHAPIRO	NEW	

COMMISSION APPOINTMENT RECOMMENDATIONS

TRAFFIC AND TRANSPORTATION COMMISSION			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
MICHAEL NEWFIELD	BOZAJIAN	YES	YES
CLARK CANFIELD	MARTIN	YES	YES
NORMAN L. BUEHRING	MAURER	NEW	
PETER VALK	GAINES	YES	YES
KEITH MARKS	SHAPIRO	NEW	

AGOORA HILLS/CALABASAS COMMUNITY CENTER JPA			
NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR REAPPOINTMENT
MARK SHEAR	COUNCIL	YES	NO
RICHARD SHERMAN	COUNCIL	NEW	
VACANT - ALT	COUNCIL		
VACANT - ALT	COUNCIL		

HISTORIC PRESERVATION



RECEIVED

JUN 17 2013

CITY OF CALABASAS
CITY CLERKS OFFICE

CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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

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

If yes, when:

NAME: *ARLENE BERNHOLTZ*

ADDRESS: [REDACTED]

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

HOME TELEPHONE: *91372-8008* CELL PHONE: [REDACTED]

E-MAIL: [REDACTED] HOME FAX: [REDACTED]

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED] BUSINESS FAX:

OCCUPATION: *RETIRED* EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS:

EDUCATION:

CIVIC AFFILIATIONS:

CHARTER MEMBER CALABASAS HISTORICAL SOCIETY
BOARD MEMBER ASSOCIATED HISTORICAL SOCIETIES OF LOS ANGELES
REGIONAL VICE PRESIDENT #25 CONFERENCE OF CALIFORNIA HISTORICAL SOCIETIES
DEPUTY REGISTRAR
VOLUNTEER WEST HILLS HOSPITAL & MEDICAL CENTER

COMMUNITY INTERESTS:

Preserving the history + integrity of CALABASAS
and surrounding environs

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

I have lived in the Calabasas area since 1963 + always had an interest in the history of the area. I am a charter member of the Calabasas Historical Society + served 2 years terms as their President + received several awards for developing exposure of the history + the Bud Shuts. I continue to serve on the CHS board of directors, I would like to see the flavor of the Old Town area continue + more historical sites designated + plaques provided for the site already named.

DATE: 6-17-13

Allen Bershatz

SIGNATURE OF APPLICANT

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

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

ENVIRONMENTAL

ASSUMED: 4/30/03

LEFT: _____

BOZAJIAN



Resppt 3/22/09

Resppt 4/27/11

RECEIVED

2007 MAR 28 AM 8:28

CITY OF CALABASAS
CITY CLERK

2005 Bozajian CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

- COMMUNICATIONS AND TECHNOLOGY COMMISSION
- COMMUNITY POLICING COMMISSION
- EDUCATION COMMISSION
- ENVIRONMENTAL COMMISSION
- LIBRARY COMMISSION
- PARKS & RECREATION COMMISSION
- PLANNING COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- TREE BOARD
- OTHER _____

DISTRIBUTION:

City Council

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?

NO

YES

If yes, when: _____

NAME Wise Brackelmanns-Wilder

ADDRESS _____

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

HOME TELEPHONE _____ HOME FAX 4

E-ADDRESS _____

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE _____ BUSINESS FAX _____

OCCUPATION attorney EMPLOYER _____

BUSINESS ADDRESS _____

TYPE OF BUSINESS juvenile law

EDUCATION:

B.A. - psychology U.C.L.A. (1982); Master's in criminology
Cambridge University (1984) law degree; Loyola law
School J.D. (1987)

PROFESSIONAL AFFILIATIONS: Los Angeles County Bar; California

Women Lawyers Assoc.; Calif. Public Def. Assoc.

Member of Commissioner Candidate (1999); Superior Court

Commissioner Candidate - presently.

CIVIC AFFILIATIONS: Bellagio Home Owners Assoc. - resident at large board

member (2000-2001); Calabasas Park Home Owners Assoc. - board

member 2002 - present; serve on landscape committee, ce & r

& social committee which hosts the annual July 4 lakeside dinner.

COMMUNITY INTERESTS: Involvement in my children's elementary school

Bay Laurel - PFA member 2000 - present; room parent + volunteer;

legislative liaison 2000 - 2001; Brownie Troop 340 volunteer and donated

time to manage philanthropic organizations and causes re MS, breast cancer research,

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS

COMMISSION OR BOARD:

I am married and have two small children. We moved

to Calabasas three years ago because we thought it would

be a wonderful place to raise a family. I have a

strong interest in being an active member of this

community and maintaining the high standards Calabasas

has come to know. My primary focus and interest as a citizen

and CPTHOA board member has been on safety/traffic,

environmental and education issues. Being on any of

the commissions that address these issues would enable

me to directly effect positive changes in our wonderful community

DATE 3-27-03

Rosa Barbelman-Wilder
SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 26135 Mureau Road, Calabasas, CA 91302 (818) 878-4225.

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

PARKS, RECREATION & EDUCATION

Caines
appointed 10/24/12



RECEIVED

2012 OCT -2 PM 4: 14

CITY of CALABASAS
CITY OF CALABASAS
CITY CLERK

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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

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

If yes, when:

NAME: Lesli L. Kraut

ADDRESS: [REDACTED]

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

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX: [REDACTED]

OCCUPATION: CFO

EMPLOYER: [REDACTED]

BUSINESS ADDRESS: [REDACTED]

TYPE OF BUSINESS: Mechanical, Electrical, Plumbing and Civil Eng

EDUCATION:

UCLA Extension Certificate in Finance
Under-grad classes at Moorpark and Pierce

CIVIC AFFILIATIONS:

President of Californians United to Reform Education (C.U.R.E.)
Chair of the LVUSD Measure E Oversight Committee
Past President and Treasurer Lupin Hill PFC

COMMUNITY INTERESTS:

Hiking and biking trails, well maintained parks, community events and an excellent school district.

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

I believe that a community thrives when there is a strong connection between the local government and the school district. I would like to help continue the partnership between Calabasas and LVUSD. I am also a parent and a business owner in Calabasas, providing me a well rounded insight as to what our citizens want and need.

DATE: 10-2-12


SIGNATURE OF APPLICANT

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

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

PLANNING



CITY of CALABASAS

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CITY OF CALABASAS
CITY CLERKS OFFICE

APPLICATION FOR APPOINTMENT

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- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER:

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

If yes, when: BOD for CPHA; if there was a conflict I would resign.

NAME: David A. Litt

ADDRESS: [REDACTED]

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

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX: [REDACTED]

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX: [REDACTED]

OCCUPATION: Real Estate Banker/Broker

EMPLOYER: [REDACTED]

BUSINESS ADDRESS: [REDACTED]

Calabasas, CA 91302

TYPE OF BUSINESS: Mortgage Banker/Broker; Originate and Fund Loans

EDUCATION:

Graduated North Hollywood High (1976); 3 years Valley College (Van Nuys) (mostly Real Estate related); R.E. Broker's License (1995); Real Estate Salesperson License (1976); NMLS (National Mortgage Licensing System - 2010; Federal License)

CIVIC AFFILIATIONS:

See Attached Addendum

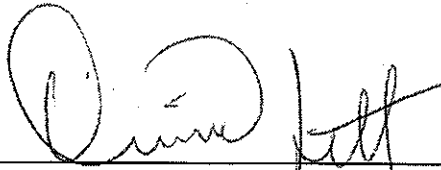
COMMUNITY INTERESTS:

See Attached Addendum

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

See Attached Addendum

DATE: 4/1/2013



SIGNATURE OF APPLICANT

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

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

Planning Commission Application Addendum for David Litt

CIVIC AFFILIATIONS: Acting Treasurer for Calabasas Park HOA (5 out of the last 6 years; 9 years as a board director). I have missed 2-board meetings lifetime. Member of CAMP (California Association of Mortgage Professionals) and CMA (California Mortgage Association). I have participated in legislative committees concerning the direction of the Mortgage Industry. Member of AIPAC (American Israeli Public Affairs Committee); attended annual conference in Washington, D.C., main purpose to lobby Senate and Congress.

COMMUNITY INTERESTS: I have attended multiple city council and planning commission meetings, in which have affected the community and/or my family. When I support issues, I believe I do so for what is in the best interests of the community as a whole and the well being of the city (I.e., supported the new restaurant in Old Town Calabasas; have made many arguments that the residents of Calabasas should get more air time at city council public comments than the non-residents of Calabasas; have worked hard within CPHA to make all better understand the Zones and primarily Zone 7, I was the leader in carving out a settlement agreement between the city and CPHA regarding the lake access issue, I was the sole negotiator from CPHA regarding the Oak Park bridge and successfully broker the settlement agreement, my voice has been heard in local publications). I believe I have strong knowledge of the inner workings of the city of Calabasas and would be an asset to the Planning Commission.

I usually participate in city functions (I.e., city hall gala, CPHA Lake run, swim and tennis center July 4th swim and BBQ, participant in the 1st city parade, city of Calabasas T-ball manager, participant in the film festival, pumpkin festival, etc.). Participate in various chamber events. Annual supporter of the local schools, my children attend LVUSD and participant and donor for the 1st annual T.H.E. Event.

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

I am a very proud resident of the city of Calabasas. I support all aspects of the how the city is run today and have since my residency (November, 2001). The city of Calabasas is a leader not only leading the way with similar size communities, but the largest cities throughout the county. We as residents must continue to keep it this way. Calabasas has much beauty and is well maintained to perfection due to our city council, city manager, landscape manager and the well trained city staff. The citizens have a duty to keep it this way and to make sure we govern properly and hire the best to serve under our direction.

I believe I am qualified to serve on the Planning commission. I believe in the governing process and impartial voices must always be heard. As a commissioner it is not my role to inject my personal opinion, rather to uphold and interpret the law. I am knowledgeable of the planning and zoning process (I.e., land issues, entitlements, variances, plan amendments, zoning change, architectural applications, etc.). I know the title insurance industry well and can summarize any type of preliminary title report. I have been a licensed Real Estate agent and broker for the past 36 years.

I believe I work well with others and am a good listener and will acknowledge when someone makes a good point. On the other hand I will stand up and guard against ignorance and will do what I need to do to protect the law. Not all is perfect. If I do not know an issue I will get educated and ask questions before I lend an opinion. I will do my research before a meeting and always read the packet. In my 9 years of serving on CPHA I have only abstained twice, which was related only to minutes. I feel you should only abstain when you do not know an issue. Hence, I have never abstained on an issue and sometimes have been the lone opponent and will take the courage when necessary. I am not influenced or intimidated and am a known leader. I do what I perceive to be right. I acknowledge others when they are right or make a good point and can and will change my viewpoint.

I am still young enough (55) and have the experience to serve the city and planning commission for many years to come. I have no conflicts of interests, I own my home with my wife Teresa in Calabasas and have no intentions to buy land and build. My time has come for the Planning Commission and I should be given the opportunity as I have paid my dues and have earned it with hard work and passion. Lastly, this is my 4th attempt to be appointed to a city of Calabasas commission. I previously applied for the GPAC commission in 2006 and the Planning Commission in 2011 & 2012.

Sincerely,

David Litt

David Litt

**AGOURA HILLS/CALABASAS
COMMUNITY CENTER JPA**



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MAR 29 2013
CITY OF CALABASAS
CITY CLERKS OFFICE

CITY of CALABASAS

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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- PARKS, RECREATION & EDUCATION COMMISSION
- PLANNING COMMISSION
- PUBLIC SAFETY COMMISSION
- TRAFFIC & TRANSPORTATION COMMISSION
- STUDENT MEMBER
- OTHER:

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

If yes, when:

NAME: **Richard Sherman**

ADDRESS: [REDACTED]

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

HOME TELEPHONE: [REDACTED]

CELL PHONE: [REDACTED]

E-MAIL: [REDACTED]

HOME FAX: [REDACTED]

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE: [REDACTED]

BUSINESS FAX:

OCCUPATION: **Clinical Psychologist**

EMPLOYER: **Self**

BUSINESS ADDRESS: [REDACTED]

TYPE OF BUSINESS: **Clinical and Consulting Psychology Services**

EDUCATION:

**University of California, Los Angeles (B.A. in Psychology, 1970);
University of Georgia, (M.S. in Psychology, 1972); Ph.D. in
Psychology, 1975)**

CIVIC AFFILIATIONS:

I am currently President of the Calabasas Park Homeowners Association (CPHA) and have served for a number of years as a CPHA Board member. For CPHA, I have been active in all phases of our organization. As Chair of the Governmental Affairs Committee, I attend most City of Calabasas Council meetings; and I believe that I work well with all City Council members and our City Manager. As President of CPHA, I was proud to be integrally involved as a liaison with the City regarding the recent recommendation and approval by City Council of a number of traffic mitigation projects. I am now also a member of the board of my local Homeowners Association (the Oaks).

Over the last several years, as a psychologist active in my professional community, I have served in leadership positions in a number of different organizations including as President and Board member of the following: the California Board of Psychology, the California State Psychological Association, and the Los Angeles County Psychological Association. When I served as a Gubernatorial appointee on the Board of Psychology, our role was to protect the consumer of psychological services. I also served a number of years on the Los Angeles Psychological Association Foundation Board in which our purpose was to raise and distribute funds to assist both students in training

and those organizations in the community who provided counseling services to those less fortunate.

COMMUNITY INTERESTS:

I love Calabasas and am very active in working as a volunteer to maintain both the beauty and well functioning nature of our community. Through CPHA, our efforts include providing security within Calabasas Park and maintaining the scenic charm of Calabasas Lake and its surroundings.

I have long participated in grassroots activities and see this as a way to work to encourage transparent and efficient government.

I believe that I am good at disseminating information to the public in a succinct, user-friendly manner. For over five years, I served as the producer of a local general interest talk radio show, which was broadcast first on KABC and then on KRLA. We often dealt with issues that impact the greater Southern California community. More recently, I was involved in an Internet program and I am now working in the development phase on a new conversation/public service radio/TV program.

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

I am very interested in keeping Calabasas the premier city that it is and see it continue to function at the

highest level possible. I believe that as a member of one of the commissions, I can be more involved while giving back to our community. I pride myself on independently being able to make thoughtful decisions, and work well with all residents.

I believe that as a result of my interests and experiences in the areas of communications and different modes of media, I could make meaningful contributions to the Communications and Technology Commission, which would be my first choice.

Since my interests and background are varied, I know that I would be an asset to other Calabasas Commissions if an appropriate opening were to occur. I also would be interested in the Parks, Recreation, & Education Commission. I have always been a strong proponent of maintaining high quality education. This is even more important to me now that I am a grandparent of a young child in one of our local public schools.

Similarly, I have some experience in the area of safety given my volunteerism on the Oaks Safety and Security Committee and through my involvement at CPHA. Finally, I marvel at the quality of our Calabasas Library (and its physical site). As a frequent patron of our Calabasas library and seeing how the latest in information technology is already resulting in changes, I would welcome being considered for the Library Commission.

As a psychologist (and small business owner) who has spent over thirty years in clinical and consulting practice as well as serving in leadership positions in various organizations, I know what it is like to problem solve, tackle issues for which there is sometimes controversy, while maintaining professionalism and being respectful of all involved. I believe that these additional skills would be beneficial if I were given the honor to serve on a City of Calabasas Commission.

DATE: 3-28-2013 Richard Sherman
SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk,

City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

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City Clerk Department
Com ma pps .frm
Revised 1/ 00




CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JULY 24, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ANTHONY M. COROALLES, CITY MANAGER 

SUBJECT: ADOPTION OF RESOLUTION NO. 2013-1381, RESCINDING RESOLUTION NO. 2012-1342 AND APPROVING A SALARY SCHEDULE FOR PERMANENT EMPLOYEES.

MEETING
DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2013-1381, rescinding Resolution No. 2012-1342 and approving a salary schedule for permanent employees.

BACKGROUND:

Normally on an annual basis, the City Council adopts a new compensation resolution for permanent full-time employees for the upcoming fiscal year. This resolution approves employee positions, salary ranges, benefit levels, and the number of employees needed for each position. Resolution No. 2013-1381 provides for the current level of benefits and the salary range schedule incorporated in this resolution also provides a 2.03 percent cost of living adjustment (COLA) for all permanent full-time employee positions listed in the resolution.

It should also be noted that, while the following positions are included in Resolution No. 2013-1381, they are vacant pursuant to the hiring freeze: Building Assistant, Executive Assistant I (Administrative Services), Public Information Officer, and Planning Assistant.

FISCAL IMPACT/SOURCE OF FUNDING:

The City's Fiscal Year 2013-14 General Fund budget for full-time salaries is \$5,997,200. The cost for providing a 2.03% Cost of Living Adjustment (COLA) for each permanent employee totals \$118,700, and is included in the balanced budget presented to the City Council.

REQUESTED ACTION:

It is requested that the City Council approve adoption Resolution No. 2013-1381.

ATTACHMENTS:

Resolution No. 2013-1381.

RESOLUTION NO. 2013-1381**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, RESCINDING RESOLUTION 2012-1342 AND APPROVING A SALARY SCHEDULE FOR PERMANENT EMPLOYEES.**

This resolution is adopted in order to set forth compensation procedure and benefit levels, to promote stronger employer-employee relations, and as a means of recognizing performance in all areas of service. This resolution shall be effective as of July 1, 2013.

SECTION 1. DEFINITIONS

Full-Time Permanent Employees. A full-time permanent employee is one whose position is allocated in the budget and who regularly works a minimum of forty (40) hours per workweek on a continuing basis. Such employees are hired for an indefinite and unspecified duration.

The following salary ranges are hereby established.

PERMANENT EMPLOYEE SALARY RANGES**A. Management Classification**

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Chief Financial Officer	P213	1
Community Development Director	P213	1
Public Works Director/City Engineer	P213	1
Administrative Services Director	P197	1
Community Services Director	P207	1
Media Operations Director	P197	1

B. Mid-Management Classification

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Deputy Public Works Director	P178	1
Information Systems Manager	P170	1
City Planner	P168	1
Landscape District Maintenance Manager	P162	1
Building Official	P159	1
City Clerk	P157	1
Recreation Services Manager	P152	1
City Librarian	P150	1

C. Professional/Supervisory Classification

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Senior Civil Engineer	P148	1
Senior Planner	P148	2
Environmental Services Supervisor	P148	1
Preschool Principal	P140	1
Senior Management Analyst	P134	1
Accounting Supervisor	P132	1
Media Supervisor	P132	1
Public Safety Coordinator	P132	1
Building Engineer	P129	1
Facility Supervisor	P129	1

D. Professional/Technical Classification

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Planner	P138	2
Associate Civil Engineer	P131	1
Public Information Officer	P129	1
Senior Building Inspector	P126	1
Senior Public Works Inspector	P126	1
Associate Planner	P130	2
Senior Media Specialist	P120	2
Building Inspector	P117	3
Permit Center Supervisor	P117	1
Public Works Inspector	P117	1
Assistant Engineer	P116	1
Grant/Contract Administrator	P116	1
Senior Accounting Specialist	P116	1
Assistant Transportation Planner	P114	1
Business Services Coordinator	P114	1
Environmental Services Assistant	P114	1
Librarian	P114	2
Preschool Supervisor	P114	1
Recreation Coordinator	P114	2
Special Events Coordinator	P114	1
Code Enforcement Officer	P108	2
Library Circulation Supervisor	P108	1

E. Administrative/General Support Classification

POSITION	SALARY SCHEDULE NUMBER	NUMBER OF EMPLOYEES BUDGETED IN POSITION
Executive Assistant III	P122	1
Human Resources Specialist	P112	1
Accounting Specialist	P107	3
Building Assistant	P107	1
Executive Assistant II	P107	2
Information Systems Assistant	P107	2
Planning Assistant	P107	2
Executive Assistant I	P102	11
Facility Maintenance Technician	P84	2
Recreation Specialist	P82	3
Library Technician	P69	1
Library Technical Services Coordinator	P69	1
Office Assistant	P69	2
Preschool Teacher	P43	12
Maintenance Assistant	P37	1

SECTION 2. ESTABLISHMENT OF COMPENSATION PROCEDURE

- A. The City Manager shall recommend to the City Council the prescribed salary ranges for all classifications. The compensation for the City Manager shall be set by the City Council and includes all other benefits contained in this resolution.
- B. At any time during the fiscal year, the City Manager is authorized to increase the salary ranges.
 - 1. The adjustment for any one salary range may not exceed 10 percent in a fiscal year. If a salary range is adjusted more than once in a fiscal

year, the total adjustment, measured from the pre-adjusted baseline, may not exceed 10 percent in that fiscal year.

2. Adjustments must be based on findings. Findings must relate to a change in duties, job conditions, salary comparison to similar positions in comparable public agencies, or any other similar basis.
3. Adjustments are completely separate from merit increases. Merit increases relate to an individual employee. Adjustments relate to all employees of a position within the relevant classification.
4. Adjustments are not retroactive. Adjustments are determined at the sole discretion of the City Manager and employees have no right to such adjustments.
5. Adjustments do not require approval or resolution of the City Council. The City Council, the Administrative Services Director, and Chief Financial Officer shall be notified of such adjustments and the findings which support them, in writing.
6. All such adjustments shall be subject to budget appropriation and may not be approved if to do so would exceed existing budget authority unless made contingent upon a budget amendment approved by the City Council.

SECTION 3. CONFERENCES/PROFESSIONAL DEVELOPMENT

In order to promote continued development of skills, knowledge and abilities among the employees of the City, the City Manager may grant time off to any full-time employee in order to attend professional, technical or managerial workshops, courses, conferences, conventions, seminars, or related activities. The costs for attendance at these activities including travel, per diem, registration, tuition, materials or other reasonable costs are legitimate City expenditures if provided for in the annual City Budget and approved by the Department Head and City Manager.

SECTION 4. RETIREMENT

The City contracts with the Public Employees Retirement System. The City agrees to provide PERS 2% at 55 Local Miscellaneous Members Retirement Program plus 1959 Survivor Benefits third level and Sick Leave Services Credit. The City agrees to pay the employee contribution rate to PERS for each full-time permanent employee and City Councilmember; all other employees will pay their own contribution amount to PERS, as appropriate.

SECTION 5. LIFE INSURANCE BENEFITS

For permanent full-time employees, the City contracts with Lincoln Financial in the amount of three times the employee’s annual salary (not to exceed \$350,000) and \$50,000 for each Councilmember. The City agrees to pay the full cost for life insurance for full-time employees, including City Councilmembers.

SECTION 6. DEFERRED COMPENSATION CONTRIBUTION

The City will pay a deferred compensation contribution into a City approved deferred compensation program for enrolled permanent full-time employees. Participating employees will receive a 100% contribution match up to 2% of their incremental gross base salary. Gross base salary is defined as wages paid as described in the Permanent Employees Salary Ranges (reference Section 1, herein).

Resolution No. 2012-1342, and any conflicting provisions previously adopted, are hereby rescinded.

To the extent the provisions of this Resolution No. 2013-1381 are substantially the same as any other resolution or action of the City Council, the provisions of this Resolution 2013-1381 shall be construed as continuations of these other enactments, and not as new enactments.

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 11th day of August, 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney

**CITY OF CALABASAS
PERMANENT POSITIONS
MONTHLY WAGE RANGE / STEP SCHEDULE
Effective July 1, 2013**

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
P1	1,476	1,513	1,551	1,589	1,629	1,670	1,712	1,755	1,798	1,843
P2	1,491	1,528	1,566	1,605	1,646	1,687	1,729	1,772	1,816	1,862
P3	1,506	1,543	1,582	1,621	1,662	1,704	1,746	1,790	1,835	1,880
P4	1,521	1,559	1,598	1,638	1,679	1,721	1,764	1,808	1,853	1,899
P5	1,536	1,574	1,614	1,654	1,695	1,738	1,781	1,826	1,871	1,918
P6	1,551	1,590	1,630	1,671	1,712	1,755	1,799	1,844	1,890	1,937
P7	1,567	1,606	1,646	1,687	1,729	1,773	1,817	1,862	1,909	1,957
P8	1,582	1,622	1,663	1,704	1,747	1,790	1,835	1,881	1,928	1,976
P9	1,598	1,638	1,679	1,721	1,764	1,808	1,854	1,900	1,947	1,996
P10	1,614	1,655	1,696	1,738	1,782	1,826	1,872	1,919	1,967	2,016
P11	1,630	1,671	1,713	1,756	1,800	1,845	1,891	1,938	1,987	2,036
P12	1,647	1,688	1,730	1,773	1,818	1,863	1,910	1,957	2,006	2,057
P13	1,663	1,705	1,747	1,791	1,836	1,882	1,929	1,977	2,026	2,077
P14	1,680	1,722	1,765	1,809	1,854	1,901	1,948	1,997	2,047	2,098
P15	1,697	1,739	1,783	1,827	1,873	1,920	1,968	2,017	2,067	2,119
P16	1,714	1,756	1,800	1,845	1,891	1,939	1,987	2,037	2,088	2,140
P17	1,731	1,774	1,818	1,864	1,910	1,958	2,007	2,057	2,109	2,161
P18	1,748	1,792	1,837	1,882	1,930	1,978	2,027	2,078	2,130	2,183
P19	1,766	1,810	1,855	1,901	1,949	1,998	2,047	2,099	2,151	2,205
P20	1,783	1,828	1,873	1,920	1,968	2,017	2,068	2,120	2,173	2,227
P21	1,801	1,846	1,892	1,939	1,988	2,038	2,089	2,141	2,194	2,249
P22	1,819	1,864	1,911	1,959	2,008	2,058	2,109	2,162	2,216	2,272
P23	1,837	1,883	1,930	1,978	2,028	2,079	2,131	2,184	2,238	2,294
P24	1,856	1,902	1,950	1,998	2,048	2,099	2,152	2,206	2,261	2,317
P25	1,874	1,921	1,969	2,018	2,069	2,120	2,173	2,228	2,283	2,341
P26	1,893	1,940	1,989	2,038	2,089	2,142	2,195	2,250	2,306	2,364
P27	1,912	1,960	2,009	2,059	2,110	2,163	2,217	2,273	2,329	2,388
P28	1,931	1,979	2,029	2,079	2,131	2,185	2,239	2,295	2,353	2,411
P29	1,950	1,999	2,049	2,100	2,153	2,207	2,262	2,318	2,376	2,436
P30	1,970	2,019	2,069	2,121	2,174	2,229	2,284	2,341	2,400	2,460
P31	1,989	2,039	2,090	2,142	2,196	2,251	2,307	2,365	2,424	2,485
P32	2,009	2,060	2,111	2,164	2,218	2,273	2,330	2,388	2,448	2,509
P33	2,029	2,080	2,132	2,185	2,240	2,296	2,353	2,412	2,473	2,534
P34	2,050	2,101	2,153	2,207	2,262	2,319	2,377	2,436	2,497	2,560
P35	2,070	2,122	2,175	2,229	2,285	2,342	2,401	2,461	2,522	2,585
P36	2,091	2,143	2,197	2,252	2,308	2,366	2,425	2,485	2,548	2,611
P37	2,112	2,165	2,219	2,274	2,331	2,389	2,449	2,510	2,573	2,637
P38	2,133	2,186	2,241	2,297	2,354	2,413	2,474	2,535	2,599	2,664
P39	2,154	2,208	2,263	2,320	2,378	2,437	2,498	2,561	2,625	2,690
P40	2,176	2,230	2,286	2,343	2,402	2,462	2,523	2,586	2,651	2,717
P41	2,198	2,253	2,309	2,367	2,426	2,486	2,548	2,612	2,678	2,744
P42	2,220	2,275	2,332	2,390	2,450	2,511	2,574	2,638	2,704	2,772
P43	2,242	2,298	2,355	2,414	2,474	2,536	2,600	2,665	2,731	2,800
P44	2,264	2,321	2,379	2,438	2,499	2,562	2,626	2,691	2,759	2,828
P45	2,287	2,344	2,403	2,463	2,524	2,587	2,652	2,718	2,786	2,856
P46	2,310	2,367	2,427	2,487	2,549	2,613	2,678	2,745	2,814	2,884

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RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
P47	2,333	2,391	2,451	2,512	2,575	2,639	2,705	2,773	2,842	2,913
P48	2,356	2,415	2,475	2,537	2,601	2,666	2,732	2,801	2,871	2,942
P49	2,380	2,439	2,500	2,563	2,627	2,692	2,760	2,829	2,899	2,972
P50	2,403	2,464	2,525	2,588	2,653	2,719	2,787	2,857	2,928	3,002
P51	2,427	2,488	2,550	2,614	2,679	2,746	2,815	2,886	2,958	3,032
P52	2,452	2,513	2,576	2,640	2,706	2,774	2,843	2,914	2,987	3,062
P53	2,476	2,538	2,602	2,667	2,733	2,802	2,872	2,944	3,017	3,093
P54	2,501	2,564	2,628	2,693	2,761	2,830	2,900	2,973	3,047	3,123
P55	2,526	2,589	2,654	2,720	2,788	2,858	2,929	3,003	3,078	3,155
P56	2,551	2,615	2,680	2,747	2,816	2,887	2,959	3,033	3,109	3,186
P57	2,577	2,641	2,707	2,775	2,844	2,915	2,988	3,063	3,140	3,218
P58	2,603	2,668	2,734	2,803	2,873	2,945	3,018	3,094	3,171	3,250
P59	2,629	2,694	2,762	2,831	2,901	2,974	3,048	3,125	3,203	3,283
P60	2,655	2,721	2,789	2,859	2,931	3,004	3,079	3,156	3,235	3,316
P61	2,681	2,748	2,817	2,888	2,960	3,034	3,110	3,187	3,267	3,349
P62	2,708	2,776	2,845	2,916	2,989	3,064	3,141	3,219	3,300	3,382
P63	2,735	2,804	2,874	2,946	3,019	3,095	3,172	3,251	3,333	3,416
P64	2,763	2,832	2,903	2,975	3,049	3,126	3,204	3,284	3,366	3,450
P65	2,790	2,860	2,932	3,005	3,080	3,157	3,236	3,317	3,400	3,485
P66	2,818	2,889	2,961	3,035	3,111	3,189	3,268	3,350	3,434	3,520
P67	2,846	2,918	2,991	3,065	3,142	3,220	3,301	3,383	3,468	3,555
P68	2,875	2,947	3,020	3,096	3,173	3,253	3,334	3,417	3,503	3,590
P69	2,904	2,976	3,051	3,127	3,205	3,285	3,367	3,451	3,538	3,626
P70	2,933	3,006	3,081	3,158	3,237	3,318	3,401	3,486	3,573	3,662
P71	2,962	3,036	3,112	3,190	3,269	3,351	3,435	3,521	3,609	3,699
P72	2,992	3,066	3,143	3,222	3,302	3,385	3,469	3,556	3,645	3,736
P73	3,022	3,097	3,174	3,254	3,335	3,419	3,504	3,592	3,681	3,773
P74	3,052	3,128	3,206	3,286	3,369	3,453	3,539	3,628	3,718	3,811
P75	3,082	3,159	3,238	3,319	3,402	3,487	3,574	3,664	3,755	3,849
P76	3,113	3,191	3,271	3,352	3,436	3,522	3,610	3,700	3,793	3,888
P77	3,144	3,223	3,303	3,386	3,471	3,557	3,646	3,737	3,831	3,927
P78	3,176	3,255	3,336	3,420	3,505	3,593	3,683	3,775	3,869	3,966
P79	3,207	3,288	3,370	3,454	3,540	3,629	3,720	3,813	3,908	4,006
P80	3,239	3,320	3,403	3,489	3,576	3,665	3,757	3,851	3,947	4,046
P81	3,272	3,354	3,438	3,523	3,612	3,702	3,794	3,889	3,986	4,086
P82	3,305	3,387	3,472	3,559	3,648	3,739	3,832	3,928	4,026	4,127
P83	3,338	3,421	3,507	3,594	3,684	3,776	3,871	3,967	4,067	4,168
P84	3,371	3,455	3,542	3,630	3,721	3,814	3,909	4,007	4,107	4,210
P85	3,405	3,490	3,577	3,667	3,758	3,852	3,948	4,047	4,148	4,252
P86	3,439	3,525	3,613	3,703	3,796	3,891	3,988	4,088	4,190	4,295
P87	3,473	3,560	3,649	3,740	3,834	3,930	4,028	4,128	4,232	4,337
P88	3,508	3,596	3,685	3,778	3,872	3,969	4,068	4,170	4,274	4,381
P89	3,543	3,632	3,722	3,815	3,911	4,009	4,109	4,211	4,317	4,425
P90	3,578	3,668	3,760	3,854	3,950	4,049	4,150	4,254	4,360	4,469
P91	3,614	3,705	3,797	3,892	3,989	4,089	4,191	4,296	4,404	4,514
P92	3,650	3,742	3,835	3,931	4,029	4,130	4,233	4,339	4,448	4,559

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P93	3,687	3,779	3,873	3,970	4,070	4,171	4,276	4,382	4,492	4,604
P94	3,724	3,817	3,912	4,010	4,110	4,213	4,318	4,426	4,537	4,650
P95	3,761	3,855	3,951	4,050	4,151	4,255	4,362	4,471	4,582	4,697
P96	3,799	3,894	3,991	4,091	4,193	4,298	4,405	4,515	4,628	4,744
P97	3,837	3,932	4,031	4,132	4,235	4,341	4,449	4,560	4,674	4,791
P98	3,875	3,972	4,071	4,173	4,277	4,384	4,494	4,606	4,721	4,839
P99	3,914	4,011	4,112	4,215	4,320	4,428	4,539	4,652	4,768	4,888
P100	3,953	4,052	4,153	4,257	4,363	4,472	4,584	4,699	4,816	4,936
P101	3,992	4,092	4,194	4,299	4,407	4,517	4,630	4,746	4,864	4,986
P102	4,032	4,133	4,236	4,342	4,451	4,562	4,676	4,793	4,913	5,036
P103	4,073	4,174	4,279	4,386	4,495	4,608	4,723	4,841	4,962	5,086
P104	4,113	4,216	4,322	4,430	4,540	4,654	4,770	4,889	5,012	5,137
P105	4,154	4,258	4,365	4,474	4,586	4,700	4,818	4,938	5,062	5,188
P106	4,196	4,301	4,408	4,519	4,632	4,747	4,866	4,988	5,112	5,240
P107	4,238	4,344	4,452	4,564	4,678	4,795	4,915	5,038	5,163	5,293
P108	4,280	4,387	4,497	4,609	4,725	4,843	4,964	5,088	5,215	5,345
P109	4,323	4,431	4,542	4,655	4,772	4,891	5,013	5,139	5,267	5,399
P110	4,366	4,475	4,587	4,702	4,820	4,940	5,064	5,190	5,320	5,453
P111	4,410	4,520	4,633	4,749	4,868	4,989	5,114	5,242	5,373	5,507
P112	4,454	4,565	4,680	4,797	4,916	5,039	5,165	5,295	5,427	5,563
P113	4,499	4,611	4,726	4,845	4,966	5,090	5,217	5,347	5,481	5,618
P114	4,544	4,657	4,774	4,893	5,015	5,141	5,269	5,401	5,536	5,674
P115	4,589	4,704	4,821	4,942	5,065	5,192	5,322	5,455	5,591	5,731
P116	4,635	4,751	4,870	4,991	5,116	5,244	5,375	5,509	5,647	5,788
P117	4,681	4,798	4,918	5,041	5,167	5,296	5,429	5,565	5,704	5,846
P118	4,728	4,846	4,967	5,092	5,219	5,349	5,483	5,620	5,761	5,905
P119	4,775	4,895	5,017	5,143	5,271	5,403	5,538	5,676	5,818	5,964
P120	4,823	4,944	5,067	5,194	5,324	5,457	5,593	5,733	5,877	6,023
P121	4,871	4,993	5,118	5,246	5,377	5,512	5,649	5,791	5,935	6,084
P122	4,920	5,043	5,169	5,298	5,431	5,567	5,706	5,848	5,995	6,145
P123	4,969	5,094	5,221	5,351	5,485	5,622	5,763	5,907	6,055	6,206
P124	5,019	5,144	5,273	5,405	5,540	5,679	5,820	5,966	6,115	6,268
P125	5,069	5,196	5,326	5,459	5,595	5,735	5,879	6,026	6,176	6,331
P126	5,120	5,248	5,379	5,514	5,651	5,793	5,937	6,086	6,238	6,394
P127	5,171	5,300	5,433	5,569	5,708	5,851	5,997	6,147	6,300	6,458
P128	5,223	5,353	5,487	5,624	5,765	5,909	6,057	6,208	6,363	6,523
P129	5,275	5,407	5,542	5,681	5,823	5,968	6,117	6,270	6,427	6,588
P130	5,328	5,461	5,597	5,737	5,881	6,028	6,179	6,333	6,491	6,654
P131	5,381	5,516	5,653	5,795	5,940	6,088	6,240	6,396	6,556	6,720
P132	5,435	5,571	5,710	5,853	5,999	6,149	6,303	6,460	6,622	6,787
P133	5,489	5,626	5,767	5,911	6,059	6,211	6,366	6,525	6,688	6,855
P134	5,544	5,683	5,825	5,970	6,120	6,273	6,429	6,590	6,755	6,924
P135	5,600	5,740	5,883	6,030	6,181	6,335	6,494	6,656	6,822	6,993
P136	5,656	5,797	5,942	6,090	6,243	6,399	6,559	6,723	6,891	7,063
P137	5,712	5,855	6,001	6,151	6,305	6,463	6,624	6,790	6,960	7,134
P138	5,769	5,913	6,061	6,213	6,368	6,527	6,690	6,858	7,029	7,205

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P139	5,827	5,973	6,122	6,275	6,432	6,593	6,757	6,926	7,099	7,277
P140	5,885	6,032	6,183	6,338	6,496	6,659	6,825	6,996	7,170	7,350
P141	5,944	6,093	6,245	6,401	6,561	6,725	6,893	7,066	7,242	7,423
P142	6,003	6,154	6,307	6,465	6,627	6,792	6,962	7,136	7,315	7,497
P143	6,063	6,215	6,370	6,530	6,693	6,860	7,032	7,208	7,388	7,572
P144	6,124	6,277	6,434	6,595	6,760	6,929	7,102	7,280	7,462	7,648
P145	6,185	6,340	6,498	6,661	6,827	6,998	7,173	7,352	7,536	7,725
P146	6,247	6,403	6,563	6,728	6,896	7,068	7,245	7,426	7,612	7,802
P147	6,310	6,467	6,629	6,795	6,965	7,139	7,317	7,500	7,688	7,880
P148	6,373	6,532	6,695	6,863	7,034	7,210	7,390	7,575	7,765	7,959
P149	6,436	6,597	6,762	6,931	7,105	7,282	7,464	7,651	7,842	8,038
P150	6,501	6,663	6,830	7,001	7,176	7,355	7,539	7,727	7,921	8,119
P151	6,566	6,730	6,898	7,071	7,247	7,429	7,614	7,805	8,000	8,200
P152	6,632	6,797	6,967	7,141	7,320	7,503	7,691	7,883	8,080	8,282
P153	6,698	6,865	7,037	7,213	7,393	7,578	7,767	7,962	8,161	8,365
P154	6,765	6,934	7,107	7,285	7,467	7,654	7,845	8,041	8,242	8,448
P155	6,832	7,003	7,178	7,358	7,542	7,730	7,924	8,122	8,325	8,533
P156	6,901	7,073	7,250	7,431	7,617	7,808	8,003	8,203	8,408	8,618
P157	6,970	7,144	7,323	7,506	7,693	7,886	8,083	8,285	8,492	8,704
P158	7,040	7,215	7,396	7,581	7,770	7,965	8,164	8,368	8,577	8,791
P159	7,110	7,288	7,470	7,657	7,848	8,044	8,245	8,451	8,663	8,879
P160	7,181	7,361	7,545	7,733	7,926	8,125	8,328	8,536	8,749	8,968
P161	7,253	7,434	7,620	7,810	8,006	8,206	8,411	8,621	8,837	9,058
P162	7,325	7,508	7,696	7,889	8,086	8,288	8,495	8,708	8,925	9,148
P163	7,399	7,584	7,773	7,967	8,167	8,371	8,580	8,795	9,014	9,240
P164	7,473	7,659	7,851	8,047	8,248	8,455	8,666	8,883	9,105	9,332
P165	7,547	7,736	7,929	8,128	8,331	8,539	8,753	8,971	9,196	9,426
P166	7,623	7,813	8,009	8,209	8,414	8,624	8,840	9,061	9,288	9,520
P167	7,699	7,891	8,089	8,291	8,498	8,711	8,928	9,152	9,380	9,615
P168	7,776	7,970	8,170	8,374	8,583	8,798	9,018	9,243	9,474	9,711
P169	7,854	8,050	8,251	8,458	8,669	8,886	9,108	9,336	9,569	9,808
P170	7,932	8,131	8,334	8,542	8,756	8,975	9,199	9,429	9,665	9,906
P171	8,012	8,212	8,417	8,628	8,843	9,064	9,291	9,523	9,761	10,005
P172	8,092	8,294	8,501	8,714	8,932	9,155	9,384	9,619	9,859	10,105
P173	8,173	8,377	8,586	8,801	9,021	9,247	9,478	9,715	9,958	10,207
P174	8,254	8,461	8,672	8,889	9,111	9,339	9,573	9,812	10,057	10,309
P175	8,337	8,545	8,759	8,978	9,202	9,432	9,668	9,910	10,158	10,412
P176	8,420	8,631	8,847	9,068	9,294	9,527	9,765	10,009	10,259	10,516
P177	8,504	8,717	8,935	9,158	9,387	9,622	9,863	10,109	10,362	10,621
P178	8,590	8,804	9,024	9,250	9,481	9,718	9,961	10,210	10,466	10,727
P179	8,675	8,892	9,115	9,342	9,576	9,815	10,061	10,312	10,570	10,834
P180	8,762	8,981	9,206	9,436	9,672	9,914	10,161	10,415	10,676	10,943
P181	8,850	9,071	9,298	9,530	9,769	10,013	10,263	10,520	10,783	11,052
P182	8,938	9,162	9,391	9,626	9,866	10,113	10,366	10,625	10,890	11,163
P183	9,028	9,253	9,485	9,722	9,965	10,214	10,469	10,731	10,999	11,274
P184	9,118	9,346	9,580	9,819	10,065	10,316	10,574	10,838	11,109	11,387

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P185	9,209	9,439	9,675	9,917	10,165	10,419	10,680	10,947	11,220	11,501
P186	9,301	9,534	9,772	10,016	10,267	10,523	10,787	11,056	11,333	11,616
P187	9,394	9,629	9,870	10,117	10,369	10,629	10,894	11,167	11,446	11,732
P188	9,488	9,725	9,969	10,218	10,473	10,735	11,003	11,278	11,560	11,849
P189	9,583	9,823	10,068	10,320	10,578	10,842	11,113	11,391	11,676	11,968
P190	9,679	9,921	10,169	10,423	10,684	10,951	11,225	11,505	11,793	12,088
P191	9,776	10,020	10,271	10,527	10,791	11,060	11,337	11,620	11,911	12,208
P192	9,873	10,120	10,373	10,633	10,898	11,171	11,450	11,736	12,030	12,331
P193	9,972	10,221	10,477	10,739	11,007	11,283	11,565	11,854	12,150	12,454
P194	10,072	10,324	10,582	10,846	11,117	11,395	11,680	11,972	12,272	12,578
P195	10,173	10,427	10,688	10,955	11,229	11,509	11,797	12,092	12,394	12,704
P196	10,274	10,531	10,794	11,064	11,341	11,624	11,915	12,213	12,518	12,831
P197	10,377	10,637	10,902	11,175	11,454	11,741	12,034	12,335	12,643	12,960
P198	10,481	10,743	11,011	11,287	11,569	11,858	12,155	12,458	12,770	13,089
P199	10,586	10,850	11,122	11,400	11,685	11,977	12,276	12,583	12,898	13,220
P200	10,692	10,959	11,233	11,514	11,801	12,096	12,399	12,709	13,027	13,352
P201	10,798	11,068	11,345	11,629	11,919	12,217	12,523	12,836	13,157	13,486
P202	10,906	11,179	11,459	11,745	12,039	12,340	12,648	12,964	13,288	13,621
P203	11,015	11,291	11,573	11,862	12,159	12,463	12,775	13,094	13,421	13,757
P204	11,126	11,404	11,689	11,981	12,281	12,588	12,902	13,225	13,556	13,894
P205	11,237	11,518	11,806	12,101	12,403	12,714	13,031	13,357	13,691	14,033
P206	11,349	11,633	11,924	12,222	12,527	12,841	13,162	13,491	13,828	14,174
P207	11,463	11,749	12,043	12,344	12,653	12,969	13,293	13,626	13,966	14,315
P208	11,577	11,867	12,163	12,468	12,779	13,099	13,426	13,762	14,106	14,459
P209	11,693	11,985	12,285	12,592	12,907	13,230	13,560	13,899	14,247	14,603
P210	11,810	12,105	12,408	12,718	13,036	13,362	13,696	14,038	14,389	14,749
P211	11,928	12,226	12,532	12,845	13,166	13,496	13,833	14,179	14,533	14,897
P212	12,047	12,349	12,657	12,974	13,298	13,631	13,971	14,321	14,679	15,046
P213	12,168	12,472	12,784	13,104	13,431	13,767	14,111	14,464	14,825	15,196
P214	12,290	12,597	12,912	13,235	13,565	13,905	14,252	14,609	14,974	15,348
P215	12,413	12,723	13,041	13,367	13,701	14,044	14,395	14,755	15,123	15,502
P216	12,537	12,850	13,171	13,501	13,838	14,184	14,539	14,902	15,275	15,657
P217	12,662	12,979	13,303	13,636	13,977	14,326	14,684	15,051	15,427	15,813
P218	12,789	13,108	13,436	13,772	14,116	14,469	14,831	15,202	15,582	15,971
P219	12,917	13,239	13,570	13,910	14,257	14,614	14,979	15,354	15,738	16,131
P220	13,046	13,372	13,706	14,049	14,400	14,760	15,129	15,507	15,895	16,292
P221	13,176	13,506	13,843	14,189	14,544	14,908	15,280	15,662	16,054	16,455
P222	13,308	13,641	13,982	14,331	14,689	15,057	15,433	15,819	16,214	16,620
P223	13,441	13,777	14,121	14,474	14,836	15,207	15,587	15,977	16,377	16,786
P224	13,575	13,915	14,263	14,619	14,985	15,359	15,743	16,137	16,540	16,954
P225	13,711	14,054	14,405	14,765	15,135	15,513	15,901	16,298	16,706	17,123
P226	13,848	14,194	14,549	14,913	15,286	15,668	16,060	16,461	16,873	17,295
P227	13,987	14,336	14,695	15,062	15,439	15,825	16,220	16,626	17,041	17,468
P228	14,127	14,480	14,842	15,213	15,593	15,983	16,383	16,792	17,212	17,642
P229	14,268	14,625	14,990	15,365	15,749	16,143	16,546	16,960	17,384	17,819
P230	14,411	14,771	15,140	15,519	15,907	16,304	16,712	17,130	17,558	17,997

**CITY OF CALABASAS
PERMANENT POSITIONS
MONTHLY WAGE RANGE / STEP SCHEDULE
Effective July 1, 2013**

RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
P231	14,555	14,919	15,291	15,674	16,066	16,467	16,879	17,301	17,733	18,177
P232	14,700	15,068	15,444	15,831	16,226	16,632	17,048	17,474	17,911	18,359
P233	14,847	15,218	15,599	15,989	16,389	16,798	17,218	17,649	18,090	18,542
P234	14,996	15,371	15,755	16,149	16,552	16,966	17,390	17,825	18,271	18,728
P235	15,146	15,524	15,912	16,310	16,718	17,136	17,564	18,003	18,453	18,915
P236	15,297	15,680	16,072	16,473	16,885	17,307	17,740	18,183	18,638	19,104
P237	15,450	15,836	16,232	16,638	17,054	17,480	17,917	18,365	18,824	19,295
P238	15,605	15,995	16,395	16,804	17,225	17,655	18,097	18,549	19,013	19,488
P239	15,761	16,155	16,559	16,972	17,397	17,832	18,277	18,734	19,203	19,683
P240	15,918	16,316	16,724	17,142	17,571	18,010	18,460	18,922	19,395	19,880
P241	16,077	16,479	16,891	17,314	17,746	18,190	18,645	19,111	19,589	20,078
P242	16,238	16,644	17,060	17,487	17,924	18,372	18,831	19,302	19,785	20,279
P243	16,401	16,811	17,231	17,662	18,103	18,556	19,020	19,495	19,982	20,482
P244	16,565	16,979	17,403	17,838	18,284	18,741	19,210	19,690	20,182	20,687
P245	16,730	17,148	17,577	18,017	18,467	18,929	19,402	19,887	20,384	20,894
P246	16,898	17,320	17,753	18,197	18,652	19,118	19,596	20,086	20,588	21,103
P247	17,066	17,493	17,930	18,379	18,838	19,309	19,792	20,287	20,794	21,314
P248	17,237	17,668	18,110	18,563	19,027	19,502	19,990	20,490	21,002	21,527



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JULY 24, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2013-1382, ESTABLISHING EMPLOYEE FLEX CREDIT AMOUNTS FOR 2014 AND RESCINDING RESOLUTION NO. 2012-1343.

MEETING

DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

That the City Council approve the adoption of Resolution No. 2013-1382, establishing employee flex credit amounts for 2014 benefits and rescinding Resolution No. 2012-1343.

BACKGROUND:

In terms of active employee flex credits, the City has traditionally chosen to provide the full cost of medical, dental, and vision premiums for full-time City employees (including Councilmembers), plus any dependents, for most health care plans. In addition, the City has also provided for the full cost of life insurance, short term/long term disability insurance, and an employee assistance program (EAP). Insurance premiums fluctuate each year, necessitating approval of premium costs and payment caps by the City Council on an annual basis.

DISCUSSION/ANALYSIS:

The credit amount that employees are allocated will need to be adjusted in order to

continue to cover the full amount of the premiums. Health insurance premiums influencing our flex credit amounts are increasing by only 2% for calendar year 2014. There is no increase to the dental and vision premiums for 2014.

FISCAL IMPACT/SOURCE OF FUNDING:

This increase has already been subsumed in the 2013-2014 operating budget.

REQUESTED ACTION:

It is requested that the City Council approve Resolution No. 2013-1382.

ATTACHMENTS:

Resolution No. 2013-1382

RESOLUTION NO. 2013-1382**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ESTABLISHING EMPLOYEE FLEX CREDIT AMOUNTS FOR 2014 BENEFITS AND RESCINDING RESOLUTION NO. 2012-1343.**

This resolution is adopted in order to set forth Flex Credit Amounts for the Section 125 Benefits Program (referred to as the "Cafeteria Plan"). The following shall be effective as of January 1, 2014.

For health insurance, the City contracts with the Public Employee Retirement System regular health benefits program; employees may choose among various HMO/PPO plans. For dental insurance, the City contracts with Delta Dental. For vision insurance, the City contracts with Vision Service Plan (VSP). Short term/long term disability insurance, and life insurance are provided by Lincoln Financial Group.

The City agrees to pay the cost of medical, dental, and vision insurance for all full-time permanent employees, Councilmembers, and dependents, only up to premium costs as follows:

<u>EMPLOYEE STATUS/PLAN ENROLLMENT</u>	<u>MONTHLY CREDIT AMOUNT</u>
Employee Only	\$659.59
Employee + One Dependent	\$1,313.89
Employee + Two or More Dependents	\$1,724.90

Health Insurance Buyback Option - With proof of other medical coverage, full-time permanent employees are eligible to receive a monthly cash credit in the amount of 50% of the highest single employee medical premium credit covered by the City. This amount for 2014 is \$299.60. This credit cannot be applied directly to deferred compensation; it will be considered taxable income. Because compensation for Councilmembers is fixed by state law, Councilmembers are not eligible for this option.

Health Insurance Surplus Option - For full-time permanent employees, any surplus plan credits will be considered taxable income and/or can be applied to either flexible spending account. Participants can make elections for contributions with pre-tax earnings if the cost of insurance coverages exceeds the amount of the benefit credit.

Health Care and Dependent Care Flexible Spending Accounts – permanent full-time employees have the option of participating in the City’s Health Care and Dependent Care Flexible Spending Accounts, which allows for a choice between certain benefits and taxable cash income. The annual maximum amount allowed for the Health Care Flexible Spending Account is \$2,500; the annual maximum amount allowed for the Dependent Care Flexible Spending Account is \$5,000. Participation is paid for by the employee.

Life Insurance - For permanent full-time employees, the City contracts with Lincoln Financial Group for which the benefit amount is three times the employee’s annual salary (maximum \$350,000), and \$50,000 for each Councilmember. The City agrees to pay the full cost for life insurance for permanent full-time employees, including City Councilmembers.

Short Term/Long Term Disability Insurance - The City contracts with Lincoln Financial Group. The City agrees to pay the full cost for short term/long term disability insurance for permanent full-time employees.

Employee Assistance Program - the City contracts with MHN under California State Association of Counties. The City agrees to pay the full cost for the program premium for permanent full-time employees.

Resolution No. 2023-1343 is hereby rescinded.

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 11th day of August 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 11, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P.E., T.E./CITY ENGINEER, PUBLIC WORKS
DIRECTOR
STEVE BALL, LANDSCAPE DISTRICTS MAINTENANCE MANAGER**

SUBJECT: AUTHORIZATION TO APPROVE BUDGETED FUNDING AND CHANGE ORDER FOR NEWBURY PARK TREE SERVICE, INC. IN THE AMOUNT OF \$85,200 FOR AUTHORIZED REQUIRED EXTRA WORK AS PART OF SPECIFICATION NO. 10-11-03 PUBLIC STREET TREE MAINTENANCE IN THE CITY OF CALABASAS.

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

Authorization to approve budgeted funding and change order for Newbury Park Tree Service, Inc. in the amount of \$85,200 for authorized required extra work as part of Specification No. 10-11-03 Public Streets Tree Maintenance in the City of Calabasas.

BACKGROUND:

A maintenance contract was awarded to Newbury Park Tree Service, Inc. for two years, with three one-year extensions and became effective May 12, 2011. On June 12, 2012, City Council approved Change Order No. 1 in the amount of \$35,374.00 and on February 13, 2013, City Council approved Change Order No. 2 in the amount of \$58,000.00 (with a one-year extension), for extra work including street tree planting, trimming, removal, and pest abatement and disease control.

The cost of certain additional work is covered in the bid specification under the Unit Price List and is considered to be Extra Work. The City's landscape manager is authorized to budget and utilize available monies for landscape maintenance work.

Based on past fiscal year expense history, in order to maintain the city's public works landscape in quality condition, it is projected that \$85,200 will be required this fiscal year to fund tree trimming, tree planting, tree removal, tree pest abatement and tree insect and disease control.

FISCAL IMPACT/SOURCE OF FUNDING:

Fund 10-321 – General Landscape Maintenance

Budgeted funding exists in Fund 10: Division, 321, General Landscape Maintenance: tree trimming, tree planting, tree removal, pest abatement and general landscape maintenance.

REQUESTED ACTION:

Move to approve budgeted funding and change order for Newbury Park Tree Service, Inc. in the amount of \$85,200 for authorized required extra work as part of Specification No. 10-11-03 Public Streets Tree Maintenance in the City of Calabasas.

ATTACHMENTS:

- Attachment 1: Original Agreement
- Attachment 2: Change Order No. 1
- Attachment 3: Change Order No. 2
- Attachment 4: Change Order No. 3

CONTRACT AGREEMENT
PUBLIC STREETS TREE MAINTENANCE
IN THE CITY OF CALABASAS, CALIFORNIA

(2-YEAR CONTRACT)

(SPECIFICATION NO. 10-11-03)

SPRING 2011

THIS CONTRACT AGREEMENT is made and entered into for the above stated project this 12 day of MAY, 2011, BY AND BETWEEN the City of Calabasas, hereafter designated as "AGENCY", and Newbury Park Tree Service INC., hereafter designated as "CONTRACTOR".

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Bid Proposal, Bid Schedule, Standard Specifications, Special Provisions, Vicinity Map, and all referenced specifications, details, standard drawings, and appendices; together with two (2) signed copies of the Contract Agreement, two (2) signed copies of required bonds; one (1) copy of the insurance certificates, permits, notices, and affidavits; and also, including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to insure its completion in an acceptable manner. All of the provisions of said contract documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and equipment and perform all work required for the above stated project, and to fulfill all other obligations as set forth in the aforesaid contract documents.

ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Bid Proposal and Bid Schedule as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance, including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also, including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

ARTICLE IV

AGENCY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work, and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the contract documents.

ARTICLE V

CONTRACTOR acknowledges that this contract is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and public agencies and agrees to be bound by all the provisions thereof as though set forth in full herein. Full compensation for conforming to the requirements of said Labor Code and with other Federal, State and local laws related to labor, and rules, regulations and ordinances which apply to any work performed pursuant to this contract shall be considered as included in the price for all contract items of work involved.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1775 concerning penalties for failure to pay prevailing wages. The Contractor shall, as a penalty to the AGENCY, forfeit not more than fifty dollars (\$50) for each calendar day, or portion thereof, for each worker paid less than the applicable State and/or Federal prevailing wage rates as referenced and incorporated herein for the work or craft in which the worker is employed for any public work done under the contract by CONTRACTOR or by any subcontractor.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1813 concerning penalties for workers who work excess hours. The CONTRACTOR shall, as a penalty to the AGENCY, forfeit twenty-five dollars (\$25) for each worker employed in the execution of the contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any 1 calendar day and 40 hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code, and in particular, Section 1810 to 1815, thereof, inclusive, except that work performed by employees of CONTRACTOR and/or Subcontractors in excess of 8 hours per day, and 40 hours per week, shall be permitted upon compensation for all hours worked in excess of 8 hours per day at not less than one and one half times the basic rate of pay, as provided in said Section 1815.

In accordance with California Labor Code Section 1860 and 3700, every Contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, CONTRACTOR, by signing this contract, certifies as follows: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's 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."

ARTICLE VI

With respect to performance of work under this contract, CONTRACTOR shall maintain and shall require all of its subcontractors to maintain insurance as required in the Standard Specifications of the Project Specifications.

ARTICLE VII

CONTRACTOR agrees to indemnify and hold harmless AGENCY and all of its officers and agents from any claims, demands, or causes of action, including related expenses, attorney's fees, and costs, based on, arising out of, or in any way related to the work undertaken by CONTRACTOR hereunder.

ARTICLE VIII

The City and the Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents. This contract is not assignable nor the performance of either party's duties delegable without the prior written consent of the other party. Any attempted or purported assignment or delegation of any of the rights of obligations of either party without the prior written consent of the other shall be void and of no force and effect.

ARTICLE IX

In any action brought to declare the rights granted herein or to enforce any of the terms of this contract, the prevailing party shall be entitled to an award of reasonable attorney's fees in an amount determined by the court.

ARTICLE X

CONTRACTOR is and shall at all times remain as to the AGENCY, a wholly independent Contractor. Neither the AGENCY nor any of its agents shall have control of the conduct of CONTRACTOR or any of the Contractor's employees, except as herein set forth. CONTRACTOR shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of AGENCY.

ARTICLE XI

The CONTRACTOR is responsible for paying all retail, sales and use, transportation, export, import, special, or other taxes and duties applicable to, and assessable against any work, materials, equipment, services, processes and operations incidental to or involved in this contract. The CONTRACTOR is responsible for ascertaining and arranging to pay them. The prices established in this contract shall include compensation for any taxes the CONTRACTOR is required to pay by laws and regulations in effect as of the bid opening date.

ARTICLE XII

All notices and communications shall be sent in writing to the parties at the following addresses:

CITY: Director of Public Works

CONTRACTOR: Newbury Park Tree Service Inc.

CITY OF CALABASAS

1014 S. Westlake Blvd STE 14 # 263

100 Civic Center Way

Westlake Village, CA 91361

Calabasas, California 91302-3172

FAX: (805) 449-8737

PHONE: (805) 449-8700

ARTICLE XIII

This contract supersedes any and all other agreements either oral or written, between the parties and contains all of the covenants and agreements between the parties pertaining to the work of improvements described herein. Each party to this contract acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that any other agreement, statements or promise not contained in this contract shall not be valid or binding. Any modification of this contract will be effective only if signed by the party to be charged.

ARTICLE XIV

CONTRACTOR affirms that the signatures, titles, and seals set forth hereinafter in execution of this Contract Agreement represent all individuals, firm members, partners, joint ventures, and/or corporate officers having a principal interest herein.

IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in duplicate by setting hereunto their names, titles, hands, and seals this 12 day of MAY, 2011.

CONTRACTOR:

Dean A. Lapping Dean A. Lapping
(Printed Name and Signature)
President
(Title)

Contractors State License No. 697817

State of California)
County of VENTURA)

Subscribed and sworn to (or affirmed) before me on this 27 day of MAY, 2011, by DEAN A. LAPPINGA, proved to me on the basis of satisfactory evidence to be the person who appeared before me. (ON PAGE 4)

Michael R. Burau
(Signature of Notary Public)

(Notary Seal)



AGENCY:

James R. Bozajian
James R. Bozajian, Mayor

6/15/11
Date

ATTESTED:

Gwen Peirce
Gwen Peirce, CMC, City Clerk

6/16/11
Date

APPROVED AS
TO FORM:

Yana Welinder
Yana Welinder, City Attorney

6/3/2011
Date

(EXECUTE IN DUPLICATE)



CITY of CALABASAS

BASE CONTRACT AMOUNT \$95,626.00
 CHANGE ORDER No. 1 (+) \$35,374.00
 FINAL CONTRACT AMOUNT (=) \$131,000.00

CONTRACT CHANGE ORDER NO.: 1
 DATE: June 13, 2012

SPECIFICATION NO.: 10-11-03

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS

OWNER: CITY OF CALABASAS

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$35,374	\$0.00	365
	\$35,374	\$0.00	365

We hereby agree to make the above change subject to the terms of this order for the sum of: \$35,374

* THIRTY FIVE THOUSAND THREE HUNDRED SEVENTY FOUR DOLLARS (\$35,374) * DOLLARS ADDITION

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

Dean P. Lapping
 Contractor's Representative
Dean Lapping President
 (Printed Name & Title)
 6/26/12
 DATE

RECOMMENDED: <i>[Signature]</i> Steve Ball, LMD Manager Date: 6/28/12	APPROVED: <i>[Signature]</i> Robert Yaida, Public Works Director Date: 6/28/12	ACCEPTED: <i>[Signature]</i> Mary Sue Maurer, Mayor Date: 6/28/12
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NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

RECEIVED

2013 MAR -7 AM 8:52

CITY OF CALABASAS
CITY CLERK
DATE: 2/13/2013

BASE CONTRACT AMOUNT		\$95,626.00
PRIOR CHANGE ORDERS	(+)	\$35,374.00
ADJUSTED CONTRACT AMOUNT	(=)	\$131,000.00
THIS CHANGE ORDER # 2	(+)	\$58,000.00
FINAL CONTRACT AMOUNT	(=)	\$189,000.00

CONTRACT CHANGE ORDER NO. _____

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS
SPECIFICATION NO.: 10-11-03
 OWNER: CITY OF CALABASAS
 CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$58,000.00		365
NET TOTALS	\$58,000.00	\$ -	365

We hereby agree to make the above change subject to the terms of this order for the sum of: \$58,000.00

*** FIFTY EIGHT THOUSAND DOLLARS ***

ADDITION

NEWBURY PARK TREE SERVICE, INC

Dean A. Lapping
 Contractor's Representative
Dean A. Lapping President
 (Printed Name & Title)
3/11/13
 DATE

RECOMMENDED: <i>[Signature]</i> Steve Ball, LMD Manager Date: <u>3/8/13</u>	APPROVED: <i>[Signature]</i> Robert Yalda Public Works Director Date: <u>03/08/2013</u>	ACCEPTED: <i>[Signature]</i> Mary Sue Maurer, Mayor Date: <u>3/13/13</u>
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NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

BASE CONTRACT AMOUNT	\$95,626.00	CONTRACT CHANGE ORDER NO.:	3
CHANGE ORDER #1	\$35,374.00	DATE:	9/11/2013
CHANGE ORDER # 2	\$58,000.00		
CHANGE ORDER # 3	(+) \$85,200.00		
FINAL CONTRACT AMOUNT	(=) \$274,200.00		

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS**SPECIFICATION NO.: 10-11-03**

OWNER: CITY OF CALABASAS

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$85,200.00		
NET TOTALS	\$ 85,200.00	\$ -	0

We hereby agree to make the above change subject to the terms of this order for the sum of: \$85,200.00***** FIFTY EIGHT THOUSAND DOLLARS *******ADDITION****NEWBURY PARK TREE SERVICE, INC**_____
Contractor's Representative_____
(Printed Name & Title)_____
DATE

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball, LMD Manager	Robert Yalda Public Works Director	Fred Gaines, Mayor
Date:	Date:	Date:

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 11, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P.E., T.E./CITY ENGINEER, PUBLIC WORKS
DIRECTOR
STEVE BALL, LANDSCAPE DISTRICTS MAINTENANCE MANAGER**

SUBJECT: AUTHORIZATION TO APPROVE CONTRACT CHANGE ORDER FOR VENCO WESTERN, INC. IN THE AMOUNT OF \$139,855 TO FUND REQUIRED WORK FOR THE ZONE 24 PARK SORRENTO MEDIAN CIRCLES AND PARKWAY LANDSCAPE INSTALLATION.

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

Authorization to approve contract change order for Venco Western, Inc. in the amount of \$139,855 to fund required work for the Zone 24 Park Sorrento median circles and parkway landscape installation per Specification No. 10-11-02 Landscape Maintenance of Common Benefit Area Zone 24 within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations within Landscape Lighting Act District 22.

BACKGROUND:

In 2011 a maintenance contract was awarded to Venco Western, Inc. with an effective date of June 16, 2011 for two years with three possible one-year contract extensions.

The cost of certain additional work is covered in the bid specification under the Unit Price List and is considered to be Extra Work. The City's landscape manager

is authorized to budget and utilize available monies for landscape maintenance work. In previous years, Change Orders were approved by Council on October 12, 2011, June 13, 2012 and May 22, 2013.

Based on past fiscal year expense history, and the need to landscape the median circles and parkway at Park Sorrento, in order to maintain Landscape Maintenance District 22 and Landscape Lighting Act District 22 landscape in quality condition, it is projected that an additional \$139,855 will be required to fund necessary authorized extra work.

FISCAL IMPACT/SOURCE OF FUNDING:

Fund 21-326 –Landscape Maintenance District #22 – AD Valorum/CBA

These funds exist in the landscape maintenance district budget. Staff requests the funding be approved and the budget be adjusted accordingly.

REQUESTED ACTION:

Authorization to approve Contract Change Order for Venco Western, Inc. in the amount of \$139,855 for required work for the Zone 24 Park Sorrento median circles and parkway landscape installation per Specification No. 10-11-02 Landscape Maintenance of Common Benefit Area Zone 24 within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations within Landscape Lighting Act District 22.

ATTACHMENTS:

- Attachment 1: Original Agreement
- Attachment 2: Change Order No. 1
- Attachment 3: Change Order No. 2
- Attachment 4: Change Order No. 3
- Attachment 5: Change Order No. 4

CONTRACT AGREEMENT
PUBLIC STREETS TREE MAINTENANCE
IN THE CITY OF CALABASAS, CALIFORNIA

(2-YEAR CONTRACT)

(SPECIFICATION NO. 10-11-03)

SPRING 2011

THIS CONTRACT AGREEMENT is made and entered into for the above stated project this 12 day of MAY, 2011, BY AND BETWEEN the City of Calabasas, hereafter designated as "AGENCY", and Newbury Park Tree Service INC., hereafter designated as "CONTRACTOR".

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Bid Proposal, Bid Schedule, Standard Specifications, Special Provisions, Vicinity Map, and all referenced specifications, details, standard drawings, and appendices; together with two (2) signed copies of the Contract Agreement, two (2) signed copies of required bonds; one (1) copy of the insurance certificates, permits, notices, and affidavits; and also, including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to insure its completion in an acceptable manner. All of the provisions of said contract documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and equipment and perform all work required for the above stated project, and to fulfill all other obligations as set forth in the aforesaid contract documents.

ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Bid Proposal and Bid Schedule as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance, including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also, including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

ARTICLE IV

AGENCY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work, and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the contract documents.

ARTICLE V

CONTRACTOR acknowledges that this contract is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and public agencies and agrees to be bound by all the provisions thereof as though set forth in full herein. Full compensation for conforming to the requirements of said Labor Code and with other Federal, State and local laws related to labor, and rules, regulations and ordinances which apply to any work performed pursuant to this contract shall be considered as included in the price for all contract items of work involved.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1775 concerning penalties for failure to pay prevailing wages. The Contractor shall, as a penalty to the AGENCY, forfeit not more than fifty dollars (\$50) for each calendar day, or portion thereof, for each worker paid less than the applicable State and/or Federal prevailing wage rates as referenced and incorporated herein for the work or craft in which the worker is employed for any public work done under the contract by CONTRACTOR or by any subcontractor.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1813 concerning penalties for workers who work excess hours. The CONTRACTOR shall, as a penalty to the AGENCY, forfeit twenty-five dollars (\$25) for each worker employed in the execution of the contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any 1 calendar day and 40 hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code, and in particular, Section 1810 to 1815, thereof, inclusive, except that work performed by employees of CONTRACTOR and/or Subcontractors in excess of 8 hours per day, and 40 hours per week, shall be permitted upon compensation for all hours worked in excess of 8 hours per day at not less than one and one half times the basic rate of pay, as provided in said Section 1815.

In accordance with California Labor Code Section 1860 and 3700, every Contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, CONTRACTOR, by signing this contract, certifies as follows: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's 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."

ARTICLE VI

With respect to performance of work under this contract, CONTRACTOR shall maintain and shall require all of its subcontractors to maintain insurance as required in the Standard Specifications of the Project Specifications.

ARTICLE VII

CONTRACTOR agrees to indemnify and hold harmless AGENCY and all of its officers and agents from any claims, demands, or causes of action, including related expenses, attorney's fees, and costs, based on, arising out of, or in any way related to the work undertaken by CONTRACTOR hereunder.

ARTICLE VIII

The City and the Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents. This contract is not assignable nor the performance of either party's duties delegable without the prior written consent of the other party. Any attempted or purported assignment or delegation of any of the rights of obligations of either party without the prior written consent of the other shall be void and of no force and effect.

ARTICLE IX

In any action brought to declare the rights granted herein or to enforce any of the terms of this contract, the prevailing party shall be entitled to an award of reasonable attorney's fees in an amount determined by the court.

ARTICLE X

CONTRACTOR is and shall at all times remain as to the AGENCY, a wholly independent Contractor. Neither the AGENCY nor any of its agents shall have control of the conduct of CONTRACTOR or any of the Contractor's employees, except as herein set forth. CONTRACTOR shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of AGENCY.

ARTICLE XI

The CONTRACTOR is responsible for paying all retail, sales and use, transportation, export, import, special, or other taxes and duties applicable to, and assessable against any work, materials, equipment, services, processes and operations incidental to or involved in this contract. The CONTRACTOR is responsible for ascertaining and arranging to pay them. The prices established in this contract shall include compensation for any taxes the CONTRACTOR is required to pay by laws and regulations in effect as of the bid opening date.

ARTICLE XII

All notices and communications shall be sent in writing to the parties at the following addresses:

CITY: Director of Public Works

CONTRACTOR: Newbury Park Tree Service Inc.

CITY OF CALABASAS

1014 S. Westlake Blvd STE 14 # 263

100 Civic Center Way

Westlake Village, CA 91361

Calabasas, California 91302-3172

FAX: (805) 449-8737

PHONE: (805) 449-8700

ARTICLE XIII

This contract supersedes any and all other agreements either oral or written, between the parties and contains all of the covenants and agreements between the parties pertaining to the work of improvements described herein. Each party to this contract acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that any other agreement, statements or promise not contained in this contract shall not be valid or binding. Any modification of this contract will be effective only if signed by the party to be charged.

ARTICLE XIV

CONTRACTOR affirms that the signatures, titles, and seals set forth hereinafter in execution of this Contract Agreement represent all individuals, firm members, partners, joint ventures, and/or corporate officers having a principal interest herein.

IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in duplicate by setting hereunto their names, titles, hands, and seals this 12 day of MAY, 2011.

CONTRACTOR:

Dean A. Lapping Dean A. Lapping
(Printed Name and Signature)
President
(Title)

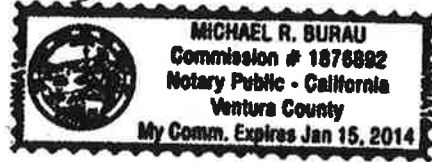
Contractors State License No. 697817

State of California)
County of VENTURA)

Subscribed and sworn to (or affirmed) before me on this 27 day of MAY, 2011, by DEAN A. LAPPINGA, proved to me on the basis of satisfactory evidence to be the person who appeared before me. (ON PAGE 4)

Michael R. Burau
(Signature of Notary Public)

(Notary Seal)



AGENCY:

James R. Bozajian
James R. Bozajian, Mayor

6/15/11
Date

ATTESTED:

Gwen Peirce
Gwen Peirce, CMC, City Clerk

6/16/11
Date

APPROVED AS
TO FORM:

Yana Welinder
Yana Welinder, City Attorney

6/3/2011
Date

(EXECUTE IN DUPLICATE)



CITY of CALABASAS

BASE CONTRACT AMOUNT \$95,626.00
 CHANGE ORDER No. 1 (+) \$35,374.00
 FINAL CONTRACT AMOUNT (=) \$131,000.00

CONTRACT CHANGE ORDER NO.: 1
 DATE: June 13, 2012

SPECIFICATION NO.: 10-11-03

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS

OWNER: CITY OF CALABASAS

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$35,374	\$0.00	365
	\$35,374	\$0.00	365

We hereby agree to make the above change subject to the terms of this order for the sum of: \$35,374

* THIRTY FIVE THOUSAND THREE HUNDRED SEVENTY FOUR DOLLARS (\$35,374) * DOLLARS ADDITION

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

Dean Lapping
 Contractor Representative
Dean Lapping President
 (Printed Name & Title)
 6/26/12
 DATE

RECOMMENDED: <i>[Signature]</i> Steve Ball, LMD Manager Date: 6/28/12	APPROVED: <i>[Signature]</i> Robert Yaida, Public Works Director Date: 6/28/12	ACCEPTED: <i>[Signature]</i> Mary Sue Maurer, Mayor Date: 6/28/12
--	---	--

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

RECEIVED

2013 MAR -7 AM 8:52

CITY OF CALABASAS
CITY CLERK
DATE: 2/13/2013

BASE CONTRACT AMOUNT		\$95,626.00
PRIOR CHANGE ORDERS	(+)	\$35,374.00
ADJUSTED CONTRACT AMOUNT	(=)	\$131,000.00
THIS CHANGE ORDER # 2	(+)	\$58,000.00
FINAL CONTRACT AMOUNT	(=)	\$189,000.00

CONTRACT CHANGE ORDER NO. 2

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS
SPECIFICATION NO.: 10-11-03
 OWNER: CITY OF CALABASAS
 CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$58,000.00		365
NET TOTALS	\$58,000.00	\$ -	365

We hereby agree to make the above change subject to the terms of this order for the sum of: \$58,000.00

*** FIFTY EIGHT THOUSAND DOLLARS ***

ADDITION

NEWBURY PARK TREE SERVICE, INC

Dean A. Lapping
 Contractor's Representative
Dean A. Lapping President
 (Printed Name & Title)
3/11/13
 DATE

RECOMMENDED: <i>[Signature]</i> Steve Ball, LMD Manager Date: <u>3/8/13</u>	APPROVED: <i>[Signature]</i> Robert Yalda Public Works Director Date: <u>03/08/2013</u>	ACCEPTED: <i>[Signature]</i> Mary Sue Maurer, Mayor Date: <u>3/13/13</u>
---	--	--

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

BASE CONTRACT AMOUNT	\$95,626.00	CONTRACT CHANGE ORDER NO.:	3
CHANGE ORDER #1	\$35,374.00	DATE:	9/11/2013
CHANGE ORDER # 2	\$58,000.00		
CHANGE ORDER # 3	(+) \$85,200.00		
FINAL CONTRACT AMOUNT	(=) \$274,200.00		

PROJECT TITLE: PUBLIC STREETS TREE MAINTENANCE IN THE CITY OF CALABASAS**SPECIFICATION NO.: 10-11-03**

OWNER: CITY OF CALABASAS

CONTRACTOR: NEWBURY PARK TREE SERVICE, INC.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
This Change Order will fund Street Tree Planting, Tree Trimming, Tree Removal, Tree Pest Abatement & Disease Control	\$85,200.00		
NET TOTALS	\$ 85,200.00	\$ -	0

We hereby agree to make the above change subject to the terms of this order for the sum of: \$85,200.00***** FIFTY EIGHT THOUSAND DOLLARS *******ADDITION****NEWBURY PARK TREE SERVICE, INC**_____
Contractor's Representative_____
(Printed Name & Title)_____
DATE

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball, LMD Manager	Robert Yalda Public Works Director	Fred Gaines, Mayor
Date:	Date:	Date:

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.

CONTRACT AGREEMENT

**LANDSCAPE MAINTENANCE OF COMMON BENEFIT AREAS WITHIN LANDSCAPE
MAINTENANCE DISTRICT 22 AND COMMON AREA LANDSCAPE MAINTENANCE OF
SPECIFIED HOMEOWNER ASSOCIATIONS WITHIN LANDSCAPE LIGHTING ACT
DISTRICT 22 IN THE CITY OF CALABASAS, CALIFORNIA**

(2-Year Contract)

(SPECIFICATION NO. 10-11-02)

SPRING 2011

THIS CONTRACT AGREEMENT is made and entered into for the **ZONE 24, Common Benefit Area Four (CBA-4)** section of the above stated project this 25th day of May, 2011, BY AND BETWEEN the City of Calabasas, hereafter designated as "AGENCY", and **VENCO WESTERN, INC.**, hereafter designated as "CONTRACTOR".

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I

The contract documents for the aforesaid project shall consist of the Notice Inviting Sealed Bids, Instructions to Bidders, Bid Proposal, Bid Schedule, Standard Specifications, Special Provisions, Vicinity Map, and all referenced specifications, details, standard drawings, and appendices; together with two (2) signed copies of the Contract Agreement, two (2) signed copies of required bonds; one (1) copy of the insurance certificates, permits, notices, and affidavits; and also, including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to insure its completion in an acceptable manner. All of the provisions of said contract documents are made a part hereof as though fully set forth herein.

ARTICLE II

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and equipment and perform all work required for the above stated project, and to fulfill all other obligations as set forth in the aforesaid contract documents.

ARTICLE III

CONTRACTOR agrees to receive and accept the prices set forth in the Bid Proposal and Bid Schedule as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance, including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also, including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

ARTICLE IV

AGENCY hereby promises and agrees to employ, and does hereby employ, CONTRACTOR to provide the materials, do the work, and fulfill the obligations according to the terms and conditions herein

contained and referred to, for the prices aforesaid, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in the contract documents.

ARTICLE V

CONTRACTOR acknowledges that this contract is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and public agencies and agrees to be bound by all the provisions thereof as though set forth in full herein. Full compensation for conforming to the requirements of said Labor Code and with other Federal, State and local laws related to labor, and rules, regulations and ordinances which apply to any work performed pursuant to this contract shall be considered as included in the price for all contract items of work involved.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1775 concerning penalties for failure to pay prevailing wages. The Contractor shall, as a penalty to the AGENCY, forfeit not more than fifty dollars (\$50) for each calendar day, or portion thereof, for each worker paid less than the applicable State and/or Federal prevailing wage rates as referenced and incorporated herein for the work or craft in which the worker is employed for any public work done under the contract by CONTRACTOR or by any subcontractor.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

CONTRACTOR agrees to comply with the provisions of California Labor Code Section 1813 concerning penalties for workers who work excess hours. The CONTRACTOR shall, as a penalty to the AGENCY, forfeit twenty-five dollars (\$25) for each worker employed in the execution of the contract by the Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any 1 calendar day and 40 hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the California Labor Code, and in particular, Section 1810 to 1815, thereof, inclusive, except that work performed by employees of CONTRACTOR and/or Subcontractors in excess of 8 hours per day, and 40 hours per week, shall be permitted upon compensation for all hours worked in excess of 8 hours per day at not less than one and one half times the basic rate of pay, as provided in said Section 1815.

In accordance with California Labor Code Section 1860 and 3700, every Contractor will be required to secure the payment of compensation to its employees. In accordance with the provisions of California Labor Code Section 1861, CONTRACTOR, by signing this contract, certifies as follows: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's 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."

ARTICLE VI

With respect to performance of work under this contract, CONTRACTOR shall maintain and shall require all of its subcontractors to maintain insurance as required in the Standard Specifications of the Project Specifications.

ARTICLE VII

CONTRACTOR agrees to indemnify and hold harmless AGENCY and all of its officers and agents from any claims, demands, or causes of action, including related expenses, attorney's fees, and costs, based on, arising out of, or in any way related to the work undertaken by CONTRACTOR hereunder.

ARTICLE VIII

The City and the Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents. This contract is not assignable nor the performance of either party's duties delegable without the prior written consent of the other party. Any attempted or purported assignment or delegation of any of the rights of obligations of either party without the prior written consent of the other shall be void and of no force and effect.

ARTICLE IX

In any action brought to declare the rights granted herein or to enforce any of the terms of this contract, the prevailing party shall be entitled to an award of reasonable attorney's fees in an amount determined by the court.

ARTICLE X

CONTRACTOR is and shall at all times remain as to the AGENCY, a wholly independent Contractor. Neither the AGENCY nor any of its agents shall have control of the conduct of CONTRACTOR or any of the Contractor's employees, except as herein set forth. CONTRACTOR shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of AGENCY.

ARTICLE XI

The CONTRACTOR is responsible for paying all retail, sales and use, transportation, export, import, special, or other taxes and duties applicable to, and assessable against any work, materials, equipment, services, processes and operations incidental to or involved in this contract. The CONTRACTOR is responsible for ascertaining and arranging to pay them. The prices established in this contract shall include compensation for any taxes the CONTRACTOR is required to pay by laws and regulations in effect as of the bid opening date.

ARTICLE XII

All notices and communications shall be sent in writing to the parties at the following addresses:

CITY: Robert B. Yalda

CONTRACTOR: Linda Burr

Director of Public Works

President

CITY OF CALABASAS

VENCO WESTERN, INC.

100 Civic Center Way

2400 Eastman Avenue

Calabasas, California 91302-3172

Oxnard, California 93030-5187

PHONE: (818) 224-1600

PHONE: (805) 981-2400

FAX: (818) 225-7338

FAX: (805) 981-2450

ARTICLE XIII


This contract supersedes any and all other agreements either oral or written, between the parties and contains all of the covenants and agreements between the parties pertaining to the work of improvements described herein. Each party to this contract acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that any other agreement, statements or promise not

contained in this contract shall not be valid or binding. Any modification of this contract will be effective only if signed by the party to be charged.

ARTICLE XIV

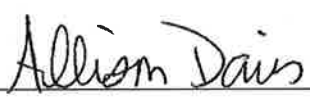
CONTRACTOR affirms that the signatures, titles, and seals set forth hereinafter in execution of this Contract Agreement represent all individuals, firm members, partners, joint ventures, and/or corporate officers having a principal interest herein.

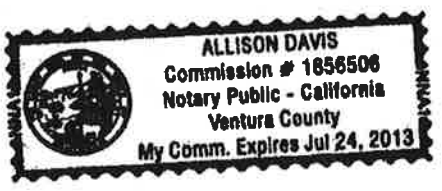
IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Contract Agreement to be executed in duplicate by setting hereunto their names, titles, hands, and seals this 2nd day of June, 2011.

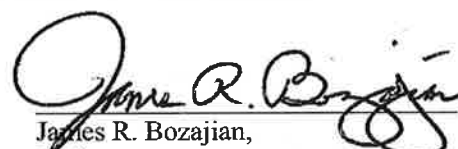
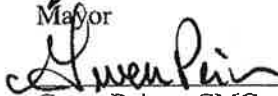
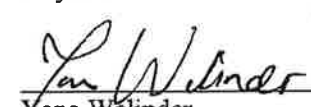
CONTRACTOR: 
Linda Burr
President
(Title)
Contractor's License No. C-27 S62295

State of California)
County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 2nd day of June, 2011, by Linda D. Burr, proved to me on the basis of satisfactory evidence to be the person who appeared before me.


(Signature of Notary Public) (Notary Seal)



~~BY~~ AGENCY:  6/15/11
James R. Bozajian, Mayor Date
ATTESTED:  6/16/11
Gwen Peirce, CMC, City Clerk Date
APPROVED AS TO FORM:  6/3/2011
Yana Welinder, City Attorney Date

(EXECUTE IN DUPLICATE)



CITY of CALABASAS

BASE CONTRACT AMOUNT \$ 52,869.16
 CHANGE ORDER #1 (+) \$ 45,765.00
 FINAL CONTRACT AMOUNT (=) \$98,634.16

CONTRACT CHANGE ORDER NO.: 1
 DATE: 10/12/2011

SPECIFICATION NO.: 10-11-02

PROJECT TITLE: Landscape Maintenance of the Common Benefit Areas Within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations Within Landscape Lighting Act District 22
 OWNER: City of Calabasas
 CONTRACTOR: Venco Western, Inc.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
<u>Zone 24 CBA-4:</u> This Change Order will cover the cost of FY 2011-2012 Extra Work which includes required irrigation installation, refurbishment and repair; landscape refurbishment & upgrades; replacement of damaged plant material; and removal and replacement of diseased or damaged trees	\$ 45,765		
	\$ 45,765	\$ -	

We hereby agree to make the above change subject to the terms of this order for the sum of: \$ 45,765

*** FORTY FIVE THOUSAND SEVEN HUNDRED SIXTY FIVE DOLLARS ***

ADDITION

Nov. 15, 2011
 DATE:

Linda Burr, President
 Venco Western, Inc.

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball: Landscape Districts Maintenance Manager Date: <u>11/17/11</u>	Robert Yalda: Public Works Director/City Engineer Date: <u>11/20/11</u>	James R. Bozajian: Mayor Date: <u>12/1/11</u>

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Change Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

BASE CONTRACT AMOUNT		\$	26,434.58
CHANGE ORDER #1	(+)	\$	45,765.00
ADJUSTED CONTRACT AMOUNT	(=)	\$	72,199.58
2012-2013 MAINTENANCE CONTRACT	(+)	\$	27,140.00
2012-2013 EXTRA WORK	(+)	\$	49,500.00
FINAL CONTRACT AMOUNT	(=)	\$	148,839.58

CONTRACT CHANGE ORDER NO.: 2
 DATE: 6/13/2012

SPECIFICATION NO.: 10-11-02

PROJECT TITLE: Landscape Maintenance of the Common Benefit Areas Within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations Within Landscape Lighting Act District 22
 OWNER: City of Calabasas
 CONTRACTOR: Venco Western, Inc.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
<u>Zone 24 CBA-4:</u> Covers the cost of FY 2012-2013 Landscape Maintenance Contract. Includes an annual CPI increase of 2.67%.	\$ 27,140		
<u>Zone 24 CBA-4:</u> This Change Order will cover the cost of FY 2012-2013 Extra Work which includes required irrigation installation, refurbishment and repair; landscape refurbishment & upgrades; replacement of damaged plant material; and removal and replacement of diseased or damaged trees	\$ 49,500		
	\$ 76,640	\$ -	

We hereby agree to make the above change subject to the terms of this order for the sum of: \$ 76,640

*** SEVENTY SIX THOUSAND SIX HUNDRED FORTY DOLLARS ***

DATE: June 26, 2012

ADDITION

 Linda Burr, President
 Venco Western, Inc.

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball:	Robert Yalda:	Mary Sue Maurer:
Landscape Districts Maintenance Manager	Public Works Director/City Engineer	Mayor
Date: 6/28/12	Date: 6/28/12	Date: 6/28/12

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Change Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS

BASE CONTRACT AMOUNT \$ 26,434.58 CONTRACT CHANGE ORDER NO.: 3
 CHANGE ORDER #1 (+) \$ 45,765.00 DATE: 5/22/2013
 CHANGE ORDER #2 (+) \$ 76,640.00
 CHANGE ORDER #3 (+) \$ 70,466.00
 ADJUSTED CONTRACT AMOUNT \$ 219,305.58
 SPECIFICATION NO.: 10-11-02

PROJECT TITLE: Landscape Maintenance of the Common Benefit Areas Within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations Within Landscape Lighting Act District 22
 OWNER: City of Calabasas
 CONTRACTOR: Venco Western, Inc.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
Zone 24 CBA-4: Covers the cost of FY 2013-2014 Landscape Maintenance Contract. Includes an annual CPI Increase of 2.03%.	\$ 28,466		365
Zone 24 CBA-4: This Change Order will cover the cost of FY 2013-2014 Extra Work which includes required irrigation installation, refurbishment and repair; landscape refurbishment & upgrades; replacement of damaged plant material; and removal and replacement of diseased or damaged trees	\$ 42,000		
	\$ 70,466	\$ -	365

We hereby agree to make the above change subject to the terms of this order for the sum of: \$ 70,466

DATE: May 28, 2013

Linda Burr
 Linda Burr, President
 Venco Western, Inc.

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball: <u>[Signature]</u> Landscape Districts Maintenance Manager Date: <u>5/30/13</u>	Robert Yalda: <u>[Signature]</u> Public Works Director/City Engineer Date: <u>5/30/13</u>	Fred Gaines: <u>[Signature]</u> Mayor Date: <u>6-5-13</u>

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.

CHANGES: All workmanship and materials called for by this Change Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



BASE CONTRACT AMOUNT		\$ 26,434.58
CHANGE ORDER #1	(+)	\$ 45,765.00
CHANGE ORDER #2	(+)	\$ 76,640.00
CHANGE ORDER #3	(+)	\$ 70,466.00
CHANGE ORDER #4	(+)	\$ 139,855.00
FINAL CONTRACT AMOUNT	(=)	\$ 359,160.58

CONTRACT CHANGE ORDER NO.: 4
DATE: 9/11/2013

SPECIFICATION NO.: 10-11-02

PROJECT TITLE: Landscape Maintenance of the Common Benefit Areas Within Landscape Maintenance District 22 and Common Areas of Specified Homeowner Associations Within Landscape Lighting Act District 22
OWNER: City of Calabasas
CONTRACTOR: Venco Western, Inc.

THE FOLLOWING CHANGES TO THE CONTRACT, DRAWINGS AND SPECIFICATIONS ARE PROPOSED:	NET ADDITION	NET DEDUCTION	DAYS EXTENDED
<u>Zone 24 CBA-4</u> : This Change Order will cover the cost of FY 2013-2014 Required Extra Work for Park Sorrento Median Circles and Parkway Landscape Installation.	\$ 139,855		
	\$ 139,855	\$ -	

We hereby agree to make the above change subject to the terms of this order for the sum of: **\$ 139,855**

***** SEVENTY SIX THOUSAND SIX HUNDRED FORTY DOLLARS *****

ADDITION

DATE: _____

Linda Burr, President
Venco Western, Inc.

RECOMMENDED:	APPROVED:	ACCEPTED:
Steve Ball: _____ Landscape Districts Maintenance Manager Date: _____	Robert Yalda: _____ Public Works Director/City Engineer Date: _____	Fred Gaines: _____ Mayor Date: _____

NOTE: The documents supporting this Change Order, including any drawings and estimates of cost, if required, are attached hereto and made a part hereof. This Order shall not be considered as such until it has been signed by the Owner, the Contractor, and the Engineer. Upon final approval, distribution of copies will be made as required.


CHANGES: All workmanship and materials called for by this Change Order shall be fully in accordance with the original Contract Documents insofar as the same may be applied without conflict to the conditions set forth by this Order. The time for completing the Contract will not be extended unless expressly provided for in this Order.



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 4, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2013-1379 OPPOSING THE SALE, PURCHASE AND USE OF ANTICOAGULANT RODENTICIDES IN CALABASAS

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

Recommendation to adopt Resolution No. 2013-1379 opposing the sale, purchase and use of anticoagulant rodenticides in Calabasas.

BACKGROUND:

Anticoagulant rodenticides are poisons used to kill rats. Rodenticide means rodent killer. An anticoagulant is a blood thinner. Anticoagulant rodenticide poisoning occurs when a human or an animal swallows a product containing these chemicals. At the request of Councilmember Martin, this item was prepared for Council discussion.

DISCUSSION/ANALYSIS:

There have been some concerns regarding secondary poisoning and killing of wildlife and domestic animals resulting from the use of anticoagulant rodenticides by home and business owners to combat the infestation of rodents on their property.

The products contain active ingredients that cause lethal internal hemorrhaging in the animals that ingest the poison. Unfortunately, pets or wildlife may also be killed by ingesting rodenticides or may become sick or die due to secondary exposure from consuming the dead or dying rodents.

Some animals in California that have been identified as victims of secondary rodenticide poisoning include numerous varieties of hawks, owls and other scavenging birds, as well as foxes, coyotes and more.

There are numerous, less dangerous alternatives available to address the problem of rodent infestation, including non-anticoagulant products or traps.

City of Calabasas urge businesses in Calabasas to no longer use or sell anticoagulant rodenticides, urge all property owners to cease purchasing or using the poisons on their properties in Calabasas and to commit the City staff to not use anticoagulant rodenticides as part of its maintenance program for City-owned parks and facilities.

The Environmental Commission reviewed the resolution during their September 3, 2013 meeting and unanimously recommended the approval of the resolution to the City Council.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact associated with this action item.

REQUESTED ACTION:

That the City Council adopt Resolution No. 2013-1379 opposing the sale, purchase and use of Anticoagulant Rodenticides in Calabasas

ATTACHMENTS:

1. Resolution No. 2013-1379
2. Rodenticides can harm, a document from the California Department of Fish and Wildlife
3. Letters of Support

RESOLUTION NO. 2013-1379

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, OPPOSING THE SALE, PURCHASE AND USE OF ANTICOAGULANT RODENTICIDES IN CALABASAS

WHEREAS, anticoagulant rodenticides are poisonous bait products available to the public used to combat the infestation of rodents in business and residential properties; and

WHEREAS, anticoagulant rodenticides are used as bait which the rodents ingest, causing lethal internal hemorrhaging; and

WHEREAS, pets and wildlife may also become sick or die from ingesting rodenticides directly or due to secondary exposure after consuming the dead or dying rodents.

NOW, THEREFORE, the City Council of the City of Calabasas does hereby urge businesses in Calabasas to no longer use or sell anticoagulant rodenticides, urges all property owners to cease purchasing or using anticoagulant rodenticides on their properties in Calabasas and commits the City of Calabasas to not use anticoagulant rodenticides as part of its maintenance program for City-owned parks and facilities.

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 11th day of September, 2013.

Fred Gaines, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

Scott H. Howard
Interim City Attorney

CALIFORNIA DEPARTMENT OF FISH and WILDLIFE



[Home](#) → [Education and Outreach](#) → [Rodenticides](#)

Rodenticides can harm wildlife; please use carefully

Throughout California, the careless use of poison baits used to control rodents has injured and killed numerous wild animals and pets. This is because scavenging birds like owls, hawks, and predators such as raccoons, foxes, skunks and coyotes that eat dead or dying rodents that have consumed these baits will also be poisoned.

Pets will also eat dead or dying rodents and unprotected bait. You can protect both pets and wildlife by reading – and following – the label directions of any rodent baits you purchase, and only purchasing those that are legal for the pest you are trying to control.

Protect your wild neighbors and pets from accidental poisoning. Use all pesticides very carefully and follow all label directions, or chose organic or mechanical pest control methods.

Rodenticide Baits: Frequently-Asked Questions

Q. How do rodent baits harm wildlife and pets?

A. It's possible for wildlife and pets to consume the poison directly. However, it's more likely that these animals have received a secondary exposure. A secondary exposure occurs when wildlife or pets consume dead or dying rodents that have eaten the rodent bait. Wildlife that can be affected by secondary poisoning include owls, hawks, other scavenging birds and predators such as raccoons, foxes, skunks and coyotes.

Q. How can I protect wildlife and pets, but still control rodent pests?

A. Rodent bait users must follow label directions carefully. Some rodent baits, for example those that contain the active ingredients **chlorphacinone** and **diphacinone**, are legal to use in outdoor areas. These products can be used to control field rodents such as gophers, voles and ground squirrels. Other rodent bait products, such as those that contain the active ingredients **brodifacoum**, **bromodialone** or **difethialone**, can only be used to control rodents found within structures, like rats and mice.

→ Read product labels carefully before using any pesticide, and follow directions exactly.

→ Check daily for dead rodents. Wearing gloves, collect the carcasses as soon as possible, place in plastic bags and dispose in garbage cans with tight lids that other animals can't open. Always wear protective gloves when handling any dead animal.

Q. Where can I get the rodenticide with chlorphacinone and diphacinone?

A. These products are sold at many hardware, nursery and farm supply stores. Depending on the county, they may also be sold by the county agricultural commissioner's office.

Q. Why are chlorphacinone and diphacinone safer to use in open spaces?

A. Chlorphacinone and diphacinone are less toxic to mammals, and are eliminated rather quickly from the bodies of animals that ingest them. These products generally require multiple feedings before killing rodent pests.

Q. What kind of rodenticides should I NOT use in the yard, away from buildings?

A. Over-the-counter rodenticides, such as d-Con®, that contain the active ingredients **brodifacoum**, **bromadiolone** or **difethialone**. These can only be legally used to control rats and house mice **in and around structures**. It is illegal to

use these products in open areas such as pastures or fields.

Q. Why is brodifacoum so dangerous for wildlife and pets?

A. Brodifacoum, bromodialone and difethialone pose a greater secondary toxicity risk to wildlife and pets than products that contain chlorphacinone and diphacinone. These products are more toxic to mammals, stay longer in the bodies of animals that ingest them and can kill with a single feeding. Their residues are most likely ingested by scavenging dead rodents. Deer are sometimes attracted to the pellet form of brodifacoum.

Q. How do these rodent baits work?

A. Both types of rodenticides are anti-coagulants. Animals that ingest them die from internal hemorrhaging (bleeding).

Q. How do you know rodent baits are poisoning wildlife?

A. Since 1994, CDFW's Pesticide Investigations Unit has confirmed at least 136 cases of wildlife poisoning from anticoagulant rodent baits. Brodifacoum was the poison most frequently detected. Animals harmed include coyote, gray fox, San Joaquin kit fox, raccoon, fox squirrel, bobcat, red fox, mountain lion, black bear, Hermann's kangaroo rat, golden eagle, Canada goose, great-horned owl, barn owl, red-shouldered hawk, red-tailed hawk, Cooper's hawk, turkey vulture and wild turkey.

Since animals typically retreat to their dens, burrows or other hiding places in the final stages of anticoagulant poisoning, the number of non-target wildlife killed by these compounds may be much greater than we know. CDFW researchers have found that most birds and mammals killed by anti-coagulants are found in areas adjacent to urban development.

Q. Can I control rodent pests without using poison baits?

A. You can discourage some rodents from moving in by keeping grasses mowed at no more than two inches or by disking around sites that need to be protected. (See Vole Control, below.)

Q. I found a dead raccoon (or other small wild animal) in my yard. What should I do?

A. First, do NOT touch it bare-handed. Wildlife can carry diseases and parasites, so always wear protective clothing – especially gloves – before handling dead or dying animals of any kind. If you're in an urban or suburban area, call your city or county animal control office with detailed information about the animal's appearance and condition. Even if they don't have the staff to come retrieve it, they need to know about it, as the one you found may not be the only one.

Q. If I think my pet has been poisoned, what should I do?

A. If your pet is having seizures, is unconscious or losing consciousness, or is having difficulty breathing, phone ahead and take your pet immediately to your local veterinarian or emergency veterinary clinic.

Vole Control

Rodent baits are often used to control voles. Their populations tend to be cyclical and once established, vole colonies are not easy to control.

One of the most effective ways to discourage voles from moving in is to simply mow grasses down to no more than two inches or disk around sites that need to be protected. Either action will reduce or eliminate their preferred habitat. Often, if you don't control the vole population, there may be little you can do about it. The secret is to protect sensitive sites – such as gardens – by mowing or disking the area **before** the population gets too high.

If you must use a rodent bait to control voles, only use those baits intended for field rodents. Their labels will identify chlorphacinone or diphacinone as the active ingredient. Baits should only be used in small treatment areas and the areas should be checked daily for dead rodents.

With very high vole populations, rodent baits may ultimately have little effect. The best approach is to protect sensitive sites – such as gardens – by mowing or disking the area before the population gets too high.

More Information

- [Organic pest control and alternatives to poison, UC Davis Integrated Pest Management \(IPM\) Program](#)
- [Pesticide products evaluated by the CA Department of Pesticide Regulation \(DPR\)](#)

[Conditions of Use](#) | [Privacy Policy](#)

California State Senate

SENATOR
FRAN PAVLEY

TWENTY-SEVENTH SENATE DISTRICT

COMMITTEES
NATURAL RESOURCES & WATER
CHAIR
ENERGY, UTILITIES &
COMMUNICATIONS
ENVIRONMENTAL QUALITY
HEALTH
TRANSPORTATION & HOUSING

CAPITOL OFFICE
STATE CAPITOL, ROOM 4035
SACRAMENTO, CA 95814
TEL (916) 651-4027
FAX (916) 324-4823

DISTRICT OFFICE
5016 N. PARKWAY CALABASAS
SUITE 222
CALABASAS, CA 91302
TEL (818) 876-3352
FAX (818) 876-0802



September 11, 2013

City Council, City of Calabasas
100 Civic Center Way
Calabasas, CA 91302

Re: Agenda Item – **Resolution No. 2013-1379**

Dear Mayor and Councilmembers,

I am pleased with your efforts to oppose the sale, purchase and use of anticoagulant rodenticides in the City of Calabasas. These anticoagulants are highly dangerous to the native food chain in the Santa Monica Mountains, causing the deaths of natural predators such as bobcats, coyotes, mountain lions, owls and hawks when these predators consume rodents that have ingested the anticoagulant rodenticides. Restricting these products will provide a benefit to the environment by adding an extra level of environmental protection and reducing unintended exposures to nontarget wildlife.

Members of the community have been leading local efforts on restricting the use of anticoagulant rodenticides here in the Santa Monica Mountains.

And statewide, the California Department of Pesticide Regulation is considering a proposed rulemaking to restrict the use of the anticoagulant rodenticides. I have signed a letter with my colleagues in the Assembly and Senate, expressing "our strong support of proposed DPR Regulation No. 13-002. We believe these regulations are a necessary and important step to protect public health and to reduce the exposure of nontarget wildlife and domestic pets to these toxic materials."

I strongly hope that you will approve the resolution and commend your leadership on this important issue.

Sincerely,

Fran Pavley

California State Senator
District 27

THE URBAN WILDLANDS GROUP, INC.

P.O. Box 24020, LOS ANGELES, CALIFORNIA 90024-0020, TEL (310) 247-9719

August 30, 2013

City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Re: Proposed ban on sale of anticoagulant rodenticides

Dear Mayor and City Council:

I am writing to support the proposal to ban the sale of anticoagulant rodenticides in the City of Calabasas, which I understand will be an item at an upcoming meeting.

The Urban Wildlands Group is a Los Angeles-based conservation nonprofit dedicated to the protection of species, habitats, and ecological processes in urban and urbanizing areas. In addition to being the Science Director of The Urban Wildlands Group, I coordinate the senior practicum in environmental science at UCLA as an adjunct professor. Although I do not speak on behalf of UCLA, I am writing to make you aware of published research conducted by my students on the use of anticoagulant rodenticides in residential neighborhoods in the Santa Monica Mountains. This research provides scientific support for a decision to restrict the sale of anticoagulant rodenticides.

It is a fact known beyond debate that second generation anticoagulant rodenticides are harmful to wildlife. Wildlife is exposed both directly (wildlife eats poison) and indirectly (wildlife eats poisoned animals) when these poisons are used (McDonald et al. 1998; Stone et al. 1999; Brakes and Smith 2005; Lambert et al. 2007; Albert et al. 2010; Dowding et al. 2010; Thomas et al. 2011). My students and I (along with other colleagues) investigated how poisons that are supposed to be applied using strict rules meant to reduce exposure of non-target species (e.g., applications should be limited to indoors or only along exterior walls) end up harming wildlife. Our survey, which included residents from Calabasas, revealed that these poisons are being used illegally and that even using them indoors can result in poisoned animals being observed outdoors where wildlife can be exposed to the poison (Bartos et al. 2012). These results are summarized in the abstract of the peer-reviewed paper that we published on this research:

Urbanization poses many threats for many wildlife species. In addition to habitat loss and fragmentation, non-target wildlife species are vulnerable to poisoning by rodenticides, especially acutely toxic second generation anticoagulant rodenticides (SGARs). Although such poisonings are well documented for birds and mammals worldwide, the pathways by which these widely available compounds reach non-target wildlife have not been adequately studied, particularly in urban landscapes. Long-term studies of wild carnivores in and around Santa Monica Mountains National Recreation Area, a national park north of Los Angeles, have documented >85% exposure to anticoagulant rodenticides among bobcats, coyotes, and mountain lions. To investigate potential

mechanisms of transfer of chemicals from residential users of rodenticides to non-target wildlife in the Santa Monica Mountains in Los Angeles County, California, we distributed surveys to residents in two study areas on the north (San Fernando Valley) and south (Bel Air-Hollywood Hills) slopes of these mountains. We assessed knowledge of residents about the environmental effects of rodenticides, and for information about individual application of chemicals. We asked for the same information from pest control operators (PCOs) in both study areas. Forty residents completed the survey in the San Fernando Valley area, and 20 residents completed the survey in Bel Air-Hollywood Hills. Despite the small number of total responses, we documented a number of important findings. Homeowners (as opposed to gardeners or PCOs) were the primary applicators of rodenticides, predominantly SGARs, and awareness of the hazards of secondary poisoning to wildlife was not consistent. Some residents reported improperly applying rodenticides (e.g., exceeding prescribed distances from structures), and in one instance a respondent reported observing dead animals outside after placing poison inside a structure. Improper application of SGARs that ignores label guidelines occurs in neighborhoods along the urban-wildland interface, thereby providing a transmission pathway for chemical rodenticides to reach native wildlife. Moreover, the responses suggest that even on-label use (e.g. placing poisons inside) can create risk for non-target wildlife.

If the City of Calabasas would like to protect its native wildlife, especially raptors (hawks and owls), bobcats, coyotes, and mountain lions, from poisoning by rat poison, our research provides evidence that restricting access to these poisons is more likely to be successful than other approaches. Users already have warnings about how to reduce risk of poisoning non-target species in the form of application instructions and we know from our survey that *some proportion of residents do not follow these instructions*. Given that other methods to control nuisance rodents are available and effective, steps to reduce access to these poisons is advisable.

The Urban Wildlands Group therefore encourages the City of Calabasas to ban the sale of anticoagulant rodenticides in the City, to urge residents of Calabasas to avoid the use of anticoagulant rodenticides, and to halt use (if any) of anticoagulant rodenticides by the City itself.

I have attached the full text of the paper we published on rodenticide use for your interest. If you have any questions about this research or our position, please contact me at (310) 247-9719 (mobile).

Sincerely,



Travis Longcore, Ph.D.
Science Director

References

Albert, C. A., L. K. Wilson, P. Mineau, S. Trudeau, and J. E. Elliott. 2010. Anticoagulant rodenticides in three owl species from western Canada, 1988–2003. *Archives of Environmental Contamination and Toxicology* 58:451–459.

- Bartos, M., S. Dao, D. Douk, S. Falzone, E. Gumerlock, S. Hoekstra, K. Kelly-Reif, D. Mori, C. Tang, C. Vasquez, J. Ward, S. Young, A. T. Morzillo, S. P. D. Riley, and T. Longcore. 2012. Use of anticoagulant rodenticides in single-family neighborhoods along an urban-wildland interface in California. *Cities and the Environment* 4:art 12.
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- Dowding, C. V., R. F. Shore, A. Worgan, P. J. Baker, and S. Harris. 2010. Accumulation of anticoagulant rodenticides in a non-target insectivore, the European hedgehog (*Erinaceus europaeus*). *Environmental Pollution* 158:161–166.
- Lambert, O., H. Pouliquen, M. Larhantec, and C. Thorin. 2007. Exposure of raptors and waterbirds to anticoagulant rodenticides (Difenacoum, Bromadiolone, Coumatetralyl, Coumatfen, Brodifacoum): epidemiological survey in Loire Atlantique (France). *Bulletin of Environmental Contamination and Toxicology* 79:91–94.
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- Stone, W. B., J. C. Okoniewski, and J. R. Stedlin. 1999. Poisoning of wildlife with anticoagulant rodenticides in New York. *Journal of Wildlife Diseases* 35:187–193.
- Thomas, P. J., P. Mineau, R. F. Shore, L. Champoux, P. A. Martin, L. K. Wilson, G. Fitzgerald, and J. E. Elliott. 2011. Second generation anticoagulant rodenticides in predatory birds: probabilistic characterisation of toxic liver concentrations and implications for predatory bird populations in Canada. *Environment International* 37:914–920.

8-3-2012

Use of Anticoagulant Rodenticides in Single-Family Neighborhoods Along an Urban-Wildland Interface in California

Monica Bartos

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Recommended Citation

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Available at: <http://digitalcommons.lmu.edu/cate/vol4/iss1/12>

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Use of Anticoagulant Rodenticides in Single-Family Neighborhoods Along an Urban-Wildland Interface in California

Urbanization poses many threats for many wildlife species. In addition to habitat loss and fragmentation, non-target wildlife species are vulnerable to poisoning by rodenticides, especially acutely toxic second generation anticoagulant rodenticides (SGARs). Although such poisonings are well documented for birds and mammals worldwide, the pathways by which these widely available compounds reach non-target wildlife have not been adequately studied, particularly in urban landscapes. Long-term studies of wild carnivores in and around Santa Monica Mountains National Recreation Area, a national park north of Los Angeles, have documented >85% exposure to anticoagulant rodenticides among bobcats, coyotes, and mountain lions. To investigate potential mechanisms of transfer of chemicals from residential users of rodenticides to non-target wildlife in the Santa Monica Mountains in Los Angeles County, California, we distributed surveys to residents in two study areas on the north (San Fernando Valley) and south (Bel Air-Hollywood Hills) slopes of these mountains. We assessed knowledge of residents about the environmental effects of rodenticides, and for information about individual application of chemicals. We asked for the same information from pest control operators (PCOs) in both study areas. Forty residents completed the survey in the San Fernando Valley area, and 20 residents completed the survey in Bel Air-Hollywood Hills. Despite the small number of total responses, we documented a number of important findings. Homeowners (as opposed to gardeners or PCOs) were the primary applicators of rodenticides, predominantly SGARs, and awareness of the hazards of secondary poisoning to wildlife was not consistent. Some residents reported improperly applying rodenticides (e.g., exceeding prescribed distances from structures), and in one instance a respondent reported observing dead animals outside after placing poison inside a structure. Improper application of SGARs that ignores label guidelines occurs in neighborhoods along the urban-wildland interface, thereby providing a transmission pathway for chemical rodenticides to reach native wildlife. Moreover, the responses suggest that even on-label use (e.g. placing poisons inside) can create risk for non-target wildlife.

Keywords

Anticoagulant, non-target species, urban carnivores, secondary poisoning, second generation anticoagulant rodenticides

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INTRODUCTION

Rodent control is a widespread activity in the U.S. Of the \$90 million per year that residents spend on rodent control products, 90% of those products are in the dry bait category, such as anticoagulants (U.S. Environmental Protection Agency 2006). Genetic resistance to the first-generation anticoagulant rodenticides (e.g., warfarin) has led to development of a second generation of anticoagulant pesticides that are used against small mammal pests of households and agricultural crops (i.e., Norway and black rats, *Rattus norvegicus* and *R. rattus*, and house mice, *Mus musculus*) (Hadler and Buckle 1992). Second-generation anticoagulant rodenticides (SGARs; e.g., brodifacoum, bromadiolone, difethialone, difenacoum, and flocoumafen) are faster acting, more toxic, and more persistent in the environment than their first generation predecessors (Hadler and Buckle 1992; Whisson 1996). Although successful at controlling rodent pests, SGARs globally also contribute to non-target species mortality, such as in New Zealand (Alterio 1996), France (Lambert et al. 2007; Berny and Gaillet 2008), Britain (McDonald et al. 1998; Shore et al. 2003), and Canada (Thomas et al. 2011). In the US, many non-target species have been poisoned by SGARs (Stone et al. 1999; Way et al. 2006; Riley et al. 2007; Uzal et al. 2007; U.S. Environmental Protection Agency 2008; Albert et al. 2010).

Rodents that ingest SGARs may display behaviors that facilitate the ability of predators to capture them (Cox and Smith 1990). Internal hemorrhage greatly affects limb movement, thereby increasing lethargy and decreasing mobility of poisoned rodents. Cerebral hemorrhages can interrupt thigmotaxis, a behavioral mechanism that would normally lead an animal to maximize use of available cover (Cox and Smith 1990; Brakes and Smith 2005). Therefore, we might expect poisoned rodents to be at greater risk of being captured as prey than healthy animals. In turn, opportunistic predators may be at a particular risk because they seek prey that can be caught easily. Consumption of either prey or carcasses contaminated with rodenticides may lead to poisoning of a predator (Brakes and Smith 2005; Rattner et al. 2011). SGARs can even affect wildlife as a result of consuming contaminated invertebrates, contaminated soil, or baits that have been removed from bait stations by rodents (Dowding et al. 2010). Even if products are used inside buildings, poisoned rodents may travel outside where predators could catch them (Stone et al. 1999).

Non-target species that have been documented as being exposed to SGARs in the United States and Canada include barn owl, barred owl, and great horned owl (Albert et al. 2010), gray squirrel, raccoon, white-tailed deer, and red-tailed hawk (Stone et al. 1999), bobcat, coyote and mountain lion (Way et al. 2006; Riley et al. 2007; Uzal et al. 2007), and red fox, striped skunk, and raccoon (U.S. Environmental Protection Agency 2008). In New York State during a 27-year period brodifacoum was involved in 84% of the poisoning cases evaluated (Stone et al. 1999). In one instance, the source of the exposure was determined to be brodifacoum applied in barns and sheds where an owl subsequently was found nearly dead from exsanguination caused by a small laceration on a toe (Stone et al. 1999). This example documents that even though rodenticides were used inside buildings, poisoned rodents traveled outside where predators could catch them. Secondary poisoning — where a non-target species consumes a poisoned target species — caused by these compounds has also been linked to increased disease prevalence, specifically increased susceptibility to parasitic mange in bobcats (Riley et al. 2007).

Urban carnivores are predisposed to secondary poisoning because of habitat use in proximity to residential neighborhoods where these poisons are used (Riley et al. 2003; Gehrt and Riley 2010). In fact, besides road kills, poisoning by rodenticides has been identified as a cause of mortality for urban coyote (*Canis latrans*; Gehrt and Riley 2010), bobcat (*Lynx rufus*; Riley et al. 2010), San Joaquin kit fox (*Vulpes macrotis*; Cypher 2010), and mountain lion (*Puma concolor*; Beier et al. 2010). Others suspect that SGARs may be used to intentionally poison wildlife (Way et al. 2006). The prevalence and severe consequences of SGAR intoxication warrant further investigation.

Use of rodenticides in the agricultural conditions in Europe has been investigated through user surveys (Tosh et al. 2011). These results indicated that users were generally aware of the effects on non-target species, but did not always follow all best practices for application (Tosh et al. 2011). In contrast, few residential users in a previous study in California were aware of non-target species impacts (Morzillo and Mertig 2011a). The application practices of residential users on the urban-wildland interface are not well described, which motivated this study.

We investigated rodent control in a region where secondary poisoning of carnivores has occurred (Riley et al. 2007; Gehrt and Riley 2010). Our objective was to determine potential starting points of pathways through which rodenticides applied at single-family residences eventually could reach non-target wildlife. In other words, we asked, where might anticoagulant rodenticides enter the "natural" environment? Besides describing rodenticide use, we sought to confirm that one SGAR pathway to non-target species is through improper applications by homeowners. SGAR label instructions specify that the baits be applied "inside and along the outside walls of buildings" (U.S. Environmental Protection Agency 1998). We also assessed user knowledge of non-target impacts and compared use of rodent control methods by residents with those of licensed Pest Control Operators (PCOs).

METHODS

This research was a senior-level student-directed project as part of the Environmental Science Practicum at the University of California, Los Angeles (UCLA). There, seniors pursue research projects for an off-campus client, in this instance, the National Park Service at Santa Monica Mountains National Recreation Area (SMMNRA). For purposes of student training, the class was separated into two groups, each with its own study area adjacent to SMMNRA.

Study Areas

Each study area represents an area of urban-wildland interface where residential neighborhoods overlap with habitat of native wildlife, including mountain lions, bobcats, and coyotes. Extensive exposure to anticoagulant rodenticides has been reported within and surrounding SMMNRA (Riley et al. 2003; Riley et al. 2007; Gehrt and Riley 2010). Morzillo and Mertig (2011a, b) evaluated factors affecting use of chemical rodenticides by homeowners in an area adjacent to the western boundary of the current study area.

San Fernando Valley (SFV). This study area contained low- to medium-density residential development, as well as some commercial development and golf courses (Figure 1).

The 101 and 405 Freeways border the study area on the north and east. We further defined the northern boundary of the study area as Ventura Boulevard because it marks the northern (inland) extent of the Santa Monica Mountains.

Bel Air-Hollywood Hills (BA-HH). This study area included the coastal slope of the Santa Monica Mountains south of the 405 Freeway and the 101 Freeway intersection (Figure 1). This area is characterized by highly fragmented open space interspersed with residential development in canyons (Beverly Glen, Benedict, Coldwater, Laurel) and on ridgelines (e.g., Bel Air, Beverly Hills, and Hollywood Hills). Open space lies to the west and Griffith Park (largest natural park in the city of Los Angeles; 1,744 ha) is found to the east. This area is almost exclusively low-density residential with many large homes.

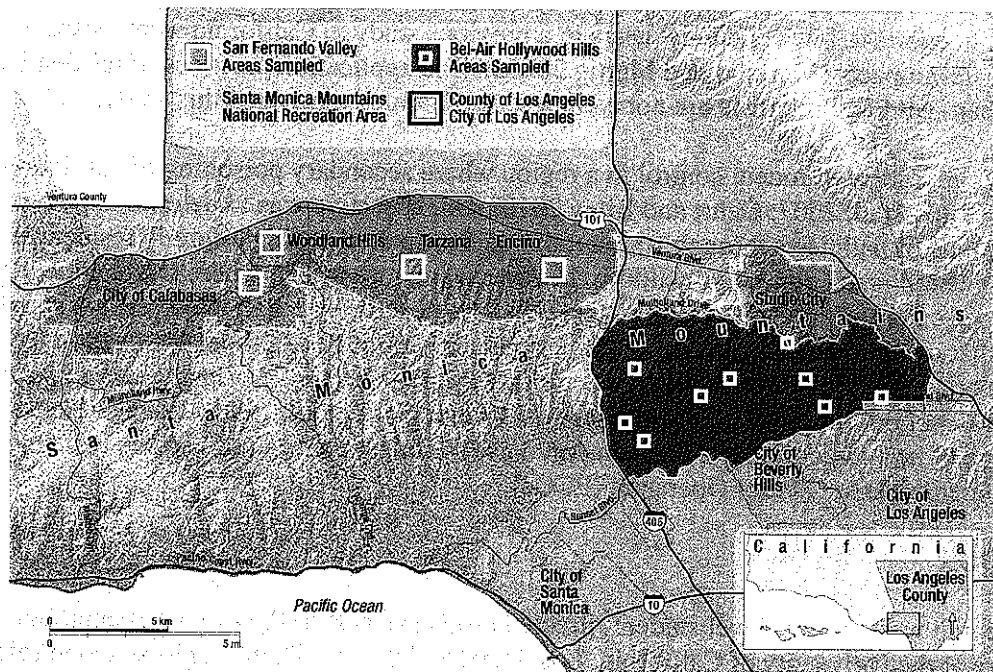


Figure 1. Study areas in San Fernando Valley and Bel-Air to Hollywood Hills. Fliers were distributed to residences indicated by squares.

Survey Design

We developed a series of questions to collect information about rodenticide use, application, and knowledge about related environmental effects (see Appendix A). We employed our survey using an online questionnaire. This method was used because of its low-cost advantage, as well as ease of accessibility, delivery, and response times (e.g., Couper 2009; Poole and Loomis 2009). We acknowledge that several concerns, such as coverage error and potential for response inconsistencies have been linked to use of internet questionnaires (e.g., Couper 2009; Poole and Loomis 2009).

The first part of the survey included an introduction to inform participants of the purpose of the survey, consent information, a description about how the data would be used, and an estimate of the time it would take to complete the survey (Warwick and Lininger 1975). The next several sections investigated if rodenticides were used, products used, target species, application process, and awareness of non-target effects. To ensure recall of the type of rodenticide used, we provided a list of brand names with photographs. Respondents therefore had both the names of the products and a visual reminder of the color and design of the packaging to make their choices about use of chemical rodenticides. We also asked general demographic questions including income, property size, education, age, and ethnicity. All questions in the survey except date of birth were closed questions. Each question was contained on its own webpage to avoid confusion. Finally, the survey ended with a "thank you" for the participants and an invitation to enter into a random drawing for a \$50 gift card. The UCLA Institutional Review Board granted the use of human subjects (IRB Exempt Protocol #10-065).

Recruitment of Participants

In March 2010, we contacted Home Owners Associations (HOAs) and Residents Associations for assistance with recruiting resident participants for the online survey. In SFV, two associations agreed to participate; one announced the study using a digital flier, and the other in a digital newsletter. For associations where no residents responded to the electronic solicitation, we also distributed fliers door-to-door (see Appendix B). All recruited participants were limited to occupants of single-family residences.

We placed fliers either on the door handle or on the doormat, with the UCLA seal and title of the project clearly visible. When homeowners were present, we briefly explained the project and invited them to participate. Fliers were placed near the gate or the security keypad of gated properties.

In SFV, we focused on the areas closest to SMMNRA (Riley et al. 2006). This area included areas within Encino, Woodland Hills, Calabasas, and Tarzana. For each of the areas, we randomly selected grids from the Thomas Guide Map, 2007 Edition; each grid contained 250–350 homes. In BA-HH, we used Google Earth to create a quarter-mile-square grid within this study area. We used a random number generator to select nine grid cells within BA-HH (Figure 1). If a selected area lacked residential areas, we used the random number generator to select replacement areas until we had 9 suitable areas. We then walked door-to-door and distributed fliers. In SFV, we delivered 1,200 fliers. In BA-HH we delivered 460 fliers. The difference in the number of fliers is attributed to variation in building density.

Pest Control Operator Interviews

We interviewed managers of pest control operators (PCO) to obtain information about the types of chemicals used, techniques used to apply chemicals, distribution of these chemicals (i.e., where and when they were used), as well as the primary reasons that homeowners retained their services (see Appendix C). We used a phone directory to compile a list of PCOs for each study area and randomly selected companies to sample. We also initiated contacts to any PCO reported by respondents to the online survey.

RESULTS

Survey of Residents

In SFV, 53 people completed online survey; 13 of these responses did not qualify for further analysis. In BA-HH, we received response from 21 residents; one of these responses did not qualify for further analysis. The age of respondents between the two areas did not differ (Student's T test, $p < 0.80$; average age = 55) nor did their ethnicity (Chi-square, $p < 0.27$; overall 95.5% white) or education level (Chi-square, $p < 0.83$; overall 87.9% with bachelor's degree or more).

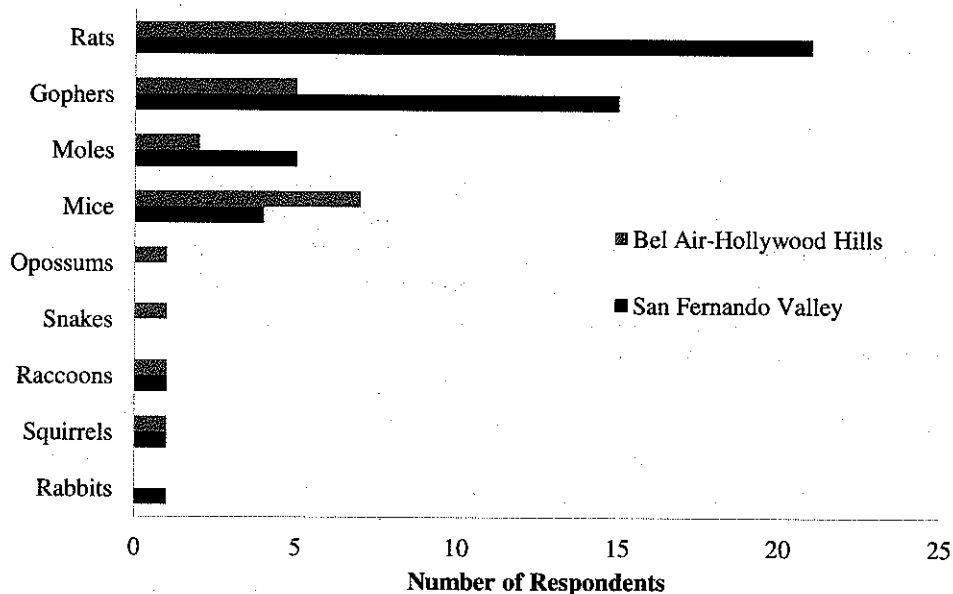


Figure 2. Target species for homeowner rodent control for two study areas in urban-wildland interface areas of the Santa Monica Mountains, Los Angeles County. Respondents could select more than one target species. Several responses were volunteered (raccoons, snakes and rabbits).

In SFV, 65% of respondents used some form of rodent control on their property within the last year, as did 75% in BA-HH. Rats were the most commonly cited target species in both locations, followed by mice and gophers in BA-HH, and gophers and moles in the SFV (Figure 2). Despite the greater proportion of respondents targeting gophers in SFV, the profile of target species was not significantly different between the two areas (Pearson's Chi-square, $p < 0.37$).

Most households applied rodent control themselves in both SFV (62.5%, 25 of 40) and BA-HH (60%, 9 of 15). Gardeners also applied rodent controls (SFV = 17.5%; BA-HH = 6.6%). In BA-HH area, 28% of respondents hired a pest control company but also applied chemicals themselves.

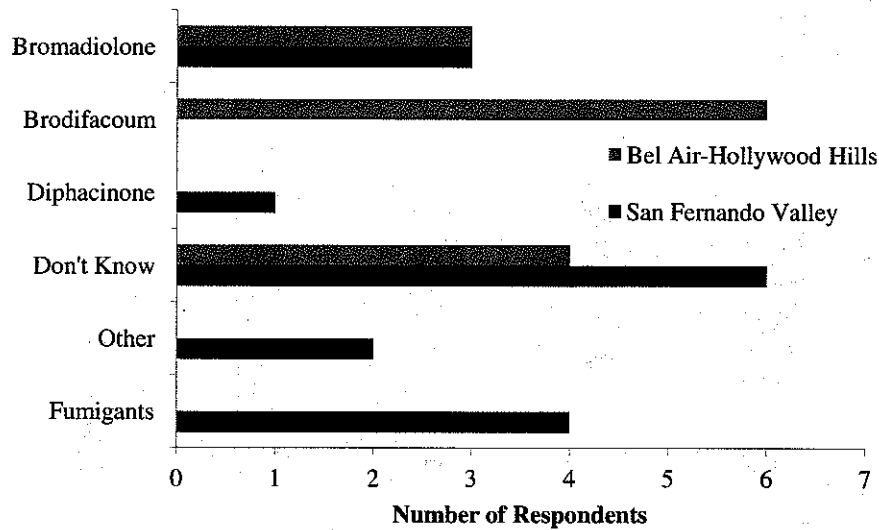


Figure 3. Types of chemical rodenticide used on residential properties in two study areas in urban-wildland interface areas of the Santa Monica Mountains, Los Angeles County. Respondents were able to select multiple answers. Active ingredients from brand name products are listed.

The most commonly reported chemicals in SFV were fumigants, whereas SGARs (active ingredient brodifacoum) were most common in BA-HH (Figure 3). For both areas together, respondents who used anticoagulant rodenticides either could not recall a specific brand name, or if they did, 12 of 13 products uses reported were second-generation (i.e., brodifacoum or bromadiolone). The profile of rodenticides used in the two areas differed substantially (Pearson's Chi-square, $p < 0.09$), with the fumigants being used in SFV and not in BA-HH.

In both locations, households that indicated use of anticoagulants, respondent application of it ranged from monthly to twice per year or variably. From the categories provided on the survey, 10 SFV and 5 BA-HH respondents reported placing SGARs outside away from walls up to 300 and 100 feet away from buildings respectively (Figure 4). Homeowners observed dead rodents (target species) outside after chemical application in both study areas. The median distance category was 1–10 feet for both SFV and BA-HH, and ranged upwards to 30–100 feet away. Of the respondents who placed SGARs outdoors, four observed dead animals outdoors. One homeowner placed a product only *inside* his garage and subsequently found dead animals both inside and outside of the structure.

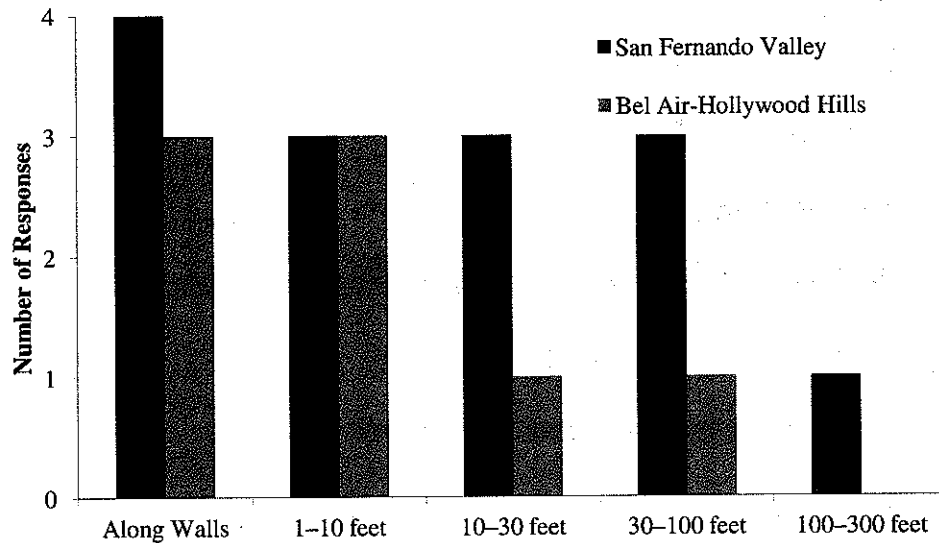


Figure 4. Distribution of anticoagulant rodenticide application outdoors on residential properties in two study areas in urban-wildland interface areas of the Santa Monica Mountains, Los Angeles County. Respondents were able to select multiple answers.

In SFV, 66% of participants (4 of 6) admitted knowing that chemicals used in rodent control, as well as anticoagulants, might be affecting local wildlife. In BA-HH, 35% homeowners (7 of 20) knew about effects of SGARs on wildlife. Five people did not know and 8 people did not answer the question.

Surveys of Pest Control Operators (PCOs)

Five of 23 PCOs contacted in SFV responded to our survey. All 5 PCOs stated that they primarily control mice and rats, and use snap traps. Four also responded that they use chemical baits, and 2 used exclusion techniques. For those that used chemicals, 3 used SGARs and 2 used available first generation anticoagulants.

All PCOs stated that the main reason they are contacted is because of indoor rodents; two of those PCOs also stated as many calls about rodents in outdoor landscaping. All 5 companies inform homeowners about products used; 2 companies inform homeowners about locations of traps or bait. All PCOs reported placing rodenticides within 1 foot of fences and buildings, while one each reported placement up to 60 feet from buildings.

Only 2 of 37 (5.4%) PCOs from the BA-HH area responded. Neither company used chemicals; both used snap traps and exclusion techniques.

DISCUSSION

Homeowners reported applying rodenticides in ways that are prohibited by package instructions. Thus, this is a probable pathway for transfer of SGARs to other wildlife. Because our study areas

are known to have nearby carnivore populations, we can speculate that wildlife may encounter the poison directly, and, more importantly, can encounter as contaminated prey animals, alive or dead.

The two compounds (brodifacoum, bromadiolone) most frequently detected by Riley et al. (2007) in mammalian carnivores were the same most frequently reported as used by respondents in our survey (Figure 3). Similarly, bromadiolone and brodifacoum were the two most common compounds found in more than 100 mountain lions tested from around the state of California (R. H. Poppenga, personal communication, December 8, 2010). Respondents also reported use of the first-generation anticoagulant poison diphacinone, but this chemical is also highly toxic to birds and mammals (Rattner et al. 2011).

Entire housing developments in our study area may contribute to secondary poisoning through systematic use of SGARs. One homeowner noted on their returned survey that her HOA had applied numerous bait stations containing difethialone around homes for many years, but has since changed to a more environmentally friendly method.

We speculate that homeowners with pets may be more wary of using chemical rodenticides; one homeowner stated that “[We] used the poisons before but not anymore because of the cat and also the hawks.” This was consistent with Morzillo and Mertig’s (2011a) suggestion that concern about rodenticides affecting wildlife was the most significant predictor of the potential for residents to change their pest control behavior.

Stricter U.S. Environmental Protection Agency regulations on pesticides took effect in June 2011 (U.S. Environmental Protection Agency 2008). These regulations significantly reduce the availability of SGARs to homeowners by prohibiting their sales in grocery stores, drug stores, and hardware stores. They also specify that these products must be sold in a preloaded bait station or in bulk quantities. Such changes are intended to decrease the potential for exposure of non-target wildlife (U.S. Environmental Protection Agency 2008).

The EPA’s mitigation measures contain an implicit assumption that homeowners are more likely than a pest control operator to misuse products, which is consistent with our data (even with our small sample size). If residential users do not follow directions carefully when products are available, reducing availability of SGARs may be an effective action to reduce improper use and subsequent effects on wildlife. It may be beneficial to re-survey homeowners after the effective date of new restrictions to determine if rodent control practices have changed and whether these restrictions are an effective way to reduce homeowner use of SGARs. Licensed applicators may account for a great deal of use of these chemicals, and the use of their services may increase with decreased availability of products to homeowners. Currently, 58% of residents near our study area report self-applying rodent control products (Morzillo and Mertig 2011b), so the EPA rule change may have a substantial effect.

The geography of our study sites limited our ability to distribute fliers easily, and may have contributed to low response rate. Some locations were gated or depositing fliers was not allowed. The homeowner or upkeep staff may not have seen the flier or interpreted it as junk

mail. Therefore, our challenges revealed a difficulty with trying to recruit participants living in affluent areas by media other than mail or telephone.

Some potential biases were unavoidable. First, the title and purpose of the survey may have caused participants to make assumptions about what responses were expected by surveyors. Second, those who are not using rodent control may have felt it unnecessary to participate. Conversely, the UCLA Institute of the Environment as the research group may have led participants choose “environmentally friendly” answers, or to not respond in general. The probability of response may also have been affected by unwillingness to report behavior that might be construed as being irresponsible or illegal and those who have a low level of environmental awareness or interest may not respond either, although eligibility to win a gift certificate was provided as incentive for participation to offset this tendency. Nevertheless, the results do show that off-label use of SGARs does occur, which justifies further investigation.

Future studies should attempt to obtain a greater response rate from both homeowners and PCOs. Regardless, this research yielded: (1) the finding that off-label use was common among respondents, while our very small sample of PCOs reported following guidelines, and (2) information about logistics of surveying by an online questionnaire with participants solicited by fliers delivered to their homes. Although Morzillo and Mertig (2011a, b) had previously investigated what type of chemical products were used and where products were applied, they did not report on whether compounds were first- or second-generation ARs or how exactly residents applied the chemicals. Further research using mailed surveys and multiple follow-up techniques could be used to confirm and generalize the results of our findings and should be expanded to further explore the influence of attitudes about wildlife and potential non-target poisoning (e.g., pets) on SGAR use. Such an approach could also track the effects of the EPA’s rule change. It would also be useful to add questions about where residents buy their rodent-control products and inquire about the factors that influence the choice of product. Our results have provided preliminary results that could aid in developing such expanded survey instruments.

To mitigate poisonings now, we recommend outreach programs discussing the potential effects chemical products on wildlife. Near our study area, Morzillo and Schwartz (2011) found relationships between rodent control and resident proximity to natural areas. Thus, for example, property owners next to natural areas and who control rodents also might be gently reminded to review product application directions. Awareness or outreach may solve the problem. Yet, at least two respondents who claimed to know about the adverse effects of SGARs on wildlife also reported using them, so regulation will still be key to any approaches to reduce exposure of non-target species to SGARs.

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- Whisson, D. 1996. Rodenticides for control of Norway rats, roof rats, and house mice. Poultry Fact Sheet No. 23. University of California, Davis.

APPENDICES

Appendix A: Survey Questionnaire

1. Information sheet for consent to participate in a research study. By reading and accepting this questionnaire, I am agreeing to participate in this study.
 - Yes, I agree to participate in this study.
 - No, I do not agree to participate in this study.

2. Do you currently live in [survey area]?
 - Yes
 - No

3. Do you live in a single-family residence?
 - Yes
 - No

4. Do you live south of Ventura Boulevard?
 - Yes
 - No

5. Has any form of rodent control been used on your property in the past year?
 - Yes
 - No

6. What animals are/were you trying to control for? (check all that apply)
 - Mice
 - Rats
 - Gophers
 - Moles
 - Squirrels
 - Opossums
 - Raccoons
 - Skunks
 - Other _____

7. What caused your household to begin controlling these animals on your property? (check all that apply)
 - Observed animals indoors
 - Observed animals outdoors
 - Damage observed to own structures
 - Damage observed to neighbor's structures
 - Damage observed to own landscaping (including garden, lawn, etc.)
 - Damage observed to neighbor's landscaping (including garden, lawn, and etc.)
 - Preventative use
 - Part of routine treatment by hired company
 - Other _____

8. Who applied the rodent control? (check all that apply)
 - Member of household
 - Pest control company

- Gardener/landscape company
- Not sure
- Other _____

9. If you answered with Pest Control company, please specify which company:

- Don't remember
- Please specify: _____

10. If you answered with Pest Control company above, did they provide you with information about the products they applied?

- Yes
- No
- Not sure
- Not applicable

11. Which, if any, of the following non-chemical rodent control methods have been used on your property in the past year: (check all that apply)

- Snap traps
- Glue boards
- Live traps
- Shooting
- Electricity (i.e. rat zapper)
- Ultrasound deterrents
- Preventative methods (e.g. securing access points, cutting vegetation)
- Don't know
- None

12. [Brand images] Which, if any, of the following brands of chemical rodent control methods have been used on your property in the past year: (check all that apply)

- d-con
- Tomcat Liquid
- Tomcat Bait Stations
- Tomcat Quickstrike
- Tomcat Pellets, Blocks, and Trays
- Moletox
- Wilco Baits
- Victor Fast-Kill
- Victor Multi-Kill
- Ratol
- FirstStrike
- Rodetrol
- Other fumigants (e.g. gas canisters)
- Other nerve agent (e.g. Bromethalin)
- Zinc phosphide
- Don't know
- None
- Other

13. If chemical rodent control is applied on your property, how often is it applied?

- Approximately every month or more often

- Approximately every other month (6 times per year)
- Approximately every four months (3 times per year)
- Approximately twice a year
- Approximately once a year or less often
- Other _____

14. If chemical rodent control is applied on your property, in what locations **INSIDE** of structures is it used? (check all that apply)

- Basement
- Crawlspace
- Attic
- Another location within home
- Garage
- Outbuilding
- Not applied
- Other _____

15. If chemical rodent control is applied on your property, in what locations **OUTSIDE** structures is it used? (check all that apply)

- Along walls of any building (within 1 foot)
- Between 1 and 10 feet from any building
- Between 10 and 30 feet from any building
- Between 30 and 100 feet from any building
- Between 100 and 300 feet from any building
- More than 300 feet from any building
- Not applied outside

16. Has anyone in your household found dead animals at the following locations **INSIDE** structures after chemical rodent control methods have been applied? (check all that apply)

- Basement
- Crawlspace
- Attic
- Another location within home
- Garage
- Outbuilding
- Not applied
- Other _____

17. Has anyone in your household found dead animals at the following locations **OUTSIDE** structures after chemical rodent control methods have been applied? (check all that apply)

- Along walls of any building (within 1 foot)
- Between 1 and 10 feet from any building
- Between 10 and 30 feet from any building
- Between 30 and 100 feet from any building
- Between 100 and 300 feet from any building
- More than 300 feet from any building
- Not applied outside

18. Are you aware that chemicals used for residential rodent control may be affecting wildlife in your area?

- Yes
 - No
19. Does your household have a pest with access to the outside?
- Yes
 - No
20. Does anyone under 18 years old live in your household?
- Yes
 - No
21. How large is your property?
- Less than 5,000 square feet (0.1 acre)
 - 5,001–7,000 square feet (0.11–0.16 acre)
 - 7,001–10,000 square feet (0.17–0.23 acre)
 - 10,001–21,779 square feet (0.24–0.49 acre)
 - 0.5–1 acre
 - More than 1 acre
22. What is your annual household income?
- Less than \$50,000
 - \$50,000 to \$75,000
 - \$75,001 to \$100,000
 - \$100,001 to \$150,000
 - \$150,001 to \$200,000
 - \$200,001 to \$300,000
 - More than \$300,000
23. What is the highest level of education you have completed?
- Less than high school
 - High school or FED
 - Vocation or trade school
 - Some college
 - Associate's (2 year) degree
 - Bachelor's (4 years) degree
 - Graduate or professional degree
24. Please specify your year of birth.
25. What is your ethnic background?
- White/Caucasian
 - Black/African American
 - Asian/Pacific Islander
 - Hispanic/Latino
 - Other _____

Thank you for your participation!

If you wish to be entered into a drawing for a \$50 Best Buy Gift Card, please email your contact information to [student email]. Your email will not be associated with your responses to the survey and we won't share your email with anyone or send you messages.

Appendix B: Door-to-door Recruitment Flier



UCLA Institute of the Environment Senior Environmental Science Practicum

Methods of Rodent Control in Residential Areas Surrounding the Santa Monica Mountains



The purpose of the survey is to study the reasons for and the use of rodent control methods around the Santa Monica Mountains. The survey is expected to last only 5 – 10 minutes, and your participation is completely voluntary. You may exit at anytime without any consequences, and all data collected in this survey will be kept confidential.

Upon completion of the survey, you will have the option to email us to enter yourself in a drawing to win a \$50 Best Buy gift card.

The link for the survey is as follows: **[website]**.

You will be directed to a UCLA Institute of the Environment Website. Please click on Rodenticide Usage Study to participate in the survey. The deadline to participate in the survey is **[date]**

If you have any questions, feel free to contact **[name]** at **[email]**, or Dr. Travis Longcore, our faculty advisor, at longcore@ucla.edu. Thank you for your time.

Appendix C: Pest Control Company Interview Questionnaire

1. What areas does your company currently service?
2. How does your company control for rodents?
 - 2a. If you use chemical rodent control, which chemicals does your company use?
 - 2b. If you use physical rodent control, which methods does your company use?
3. Does your company control for _____?
 - Mice
 - Rats
 - Gophers
 - Moles
 - Squirrels
 - Opossums
 - Raccoons
 - Skunks
 - Other _____
4. Do your customers tell your company why they need rodent control?
 - If so, what are the main reasons you hear?
5. What information does your company provide to customers regarding rodent control?
6. How often do you apply/reapply rodenticides at an average household?
7. Does your company apply rodent control inside structures?
 - If so, where? (Garage, basement, crawl space, attic, etc.)
8. Does your company apply rodent control outside structures?
 - If so, at what distances from buildings?

August 21, 2012

To: City Council, City of Calabasas, CA
From: Cathy Case, Shadow Oaks Wildlife Care

Dear Mayor and Honorable Council Members,

This letter is in support of your proposed resolution to oppose the sale and use of rodenticides in the City of Calabasas.

Wildlife rehabilitators are unfortunately all too familiar with the effects of rodenticides and secondary poisoning of our area's wildlife. Recent studies by the California Dept. of Fish and Wildlife and the California Animal Health and Food Safety Laboratory at UC Davis in 2012 showed that more than 79% of tested animal patients had toxic poisons in their blood. In the first quarter of 2013, 22 of 28 tested animals were positive for rat poison.

According to WildCare, a Bay Area wildlife rescue center which has conducted studies on secondary poisoning in conjunction with those agencies, though rodenticides are advertised to "kill in a single feeding" (and eventually do), the time lapse between the initial feeding and death means a dramatically higher toxic load builds up in the rodent's body tissues. By the time that Great Horned Owl, or other animal eats that rodent, it has many times the lethal level of poison in its system.

The Environmental Protection Agency has long recognized these dangers to wildlife, including endangered species. "Rodenticides pose significant risks to non-target wildlife including birds, such as hawks and owls, and mammals, including raccoons, squirrels, skunks, deer, coyotes, foxes, mountain lions, and bobcats. Rodenticides applied as bait products pose risks to wildlife from primary exposure (direct consumption of rodenticide bait) and secondary exposure (predators and scavengers consuming prey with rodenticides present in body tissues). Several reported incidents have involved Federally listed threatened and endangered species, for instance the San Joaquin kit fox and Northern spotted owl, in addition to the Bald eagle, which is protected under the Bald and Golden Eagle Act."

Anticoagulant rodenticides are designed to be lethal. Unfortunately, certain rodenticides are perceived as being safer than others, but the fact is-- ***poison is poison.***

We urge you to oppose the sale and use of anticoagulant rodenticides within the City of Calabasas, and appreciate your to continuing efforts to protect our area's native wildlife.

Sincerely,

Cathy Case, Director
Shadow Oaks Wildlife Care
<http://shadowoakswildlife.com/>
Thousand Oaks, CA
805 374-9027

Alex Farassati

From: Maxine Wolf <letmaxinehelp@roadrunner.com>
Sent: Sunday, August 25, 2013 10:06 AM
To: Alex Farassati
Subject: Anticoagulant Rodenticides

Dear Mayor and Honorable Council Members,

This letter is in support of your proposed resolution to oppose the sale and use of rodenticides in the City of Calabasas.

Wildlife rehabilitators are unfortunately all too familiar with the effects of rodenticides and secondary poisoning of our area's wildlife. Recent studies by the California Dept. of Fish and Wildlife and the California Animal Health and Food Safety Laboratory at UC Davis in 2012 showed that more than 79% of tested animal patients had toxic poisons in their blood. In the first quarter of 2013, 22 of 28 tested animals were positive for rat poison.

According to WildCare, a Bay Area wildlife rescue center which has conducted studies on secondary poisoning in conjunction with those agencies, though rodenticides are advertised to "kill in a single feeding" (and eventually do), the time lapse between the initial feeding and death means a dramatically higher toxic load builds up in the rodent's body tissues. By the time that Great Horned Owl, or other animal eats that rodent, it has many times the lethal level of poison in its system.

The Environmental Protection Agency has long recognized these dangers to wildlife, including endangered species. "Rodenticides pose significant risks to non-target wildlife including birds, such as hawks and owls, and mammals, including raccoons, squirrels, skunks, deer, coyotes, foxes, mountain lions, and bobcats. Rodenticides applied as bait products pose risks to wildlife from primary exposure (direct consumption of rodenticide bait) and secondary exposure (predators and scavengers consuming prey with rodenticides present in body tissues). Several reported incidents have involved Federally listed threatened and endangered species, for instance the San Joaquin kit fox and Northern spotted owl, in addition to the Bald eagle, which is protected under the Bald and Golden Eagle Act."

Anticoagulant rodenticides are designed to be lethal. Unfortunately, certain rodenticides are perceived as being safer than others, but the fact is-- ***poison is poison.***

We urge you to oppose the sale and use of anticoagulant rodenticides within the City of Calabasas, and appreciate your to continuing efforts to protect our area's native wildlife.

Sincerely,

Maxine Wolf

Alex Farassati

From: Gill Verner <gill@eg-verner.net>
Sent: Sunday, August 25, 2013 5:07 PM
To: Alex Farassati
Subject: Rodenticide Poisoning.

August 25th 2013

To: City Council, City of Calabasas, CA

From : Gill Verner,

Dear Mayor and Honorable Council Members,

I am writing to get your support for your proposed resolution to oppose the sale and use of rodenticides in the City of Calabasas.

In caring for our Native Wildlife, we as rehabilitators unfortunately see too much secondary poisoning from rodenticide. It occurs when a rat consumes the poison, it will accumulate in the body of the rat until it dies, then birds and animals eat part or all of the poisoned rat, and thus are poisoned themselves and die from this as well. Animals that are affected by the poison, become disoriented, and thus are easy prey for the wildlife as well. Another animal or bird can then become poisoned from eating that animal,

Unfortunately rodenticides pose significant risks to Federally endangered species as well, apart from other non-targeted wildlife including birds, such as hawks and owls, and mammals, including raccoons, squirrels, skunks, deer, coyotes, foxes, mountain lions, and bobcats. This does not only effect wildlife, it can kill your pet dog or cat.

Recent studies by the California Dept. of Fish and Wildlife and the California Animal Health and Food Safety Laboratory at UC Davis in 2012 showed that more than 79% of tested animal patients had toxic poisons in their blood. In the first quarter of 2013, 22 of 28 tested animals were positive for rat poison.

So the problem is getting worse, which is why we urge you to oppose the sale and use of anticoagulant rodenticides within the City of Calabasas.

We appreciate your continuing efforts to protect our area's native wildlife.

Sincerely,

Gill Verner.

Nine year volunteer at California Wildlife Center, in Calabasas.

Alex Farassati

From: Deb <deb.ramber@nmrk.com>
Sent: Wednesday, August 28, 2013 10:22 AM
To: Alex Farassati
Subject: No Rodenticide

I support the ban on anticoagulant pesticides. What a painful, painful way to die. I sincerely doubt any of you have seen an animal die from these pesticides.

It is ugly. Think about it. We don't kill people in such a fashion, so why do we disregard animals as if they were less than us.

In such an enlightening world we resort to such barbarism.

As if the above weren't enough, there is enough of this poison floating all over in peoples garages or sheds and every year family members of the 4 legged variety die as result of ingesting this crap.

Sincerely

Deborah Ramber

--

SPAM and Webmail solutions from CompanyV.com

Alex Farassati

From: Marcia Rybak <leaplizard@earthlink.net>
Sent: Monday, September 02, 2013 1:25 AM
To: Alex Farassati
Subject: Support to oppose the sale and use of anticoagulant rodenticides

Dear Mr. Farassati,

I am a wildlife rehabilitator licensed by the California Department of Fish & Game and have experienced the results of secondary poisoning of wildlife when this method of controlling rodents is used especially in Calabasas since your wildlife is often brought to me. There have been so many studies done on the detrimental effects of rodenticides on wildlife and non-target species of which I am sure you are aware and that I need not outline here.

As your neighbor and someone who serves the Calabasas community, I fully support the proposal to ban the sale of anticoagulant rodenticides in the City of Calabasas.

Very truly yours,

Marcia Rybak
Coast & Canyon Wildlife
23722 Harbor Vista Dr.
Malibu, CA 90265
(310) 480-1760

Alex Farassati

From: Deborah Fabos <vida_5150@hotmail.com>
Sent: Saturday, August 31, 2013 4:42 PM
To: Alex Farassati
Subject: I Oppose the Sale and Use of Anticoagulant Rodenticides in Calabasas!

Dear Mr. Farassati,

I have been a resident here and owned property in Calabasas for over fourteen years. I have gone through docent training at Topanga State Park, worked in the Las Virgenes School District, was a member of Calabasas CERT, and now work with California Wildlife Center.

I am writing to you today because I am homebound as per doctor's orders and will not be able to attend the meeting where a proposal will be going before the city council on Sept. 11 to oppose the sale and use of anticoagulant rodenticides in Calabasas.

I strongly urge you to support this proposal in defense and protection of the welfare of our wildlife, our environment, and our own health.

As you know, the destructive consequences of using this form of rodent control has long reaching and long lasting effects both on wildlife and the water supply. There are more natural and effective methods to control the rodent population.

For example, Barn Owl houses could be put up by Boy Scout Troops and conditions for raptors could improve encouraging them to nest (if the trees were not topped). Both are well known to reduce the rodent population without harming the environment.

Please, vote to ban the sale and use of anticoagulant rodenticides in Calabasas!

Sincerely,

Mrs. Deborah A. Fabos
23401 Park Sorrento #54
Calabasas, CA. 91302
Home Phone: 818-225-1057

Maricela Hernandez

From: Alex Farassati
Sent: Tuesday, September 03, 2013 8:02 AM
To: Maricela Hernandez
Subject: FW: proposed ban on anticoagulant rodenticides

From: Travis Longcore [<mailto:longcore@urbanwildlands.org>]
Sent: Friday, August 30, 2013 10:05 PM
To: Alex Farassati
Subject: proposed ban on anticoagulant rodenticides

Dear Dr. Farassati,

Please circulate the attached letter to the City Council and if possible confirm with me that you have received this message. I have converted the attachment to a link for download from my dropbox because of the file size.

Thank you for your help.

Best regards,
Travis Longcore

--
Travis Longcore, Ph.D.
Science Director
The Urban Wildlands Group
longcore@urbanwildlands.org

Attachments

The file attachment of this email has been uploaded to the cloud.

Please download it from the following link:

- [CalabasasRodenticide.pdf \(http://db.tt/DddFU1J8 \)](http://db.tt/DddFU1J8)

(10.83 MB)



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 3, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: TOM BARTLETT, AICP, CITY PLANNER *TB*
TALYN MIRZAKHANIAN, SENIOR PLANNER

SUBJECT: ADOPTION OF THE 2014-2021 HOUSING ELEMENT UPDATE CONSISTENT WITH THE STATUTORY REQUIREMENTS OF STATE HOUSING ELEMENT LAW AS AN AMENDMENT TO THE CITY OF CALABASAS 2030 GENERAL PLAN.

CEQA: ADDENDUM TO THE 2030 GENERAL PLAN EIR

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

That the Council adopt Resolution No. 2013-1388 adopting the 2014-2021 housing element update consistent with the requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan (see Attachment A).

BACKGROUND:

State housing element statutes (Government Code Sections 65580-65589.8) mandate that local governments adequately plan to meet existing and projected housing needs of all economic segments of the community. The law recognizes that in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, State housing policy rests largely upon the effective implementation of local

general plans and in particular, local housing elements. Housing element statutes also require the State Department of Housing and Community Development (HCD) to review local housing elements and to determine compliance with State law. So-called "Fifth cycle" housing element updates (covering a planning period of 2014-2021) must be approved and certified as compliant with State law by HCD no later than October 15, 2013. Any City which is successful in obtaining certification from HCD, does not need to revisit the housing element until 2021.

In December 2012, City staff and its housing policy consultant, Karen Warner Associates, Inc. (KWA), initiated preparation of the housing element update. On February 7, 2013, Planning staff and Ms. Warner of KWA conducted a public workshop before the Planning Commission to solicit input on housing needs and to confirm policy direction in the Element. On July 1, 2013, staff submitted the Draft 2014-2021 Housing Element to HCD for a streamlined review (see Attachment D for the Draft Housing Element). On July 19, 2013, HCD issued a letter to the Community Development Director stating that the draft Housing Element meets the requirements of the State's housing element law and that the element can be certified as legally compliant, following adoption by the City (see Attachment E).

Concurrent with HCD's review, Rincon Consultants Inc., one of the City's retained environmental consultants, prepared an addendum to the 2030 General Plan's EIR. The addendum was finalized on July 31, 2013 (see Attachment F).

On August 15, 2013, Planning Commission reviewed the draft housing element update and associated addendum to the 2030 General Plan's EIR at a noticed public hearing, during which the Commission voted unanimously to recommend adoption of the 2014-2021 housing element update (see Attachment B). No public comments were received. The Element relies upon existing zoning in its conclusion that the City is in compliance with State law. Staff's detailed analysis and discussion of the Draft Housing Element is provided within Attachment C, which includes the staff report prepared for Planning Commission. It is worth emphasizing that the most important outcome from the new Element is that no land use changes or rezoning of any kind are required in order to meet the housing sites inventory requirements.

FISCAL IMPACT/SOURCE OF FUNDING:

None.

REQUESTED ACTION:

That the Council adopt Resolution No. 2013-1388 adopting the 2014-2021 housing element update consistent with the statutory requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan.

ATTACHMENTS:

Attachment A: City Council Resolution No. 2013-1388
Attachment B: Planning Commission Resolution No. 2013-552
Attachment C: Planning Commission Staff Report (excluding exhibits)
Attachment D: Draft 2014-2021 Housing Element
Attachment E: July 19, 2013 Letter from HCD
Attachment F: Addendum to the 2030 General Plan EIR

RESOLUTION NO. 2013-1388

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS APPROVING FILE NO. 130000963, ADOPTING THE 2014-2021 HOUSING ELEMENT UPDATE CONSISTENT WITH THE REQUIREMENTS OF STATE HOUSING ELEMENT LAW AS AN AMENDMENT TO THE CITY OF CALABASAS 2030 GENERAL PLAN.

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

1. Agenda reports prepared by the Community Development Department.
2. Staff presentation at the public hearing held on September 11, 2013 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.

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

1. The Housing Element is a required element of the General Plan per State law (Government Code Section 65302).
2. Per California Government Code Section 65588, the Housing Element must be updated as appropriate, but not less than every eight years.
3. On November 6, 2012, the State Department of Housing and Community Development (HCD) approved SCAG's 5th Cycle RHNA Allocation Plan.

4. The fifth cycle housing element update must be approved and certified as compliant with State law by HCD no later than October 15, 2013.
5. City staff and housing policy consultant, Karen Warner Associates, Inc. (KWA), initiated preparation of the housing element update in December 2012.
6. On February 7, 2013, Planning staff and Ms. Warner of KWA conducted a public workshop before the Planning Commission to solicit input on housing needs and to confirm policy direction in the Element.
7. On July 1, 2013, staff submitted the Draft 2014-2021 Housing Element to HCD for a streamlined review.
8. On July 19, 2013, HCD issued a letter to the Community Development Director stating that the draft element meets the statutory requirements of the State's housing element law and that the element could be certified after it has been adopted by the City.
9. An addendum to the 2030 General Plan EIR was completed on July 31, 2013.
10. On August 15, 2013, Planning Commission reviewed the draft housing element update and associated addendum to the 2030 General Plan's EIR at a noticed public hearing and voted unanimously to recommend adoption of the 2014-2021 housing element update.
11. Notice of the September 11, 2013 City Council public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall.
12. Notice of City Council public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).

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

FINDINGS

Section 17.76.050 of the Calabasas Municipal Code (CMC) allows the City Council to approve a proposed **General Plan Amendment** provided that the following findings are made:

1. *The proposed amendment is internally consistent with the General Plan;*

The City's current 2008-2014 Housing Element was developed in conjunction with the 2030 General Plan, and is entirely consistent with the policies and proposals set forth by the Plan. The Draft 2014-2021 Housing Element update maintains this internal consistency. No sites are to be rezoned; therefore, the update requires no amendments to the land use map, nor any zoning map amendments. With the exception of a few new programs, most updates to the Element are minor in nature. Whenever any element of the General Plan may be amended in the future, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency among General Plan elements.

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

The proposed housing element updated is mandated by the State to assure that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. Calabasas' Housing Element identifies strategies and programs that focus on: 1) conserving and improving existing housing; 2) providing adequate housing sites; 3) assisting in the provision of affordable housing; 4) removing governmental constraints to housing development; and 5) promoting fair and equal housing opportunities. In effect, the housing element update is beneficial to the public interest, convenience and welfare of the City and, therefore meets this finding.

3. *The site is physically suitable (including access, provision of utilities, compatibility with adjoining land uses, and absence of physical constraints) for the requested/anticipated land use development(s); and*

The City plans to fulfill its share of regional housing needs using a combination of residential projects with development entitlements, vacant residential sites, underutilized residentially zoned and mixed-use zoned sites, and second residential units. The RHNA is being met using existing sites and existing zoning. No rezoning is proposed for this update; therefore no changes to the land use element or the zoning map are necessary or proposed.

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

Pursuant to CEQA, an addendum to the 2030 General Plan's EIR was prepared for the housing element. In preparing the Addendum, staff independently reviewed, evaluated, and exercised judgment over the project and the project's environmental impacts. Because the residential land use

assumptions from the 2030 General Plan's 2008-2014 Housing Element remain valid and because the few new programs are not expected to have any environmental impacts, an addendum to the prior EIR is the appropriate environmental document under CEQA.

The proposed housing element update is consistent with the Final EIR that was certified by the City in December 2008. Consequently, the proposed housing element update would not create any new significant impacts or increased severity impacts as compared to what was identified in the Final EIR.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council approves File No. 130000963.

Section 5. All documents described in Section 1 of Resolution No. 2013-1388 are deemed incorporated by reference as set forth at length.

PASSED, APPROVED AND ADOPTED this 11th day of September, 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney

P.C. RESOLUTION NO. 2013-552

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS TO RECOMMEND TO THE CITY COUNCIL APPROVAL OF FILE NO. 13000963, ADOPTING THE 2014-2021 HOUSING ELEMENT UPDATE CONSISTENT WITH THE STATUTORY REQUIREMENTS OF STATE HOUSING ELEMENT LAW AS AN AMENDMENT TO THE CITY OF CALABASAS 2030 GENERAL PLAN.

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 August 15, 2013 before the Planning Commission.
3. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
4. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request
5. Testimony and/or comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearing.
6. All related documents received and/or submitted at or prior to the public hearing.

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

1. The Housing Element is a required element of the General Plan per State law (Government Code Section 65302).
2. Per California Government Code Section 65588, the Housing Element must be updated as appropriate, but not less than every eight years.

3. On November 6, 2012, the State Department of Housing and Community Development (HCD) approved SCAG's 5th Cycle RHNA Allocation Plan.
4. The fifth cycle housing element update must be approved and certified as compliant with State law by HCD no later than October 15, 2013.
5. City staff and housing policy consultant, Karen Warner Associates, Inc. (KWA), initiated preparation of the housing element update in December 2012.
6. On February 7, 2013, Planning staff and Ms. Warner of KWA conducted a public workshop before the Planning Commission to solicit input on housing needs and to confirm policy direction in the Element.
7. On July 1, 2013, staff submitted the Draft 2014-2021 Housing Element to HCD for a streamlined review.
8. On July 19, 2013, HCD issued a letter to the Community Development Director stating that the draft element meets the statutory requirements of the State's housing element law and that the element could be certified after it has been adopted by the City.
9. An addendum to the 2030 General Plan EIR was completed on July 31, 2013.
10. Notice of the August 15, 2013 Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall.
11. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).

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

FINDINGS

Section 17.76.050 of the Calabasas Municipal Code (CMC) allows Planning Commission to recommend approval of a proposed **General Plan Amendment** to the City Council provided that the following findings are made:

1. *The proposed amendment is internally consistent with the General Plan:*

The City's current 2008-2014 Housing Element was developed in conjunction with the 2030 General Plan, and is entirely consistent with the policies and proposals set forth by the Plan. The Draft 2014-2021 Housing Element update maintains this internal consistency. No sites are to be

rezoned; therefore, the update requires no amendments to the land use map, nor any zoning map amendments. With the exception of a few new programs, most updates to the Element are minor in nature. Whenever any element of the General Plan may be amended in the future, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency among General Plan elements.

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

The proposed housing element updated is mandated by the State to assure that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. Calabasas' Housing Element identifies strategies and programs that focus on: 1) conserving and improving existing housing; 2) providing adequate housing sites; 3) assisting in the provision of affordable housing; 4) removing governmental constraints to housing development; and 5) promoting fair and equal housing opportunities. In effect, the housing element update is beneficial to the public interest, convenience and welfare of the City and, therefore meets this finding.

3. *The site is physically suitable (including access, provision of utilities, compatibility with adjoining land uses, and absence of physical constraints) for the requested/anticipated land use development(s); and*

The City plans to fulfill its share of regional housing needs using a combination of residential projects with development entitlements, vacant residential sites, underutilized residentially zoned and mixed-use zoned sites, and second residential units. The RHNA is being met using existing sites and existing zoning. No rezoning is proposed for this update; therefore no changes to the land use element or the zoning map are necessary or proposed.

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

Pursuant to CEQA, an addendum to the 2030 General Plan's EIR was prepared for the housing element. In preparing the Addendum, staff independently reviewed, evaluated, and exercised judgment over the project and the project's environmental impacts. Because the residential land use assumptions from the 2030 General Plan's 2008-2014 Housing Element remain valid and because the few new programs are not expected to have any environmental impacts, an addendum to the prior EIR is the appropriate environmental document under CEQA.


"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."

The proposed housing element update is consistent with the Final EIR that was certified by the City in December 2008. Consequently, the proposed housing element update would not create any new significant impacts or increased severity impacts as compared to what was identified in the Final EIR.


Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the Planning Commission recommends to the City Council approval of File No. 13000963.

Section 5. All documents described in Section 1 of PC Resolution No. 2013-552 are deemed incorporated by reference as set forth at length.

PLANNING COMMISSION RESOLUTION NO. 2013-552 PASSED, APPROVED AND ADOPTED this 15th day of August, 2013.


Rick Shumacher, Chairperson

ATTEST:


Maureen Tamuri, AIA, AICP
Community Development Director

APPROVED AS TO FORM:


Matthew P. Lawrence
City Attorney

Planning Commission Resolution No. 2013-552, was adopted by the Planning Commission at a regular meeting held August 15, 2013, and that it was adopted by the following vote:

AYES: Chair Shumacher, Commissioners Sikand and Mueller

NOES: None

ABSENT: Commissioners Weintraub, Lia & Brown

ABSTAINED: None



CITY of CALABASAS

PLANNING COMMISSION AGENDA REPORT
AUGUST 15, 2013

TO: Members of the Planning Commission

FROM: Tom Bartlett, AICP, City Planner
Talyn Mirzakhian, Senior Planner

DESCRIPTION: Adoption of the 2014-2021 Housing Element Update consistent with the statutory requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan. An Addendum to the 2030 General Plan EIR has been prepared for this update.

RECOMMENDATION: Adopt Resolution No. 2013-552 recommending to the City Council adoption of the 2014-2021 housing element update consistent with the statutory requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan.

STAFF RECOMMENDATION:

That the Commission adopt Resolution No. 2013-552 recommending to the City Council adoption of the 2014-2021 housing element update consistent with the statutory requirements of State housing element law as an amendment to the City of Calabasas 2030 General Plan.

BACKGROUND:

State housing element statutes (Government Code Sections 65580-65589.8) mandate that local governments adequately plan to meet existing and projected housing needs of all economic segments of the community. The law recognizes that in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, State housing policy rests largely upon the effective implementation of local General Plans and in particular, local housing elements. Housing element statutes also require the State Department of Housing and Community

Development (HCD) to review local housing elements and to determine local compliance with State law.

California's housing element law requires that each city and county develop local housing programs to meet its "fair share" of existing and future housing needs for all income capacities and groups. Based upon a determined future housing need for the entire Southern California region, as assigned by HCD, the Southern California Association of Governments (SCAG) is responsible for developing and assigning the regional housing needs assessment, or "RHNA", to all Southern California cities and counties. For every RHNA planning period (previously a 6-year cycle, and now an 8-year cycle), all cities and counties are required to update their housing elements to adequately accommodate the new RHNA allocation, which represents the minimum number of housing units each community is required to plan for by providing "adequate sites" through general plan and zoning. The current housing element for the City of Calabasas was updated and certified in 2008 – five years ago. Therefore, the City's current housing element must be updated for the 2013-2021 planning period and it must accommodate the 5th cycle RHNA assigned to the City by SCAG. Fifth cycle housing element updates must be approved and certified as compliant with State law by HCD no later than October 15, 2013. If the City is successful in obtaining certification from HCD, it will not need to revisit the housing element until 2021. Conversely, if the City fails to meet the deadlines, then the housing element will need to be updated again in four years. State approval provides the City access to a variety of State housing funds, and bolsters legal protection to the General Plan because courts are more likely to deem it legally adequate.

In 2009, SCAG commenced coordination with local jurisdictions in preparation of the 5th cycle of RHNA. Initial coordination efforts focused on household forecast projections for the years 2020 and 2035. SCAG would use these forecast projections to establish a household growth number for each local jurisdiction, which would then be used to calculate the draft allocation. For the next three years, Planning staff worked diligently with SCAG to ensure that projections were realistic and not overestimated. Staff successfully convinced SCAG to reduce their initial projections, which resulted in a lower draft RHNA allocation compared to what the City would have received if the growth projections had not been reduced. Staff continued to seek a RHNA reduction by appealing the draft allocation, but the City's appeal was denied by SCAG's RHNA Board in July 2012.

The 5th cycle Final RHNA Allocation Plan was formally adopted by SCAG's Regional Council on October 4, 2012, and approved by HCD on November 6, 2012. The City of Calabasas was allocated a total of **330** units distributed among the following income groups: 88 very low income; 54 low income; 57 moderate income; and 131 above moderate income units. The new RHNA number is significantly lower than the current cycle's 521 unit allocation. Shortly after the Final RHNA Allocation Plan was adopted by SCAG, the City and its housing policy consultant, Karen Warner Associates, Inc. (KWA), initiated preparation of the housing element update.

On February 7, 2013, Planning staff and Ms. Warner of KWA conducted a public workshop before the Planning Commission to solicit input on housing needs and to confirm policy direction in the Element. The Planning Commission requested that staff reach out directly to the senior residents of Calabasas and inquire about their specific needs so that future housing programs and policies included in the updated Housing Element can be responsive to those needs. Accordingly, on February 13, 2013 staff emailed a brief survey to 200 Calabasas seniors who are part of the “Savvy Seniors” program. Within a few weeks, staff received 45 completed surveys. The housing needs and issues raised in the survey are addressed within the Housing Element’s policies and programs. A discussion of the survey and associated results is included on Pages V-2 – V-3 of the attached draft housing element (see Exhibit B).

On July 1, 2013, staff submitted the Draft 2014-2021 Housing Element to HCD for a streamlined review. On July 18th, HCD staff, Planning staff and Ms. Warner participated in a teleconference, during which HCD staff identified a few minor concerns regarding the draft element and requested associated revisions. Later that day, Planning staff resubmitted a revised draft element to HCD. On July 19, 2013, after having completed their review, HCD staff issued a letter (see Exhibit C) to the Community Development Director stating that the draft element meets the statutory requirements of the State’s housing element law and that the element can be certified after it is adopted by the City.

Concurrent with HCD’s review, Rincon Consultants Inc., one of the City’s retained environmental consultants, commenced preparation of an addendum to the 2030 General Plan’s EIR. The addendum was finalized on July 31, 2013 (see Exhibit D).

STAFF ANALYSIS:

A. Updated Residential Sites Analysis- An important component of the Housing Element is the identification of adequate sites for future housing development to address the City’s RHNA. Calabasas’ 2014-2021 RHNA allocation is 330 units distributed among the following income groups: 44 extremely low income; 44 very low income; 54 low income; 57 moderate income; and 131 above moderate income units. The City plans to fulfill its share of regional housing needs using a combination of the following methods:

- Residential projects with development entitlements;
- Vacant residential sites;
- Underutilized residential and mixed-use sites; and
- Second residential units.

Calabasas’ residential sites capacity from the above sources provides for 747 additional units, including sites suitable for development of 331 lower income, 171

moderate income and 245 above moderate income units, reviewed in detail in Section V.B. of the 2014-2021 Draft Housing Element. The RHNA is being met using existing sites and existing zoning. No rezoning is proposed for this update.

B. Housing Programs- The 2008-2014 Housing Element identifies 19 housing programs for the current planning period. The goals and policies of the current element remain appropriate to the updated 2014-2021 element, and most of the housing programs remain appropriate for continuation. However, the following programs have either been completed or are otherwise no longer applicable, as discussed in the Housing Element Background Report (see esp. "Review of Accomplishments"):

- Modification of RM Zoning Standards
- Residential Rezoning Program
- Zoning Ordinance Revision
- Workforce Housing Program

Table V-5 in the Draft 2014-2021 Housing Element summarizes the proposed housing programs for the upcoming planning period. The table includes four (4) new programs discussed in detail within the Draft 2014-2021 Housing Element. The four new programs include:

- Home Repair Program
- Universal Design/Visitability
- Senior Housing Opportunities
- Housing Opportunities for Persons Living with Disabilities

C. General Plan Consistency- The Calabasas 2030 General Plan is comprised of the following eleven elements: Land Use; Circulation; Housing; Conservation; Open Space; Parks and Recreation; Noise; Safety; Community and Economic Design; Cultural Resources; and Communications, Technology and Infrastructure. The City's 2008-2014 Housing Element was developed in conjunction with the other ten elements of the 2030 General Plan, and is entirely consistent with the policies and proposals set forth by the Plan. The 2014-2021 Housing Element update maintains this internal consistency. No sites are to be rezoned; therefore, the update requires no land use or zoning map amendments. Whenever any element of the General Plan is amended in the future, the Housing Element will be reviewed, and modified if necessary, to ensure continued consistency among General Plan elements.

ENVIRONMENTAL REVIEW:

Pursuant to the California Environmental Quality Act (CEQA), an addendum to the 2030 General Plan EIR was prepared by Rincon Consultants, Inc. for the housing element update (see Exhibit D). Because the residential land use assumptions from the 2030 General Plan's 2008-2014 Housing Element remain valid and because the few new programs are not expected to have any environmental impacts, an addendum to the prior EIR is the appropriate environmental document under CEQA. The proposed housing element update is consistent with the Final EIR that was certified by the City in December 2008. Consequently, the proposed housing element update would not create any new significant impacts or increased severity of impacts as compared to what was identified in the Final EIR.

REQUIRED FINDINGS:

The findings required in Section 17.76.050(A) of the Calabasas Municipal Code for general plan amendments are contained in the resolution attached as Exhibit A.

ATTACHMENTS:

- Exhibit A: Planning Commission Resolution No. 2013-552
- Exhibit B: Draft 2014-2021 Housing Element and Background Report
- Exhibit C: July 19, 2013 letter from HCD
- Exhibit D: Addendum to 2030 General Plan EIR

CITY of CALABASAS
2030 General Plan

2014-2021 HOUSING ELEMENT

PUBLIC REVIEW DRAFT

AUGUST 2013

**CITY OF CALABASAS
COMMUNITY DEVELOPMENT DEPARTMENT
100 CIVIC CENTER WAY
CALABASAS, CA 91302**



KAREN WARNER ASSOCIATES

Housing Policy Consultants

City of Calabasas 2030 General Plan

Chapter V. Housing Element

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Appendices

- A. Public Participation
- B. Residential Sites Inventory
- C. Housing Element Background Report

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V.A Introduction

State housing element statutes (Government Code Sections 65580–65589.8) mandate that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. The law recognizes that in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. As a result, State housing policy rests largely upon the effective implementation of local General Plans and in particular, local Housing Elements. Housing element statutes also require the State Department of Housing and Community Development (HCD) to review local housing elements for compliance with State law.

California’s Housing Element law requires that each city and county develop local housing programs to meet its “fair share” of existing and future housing needs for all income groups. The Southern California Association of Governments (SCAG) is responsible for developing and assigning these regional needs, or “RHNA”, to Southern California jurisdictions. Pursuant to the RHNA planning period and consistent with State Law, the Calabasas Housing Element is an eight–year plan extending from 2014–2021.

Calabasas’ Housing Element identifies strategies and programs that focus on: 1) conserving and improving existing housing; 2) providing adequate housing sites; 3) assisting in the provision of affordable housing; 4) removing governmental constraints to housing development; and 5) promoting fair and equal housing opportunities.

Public Participation

Section 65583(c)(8) of the Government Code states that the housing program in the housing element shall include “a diligent effort by the local government to achieve public participation of all economic segments of the community in the development of the housing element, and the program shall describe this effort.” Opportunities for community stakeholders to provide input on housing issues and recommend strategies are critical to the development of appropriate and effective programs to address the City’s housing needs. Calabasas has solicited input from the public throughout the year–long housing element process: during development of the draft element; during public review of the draft element; and during the adoption process.

The City solicited public input early during preparation of the Element through dissemination of an on–line housing needs survey. The ten question survey was posted



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on the City's website from November 1, 2012 – January 3, 2013, with 74 completed surveys received. The following summarizes some of the primary input received from the housing needs survey, with the complete survey results included in Appendix A:

- Over half of respondents indicated the housing they live in was in need of minor repairs (43%), modest rehabilitation improvements (7%), or major upgrades (5%).
- Of the 3 areas identified for transition to mixed use in the 2030 General Plan, 48% of respondents identified the East Village/Calabasas Road area as having the greatest potential for development within the planning period.
- 42% of respondents identified senior housing as the type of housing most in need in Calabasas.
- A variety of write-in comments were provided, including the need for more affordable housing options, provision of housing in a mixed use context near services, single-level housing for aging populations, outreach on available rehabilitation assistance to older homeowners.

Calabasas conducted a public workshop on February 7, 2013 before the Planning Commission to solicit input on housing needs and to confirm policy direction in the Element. Notification of the workshop was provided in the local newspaper and posted on the City's website. Direct notification was also provided to local stakeholders including: for-profit and non-profit housing developers; advocacy groups representing lower income populations; and adjacent jurisdictions. The Planning Commission requested that staff reach out directly to the senior residents of Calabasas and inquire about their specific needs so that future housing programs and policies included in the updated Housing Element can be responsive to those needs.

Accordingly, on February 13, 2013 staff emailed a brief survey to 200 Calabasas seniors who are part of the "Savvy Seniors" program. Within a few weeks, staff received 45 completed surveys (23% return rate), summarized as follows (*refer to Appendix A for complete results*):

- 52% of respondents indicated that they would like to have other family members live in Calabasas but the family members cannot afford to rent or buy here.
- If faced with the challenge of leaving their home, the majority of respondents stated that they would prefer to live in an independent living facility.
- 20% of respondents living in a single-family home indicated they would potentially be interested in providing a small second unit on their property to house a family member or caregiver, and/or to provide rental income.

The housing needs and issues raised in the two Calabasas surveys are addressed within the Housing Element's policies and programs. For example, the Housing Rehabilitation



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Program will include an expanded senior outreach component; the sites inventory identifies several sites within walking distance of commercial services and emphasizes redevelopment of older uses in the East Village for mixed use development; and the second unit ordinance is being re-evaluated to provide expanded opportunities.

Relationship to Other General Plan Elements

The Calabasas 2030 General Plan is comprised of the following eleven elements: Land Use; Circulation; Housing; Conservation; Open Space; Parks and Recreation; Noise; Safety; Community and Economic Design; Cultural Resources; and Communications, Technology and Infrastructure. The City's 2008–2014 Housing Element was developed in conjunction with the 2030 General Plan, and is entirely consistent with the policies and proposals set forth by the Plan. The current 2014–2021 Housing Element update maintains this internal consistency. Whenever any element of the General Plan is amended in the future, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency among General Plan elements.

Resources for Program Implementation

Calabasas has one primary funding source available for implementation of Housing Element programs – the Affordable Housing Fund, generated from inclusionary housing in-lieu fee and commercial affordable housing impact fee revenues. The Housing Element recommends allocation of the current \$1.3 million Affordable Housing Fund balance towards: Affordable New Construction; Preservation of At-Risk Housing; and the Home Repair Loan program. Other funding resources include Community Development Block Grant, which funds the Single-Family Rehabilitation Program, and General Fund monies, which fund the Rental Assistance Program. In addition, the City will continue to generate modest levels of inclusionary in-lieu and commercial affordable housing impact fee revenues which will further support affordable production and preservation activities.



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V.B Residential Sites Analysis

California Housing Element law requires that each jurisdiction develop local housing programs to meet their “fair share” of existing and future housing needs for all income groups. This “fair share” allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of not only its resident population, but also for the jurisdiction’s projected share of regional housing growth across all income categories. Regional growth needs are defined as the number of units needed to accommodate forecasted household growth, as well as units needed to compensate for anticipated demolitions and changes to achieve an “ideal” vacancy rate.

In the Southern California region, the agency responsible for assigning these regional housing needs to each jurisdiction is the Southern California Association of Governments (SCAG). The regional growth allocation process begins with the State Department of Finance’s projection of Statewide housing demand, which is then apportioned by the State Department of Housing and Community Development (HCD) among each of the State’s official regions. For 2014–2021, SCAG was allocated a total housing need range of 409,060 to 438,030 units.

SCAG has determined the projected housing needs throughout its region for the 2014–2021 Housing Element cycle, and has allocated this housing need to each jurisdiction by income category. This Regional Housing Needs Assessment (RHNA) represents the minimum number of housing units each community must plan for by providing “adequate sites” through general plan and zoning. An important component of the Housing Element is the identification of adequate sites for future housing development to address the City’s RHNA. Calabasas’ 2014–2021 RHNA allocation is 330 units distributed among the following income groups: 44 extremely low income; 44 very low income; 54 low income; 57 moderate income; and 131 above moderate income units.

The City plans to fulfill its share of regional housing needs using a combination of the following methods:

- Residential projects with development entitlements;
- Vacant residential sites;
- Underutilized residential and mixed–use sites; and
- Second residential units.

Calabasas’ residential sites capacity from the above sources provides for 747 additional units, including sites suitable for development of 331 lower income, 171 moderate



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income and 245 above moderate income units, reviewed in detail in the following narrative. A parcel specific site inventory and site map is included in Appendix B.

Projects with Entitlements

Calabasas currently has two residential projects with development entitlements that will contribute towards addressing its future RHNA needs. Projects under construction with occupancy projected to occur prior to 2014 – such as the 60 unit Horizons 55 senior condominiums – are discussed in the Background Report under Review of Accomplishments (Appendix C). Only those projects with occupancy in the 2014–2021 planning cycle are credited towards the sites inventory, as presented in **Table V-1**.

Table V-1 Residential Projects with Entitlements (occupancy post 2013)			
Project Name	Total Units	Very Low Income	Market Rate
Paxton Calabasas	78	4	74
Village at Calabasas	80	8	72
Total	158	12	146

Source: Calabasas Community Development Department, 2013.
¹Affordable units to be provided off-site.

- **Paxton Calabasas** (previously “Entrada at Malibu Canyon”) was originally approved by the City Council in 2007 for 86 condominiums. Since the approval, the original applicant (Standard Pacific Homes) sold the property as entitled to Calabasas Blue. The new owners opted to modify the approved project to minimize some of the project's environmental impacts – especially the site grading – reducing the number of units to 78. Paxton Calabasas is being developed on 5 acres of the total 21 acre hillside site located on Las Virgenes Road, and will address its inclusionary requirements by providing four units affordable to very low income households.



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- **The Village at Calabasas** has received entitlements for development of a 212,400 square foot mixed-use project to include 72 condominium units, 8 very low income rental units, 10,700 square feet of neighborhood-serving commercial uses, and public and private recreational amenities. The 5.4 acre site is currently occupied by the Calabasas Inn – a restaurant, wedding and banquet facility – and is located within walking distance of Old Town Calabasas. As a means of fulfilling the City’s inclusionary requirement, the project developers (D2 Development & The New Home Company) are providing double the number of affordable units required under the City’s inclusionary ordinance (10% instead of 5% very low income units), in exchange for development concessions for increased height and reduced parking stall width.

Vacant Residential Sites

The City’s 2030 General Plan included a parcel-specific inventory of all vacant residential land in Calabasas. The inventory is hereby updated for the 2014–2021 Housing Element. The land survey documents a total of 1,344.2 vacant residential acres, presented in **Table V-2**.

Table V-2 Vacant Residential Sites Inventory			
Zoning Category	Density	Acreage	Unit Potential
Hillside Mountainous (HM)	1 unit/40 acres	1,216 acres	60
Rural Residential (RR)	1 unit/10 acres	96.6 acres	12
Residential Single-Family (RS)	6 units/acre	14.3 acres	27
PD/RM (20)	20 units/acre	16 acres	180
Mixed Use (CMU)	20 units/acre	1.3 acres	27
Total		1,344.2 acres	306 units

Notes:

1. For single-family residential zoned areas (HM, RS, and RR zones), estimated build-out potential includes one dwelling per existing legal lot, and additional dwellings on larger properties where potentially allowable under the City’s zoning and subdivision requirements.
2. Vacant lots zoned Rural Community (RC) have not been included in the sites inventory as most are undevelopable due to a variety of significant site constraints, and thus realistic unit potential is minimal and difficult to predict.



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Although the vast majority of the vacant acreage in Calabasas is in the Hillside/ Mountainous (HM) district, only a relatively few number of units can be developed in HM areas due to severe physical constraints, lack of roads and sanitary sewers, and safety issues. Other vacant single-family land is limited to areas designated Rural Residential (RR), also subject to significant development constraints related to topography and access. Only 14 acres of vacant, unconstrained Residential Single-Family (RS) land remains in Calabasas, supporting densities up to 6 units/acre. In total, approximately 212 new single-family housing units can be developed on sites that have not already received land use entitlements.

In terms of multi-family sites, the 2030 General Plan designated the following three vacant sites for multi-family development at densities of 20 units per acre:

- The **Las Virgenes** site (*Site #3 in Multi-family Sites Inventory in Appendix B*) consists of two large hillside parcels totaling over 70 gross acres under single ownership. This site is located on the Las Virgenes Road corridor, which links directly into the Ventura Freeway and has been transitioning to residential use over the past several years. The General Plan designates 6 acres of the site's buildable area near Las Virgenes Road as Residential Multiple-Family (RM 20), providing for 120 multi-family units. An additional 10 acres of the site is designated Planned Development (PD), accommodating a mix of residential, retail and office uses, with the goal of creating a "village center" along Las Virgenes Road. The PD portion of the site provides for densities of 20 units/acre and up to 60 multi-family units – permitted both stand-alone residential and residential/commercial mixed use – as well as up to 155,000 square feet of commercial development. Residential development is a mandatory use in the PD district, with the commercial component not permitted to develop without the residential use.

The purpose of the PD designation is to encourage innovative land use planning on larger parcels, providing flexibility from prescribed zoning standards to achieve a superior design. With the exception of a 35-foot height limit and parking requirements consistent with the City's standards by land use type, the Development Code does not define development standards for the PD district.

- **Old Town Mixed Use** (*Site #4 in Multi-family Sites Inventory in Appendix B*) consists of a vacant, one-acre parcel located on the north side of Calabasas Road on the eastern edge of Old Town Calabasas. The site is flat and well situated to infill development, located less than ¼ mile to transit and



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shopping, including a grocery store. The General Plan designates the site as Mixed Use 1.0, providing residential uses “by right” at densities of 20 units per acre, as well as accommodating commercial uses at a combined intensity up to 1.0 FAR. The Mixed Use 1.0 designation requires residential uses to constitute a minimum 50% of the overall project floor area. Twenty multi-family units can be accommodated within the mixed use development standards on this site, with additional units achievable under the City’s density bonus ordinance for affordable housing, similar to the Old Town Senior Housing project recently developed nearby.

- **A small, 0.36 acre parcel on Las Virgenes Road** is designated CMU 0.6 (*Site #5 in Multi-family Sites Inventory in Appendix B*). The parcel is surrounded to the north and east by a commercial, office building and associated parking lot, to the south by the 101 Freeway, and to the west by Las Virgenes Road. This triangularly-shaped parcel is relatively flat and not subject to any known environmental constraints to development. The site is well situated to infill development, located less than ½ mile to transit and shopping, including a grocery store. The General Plan designates the site as Mixed Use 0.6, providing residential uses “by right” at densities of 20 units per acre, as well as accommodating commercial uses at a combined intensity up to 0.6 FAR. The Mixed Use 0.6 designation requires residential uses to constitute a minimum 20% of the overall project floor area. Seven multi-family units can be accommodated within the mixed use development standards on this site.

Underutilized Residential Sites

The Calabasas 2030 General Plan identified the following three distinct areas as appropriate for long-term transition to relatively high intensity, pedestrian-oriented environments with an integrated mix of uses:

- **West Village** – The Agoura Road corridor is currently dominated by office and business park uses. The Land Use Plan’s vision is to gradually transition the corridor to a mix of office, retail, and residential uses that creates a village ambiance and strong “sense of place.” With 80 acres designated for mixed use at an FAR of 0.75, 229 multi-family units could be accommodated.
- **East Village** – The mixed use area along both sides of Calabasas Road provides an opportunity for recycling and intensification of existing uses to create a mix of office, retail, and residential uses to complement the uses



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planned for Old Town Calabasas and provides the impetus for creating a pedestrian-oriented "city center" and gathering place. The 81 acres designated mixed use in this area, at an 1.0 FAR, provide for 191 new units.

- **Las Virgenes/Mureau** – City Hall, including the City library, vacated its original Business Park location when the new Calabasas Civic Center and Library opened in mid 2008. The 28 acres of existing office/business park uses in this area may gradually transition to a mix of office, retail, and multi-family residential uses that create a village ambiance. With a permitted FAR of 0.75, 81 multi-family units can be accommodated.

Other than the one acre vacant commercial mixed-use (CMU) parcel in Old Town described above, these mixed use areas were not anticipated to transition within the 2008–2014 Housing Element period and thus were not included in the prior Housing Element sites inventory. More recently, as the availability of vacant sites has diminished, the City has seen multi-family development occurring through redevelopment of existing commercial sites, such as the Canyon Creek senior housing project and The Village project on the prior Calabasas Inn site. For purposes of identifying properties suitable for intensification during the 2014–2021 Housing Element, City staff conducted a land use survey in December 2012 of parcels in the CMU and RM zoning districts, identifying underutilized parcels based on the following criteria: 1) significant underutilization of permitted density or floor area (FAR); 2) existing use approximately 30+ years old, or surface parking lot; and 3) low building structure value.

As summarized in Table V-3, 21.6 acres of RM and CMU designated parcels meet the City’s underutilized sites criteria, including a balance of CMU sites in the East and West Village, as well as two underutilized RM sites. These sites are #6–#10 in the Multi-Family Sites inventory in Appendix B, and are described in the narrative which follows.

**Table V-3
Underutilized Residential Sites Inventory**

Zoning Category	Density	Acreage	Unit Potential
Residential Multiple-Family RM (12)	12 units/acre	5 acres	60
Residential Multiple-Family RM (16)	16 units/acre	2.4 acres	39
Mixed Use Commercial (CMU)	20 units/acre	14.2 acres	172
Total		21.6 acres	271



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- **Site 6** is a 6.6-acre site partially developed with the Rancho Pet Kennel. While the northern portion of the site is hilly, a sizable flat area of approximately 5 acres is readily buildable. The existing kennel facility consists of an 800 square foot main house approaching 60 years in age, and a series of peripheral structures which house the dogs and serve as storage. County assessor records indicate the value of site improvements comprise only one percent of the property's total assessed value, further indication that existing uses on the kennel site would not constitute a constraint to site development. In terms of potential environmental constraints, because the site is located within 500 feet of a freeway, the General Plan will require a health risk analysis to demonstrate residents would not be exposed to health risks exceeding SCAQMD standards. In addition, the General Plan will require mitigation to achieve acceptable interior noise levels, and depending on the layout of the project, may also require mitigation for exterior noise. The 2030 General Plan designates the Pet Kennel site for Residential, Multi-family, providing for a lower intensity multi-family use at 12 units per acre. With 5 buildable acres, the Pet Kennel site can accommodate 60 units.

- **Site 7** is an underutilized commercial property comprised of two adjacent parcels totaling 39,300 square-feet. The main parcel, abutting Las Virgenes Road, is 28,700 square-feet and is developed with a 12,100 square-foot commercial building (shopping center) and a portion of the associated parking lot. The second parcel is 10,625 square feet and houses the remainder of the parking lot for the shopping center. The building is currently occupied by a variety of commercial uses such as restaurants, a laundromat, a liquor store, etc. The building (nearly 50 years old) dates from 1965, is in poor physical condition, and fails to meet current building codes. Additionally, the current zoning designation of CMU permits a floor area ratio (FAR) of 0.6, compared to the developed FAR of just 0.4. A new commercial development has been approved to the north of the site, and once constructed, could serve as incentive for the redevelopment of this underutilized site. Redeveloped to its full potential, the site could continue to accommodate a variety of commercial uses, as well as the integration of multi-family residential. An estimated 18 units at 20 unit/acre densities can realistically be accommodated on this site.

- **Site 8** consists of a single, 2.5 acre parcel located at 4235 Las Virgenes Road. The site is currently home to the Calabasas Presbyterian Church, which occupies roughly one-third of the property. Approximately one acre of the site is occupied by three prefabricated, temporary buildings dating from 1991 and totaling 7,650



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square-feet, a 400 square-foot shed constructed in 1963, and the Church parking lot. The remaining 1.5 acres of the site is undeveloped. The site is zoned RM-16, allowing up to 16 units per acre of residential multi-family development for a total development potential of 39 moderate-income units. The zoning designation also allows for maximum site coverage of 55%. With an existing FAR of 0.1 and site coverage of just 8.8%, this site is significantly underutilized. Additionally, the four structures are functionally obsolete and the City does not anticipate that the buildings have a much longer functional life span. City Planning staff recently fielded an inquiry regarding development of multi-family residences on the undeveloped portion of this site. In such a scenario where only the remaining undeveloped portion of the site is developed, the site could still accommodate approximately 24 dwelling units in addition to the existing four buildings. Considering the age of the buildings and how greatly underutilized this site is, potential for redevelopment or partial redevelopment is high.

- **Site 9** is located in the East Village mixed use area. The vision presented in the City's 2030 General Plan for the East Village is a comprehensive revitalization of the area, creating an expanded "village" environment by including new professional offices, retail commercial uses, visitor accommodations, and residential development connected with pedestrian spaces, plazas and parks. The five underutilized parcels that comprise Site 9 are zoned Commercial Mixed Use CMU .95, with redevelopment of CMU parcels required to include a minimum 20% residential component. With the General Plan's vision and zoning requirements in mind, the realistic unit potential for site 9 was calculated based on 50% of the area being developed to include housing. Site 9 is comprised of five adjacent parcels located on the north side of Calabasas Road, abutting the 101 Freeway. Collectively these five parcels offer nearly twelve acres of prime real estate in the heart of the City, with potential for new mixed-use development replacing obsolete 30-40 year old buildings, and offering potential for as many as 115 new housing units. For the purposes of discussion, Site 9 has been broken down into two groups: Site 9A and 9B.

Site 9A is comprised of two parcels under common ownership: (1) a 47,700 square-foot parcel located at 24005 Calabasas Road and developed with a 7,200 square-foot restaurant building built in 1972; and (2) the adjacent 21,000 square-foot parcel developed as a parking lot for the restaurant. The floor area ratio (FAR) for Site 9A is just 0.11, well below the permitted intensity of 0.95 FAR. Additionally, the existing building does not comply with current building



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codes and is considered sub-standard when compared to the existing buildings across the street. Planning staff has been contacted by the property owner of Site 9A with inquiries about redevelopment, applicable zoning regulations, and what the City envisions for the property. Because these parcels are greatly underutilized, the building is sub-standard, the location is squarely within a part of the City for which revitalization is envisioned, and interest in redevelopment has been expressed on the part of the property owner, the potential of redevelopment for this site very high.

Site 9B is comprised of three adjacent parcels located at 23945, 23901, and 23801 Calabasas Road. 23945 Calabasas Road is a 58,000 square-foot parcel developed with a 53,000 square-foot office building; 23901 Calabasas Road is a 195,000 square-foot parcel developed with a 100,00 square-foot office; and 23801 Calabasas Road is a 174,000 square-foot parcel developed with a 95,000 square-foot office. The three offices are all two-stories and approximately 30 years old. All three parcels are zoned CMU 0.95 and could accommodate up to twenty (20) dwelling units per acre and an FAR of 0.95. With a combined existing FAR of 0.58, Site 9B is developed at an intensity well below the allowable FAR. Additionally, all three buildings do not comply with current building codes and are considered sub-standard when compared to the existing office buildings across the street. Site 9B occupies the center portion of the East Village where, as stated in the 2030 General Plan, opportunities for more of a pedestrian-focused downtown environment are unmet. Redevelopment of these properties with residential or mixed-use projects (with a residential component) would comply with General Plan policies and would be supported by the City. Planning staff has fielded inquiries from two major developers interested in purchasing all three parcels and redeveloping the properties in compliance with the General Plan policies and the CMU 0.95 zoning.

- **Site 10** is a 1.96-acre parcel adjacent to Calabasas City Hall and currently improved as a private surface parking lot. The parking lot provides overflow parking spaces for City Hall employees and employees in the office buildings across the street. The General Plan designated this site for mixed use, and the site has been zoned CMU 0.95, providing for residential densities of 20 dwelling units per acre and accommodating 39 multi-family units. This is located in the heart of the City's downtown and, with the lone improvement being a parking lot, it would require very minor demolition and development preparation. Additionally, the existing overflow parking offered by this site would not need to be replaced upon redevelopment because it serves as overflow only. The subject



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site and adjoining commercial properties were originally planned and entitled as a mixed commercial and governmental center with shared parking and extensive pedestrian connectivity. The center currently has underutilized spaces; additionally, ample street parking is available.

Second Residential Units

Second units are self-contained living units with cooking, eating, sleeping, and full sanitation facilities, either attached to or detached from the primary residential unit on a single lot. Second units offer several benefits. First, they typically rent for less than apartments of comparable size, and can offer affordable rental options for seniors, college students and single persons. Second, the primary homeowner receives supplementary income by renting out their second unit, which can help many modest income and elderly homeowners remain in or afford their homes.

Calabasas has significant additional site capacity to accommodate second units, although has experienced a relatively limited number of second unit applications, with just four during the 2008–2012 period. Particularly in light of its aging population, the City is interested in facilitating the provision of second units as a means of allowing seniors to remain in their homes. In the City’s Senior Housing Needs Survey conducted in conjunction with the Housing Element, approximately one-quarter of non-renter respondents indicated an interest in having a second unit either for a caregiver, family member or to generate rental income. Given this level of interest, the Housing Element includes a program to evaluate and amend the City’s current second unit standards to provide greater flexibility, such as an increased unit size subject to a CUP, to encourage the provision of both attached and detached second units.

With modification of second unit standards to facilitate, combined with enhanced marketing of second unit opportunities, the City projects a modest increase in the rate of second unit production to twelve units during the 2014–2021 planning period. Rent levels on second units are generally less than a one bedroom apartment, and thus can be assumed to fall within levels affordable to moderate income households.



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Development Potential Compared with Calabasas’ Regional Housing Needs

Table V-4 compares Calabasas’ residential unit potential described in the sections above (and quantified in Tables V-1, V-2 and V-3), and provides a comparison with the City’s 2014–2021 Regional Housing Needs (RHNA) for 330 units.

Table V-4 Comparison of Sites Inventory with Regional Housing Growth Need (RHNA)							
Income Group	Entitled Projects (post 2013 occupancy)	Minimum Density Guidelines	Vacant Residential Sites	Underutilized Residential Sites	Second Units	Total Unit Potential	Total RHNA
Very Low	12	≥20 du/acre	147	172		331	88
Low							54
Moderate		≥12 du/acre	60	99	12	171	57
Above Moderate	146	≤12 du/acre	99			245	131
Total	158		306	271	12	747	330

In terms of evaluating the adequacy of sites to address the affordability targets established by the RHNA, Housing Element statutes provide for use of “default densities” to assess affordability. Based on its population, Calabasas falls within the default density of 20 units per acre for providing sites affordable to very low and low income households; sites suitable for moderate income households can be provided at 12 units per acre. Allocating Calabasas’ residential sites inventory based on these density thresholds, combined with the 12 very low income units known in entitled projects, results in the provision of sites suitable for development of 331 units affordable to lower income households, 171 units affordable to moderate income households, and 245 units for above moderate income households. A comparison of this income distribution with the City’s RHNA identifies sufficient sites at appropriate densities to accommodate Calabasas’ regional housing needs.

It is to Calabasas’ benefit that its residential site capacity exceeds the minimum RHNA required within each income category to help offset any sites that may be developed with fewer units than assumed in the Housing Element sites inventory. A healthy buffer above the required RHNA therefore provides a “margin of safety” from having to rezone additional sites during the 2014–2021 planning period of the element.



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Availability of Public Services and Facilities

The Las Virgenes Municipal Water District (LVMWD) provides both water and wastewater service in Calabasas. As part of the 2030 General Plan update, the City worked with LVMWD to ensure coordination of the updated Land Use Plan with the district's water and sewer facilities master plans. The General Plan directs new development to areas with adequate water and sewer facilities, or where facilities are planned consistent with the LVMWD's master plan.

LVMWD indicates projected water supply is adequate to serve the expected demand from incremental new development. As part of the development process, the City determines whether projects are required to submit water pressure and flow demand calculations to provide information to determine if adequate line capacity exists. Similarly, a sewer study may be required to determine if adequate line capacity exists and to project future flow volume and remainder capacities in the downstream segments.

SB 1087, effective January 2006, requires water and sewer providers to grant priority for service allocations to proposed developments that include units affordable to lower income households. Pursuant to these statutes, upon adoption of its Housing Element, the City will provide the Element to the Las Virgenes Municipal Water District, along with a summary of the regional housing needs allocation.

Environmental Constraints

As described in greater detail in the Housing Element Background Report, portions of Calabasas are subject to seismically induced liquefaction and expansive soils. However, with implementation of the Calabasas Building Code and policies contained in the Safety Element that require site specific engineering studies prior to development, the General Plan EIR concludes that these geologic impacts are less than significant.



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V. C Housing Conservation and Maintenance

Objective

Conserve and improve existing housing in Calabasas.

General Plan Approach

Maintaining the quality of existing housing and neighborhoods is an important goal for Calabasas. While the vast majority of housing in Calabasas is in excellent condition, the City does contain several neighborhoods developed in the 1960s and 1970s that are beginning to exhibit signs of deferred maintenance. In addition, the City has 140 rent-restricted affordable apartment units at risk of conversion to market rents, as well as Calabasas Village Mobile Estates, which provides over 200 mobile home park spaces with relatively affordable rents. The City has made it a high priority to preserve its existing stock of affordable housing.

Policies

- Policy V-1** Preserve the character, scale and quality of established residential neighborhoods.
- Policy V-2** Offer rehabilitation and home improvement assistance to low and moderate income households, seniors and the disabled.
- Policy V-3** Improve and implement the code enforcement program to ensure a high quality of life is maintained within the City's residential neighborhoods.
- Policy V-4** Undertake proactive steps to preserve existing assisted rental housing at-risk of conversion to market rents.
- Policy V-5** Encourage retention of Calabasas Village Mobile Estates as mobile home park use to provide a relatively affordable form of housing, and maintain permanent mobile home park zoning.



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- Policy V-6** To the extent financially feasible, provide limited rental assistance to extremely low and lower income, senior, and disabled tenants to address increasing rents in the community. Maintain a rent database to track changes in the local rental market.
- Policy V-7** Maintain the City's condominium conversion ordinance to preserve the City's existing rental housing stock.

Programs

1. Residential Rehabilitation Program: The City of Calabasas receives approximately \$85,000 annually in Community Development Block Grant (CDBG) funds through the County, of which it allocates \$70,000 toward the residential rehabilitation program. This program provides \$5,000 in grants and deferred zero interest loans of up to \$10,000 to lower income owner-occupants of mobile homes, single-family homes and condominiums. The program typically runs a wait list of six-plus months, with an average of 5-10 households assisted annually. Discussions with the program administrator indicate increasing difficulty in recent years qualifying many homeowner applicants because they have incomes above the 80% income threshold mandated under CDBG.

2014-2021 Objective: Continue to provide rehabilitation loans and grants to qualified homeowners. The objective is to assist an average of five households on an annual basis, for 40 households over the planning period.

2. Home Repair Program: In 2012, the City initiated a new program to assist low and moderate income property owners of severely dilapidated units cited for code violations to make needed repairs to make the units safe and habitable. The program is intended for single-family home properties and permitted secondary dwelling units with a Notice of Violation on file and documented code deficiencies require repairs, replacement, or reconstruction to such an extent that the value of the work is expected to exceed \$15,000. The City has allocated \$500,000 in Affordable Housing Funds to the program, and has adopted program guidelines which provide for loans of up to \$100,000 for repairs necessary to bring substandard properties into conformance with the Calabasas Building Code (including plumbing, electrical and structural).

2014-2021 Objective: Coordinate with code enforcement to identify low and moderate income homeowners in need of substantial rehabilitation improvements, and provide loans on an as-needed basis.



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3. Rental Assistance Program: Since 2004, the City has provided a Rental Assistance Program for extremely low and lower income senior and disabled residents in Calabasas Village Mobile Estates, expanded in 2007 to encompass qualifying residents in the City's apartment complexes. In December 2010, the City Council made the program permanent and expanded the capacity to 50 households and increased the subsidy amount to \$175, plus a yearly increase based on the Consumer Price Index. The Rental Assistance Program helps to address one of Calabasas' primary affordable housing needs – rental overpayment – and encompasses assistance to those most in need, households earning extremely low incomes.

2014–2021 Objective: Continue to provide rental assistance to extremely low to low income senior and disabled households at-risk of displacement. Provide ongoing assistance to 50 households, contingent on availability of funds.

4. Rental Registration Program: In June 2004, the City Council adopted Ordinance No. 2004–191, establishing a Rental Registration Program as a means of developing an inventory of rental units, monitoring rent levels, and minimizing renter displacement resulting from rapidly increasing rents. The ordinance requires owners of four or more rented dwellings (including mobile homes) to annually register units with the City and to report any increase in rent of 5% or greater, except those associated with a new tenancy. The ordinance requires the City to be notified of the increase at least 60 days prior to the effective date of the increase.

Planning staff annually contact rental property owners to maintain the rent database. The database includes property owner information; annual rental rates; and all reported increases for each unit. Over 1,300 apartment units, 210 mobile home park spaces, and 10 condominium units are registered.

2014–2021 Objective: Continue to maintain the Rental Registration Database as a tool to monitor rent levels in the community and ensure 60-day notification to the City of significant (>5%) increases in rents.

5. Mobile Home Park Preservation: Calabasas contains one mobile home park – the 210 space Calabasas Village Mobile Estates. As described under the Rental Assistance Program (#3), as a means of assisting extremely low to lower income park tenants affected by rising park space rents, the City offers a rental assistance program.

Recognizing that mobile homes provide relatively affordable housing for many seniors and lower income households, the City is committed to preserving Calabasas Village



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Mobile Estates. The City's General Plan and Development Code establish a distinct mobile home park designation. With these designations in place, a park owner seeking closure would have to first justify a General Plan amendment and zone change to the Planning Commission and City Council, and comply with State regulations governing mobile home park closures. By preserving Calabasas Village Mobile Estates, the City is helping address the housing needs of extremely low, low and modest income residents.

The State Department of Housing and Community Development (HCD) offers a Mobile Home Park Resident Ownership Program (MPROP) to assist resident organizations, non-profit housing providers, or local public agencies to acquire and own mobile home parks. The program offers low interest loans for the purchase or rehabilitation of a mobile home park.

2014–2021 Objective: Should tenants of the park indicate interest in purchasing the park as a means of maintaining control over space rent increases, provide information on available State MPROP funding and assist with the subdivision map waiver process consistent with the Subdivision Map Act.

6. Preservation of Assisted Housing: Calabasas contains two apartment complexes originally financed through the Los Angeles County Multi-Family Mortgage Revenue Bond Program – the 698 unit Malibu Canyon apartments and the 600 unit Archstone Calabasas. Under the County bond program, 20 percent of each project's units are required to be provided to low income (80% AMI) households at affordable rents, equating to a total of 260 income and rent restricted units. While the affordability restrictions on Archstone Calabasas extend to 2028, the regulatory agreement and associated affordability restrictions on Malibu Canyon expire in June 2016, placing the 140 low income units in this project at-risk during the planning period.

City staff has been in contact with both the Los Angeles Community Development Commission (CDC), and the California Housing Partnership Corporation (CHPC) to explore options for preserving the at-risk units. Both Agencies believe the City's options are quite limited, and offered the following two suggestions:

- Purchasing affordability from the owner of Malibu Canyon Apartments to preserve a portion of the affordable units. However, unless outside funds could be used to leverage the City's Affordable Housing Fund resources, preservation will be short lived given the limited amount of City funds available.
- Pursuing transfer of all or a portion of the project to a non-profit purchaser. The challenge with this option is that this is a 698-unit resort-style apartment



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community. Such a property, or even a portion of such a property, is most likely financially out-of-reach for most affordable housing developers.

Given these constraints, the City will proceed with the following steps:

- **Economic Analyses:** Conduct economic analyses to determine the present-value cost of buying-down rents.
- **Meet with Property Owner:** Contact the property owners to discuss City's desire to preserve as affordable housing, and explore incentive options – such as rent buy downs – in exchange for long-term use restrictions.
- **Explore Funding Sources/Program Options:** As necessary, contract with the California Housing Partnership Corporation to explore outside funding sources for a rent buy down and/or other program options for preservation.
- **Tenant Education:** Based on California law, property owners are required to give a twelve-month notice of their intent to opt out of low income use restrictions. The City will work with tenants to provide education regarding tenant rights and conversion procedures.

2014–2021 Objective: The City's objective is to preserve the 140 at-risk rental units in Malibu Canyon Apartments, and will undertake the following steps: 1) conduct economic analysis; 2) meet with property owner; 3) explore funding sources/program options; and 4) provide technical assistance and education to affected tenants.

7. Condominium Conversion Ordinance: Apartment projects proposed for conversion to condominium ownership are subject to the City's Residential Condominium Conversion regulations (Section 17.34.310). The City mandates a Relocation Assistance Program to assist displaced tenants in finding equivalent or better housing. Under the City's General Plan, the City will not approve any condominium conversion when the vacancy rate within the City for multifamily housing is less than four percent.

It may be appropriate to strengthen the City's current Ordinance to preserve the existing rental housing stock and require affordable units in projects approved for conversion. Similar to many jurisdictions with inclusionary housing ordinances, Calabasas may want to extend its inclusionary housing requirements to condominium conversions to provide affordable homeownership opportunities.

2014–2021 Objective: Implement the City's Condominium Conversion Ordinance. Evaluate strengthening the current Ordinance to extend the City's inclusionary housing requirements to encompass condominium conversions.



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V.D Variety of Housing Sites

Objective

Provide adequate housing sites through appropriate land use and zoning designations to accommodate the needs of existing and future Calabasas residents.

General Plan Approach

A key element in satisfying the housing needs of all segments of the community is the provision of adequate sites for a range of types, sizes and prices of housing. The City's 2030 Land Use Plan provides for a mix of housing, including single-family homes, condominiums, apartments, residential/commercial mixed use, and second units. Future housing growth in Calabasas will be accommodated on vacant residential sites, development of mixed use infill on key commercial corridors, and annexation of unincorporated areas adjacent the City.

Policies

- Policy V-8** Provide site opportunities for development of housing that respond to the diverse housing needs of Calabasas residents and workforce in terms of density, location and cost.
- Policy V-9** Provide opportunities for multi-family housing and mixed use development consistent with the City's regional housing needs requirement (RHNA), as mandated by the State.
- Policy V-10** Provide for the development of second units in existing single-family neighborhoods to provide additional opportunities for rental housing which conforms to the development standards within the underlying zone.
- Policy V-11** Pursue strategic, phased annexation of unincorporated areas adjacent to the City to provide additional growth opportunities.



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Programs

8. Residential Sites Inventory: As part of the Calabasas 2030 General Plan, the City undertook an extensive public process to identify and designate suitable sites for multi-family housing as required to accommodate Calabasas' regional housing needs (RHNA). Several sites were redesignated for by-right densities of 20 units per acre, and three areas were designated for residential/commercial mixed use, also permitted at 20 unit/acre densities. These sites have been rezoned consistent with the General Plan as part of the update to the City's Development Code in January 2010. These rezoned sites provide the basis for the 2014–2021 Housing Element residential sites inventory.

Pursuant to Government Code Section 65583.2(h), Calabasas' multi-family sites that had been subject to a rezone program to address a prior RHNA shortfall are required to permit a *minimum* density of 20 units/acre. The City's recent experience has been that developers are seeking to maximize permitted zoned densities, and in some instances exceed these densities through use of tools such as density bonuses. For example, Canyon Creek, the 75-unit senior affordable housing project completed in 2011, was granted a 35% density bonus, with which the developer was able to provide approximately 19 more units than what the maximum development standards for that zone allowed at the time of approval. Nonetheless, the City will monitor the impacts of its 20 unit/acre maximum by-right density on development feasibility and modify as appropriate.

2014–2021 Objective: Maintain a current inventory of vacant and underutilized residential sites, and provide to interested developers in conjunction with information on available development incentives. Monitor the impacts of the City's maximum 20 unit/acre density, report on in the Annual Housing Element Report to HCD, and modify the maximum density threshold as appropriate.

9. Second Units: A second unit is an attached or detached dwelling unit which provides complete, independent living facilities for one or more persons on the same parcel as the primary single-family dwelling. Second units offer several benefits. First, they typically rent for less than apartments of comparable size, and can offer affordable rental options for seniors, college students and single persons. Second, the primary homeowner receives supplementary income by renting out their second unit, which can help many modest income and elderly homeowners remain in or afford their homes.

Pursuant to current State law, Calabasas provides for second units through a ministerial, non-discretionary process, and permits on properties with RS, RR, HM and OS zoning,



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subject to the standards for such units specified in Section 17.32.180 of the Development Code.

While Calabasas continues to process second unit applications, with just four applications during the last 2008–2012 planning period, the level of activity has been fairly limited. Considering the benefits second units can offer an aging population in particular, the City will undertake the following actions to encourage and facilitate the provision of second units:

- Re-evaluate current second unit standards, including requirement for adherence to 30% lot coverage maximum. Consider allowance for reduced setbacks and deviations from other standards through a minor variance process.
- Consider allowing an increased unit size above the current 700 square foot maximum subject to a conditional use permit.
- Develop design guidelines and sample second unit site plans.
- Develop an educational brochure on second units, and discuss with development applicants opportunities to integrate second units in project design.

2014–2021 Objective: By 2015, re-evaluate the City's current second unit standards and amend the Development Code to better facilitate the provision of second units for seniors, caregivers, and other extremely low and lower income households. Develop an educational brochure and make information available on the City's website, at the City Hall public counter, and at the Senior Center. Prepare design guidelines and sample site plans, and encourage residential developers to integrate into project design as a form of multi-generational housing.

10. Annexation of Unincorporated Areas: Calabasas has numerous unincorporated areas adjacent the City boundaries, and has identified annexation of key areas as a goal of the 2030 General Plan. The Plan specifically identifies Craftsman's Corner, located north of the Ventura Freeway and east of Parkway Calabasas as a priority for annexation. The Land Use Plan designates the 65-acre Craftsman's Corner area as Mixed Use at a 1.0 FAR, providing for 300 multi-family units.

2014–2021 Objective: Pursue phased annexation of adjacent unincorporated areas to provide additional growth opportunities consistent with infrastructure capacities.



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V.E Development of Affordable Housing

Objective

Assist in the provision of a variety of housing types to address the needs of all economic segments of the Calabasas community.

General Plan Approach

Similar to most of southern California, housing affordable to lower and moderate income households in Calabasas is not being produced without some level of subsidy and/or development incentive. The City's inclusionary housing ordinance requires market-rate housing developments to provide a portion of units affordable to low and moderate income households, or to pay an in-lieu housing fee. Commercial development is also required to pay an impact fee to address the additional demand generated for affordable housing.

Policies

- Policy V-12** Continue to require new housing development to set-aside a portion of units for lower and moderate income households through the Inclusionary Housing Ordinance. Only if that is not economically feasible, allow for payment of an in-lieu fee, but this is considered the less desirable alternative.
- Policy V-13** Support the provision of affordable housing to employees in Calabasas through the Commercial/Industrial Development Impact Fee Program.
- Policy V-14** Provide financial and/or regulatory incentives to facilitate the development of affordable housing.
- Policy V-15** Encourage affordable housing units to be dispersed throughout a project, and not grouped together in a single area.
- Policy V-16** Encourage use of sustainable and green building design in new and existing housing to reduce energy and water consumption.



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Programs

11. Inclusionary Housing Program: Calabasas' Inclusionary Housing Program¹ requires all residential projects of five or more units to provide 5–20% of the total number of units in a project at affordable rent or sales levels. Instead of requiring a fixed percentage of all units to be allocated for affordable housing, the City's program allows for a range of affordable units depending on whether the units are targeted toward very low, low or moderate income households.

Where the Planning Commission determines that provision of onsite affordable units is not feasible, the Commission may approve one or more of the following alternatives to satisfy the inclusionary requirement:

- *Offsite construction of affordable units within ½ mile of the project site, equal to the number of affordable units that would otherwise be required onsite*
- *Offsite construction of special needs housing, such as emergency shelters, special care homes, employee housing, senior housing and hospices (each offsite special needs unit shall satisfy the requirement of two of the required affordable units)*
- *Conversion of market-rate housing to affordable levels through establishment of affordability covenants*
- *Rehabilitation of substandard housing deemed uninhabitable by the City*
- *Preservation of existing affordable housing at-risk of conversion to market rate within a five-year period*
- *Payment of in-lieu housing fees to be deposited into an Affordable Housing Fund to be used for the preservation and development of housing affordable to very low, low and moderate income households.*

In 2006, the City Council adopted the following updated in-lieu fees to reflect current market conditions and the increased affordability gap: \$17,713 per apartment unit, \$44,947 per condominium/townhome unit, and \$62,500 per single-family home. The higher in-lieu fee has resulted in several developers pursuing ways to include the affordable units within their projects or at an offsite location.

2014–2021 Objective: *Continue to utilize the Inclusionary Housing Ordinance as a tool to integrate affordable housing within market rate developments, or*

¹ Chapter 17.22 (Affordable Housing) of the Calabasas Municipal Code.



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alternatively, to provide affordable units in offsite locations. Provide development applicants with information on available options and incentives for fulfillment of inclusionary requirements, including density bonuses, and promote through the Affordable Housing brochure and webpage. Identify specific projects and programs for expenditure of Affordable Housing Fund revenues.

12. Commercial Affordable Housing Impact Fee Program: The Calabasas Housing Element also establishes the commercial/industrial impact fee program to mitigate the impact of new commercial/industrial development on the need for affordable housing. Under this program, new commercial, office or manufacturing development that introduces new workers into the community and thereby creates a need for more new housing than is available within a five-mile radius of the site, shall either, as determined to be appropriate by the Community Development Director:

- *Design the development as a mixed use project, providing housing affordable to employees within the project site; or*
- *Pay an housing impact fee to the Affordable Housing Fund*

To date, all new commercial/industrial developments have opted to pay the impact fee. The City Council increased the commercial impact fees in conjunction with the inclusionary housing in-lieu fees in 2006 to \$1.80 per square foot for retail, and \$3.00 per square foot for office, R&D, industrial and warehouse space. Commercial Impact Fee revenues are deposited into the Affordable Housing Fund.

***2014–2021 Objective:** Continue to implement the Commercial Impact Fee Program as a means of generating funds to provide affordable housing opportunities to Calabasas’ workforce.*

13. Affordable Housing Development Assistance: The City’s Affordable Housing Fund, generated from Inclusionary Housing and Commercial Impact Fee revenues, serves as the primary source of funds to support the production of affordable housing in the community. The City has accumulated approximately \$2.3 million in its Housing Fund to date, and has expended \$1 million of these funds in support of the 75 unit Old Town Senior Housing project. The City will continue to support development of affordable housing through assistance in site identification, and provision of financial and regulatory incentives.

***2014–2021 Objective:** Provide financial, regulatory and site identification assistance to facilitate production of affordable housing consistent with the*



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General Plan. Develop a project concept for expenditure of City Affordable Housing Funds, and by 2018, issue a Request for Qualifications (RFQ) for project development, with a goal to achieve one project within the planning period.

14. Green Building: “Green buildings” are structures that are designed, renovated, re-used or operated in a manner that enhances resource efficiency and sustainability. These structures reduce water consumption, improve energy efficiency, lessen a building’s overall environmental impact, and are more efficient and less costly to operate (and therefore more affordable). As part of the City’s Green Initiative, Calabasas has taken a number of significant actions towards becoming a sustainable city, including:

- *Adoption of a Green Building Ordinance applicable to all new construction, and completion of the Civic Center to the LEED gold standard*
- *Implementation of an aggressive recycling program, with a goal to exceed the State mandated 50% diversion rate*
- *Provision of educational information to residents on how to improve home energy efficiency and sustainability*
- *Promotion of available green rebates and financial incentives for single-family homes, multi-family structures and commercial properties, including participation in the County’s new Property Assessed Clean Energy (PACE) Program.*
- *Transition to alternative fuel vehicles for the City’s fleet of automobiles, trucks and vans for City employees, and public transit and old fashioned trolley cars that serve the public*
- *Adoption of a second-hand smoke ordinance and ban on use of polystyrene in food establishments*
- *Conversion of the City’s vehicular fleet to alternative fuel vehicles*
- *Implementation of a “Dark Skies” ordinance to encourage lower level illumination during night-time hours*

The 2030 General Plan is predicated on making Calabasas a more sustainable community. The Land Use Element establishes a new Mixed Use designation where people can live, work and shop without having to rely upon automobiles, and promoting the integration of residential uses in most commercial districts. The Conservation Element establishes numerous policies in support of sustainable development, including:



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- *Promote community/neighborhood designs that minimize energy use – e.g. mixed use development to allow residents to live where they work and shop*
- *Promote site design to minimize energy use – e.g. maximize solar access by use of non-reflective glass on south facing walls*
- *Promote building designs that minimize energy use – e.g. design buildings to maximize natural internal lighting*
- *Promote incorporation of energy conservation measures in existing and new developments*

2014–2021 Objective: Implement the 2030 General Plan which sets forth land use and conservation strategies to address energy conservation and climate change. Promote Calabasas’ multi-faceted Green Initiative to foster the community’s environmental sustainability.



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V.F Removal of Constraints to Housing

Objective

Address and remove governmental constraints that may hinder or discourage housing development in Calabasas.

General Plan Approach

As mandated by the state, the Housing Element must address, and, where legally possible, remove governmental constraints affecting the maintenance, improvement, and development of housing. Calabasas will implement the following policies and programs to mitigate governmental constraints on residential development and facilitate the development of a variety of housing.

Policies

- Policy V-17** Offer regulatory incentives and concessions, including density bonuses, to offset or reduce the costs of developing affordable housing.
- Policy V-18** Promote the timely processing and approval of residential projects that meet General Plan policies and City regulatory requirements.

Programs

15. Density Bonus Ordinance: Zoning Code Section 17.22 sets forth the City's density bonus incentives consistent with State law². In summary, applicants of residential projects of five or more units may apply for a density bonus and additional incentive(s) if the project provides for one of the following:

- *10% of the total units for lower income households; or*
- *5% of the total units for very low income households; or*
- *A senior citizen housing development or mobilehome park that limits residency based on age requirements for housing for older persons; or*
- *10% of the total dwelling units in a condominium for moderate income households.*

² Projects which comply with the City's inclusionary housing ordinance (and meet the requirements of Code Sections 17.22.020(A) and 17.22.020(B)) are eligible for density bonuses and incentives.



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The amount of density bonus varies according to the amount by which the percentage of affordable housing units exceeds the established minimum percentage, but generally ranges from 20–35% above the specified General Plan density. In addition to the density bonus, eligible projects may receive 1–3 additional development incentives, depending on the proportion of affordable units and level of income targeting. The City offers the following development incentives in conjunction with the density bonus:

- *A reduction in parcel development standards (coverage, setback, zero lot line and/or reduced parcel sizes)*
- *Approval of mixed use zoning in conjunction with the housing project*
- *Other regulatory incentives or concessions proposed by the applicant or the City that would result in identifiable cost reductions*

Pursuant to State requirements and at the request of the developer, the City will also permit a reduced parking ratio for density bonus projects. To the extent the density bonus cannot be accommodated due to the City's development standards, the City will waive or modify applicable standards to accommodate the bonus.

For the 75-unit Old Town Senior Housing project approved by City Council in January 2008, the City granted a 35% density bonus (to an FAR of 1.35) and three development concessions in exchange for provision of 100% lower income units (30–60% AMI).

2014–2021 Objective: Continue to implement the Affordable Housing Density Bonus as a means of enhancing the economic feasibility of affordable housing development. As a means of promoting the use of density bonus incentives, the City will develop an Affordable Housing brochure and webpage describing density bonus provisions, as well as other City housing programs including inclusionary zoning, second units, reasonable accommodation and fair housing.

16. Development Code Amendment: In 2010, Calabasas incorporated provisions for emergency shelters within its Development Code in compliance with SB 2. However, the City's Code provisions specified a minimum 1,000 foot separation between shelters, whereas State statutes do not allow for this. Per State law, no city or county may require a separation distance greater than 300 feet. Therefore, the City's Development Code must be further amended to correct this inconsistency.

2014–2021 Objective: Amend the Development Code to reduce the separation requirement between emergency shelters from 1,000 to 300 feet.



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V.G Equal Housing Opportunities and Special Needs

Objective

Promote Equal Housing Opportunities for all persons regardless of race, religion, ethnicity, sex, age, marital status, sexual orientation, disability or household composition.

General Plan Approach

To adequately meet the housing needs of all segments of the community, the housing program must include actions that promote housing opportunities for all persons regardless of race, religion, sex, family size, marital status, ancestry, national origin, color, age, or physical disability. More generally, this program component entails ways to further fair housing practices, including accommodations for persons with disabilities.

Policies

- Policy V-19** Support the provision of fair housing services and tenant/landlord mediation to City residents.
- Policy V-20** Address the special housing needs of persons with disabilities through provision of supportive housing, homeowner accessibility grants, zoning for group housing, reasonable accommodation procedures and encouraging universal design.
- Policy V-21** Support the development and maintenance of affordable senior rental and ownership housing and supportive services to facilitate maximum independence and the ability of seniors to remain in their homes and/or in the community.

Programs

17. Fair Housing: The City uses the services of The Housing Rights Center (HRC), and staff directs any inquiries regarding fair housing issues or tenant/landlord disputes to the HRC. The Council provides services to jurisdictions and agencies, as well as the general public, to further fair housing practices in the sales and rental of housing.



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Services provided by the Council include:

- *Fair Housing Community Education and Outreach*
- *Investigation of Discrimination Complaints*
- *Counseling and Referrals for Persons who may have been the Victims of Discrimination*
- *Specialized Property Owner, Management, and Lender Training*

2014–2021 Objective: *Continue to utilize the services of The Housing Rights Center to provide fair housing services and educational programs concerning fair housing issues, and to facilitate communication between tenants and landlords. Assist in program outreach by providing Fair Housing brochures at City Hall, the Library and Community Center, and incorporating fair housing information in the City’s Affordable Housing brochure and the City’s website.*

18. Universal Design/Visitability. As Calabasas’ population continues to age, the ability to provide housing that is accessible to people of all abilities becomes increasingly important. The majority of the community’s housing stock was built prior to 1991, when current ADA accessibility standards took effect, and thus it is important for the City to facilitate the retrofit of existing housing to provide greater accessibility, as well as to promote accessibility in new construction.

The goal of universal design is to accommodate a wide range of abilities, including children, aging populations, and persons with disabilities, by providing features in residential construction that enhance accessibility. Examples of universal design features include:

- Entrances without steps that make it easier for persons to enter the home;
- Wider doorways that enhance interior circulation and accommodate strollers and wheelchairs;
- Lever door handles that are easier to use, especially by parents with an infant or persons with arthritis; and
- Light switches and electrical outlets that are located at a height more convenient and accessible to the elderly.

Housing that is “visitable” is accessible at a basic level, enabling persons with disabilities to visit the homes of their friends, relatives, and neighbors. Visitability can be achieved in new construction by utilizing two simple design standards: 1) providing a 32-inch clear opening in all interior and bathroom doorways; and 2) providing at least one accessible means of ingress and egress for each unit. As a means of promoting



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universal design, the City will develop a brochure explaining universal design and distribute to residential builders.

2014–2021 Objective: Develop universal design brochure in 2014.

19. Senior Housing Opportunities. Senior citizens (age 65+) have grown to comprise 20 percent of Calabasas' households, with more than 40 percent of these householders over the age of 75. Of Calabasas' approximately 1,500 senior homeowners, nearly 30 percent live alone. And one-quarter of the City's elderly residents have some type of disability. Addressing the housing needs of seniors requires strategies which foster independent living (such as accessibility improvements, universal design, second units, and rehabilitation assistance, as described under other Housing Element programs), as well as strategies which encourage the provision of variety of supportive living environments for seniors of all income levels. Additional supportive services will be provided through a new Senior Center, which is being planned for a site adjacent to City Hall.

With recent development of the 75-unit Canyon Creek Apartments for lower income seniors, and near completion of the 60-unit luxury independent living project on Malibu Hills Road (Horizons 55), Calabasas will be providing expanded housing options for active seniors of varying economic means. Integration of mixed use housing opportunities in the Downtown within walking distance of services can also provide housing suitable for seniors.

2014–2021 Objective: Continue to actively pursue opportunities to provide a range of housing options to address the diverse needs of Calabasas' growing number of senior citizens. Consult with senior housing and gerontology experts to assist the City in adequately planning for these major demographic changes in the population.

20. Housing Opportunities for Persons Living with Disabilities: The North Los Angeles County Regional Center (NLACRC) is among 21 regional centers operated by the State Department of Developmental Services to provide services and support for adults and children with developmental disabilities. The NLACRC currently provides services to 146 developmentally disabled residents within zip code 91302, which encompasses greater Calabasas.

The Regional Center reports that 60 percent of their adult clients with developmental disabilities live with their parents, and as these parents age and become more frail, their adult disabled children will require alternative housing options. The Regional Center



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has identified several community-based housing types appropriate for persons living with a developmental disability, including: licensed community care facilities and group homes; supervised apartment settings with support services; and for persons able to live more independently, rent subsidized, affordable housing. The City will work with the NLACRC to implement an outreach program informing Calabasas families of housing and services available for persons with developmental disabilities, including making information available on the City's website.

Calabasas currently supports the provision of housing for its disabled population, including persons with developmental disabilities, through several means, including:

- By-right zoning for licensed residential care facilities (6 or fewer residents) in all residential zones, and provisions for larger care facilities (7 or more residents) in multi-family residential, mixed use and certain commercial zones, subject to a conditional use permit.
- Adoption of zoning ordinance provisions to specifically define supportive and transitional housing as a residential use of property, and to permit in residential zone districts subject only to those restrictions and processing requirements that apply to other residential dwellings of the same type in the same zone.
- Adoption of procedures for an individual with a disability to request a reasonable accommodation from zoning and building standards. No special permit or fee is required.
- Programs to facilitate affordable housing, including Inclusionary Zoning, Density Bonuses, and Affordable Housing Development Assistance.

2014-2021 Objective: Continue to support a variety of housing types to help address the diverse needs of persons living with disabilities, and work with the NLACRC to publicize information on available resources for housing and services. Evaluate the use of funds available for supportive housing and services in future affordable housing projects on an annual basis. Discuss with affordable housing providers their ability to provide for persons living with disabilities in housing projects, with a goal of applying for and securing funds at least once during the planning period.



V. HOUSING ELEMENT 2014-2021 UPDATE

**Table V-5
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
Conserving the Existing Supply of Housing					
1. Single-family Rehabilitation Program	Provide grants and loans to lower income homeowners to help improve their homes.	Assist 5 households annually, for 40 units over the planning period.	2014-2021	CDBG	Community Development Dept (Planning Division)
2. Home Repair Program (<i>New</i>)	Assist low and moderate income homeowners of dilapidated properties address code violations.	Coordinate with code enforcement to identify low/mod homeowners and provide loans on as needed basis.	2014-2021	Affordable Housing Fund	Community Development Dept (Planning Division)
3. Rental Assistance Program	Provide assistance to lower income, senior and disabled households at-risk of displacement due to rising rents.	Provide ongoing assistance to 50 households, contingent on funding.	2014-2021	General Fund	Community Development Dept (Planning Division)
4. Rental Registration Program	Monitor rent levels in the community and ensure 60 day notification of any rent increase of 5% or greater.	Continue to maintain the rental database.	Update the database on an annual basis.	General Fund	Community Development Dept (Planning Division)
5. Mobile Home Park Preservation	Preserve the existing stock of mobile homes in the community.	Provide tenants information on MPROP funding as appropriate.	2014-2021	General Fund; State MPROP funds	Community Development Dept (Planning Division)
6. Preservation of Assisted Housing	Preserve the existing assisted stock of affordable housing at-risk of conversion to market rate.	Preserve 140 at-risk units. Conduct economic analysis; meet with property owner; explore outside funding/ program options; provide technical assistance to tenants.	Economic analysis and meet with property owner in 2014. Proceed with other actions one year prior to expiration (2015)	General Fund; Affordable Housing Fund; State MHP; Section 8	Community Development Dept (Planning Division); LA CDC
7. Condominium Conversion Ordinance	Protect the existing rental stock from conversion to condominium ownership.	Implement the City's current ordinance. Evaluate strengthening to require inclusionary units in projects approved for conversion.	Complete review/ revision of ordinance by 2015.	General Fund	Community Development Dept (Planning Division)
Providing Adequate Residential Sites					
8. Residential Sites Inventory	Provide sufficient sites through zoning to address regional housing needs.	Provide information on available sites and incentives to developers. Monitor impact of max 20 du/acre densities on feasibility, and modify as appropriate.	Maintain sites inventory ongoing. Report impacts of max. densities in Annual Housing Element Report to HCD.	General Fund	Community Development Dept (Planning Division)



V. HOUSING ELEMENT 2014-2021 UPDATE

**Table V-5
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
9. Second Units	Provide rental housing in existing neighborhoods. Expand housing opportunities for seniors, caregivers, and other modest income households.	Re-evaluate second unit standards and educate public on availability. Prepare design guidelines and sample site plans. Seek to achieve 12 new second units.	2015	General Fund	Community Development Dept (Planning Division)
10. Annexation of Unincorporated Areas	Increase capacity to accommodate future housing growth.	Pursue phased annexation of adjacent unincorporated areas.	2014-2021	General Fund	Community Development Dept (Planning Division)
Development of Affordable Housing					
11. Inclusionary Housing Program	Integrate housing affordable to lower- & moderate-income households within market rate developments.	Provide developers with information on available options and incentives to fulfill inclusionary requirements. Identify specific projects and programs for expenditure of in-lieu fee revenues.	Identify programs in Housing Element (2013) for Housing Fund. Develop & disseminate Affordable Housing brochure (2014).	Affordable Housing Fund	Community Development Dept (Planning Division)
12. Commercial/Industrial Impact Fee Program	Address the impact of job growth on the demand for affordable housing.	Provide affordable housing opportunities to Calabasas' workforce. Identify specific projects and programs for expenditure of impact fee revenues.	Identify programs in Housing Element (2013) for Housing Fund.	Affordable Housing Fund	Community Development Dept (Planning Division)
13. Affordable Housing Development Assistance	Facilitate affordable housing development by for-profit and non-profit housing developers.	Provide financial, regulatory and site identification assistance in support of affordable housing, with the goal to achieve one project in planning period.	Develop project concept and issue RFQ in 2018.	Affordable Housing Fund; outside funding sources	Community Development Dept (Planning Division)
14. Green Building	Promote energy conservation and sustainable design in new and existing development.	Implement Green Initiative and promote the City's Green Building Program.	2014-2021	General Fund	Community Development Dept (Planning Division)
Removing Governmental Constraints					
15. Density Bonus Program	Provide density and other incentives to facilitate the production of affordable housing.	Promote density bonus incentives via dissemination of the Affordable Housing brochure.	Develop and disseminate Housing brochure in 2014.	General Fund	Community Development Dept (Planning Division)
16. Development Code Amendment	Provide standards for emergency shelters consistent with SB 2.	Amend the Code to reduce separation requirement between shelters to 300 feet.	2014	General Fund	Community Development Dept (Planning Division)



V. HOUSING ELEMENT 2014-2021 UPDATE

**Table V-5
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
Promoting Equal Housing Opportunities					
17. Fair Housing Program	Promote fair housing practices.	Contract with the Housing Rights Center (HRC) to promote open and fair housing practices, and to facilitate communication between tenants and landlords. Assist in program outreach through referrals and distribution of educational info.	2014-2021; Include fair housing information in Affordable Housing brochure in 2014.	General Fund	Community Development Dept (Planning Division)
18. Universal Design/ Visitability (<i>New</i>)	Accommodate a wide range of abilities in residential developments by providing features that enhance accessibility.	Develop Universal Design and Visitability brochure, and provide to residential builders..	Develop Brochure in 2014.	General Fund	Community Development Dept (Planning Division)
19. Senior Housing Opportunities (<i>New</i>)	Support a range of housing options to address the diverse needs of Calabasas's growing senior population.	Actively pursue senior housing opportunities and housing support services. Consult with senior housing and gerontology experts to assist in adequately planning for the community's senior citizens.	2014-2021; Begin consultations in 2014.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; other outside sources	Community Development Dept (Planning Division)
20. Housing Opportunities for Persons Living with Disabilities (<i>New</i>)	Support a range of housing options for persons with developmental disabilities.	Work in cooperation with the NLACRC to publicize information on available resources for housing and services. Pursue State and Federal funds available for supportive housing and services in future affordable housing projects.	Publicize NLACRC resources in 2014; Evaluate funding resources at least annually; Pursue funding at least once during planning period in conjunction with affordable projects.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; other outside sources	Community Development Dept (Planning Division)



V. HOUSING ELEMENT 2014-2021 UPDATE

Summary of Quantified Objectives

The following table summarizes the City of Calabasas’ quantified objectives for the 2014–2021 Housing Element planning period. The objectives include the City’s new construction objectives to meet its regional housing needs assessment (RHNA); rehabilitation objectives which reflect the Single-family Rehabilitation Program; and conservation objectives to reflect maintaining the City rent subsidy program and preservation of Malibu Canyon Apartments at risk of conversion to market rates.

Table V-6 Summary of Quantified Objectives			
Income Level	New Construction Opportunity*	Rehabilitation**	Conservation***
Extremely Low (0 - 30% AMI)	44	1	50
Very Low (31-50% AMI)	44	1	
Low (51-80% AMI)	54	38	140
Moderate (81-120% AMI)	57	--	--
Above Moderate (>120% AMI)	131	--	--
Total	330	40	190

AMI - Area Median Income

New Construction Objective: Reflects Calabasas’ 2014-2021 RHNA. Of allocation for 88 very low income units, half is allocated to extremely low income and half to very low income households.

Rehabilitation Objective: Reflects Residential Rehabilitation Program.

Conservation Objective: Reflects City Rent Subsidy Program, Preservation of low income at-risk housing.



APPENDIX A

PUBLIC PARTICIPATION

Housing Needs Survey Results

Senior Survey Results

Public Workshop Notification and Mailing List

Workshop Presentation Materials

CALABASAS 2014-2021 HOUSING ELEMENT SURVEY RESPONSE SUMMARY

The City posted the following Housing Element Needs Survey on its website from November 1, 2012 – January 3, 2013. A total of 74 completed surveys were received. The following presents the aggregated response to each of the survey’s ten questions, followed by a summary of additional fill-in comments provided by survey respondents to the City for the Housing Element update.

1. How long have you lived in Calabasas?

26% 1-5 years
13% 6-10 years
35% 11-20 years
26% 21+ years

2. Specify which neighborhood or community you reside in:

Varied response

3. Select the type of housing unit you reside in:

68% A detached single-family house
18% A condominium/townhome
9% An apartment
5% A mobilehome

4. Do you currently rent or own your home in Calabasas?

22% Rent
78% Own

5. How would you rate the physical condition of the unit you live in?

45% Excellent condition
43% Shows signs of minor deferred maintenance (i.e. peeling paint, chipping stucco, etc)
7% Needs one or more modest rehabilitation improvements (i.e. new roof, new wood siding, etc)
5% Needs one or more major upgrades (i.e. new foundation, new plumbing, new electrical, etc)

6. Select the reason(s) you chose to live in Calabasas: (select all that apply)

- 70% Quality/ambiance of neighborhood
- 66% Safety of neighborhood
- 64% Quality of local school system
- 55% Cleanliness of streets and surroundings
- 54% Proximity to open space / recreational areas
- 40% Quality of home
- 27% Proximity to job(s)
- 27% Proximity to family
- 26% Proximity to shopping and services
- 24% City services and programs
- 20% Exclusivity
- 9% Proximity to medical care

7. Which of the following three areas, designated by the 2030 General Plan for long-term transition to mixed-use, should the City identify as having the greatest development potential within the 2014-2021 planning period?

- 48% **East Village/Calabasas Road Corridor** - The mixed use area along both sides of Calabasas Road provides an opportunity for recycling and intensification of existing uses to create a mix of office, retail, and residential uses, creating a pedestrian-oriented city center.
- 28% **Las Virgenes/ Mureau** - The 28 acres of existing office/business park uses in this area (old City Hall) may gradually transition to a mix of office, retail and multi-family residential uses that create a village-like ambiance.
- 24% **West Village/Agoura Road Corridor** - This corridor is currently dominated by office and business park uses. The vision in the General Plan is to gradually transition the corridor to a mix of office, retail and residential uses, creating a village-like ambiance.

8. What types of housing are most needed to address Calabasas' housing needs? (select all that apply)

- 42% Senior Housing
- 37% Condos/Townhouses
- 31% Single-family Houses
- 11% Secondary Dwelling Units or "Granny Flats"
- 10% Apartments
- 8% Housing for Persons with Disabilities
- Other (please specify)
 - Affordable Housing, including for middle income families (3 responses)
 - Villas (2 responses)
 - Rent Control (1 response)
 - Combined Housing for Seniors and Persons with Disabilities (1 response)

9. Currently, you:

- 53% Live in Calabasas but work elsewhere
- 23% Live and work in Calabasas
- 14% Do not work
- 10% Work out of my home

10. If you are employed out of your home, approximately how long is your one-way commute to work?

- 27% Less than 5 miles
- 27% 5-10 miles
- 24% 10-25 miles
- 22% 25-40 miles
- 0% More than 40 miles

11. Are there any additional comments you would like to provide the City for its 2013-2021 Housing Element update?

Affordable Housing Comments

- Provide more affordable housing options.
- Need more apartments for seniors of modest income.
- Calabasas has enough higher priced homes, and needs homes for families with school age children of modest incomes.
- Very important to get some lower cost housing; maybe then the Schools would not rely on drawing in students from outside the community.
- Provide rent control to help protect tenants in Calabasas from predatory landlords and allow them to remain in their units.
- Need to address rapidly rising space rents in mobilehome park and preserve as relatively low cost housing option. (2 comments)

RHNA (Regional Housing Needs Allocation) and Development Comments

- Address RHNA (i.e. multi-family residential) in commercial and mixed use districts like many surrounding cities.
- Mixed Use housing should not be located adjacent to the freeway. The General Plan Land Use Planning Noise Levels identify these areas as unsuitable for residential use.
- Need shopping and services within walking distance of housing, especially senior housing. (2 comments)
- Residential development should be dovetailed with creation of jobs in the City.
- Stop concentrating RHNA (i.e. multi-family) zoning in Malibu Canyon.
- Don't allow Calabasas to become overbuilt as this would ruin the character of the City.
- Think about traffic before building additional property.
- Prefer maintaining existing open spaces to any new development.

Building Design Comments

- Encourage a mix of single and multi-level housing; too few units have no stairs either to the unit or within the unit.
- Require all new buildings to be energy efficient (LEED Gold standard).
- Provide homes with more architectural interest.

Home Improvement Comments

- Provide more outreach on available rehabilitation assistance to older homeowners who are unable to afford to fix or improve their homes.
- Existing apartments need upgrading and property maintenance to the high quality caliber of the rest of Calabasas.

CITY OF CALABASAS - SURVEY OF SENIOR HOUSING NEEDS
Response Summary

The City distributed the following brief survey on February 13, 2013 to approximately 200 Calabasas seniors who are part of the “Savvy Seniors” program. Within a few weeks, the City received 45 completed surveys, the results of which are summarized below:

1. I would like to be able to have my other family members live in Calabasas (close to me), but they cannot afford to buy or rent here.

52%	Agree
48%	Disagree

2. I plan to stay in my home well into the foreseeable future.

89%	Yes
11%	No

3. If I am unable to continue living in my present home at some time in the future, I envision myself (select all that apply):

1%	Moving in with friends or family
26%	Buying or renting another home in Calabasas which would be easier to maintain
17%	Buying or renting another home in Calabasas which would be more affordable
29%	Living in an independent living senior facility
7%	Living in an assisted living senior facility
19%	Living in a city other than Calabasas

4. If I could, I would like to find a way to have a small secondary housing unit on my property (either attached or detached from my home) which could be used to (select any that apply):

7%	House a family member
16%	House a caregiver
5%	Provide rental income
66%	I would not want a secondary unit on my property for any reason
7%	I reside in a mobilehome park or am a renter and therefore second units are not applicable



CITY of CALABASAS

Community Development Department
Planning Division
100 Civic Center Way
Calabasas, CA 91302
T: 818.224.1600
F: 818.225.7329

www.cityofcalabasas.com

Notice of Public Meeting

Project Location: City of Calabasas, County of Los Angeles. (Citywide)

Project Description: The City of Calabasas has begun the process of updating the Housing Element of the General Plan for the 2013-2021 period as required by State law. The Housing Element establishes policies and programs to address Calabasas' existing and projected housing needs, including the City's "fair share" of the regional housing need (or "RHNA"). State law requires local jurisdictions to seek public input regarding the goals and policies in their Housing Element. The study session is open to the public. Staff encourages the public and all interested agencies to attend.

Hearing Body: Planning Commission

Meeting Date & Time: Thursday, February 7, 2013, at 6:00 p.m.

Meeting Location: Council Chambers, City Hall, 100 Civic Center Way, Calabasas, California

Environmental Review: Pursuant to the California Environmental Quality Act (CEQA), an environmental review document will be prepared for the Housing Element Update.

For questions, comments or concerns regarding the study session, please contact:

Project Planner: Talyn Mirzakhonian, Planner
T: (818) 224-1600
F: (818) 225-7329

Or Visit Community Development Department offices located at:

Calabasas City Hall
100 Civic Center Way, Calabasas, CA 91302
Monday - Thursday: 7:30 a.m. to 5:30 p.m.
Friday: from 7:30 a.m. to 2:00 p.m.

Date: January 15, 2013

Signature:


Thomas Bartlett, AICP, City Planner

**CITY OF CALABASAS
2013-2021 HOUSING ELEMENT
FEBRUARY 7, 2013 PLANNING COMMISSION STUDY SESSION
MAILING LIST**

Southland Regional Association of Realtors
7232 Balboa Boulevard
Van Nuys, CA 91406

Las Virgenes Unified School District
Attn: Daniel D. Stepenosky
4111 N. Las Virgenes Road
Calabasas, CA 91302

Conejo/Las Virgenes Future Foundation
Attn: Fran Brough
P.O. Box 3814
Thousand Oaks, CA 91359

Housing Rights Center
3255 Wilshire Blvd., Suite 1150
Los Angeles, CA 90010

Los Angeles County Housing Authority
700 West Main Street
Alhambra, CA 91801

Calabasas Chamber of Commerce
23564 Calabasas Road, Suite 101
Calabasas, CA 91302

HomeAid Los Angeles/Ventura
Attn: Jennie Cowart
30851 Agoura Road #110
Agoura Hills, CA 91301

Senior Concerns
Attn: Maureen Symonds
401 Hodencamp Road
Thousand Oaks, CA 91360

Thomas Safran & Associates
11812 San Vicente Blvd, #600
Los Angeles, CA 90049

L.A. Community Design Center
701 E. Third Street, Suite 400
Los Angeles, CA 90015

L.A. Community Development Commission
Community Block Grant Division
2 Coral Circle
Monterey Park, CA 91755

L.A. Neighborhood Housing Services
3926 Wilshire Boulevard, #200
Los Angeles, CA 90010

National CORE
9065 Haven Avenue, #100
Rancho Cucamonga, CA 91730

Southern California Presbyterian Homes
516 Burchett Street
Glendale, CA 91203

Building Industry Association
Los Angeles/Ventura Chapter
28480 Avenue Stanford, Ste 240
Santa Clarita, CA 91355

Rotary Club of Calabasas
P.O. Box 8232
Calabasas, CA 91372

City of Agoura Hills
30001 Ladyface Court
Agoura Hills, CA 91301

City of Los Angeles
Planning Department
201 North Figueroa Street #4
Los Angeles, CA 90012

Department of Regional Planning – Los Angeles County
26600 Agoura Road
Calabasas, CA 91302

City of Hidden Hills
6165 Spring Valley Road
Hidden Hills, CA 91302

City of Malibu
Planning Department
23825 Stuart Ranch Road
Malibu, California 90265

County of Ventura
Planning Division
800 S. Victoria Ave.
Ventura, CA 93009

Zaharoni Industries
5400 Rosecrans Avenue
Hawthorne, CA 90250

The New Home Company
95 Enterprise, Suite 325
Aliso Viejo, CA 92656

Blue Marble Development
25340 Prado de los Arboles
Calabasas, CA 91302

D2 Development
23500 Park Sorrento
Calabasas, CA 91302

MWH Development
22440 Clarendon Street
Woodland Hills, CA 91367

2013-2021 Housing Element Update



CITY *of* CALABASAS

Planning Commission Workshop

February 7, 2013

Presentation Overview

- **Why a Housing Element?**
- **Housing Needs**
- **RHNA and Residential Sites**
- **Housing Element Progress**
- **Existing & Future Programs**



What is the Housing Element?

- Part of the City's General Plan (required by law)
- 4 Major Components:
 - Housing Needs Assessment
 - Evaluation of Constraints to Housing
 - Identification of Residential Sites
 - Program Strategy to Address Needs
- Every city required to update on statutory schedule
- Review by **State HCD** for compliance with State law



5th Cycle Housing Element Timing

SCAG jurisdictions – October 15, 2013
adoption due date

NEW - SB 375 Impact on Timing

- ❖ **Penalty for being late. *If Element not adopted within 120 days of due date, jurisdiction subject to update every 4 years instead of 8***

“If you want eight,

Don’t be late”



Calabasas Housing Element Schedule

Milestone	Time Frame
On-Line Housing Needs Survey	November – January
Planning Commission Workshop	February 7
Public Review Draft Housing Element	April
CEQA Preparation	April – May
HCD 60-day Review of Draft Element	May – June
Public Hearing Draft Element Planning Commission/City Council Hearings	June - July
Submittal to HCD	August 2013



Benefits of HCD Compliance

- Presumption of **legally adequate** Housing Element in courts (if courts invalidate Element, **suspend City's authority** to issue building permits until brought into compliance)
- Maintain **discretionary review** over affordable housing
- Maintain eligibility for **State housing funds**
- Don't face **RHNA carry-over** into next Housing Element cycle

CALABASAS 2008-14 HOUSING ELEMENT
WAS CERTIFIED BY HCD IN 2009.



2000-2010 Demographic Trends

↓ Families with children (from 43% to 38%)

Continuing shift towards older population

- ❖ Median age ↑ from 38.5 to 41.6 years
- ❖ Loss of young adults (age 25-44), increase in middle age & senior cohorts

HOUSEHOLDS AGING IN PLACE,
HOUSING COSTS BARRIER TO
YOUNG FAMILIES



Growth in Senior Population

↑ Age 65+ residents (from 8% to 13%)

- ❖ 40% of seniors age 75+
- ❖ ¼ of seniors have a disability
- ❖ 1,500 senior homeowner hh, 200 senior renter hh
- ❖ 28% of Calabasas senior homeowners live alone



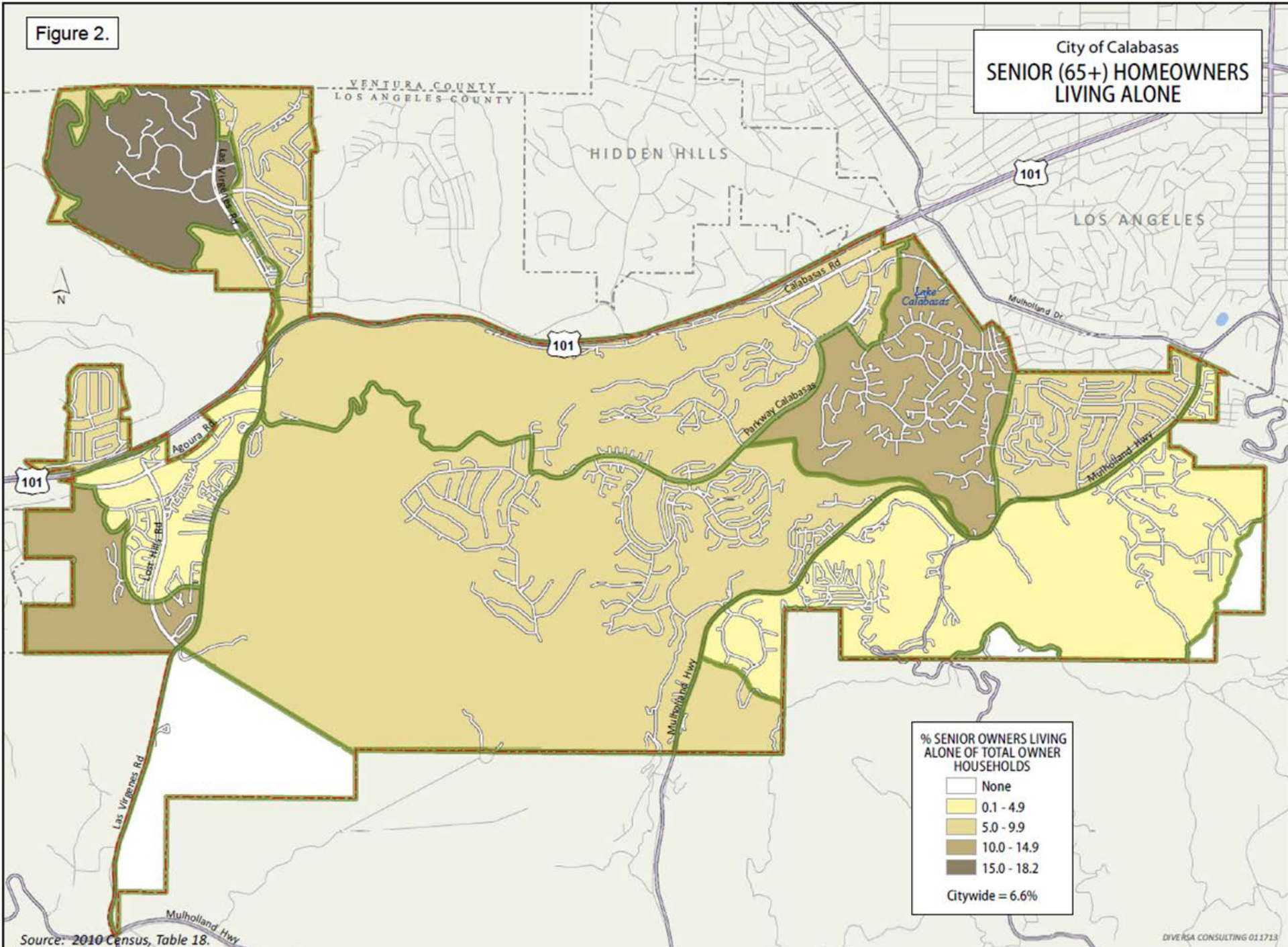
HOUSING NEEDS OF CALABASAS SENIORS:

- ✓ Home accessibility/housing maintenance assistance
- ✓ Second units
- ✓ Multi-generational housing development
- ✓ Supportive living environments



Figure 2.

City of Calabasas
SENIOR (65+) HOMEOWNERS
LIVING ALONE



Source: 2010 Census, Table 18.

Special Needs Households

6% of City's population living with disabilities

Of these 1,200 disabled persons:

- 600 have a cognitive disability
- 400 have an ambulatory disability
- 350 have difficulty living independently
- 50% are seniors



North LA County Regional Center (for persons with disabilities) serves 146 Calabasas residents with developmental disabilities

HOUSING NEEDS OF CITY'S DISABLED POPULATION

- ✓ Home Accessibility Improvements
- ✓ Supportive Housing
- ✓ Community Care Facilities



Workforce Housing Needs

- Relatively high number of jobs (14,800) compared to housing units (9,000)
- Over 90% of persons employed in Calabasas commute in from outside the City.
- Residents commute an average 31 minutes to work, with ¼ commuting over 45 minutes.
- Large segment of workforce priced out of housing market, i.e.
 - ✓ Retail workers
 - ✓ Medical assistants
 - ✓ Childcare/Preschool teachers
 - ✓ Home Health Aides



➔ Evaluate workforce housing opportunities



Housing Costs and Affordability

Calabasas Rental Market (2013)

- \$1,500 1 bdrm, \$1,900 2 bdrm, \$2,150 3 bdrm

Average rents exceed affordability for low (80% AMI) and moderate (120% AMI) income households. However, apartments at the low end of rental range affordable to moderate income.



Calabasas For-Sale Market (2012)

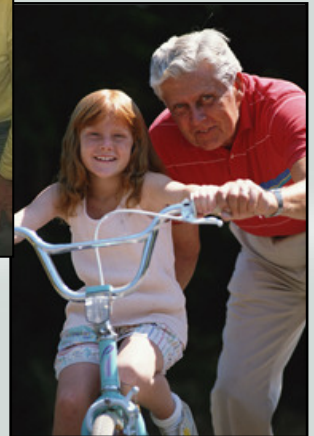
- 98 single-family homes sold - \$785,000 median
- 169 condominiums sold - \$825,000 median

Median sales prices exceed affordability to moderate (120% AMI) income households. However, smaller one and two bedroom condominiums affordable to moderate income.



In Summary, Who in Calabasas Needs Affordable Housing?

- **People who work in town and cannot afford to live here**
 - Teachers, nurses, retail and hospitality workers, childcare providers
- **Special needs households**
 - Senior citizens, disabled persons, single-parent households
- **Children of long-time Calabasas residents**



Regional Housing Needs

- RHNA = Regional Housing Needs Allocation
- SCAG is responsible for developing and assigning the RHNA to Southern California jurisdictions
- Requires cities to zone for “fair share” of region’s housing needs
 - ✓ Based on State population growth
 - ✓ Mix of housing for economic segments
 - ✓ Affordability linked to zoning & density
- RHNA is a planning target, not a building quota



Calabasas 2013-2021 RHNA

Income Level	2012 Income (4 person hh)	Units	“Default Density”
Very Low (<50% AMI)	\$42,150	88 units	Min. 20 du/acre
Low (51-80% AMI)	\$67,450	54 units	Min. 20 du/acre
Moderate (81–120% AMI)	\$77,750	57 units	Min. 12 du/acre
Above Moderate (>120% AMI)	> \$77,750	131 units	N/A
Total		330 units	



Residential Sites Analysis



Identify vacant and underutilized residential and mixed use sites



Residential Sites Inventory

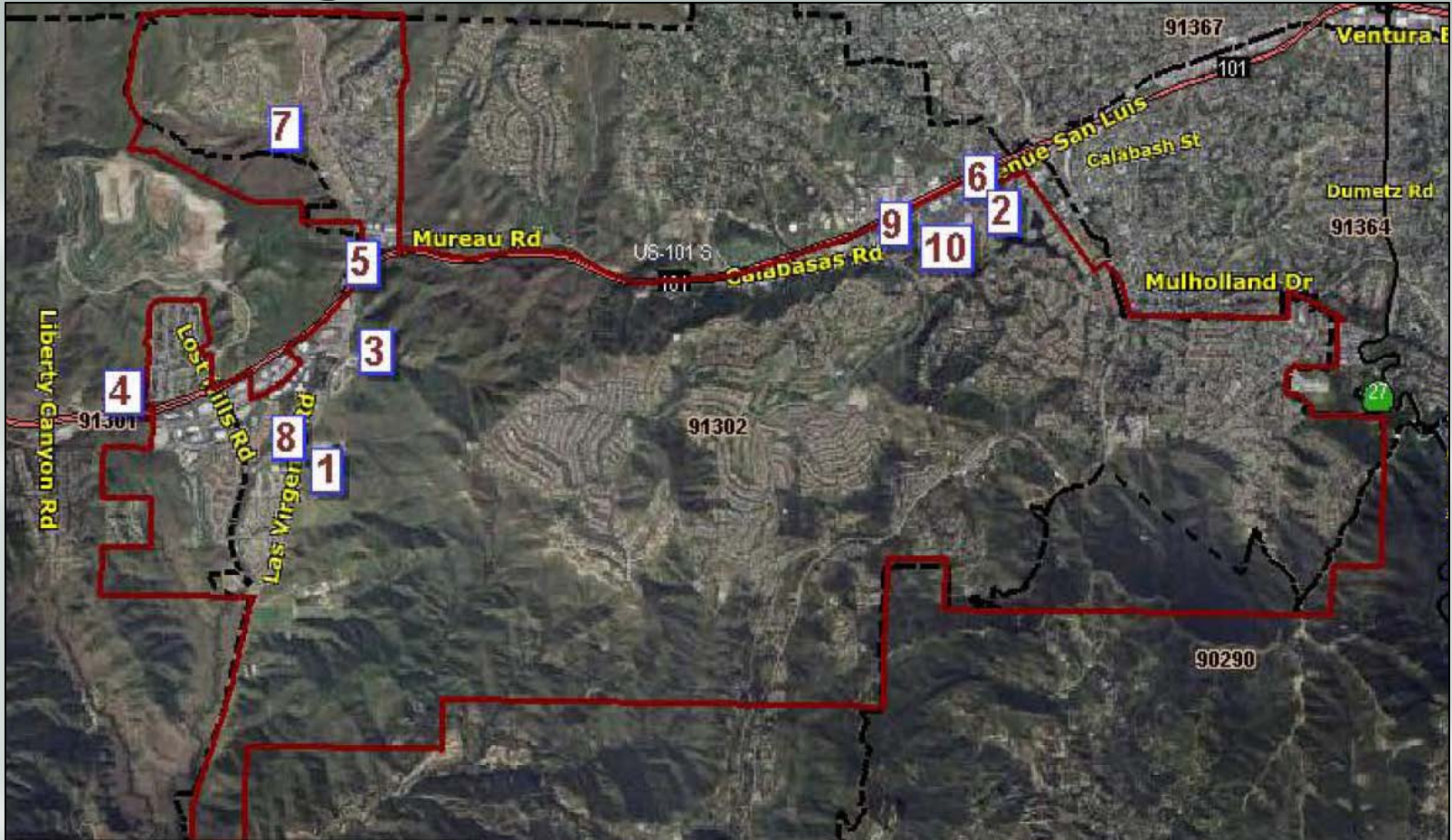
Zoning	Permitted Density	Vacant Acres	Underutilized Acres	Unit Potential
Hillside Mountainous (HM)	1 unit/40 acres	1,216 acres		60
Rural Residential (RR)	1 unit/10 acres	96.6 acres		12
Resid. Single-Family (RS)	6 units/acre	14.3 acres		27
RM (12)	12 units/acre		5 acres	60
RM (16)	16 units/acre		2.4 acres	39
PD/RM (20)	20 units/acre	16 acres		180
CMU	20 units/acre	1.3 acres	19.6 acres	278
CL	20 units/acre	20.7		78
Total		1,364.9 acres	27 acres	734

Notes:

1. For single-family residential zoned areas (HM, RS, and RR zones), the estimated build-out potential indicated in this table includes one dwelling per existing legal lot, and additional dwellings on larger properties where potentially allowable under the City's zoning and subdivision requirements.
2. Vacant lots located in the Rural Community (RC) zoning district are not included because most vacant lots are undevelopable due to a variety of significant site constraints. Therefore, unit potential is minimal and difficult to predict.



Existing RM and Commercial Sites



Note: Sites zoned in accordance with the current Housing Element are expected to offer sufficient capacity for future housing development to meet the new RHNA. No additional sites will have to be re-zoned in order to meet the new RHNA.



Housing Element Update

Planning Commission

February 7, 2013

2008-2012 Housing “Highlights”

Provided density bonus and Housing Trust Fund assistance (\$1,000,000) for development of **Canyon Creek Apartments**- 75 affordable rental units for lower income seniors in Old Town Calabasas.



2008-2012 Housing “Highlights”

Provided 25 **residential rehabilitation** grants and no-interest loans to lower income owner-occupants of mobilehomes, condominiums and single-family homes.



2008-2012 Housing “Highlights”

Continued monthly **rent subsidy program** for seniors and persons with disabilities. Increased the number of households receiving assistance from 40 to 50.



2008-2012 Housing “Highlights”

- Amended the **second unit ordinance** to allow ministerial review, and approved four second units
- Adopted **zoning for special needs housing**
 - Allowing transitional and supportive housing as residential use
 - Allowing Emergency Shelters in the CL zone
- Adopted a **reasonable accommodation ordinance** for persons with disabilities



2008-2012 Housing “Highlights”

- Continued implementation of **Inclusionary Housing Ordinance** to integrate affordable units within market rate projects, or collect in-lieu fees.
- Continued collection of commercial impact fees and inclusionary in-lieu fees, with a current **Affordable Housing Trust Fund** balance of \$1.3 million.



Ongoing Housing Programs

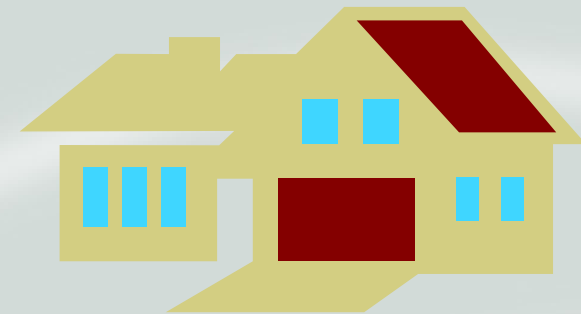
- Inclusionary Housing Requirements
- Affordable Housing Fund
- Rental Assistance Program
- Rental Registration Program
- Single-Family Rehabilitation
- Fair Housing Program
- Preservation of Assisted Rental Housing



Potential New Housing Program

Second Unit Ordinance

Potential revisions to existing Ordinance to better incentivize in zones where second units are allowed



Please Provide Your Input

1. **What are Calabasas' most important housing needs?**
2. **What options should the City pursue to address its housing needs?**



APPENDIX B

RESIDENTIAL SITES INVENTORY

Residential Building Permits 2006 - 2012

Vacant Single-Family Sites

Multi-Family Sites Inventory

Residential Sites Map

**City of Calabasas
Building Permits Issued by Affordability: 2006 - 2012**

			2006	2007	2008	2009	2010	2011	2012	2013	2014	Total Units to Date (2006-2012)	Total Remaining RHNA by Income Level	
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9			
Very Low	Deed Restricted	137					54					54	83	
	Non-deed restricted													
Low	Deed Restricted	86					20					20	66	
	Non-deed restricted													
Moderate	Deed Restricted	93											89	
	Non-deed restricted		3 ¹				1					4		
Above Moderate		205	64	8	1	2	0	3	61			139	66	
Total RHNA		521												
Total Units			67	8	1	2	75 ²	3	61			217		
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶														304

¹Reflects second units. Given their small size, rents are presumed to fall within moderate income levels of affordability of approximately \$1,500.

²Reflects the 75 unit deed restricted Canyon Creek apartments in Old Town.

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

APN	Lot Size (SF)	GP Land Use	Zone
2069020001	973,194	HM	HM
2052003031	880,914	HM	HM
2052011047	643,408	HM	HM
2052011046	27,927	HM	HM
2052015009	10,712	HM	HM
2052015008	18,817	HM	HM
2052015007	6,312	HM	HM
4455027001	1,733,252	HM	HM
4455014005	1,736,302	HM	HM
4455025010	1,499,684	HM	HM
4455001006	3,484,800	HM	HM
4455002013	1,742,400	HM	HM
4455002005	1,742,400	HM	HM
4455002014	890,616	HM	HM
4455002015	847,250	HM	HM
4455002009	871,200	HM	HM
4455002010	1,742,400	HM	HM
4455002008	435,600	HM	HM
4455002007	435,600	HM	HM
4455002012	1,688,593	HM	HM
4455004045	202,559	HM	HM
4455004044	1,485,063	HM	HM
4455004021	871,231	HM	HM
4455004014	441,015	HM	HM
4455004020	436,142	HM	HM
4455004057	764,728	HM	HM
4455004058	882,279	HM	HM
4455004059	879,964	HM	HM
4455004010	435,600	HM	HM
4455004060	416,680	HM	HM
4455047012	30,478	HM	HM
4455047014	46,825	HM	HM
2072024015	1,056,834	HM	HM
2072024005	124,303	HM	HM
2072024006	91,476	HM	HM
2072024016	579,091	HM	HM
2072027003	2,397,107	HM	HM
2072001022	119,537	HM	HM
2072001018	192,966	HM	HM
2072023015	219,898	HM	HM
2072023014	220,392	HM	HM
2072023013	220,574	HM	HM
2072027001	18,067	HM	HM
2072027002	13,764	HM	HM
2080014006	911,185	HM	HM

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

2080013001	4,492,087	HM	HM
2080013003	1,753,848	HM	HM
2080013004	3,484,800	HM	HM
2080014002	1,742,400	HM	HM
2080013006	1,779,003	HM	HM
2080013008	1,742,400	HM	HM
2080014004	723,722	HM	HM
2080022008	160,646	HM	HM
2080022013	380,275	HM	HM
2080022010	55,558	HM	HM
50,783,878			

HM GP Density: 1 du/40 acres or 1 du per lot

Total Acreage: 1165.8

Total Lots: 55

2072023016	417,445	M and OS-R	HM and OS
2072028001	349,851	M and OS-R	HM and OS
767,296			

HM GP Density: 1 du/40 acres or 1 du per lot

OS-RP GP Density: 1 du per lot

Total Acreage: 17.6

Total Lots: 2

4455003050	1,300,260	OS-RP	HM
4455003049	106,639	OS-RP	HM
2069015021	32,809	OS-RP	OS
2072028002	10,788	OS-RP	OS
2072028007	7,372	OS-RP	OS
2072028003	8,148	OS-RP	OS
2072028004	7,116	OS-RP	OS
2072028005	7,711	OS-RP	OS
2072029002	9,881	OS-RP	OS
2072030011	7,233	OS-RP	OS
1,497,957			

OS-RP GP Density: 1 du per lot

Total Acreage: 34.4

Total Lots: 10

2072029012	4,116	RC	RC-OT
2072029004	5,716	RC	RC-OT
2072029006	9,056	RC	RC-OT
2072029010	7,911	RC	RC-OT
2072029009	8,328	RC	RC-OT
2072029008	7,860	RC	RC-OT
2072029007	7,970	RC	RC-OT
2072029005	9,016	RC	RC-OT
2072031001	38,317	RC	RC-OT
2072030010	6,990	RC	RC-OT
2072030004	8,021	RC	RC-OT
2072030001	5,220	RC	RC-OT
2072030019	8,100	RC	RC-OT
2072030023	8,215	RC	RC-OT
2072030013	3,392	RC	RC-OT
2072030014	4,416	RC	RC-OT
2072031015	8,063	RC	RC-OT
2072031008	8,074	RC	RC-OT

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

2072031007	7,975	RC	RC-OT
2072031006	3,911	RC	RC-OT
2072031005	3,696	RC	RC-OT
2072031004	6,672	RC	RC-OT
2072031003	8,795	RC	RC-OT
2072031002	8,808	RC	RC-OT
2072031009	9,126	RC	RC-OT
2072031010	8,975	RC	RC-OT
2072031011	13,513	RC	RC-OT
2072031014	13,766	RC	RC-OT
2072032006	9,847	RC	RC-OT
2072032004	7,985	RC	RC-OT
2072032003	7,692	RC	RC-OT
2072032001	7,953	RC	RC-OT
2072033022	39,540	RC	RC-OT
2080017025	15,863	RC	RC-OT
2080017004	5,050	RC	RC-OT
2080017005	2,718	RC	RC-OT
2080017026	20,188	RC	RC-OT
2080017008	8,075	RC	RC-OT
2080017006	5,493	RC	RC-OT
2080016021	11,960	RC	RC-OT
2080016020	11,028	RC	RC-OT
2080016018	10,294	RC	RC-OT
2080016017	11,034	RC	RC-OT
2080016014	12,318	RC	RC-OT
2080016013	11,415	RC	RC-OT
2080016008	9,527	RC	RC-OT
2080016007	9,388	RC	RC-OT
2080016006	10,143	RC	RC-OT
2080018011	5,674	RC	RC-OT
2080019002	5,508	RC	RC-OT
2080019001	6,176	RC	RC-OT
2080015052	11,188	RC	RC-OT
2080015034	10,844	RC	RC-OT
2080015033	14,228	RC	RC-OT
2080015050	16,483	RC	RC-OT
2080015049	16,724	RC	RC-OT
2080015029	11,107	RC	RC-OT
2080015026	15,412	RC	RC-OT
2072026010	8,574	RC	RC-OT
2072026009	8,975	RC	RC-OT
2072026008	9,438	RC	RC-OT
2072026007	10,236	RC	RC-OT
2072026004	13,817	RC	RC-OT
2072025025	30,909	RC	RC-OT
2072025017	14,997	RC	RC-OT

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

2072025016	14,274	RC	RC-OT
2072025015	15,147	RC	RC-OT
2072025014	15,342	RC	RC-OT
2072025011	9,899	RC	RC-OT
2072025001	21,561	RC	RC-OT
2072025008	4,812	RC	RC-OT
2080015001	21,684	RC	RC-OT
2080015002	14,607	RC	RC-OT
2080015003	14,251	RC	RC-OT
2080015004	14,990	RC	RC-OT
2080015005	14,536	RC	RC-OT
2080015006	14,323	RC	RC-OT
2080015007	14,178	RC	RC-OT
2080015008	14,437	RC	RC-OT
2080015009	15,316	RC	RC-OT
2080015010	16,624	RC	RC-OT
2080015012	3,675	RC	RC-OT
2080015043	4,695	RC	RC-OT
2080015040	4,907	RC	RC-OT
2080015041	4,418	RC	RC-OT
2080015042	3,744	RC	RC-OT
2080015025	5,620	RC	RC-OT
2080015024	5,402	RC	RC-OT
2080015023	5,505	RC	RC-OT
2080015022	5,793	RC	RC-OT
2080015021	5,819	RC	RC-OT
2080015020	4,943	RC	RC-OT
2080015019	5,294	RC	RC-OT
2080015018	6,134	RC	RC-OT
2072020004	26,253	RC	RC-CH
2072020003	5,695	RC	RC-CH
2072020007	18,864	RC	RC-CH
2072020001	8,244	RC	RC-CH
2072020006	21,866	RC	RC-CH
2072018005	8,546	RC	RC-CH
2072018022	25,961	RC	RC-CH
2072018028	10,622	RC	RC-CH
2072018027	5,261	RC	RC-CH
2072018030	10,638	RC	RC-CH
2072018029	10,233	RC	RC-CH
2072018026	6,769	RC	RC-CH
2072018010	5,145	RC	RC-CH
2072018001	5,828	RC	RC-CH
2072018015	4,900	RC	RC-CH
2072018017	7,385	RC	RC-CH
2072018011	5,304	RC	RC-CH
2072017030	7,428	RC	RC-CH

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

2072017001	6,574	RC	RC-CH
2072012033	10,088	RC	RC-CH
2072011001	5,116	RC	RC-CH
2072011025	5,150	RC	RC-CH
2072011002	2,670	RC	RC-CH
2072011026	2,574	RC	RC-CH
2072007078	7,895	RC	RC-CH
2072007080	6,145	RC	RC-CH
2072007053	6,705	RC	RC-CH
2072007081	24,234	RC	RC-CH
2072007076	9,043	RC	RC-CH
2072007040	10,246	RC	RC-CH
2072007050	5,307	RC	RC-CH
2072007049	5,003	RC	RC-CH
2072007017	5,504	RC	RC-CH
2072002108	5,877	RC	RC-CH
2072002099	5,246	RC	RC-CH
2072002097	5,625	RC	RC-CH
2072002093	2,583	RC	RC-CH
2072002081	5,461	RC	RC-CH
2072002086	4,996	RC	RC-CH
2072002080	5,479	RC	RC-CH
2072002149	4,658	RC	RC-CH
2072002076	5,137	RC	RC-CH
2072002073	5,138	RC	RC-CH
2072002132	6,557	RC	RC-CH
2072002069	5,615	RC	RC-CH
2072002126	6,400	RC	RC-CH
2072002068	5,190	RC	RC-CH
2072002125	6,521	RC	RC-CH
2072002057	5,823	RC	RC-CH
2072002055	5,146	RC	RC-CH
2072002054	5,445	RC	RC-CH
2072002138	5,617	RC	RC-CH
2072002045	5,246	RC	RC-CH
2072002039	4,941	RC	RC-CH
2072002044	5,620	RC	RC-CH
2072002117	4,940	RC	RC-CH
2072002112	8,543	RC	RC-CH
2072002002	5,001	RC	RC-CH
2072002014	6,036	RC	RC-CH
2072019012	2,249	RC	RC-CH
2072019005	4,877	RC	RC-CH
2072019007	2,627	RC	RC-CH
2072019008	2,570	RC	RC-CH
2072019009	5,120	RC	RC-CH
2072019026	4,875	RC	RC-CH

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

2072015014	5,012	RC	RC-CH
2072015015	2,514	RC	RC-CH
2072015016	2,444	RC	RC-CH
2072015017	5,081	RC	RC-CH
2072015018	5,066	RC	RC-CH
2072015028	6,019	RC	RC-CH
2072015021	2,714	RC	RC-CH
2072015004	5,104	RC	RC-CH
2072015005	2,341	RC	RC-CH
2072015006	2,697	RC	RC-CH
2072016011	5,064	RC	RC-CH
2072016009	9,607	RC	RC-CH
2072016012	5,062	RC	RC-CH
2072016018	2,729	RC	RC-CH
2072016014	2,395	RC	RC-CH
2072016001	4,851	RC	RC-CH
2072016002	4,994	RC	RC-CH
2072016005	5,026	RC	RC-CH
2072016006	2,486	RC	RC-CH
2072016007	2,464	RC	RC-CH
2072017016	5,051	RC	RC-CH
2072017019	4,970	RC	RC-CH
2072017031	10,161	RC	RC-CH
2072013007	4,985	RC	RC-CH
2072013016	4,675	RC	RC-CH
2072014020	4,970	RC	RC-CH
2072014002	5,020	RC	RC-CH
2072014003	4,936	RC	RC-CH
2072014004	4,163	RC	RC-CH
2072014005	5,141	RC	RC-CH
2072011021	5,414	RC	RC-CH
2072011022	5,003	RC	RC-CH
2072011029	4,951	RC	RC-CH
2072011023	4,981	RC	RC-CH
2072011024	5,075	RC	RC-CH
2072011016	5,876	RC	RC-CH
2072011019	5,017	RC	RC-CH
2072011020	7,406	RC	RC-CH
2072011034	4,999	RC	RC-CH
2072011035	4,962	RC	RC-CH
2072011031	4,879	RC	RC-CH
2072012032	10,432	RC	RC-CH
2072012014	4,961	RC	RC-CH
2072011006	4,771	RC	RC-CH
2072011007	4,835	RC	RC-CH
2072011011	5,525	RC	RC-CH
1,682,933			

RC GP density: 1 du per lot or 1 du/10ac
Total Acreage: 38.6
Total Lots: 205

**2014-2021 Housing Element
Vacant Single-Family Sites Inventory**

4455057096	88,833	RR	RR
4455057095	88,298	RR	RR
2069074021	39,365	RR	RR
2069016024	41,534	RR	RR
2069016038	382,163	RR	RR
2072001003	569,789	RR	RR
1,209,982			

RR GP Density: 1 du per lot or 1 du/10ac
Total Acreage: 27.8
Total Lots: 6

4455004046	1,207,795	RR and HM	RR and HM
4455004025	703,984	RR and HM	RR and HM
4455004032	147,068	RR and HM	RR and HM
4455006034	939,470	RR and HM	RR and HM
2,998,317			

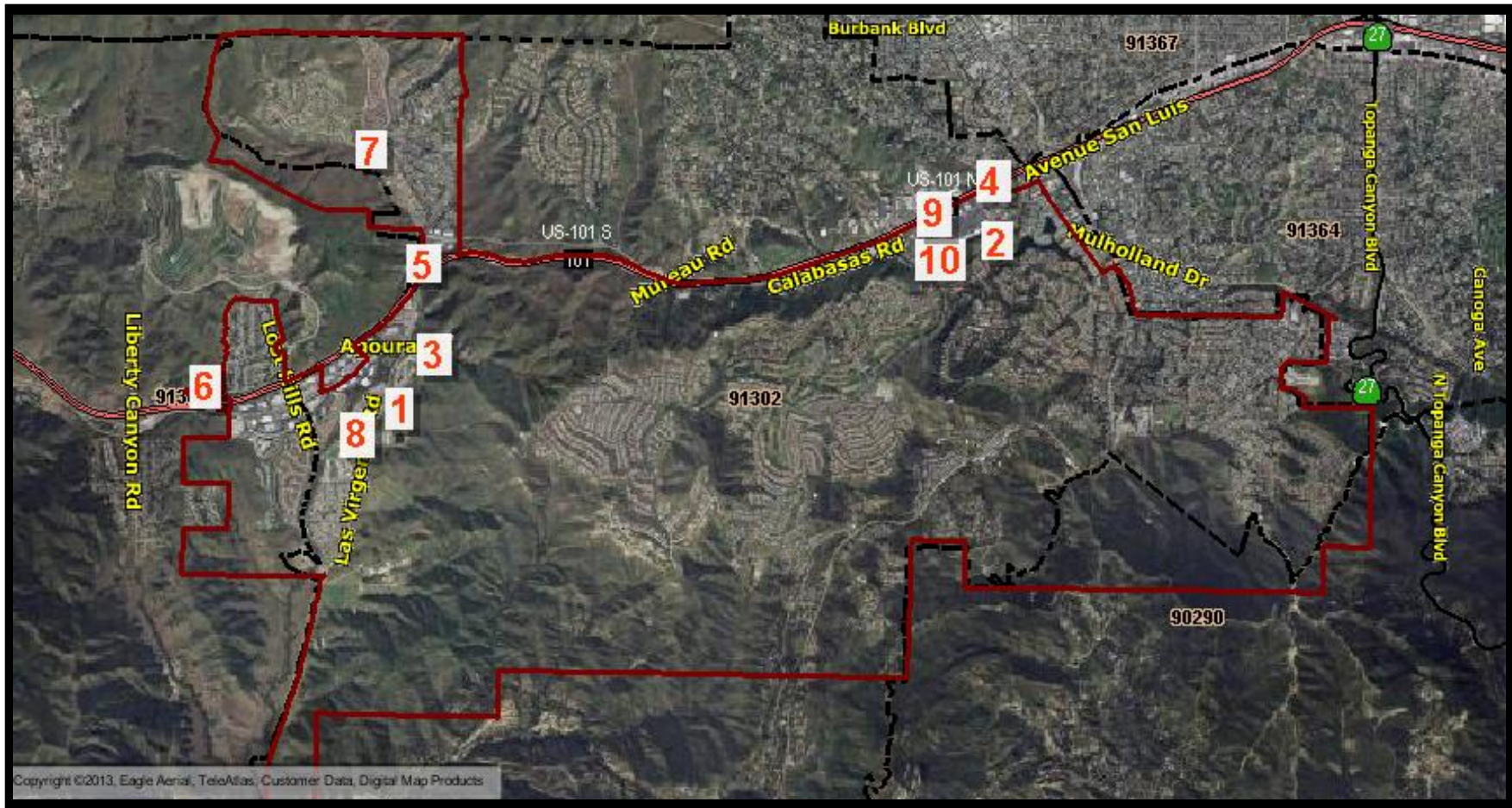
HM GP Density: 1 du/40 acres or 1 du per lot
RR GP Density: 1 du per lot or 1 du/10ac
Total Acreage: 68.8
Total Lots: 4

2052013028	19,457	R-SF	RS
2069090027	74,856	R-SF	RS
2069090019	50,869	R-SF	RS
2069090051	82,934	R-SF	RS
2069089030	71,216	R-SF	RS
2069089026	76,145	R-SF	RS
2069089024	36,194	R-SF	RS
2078016013	62,314	R-SF	RS
2079003045	7,344	R-SF	RS
2079003011	6,047	R-SF	RS
2079003012	4,635	R-SF	RS
2079003014	5,601	R-SF	RS
2079003049	8,182	R-SF	RS
2079003030	5,266	R-SF	RS
2079002043	7,292	R-SF	RS
2079002029	5,423	R-SF	RS
2079003024	6,805	R-SF	RS
2079004049	8,902	R-SF	RS
2079008046	7,226	R-SF	RS
2079008047	5,791	R-SF	RS
2079005002	13,553	R-SF	RS
2079006008	9,593	R-SF	RS
2079006007	5,439	R-SF	RS
2079006006	5,394	R-SF	RS
2079006005	5,182	R-SF	RS
2079006004	6,295	R-SF	RS
2069004063	39,123	R-SF	RS
637,078			

R-SF GP Density: 2du/ac - 6du/ac
Total Acreage: 14.6
Total Lots: 27

2014-2021 Housing Element Multi-Family Sites Inventory

Map #	Assessor Parcel No.	Address	Existing Use	General Plan	Zone	Lot Size (Sq. Ft.)	Existing Units	Existing Building (Sq. Ft.)	Year Built	Existing Floor Area Ratio (FAR)	Permitted FAR	Permitted Density per Acre	Unit Potential	Above Mod	Mod	V/L/L	Ownership	Comments		
PROJECTS WITH ENTITLEMENTS (Occupancy Post 12/31/2013)																				
1	2069011005	4240 Las Virgenes Rd	Vacant Land	BL-I	CL	456,374	0	0			0.20	NA	78	74		4	Calabasas Blue LLC	Entitled project - Paxton Calabasas. 4 VL units		
	2069011006	4240 Las Virgenes Rd	Vacant Land	BL-I	CL	446,812	0	0			0.20	NA					Calabasas Blue LLC			
						903,186	0	0					78	74		4				
2	2068005025	23500 Park Sorrento	Banquet Venue - Calabasas Inn	MU .95	CMU.95 -DP	236,637	0	16,364	1968	0.1	0.95	20	80	72		8	23500 Park Sorrento Ventures LLC	Entitled project -The Village. 8 VL units.		
						236,637	0	16,364		0.1			80	72		8				
VACANT MULTI-FAMILY SITES																				
3	2069078009	4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	PD, RM(20)	1,796,630	0	0				20			60	120	TNHC Canyon Oaks LLC	Application pending (New Home). Unit potential based on zoning.		
	2069078011	4790 Las Virgenes Rd	Vacant Land	RMF (20), PD, OSRP	PD, RM(20)	1,576,634	0	0				20					TNHC Canyon Oaks LLC			
						3,373,264	0	0					180		60	120				
4	2068002023	25600 Calabasas Rd	Vacant Land	MU 1.0	CMU 1.0	41,741	0	0			1.00	20	20			20	Degidio Brothers III LLC	Old Town		
						41,741	0	0					20			20				
5	2052043001		Vacant Land	MU .60	CMU .60	15,739	0	0			0.60	20	7			7	Charles Martin & Andrew Minor	Martin		
						15,739	0	0					7			7				
UNDERUTILIZED RESIDENTIAL AND MIXED USE SITES																				
6	2052013036	27201 Canwood Street	Pet Kennel	RM-F (12)	RM (12)	297,754	1	777	1956	0.0		12	60		60		H P Properties	Rancho Pet Kennel		
						297,754	1	777		0.0			60		60					
7	2052005034	5657 Las Virgenes Rd	Shopping Center	MU .60	CMU.60	28,699	0	12,138	1965	0.4	0.60	20	13			13	Sandra P Kramer			
	2052005035	5657 Las Virgenes Rd	Center Parking Lot	MU .60	CMU.60	10,625	0	0			0.60	20	5			5	Sandra P Kramer			
						39,324	0	12,138		0.4			18			18				
8	2064003141	4235 Las Virgenes Rd	Church	RM-F (16)	RM(16)	107,497	0	8,052	1963/1991	0.1		16	39		39		Calabasas Presbyterian Church	Church Use. 3 temporary modular buildings (1991) and 400 sf shed (1963)		
						107,497	0	8,052		0.1			39		39					
9	2068002038	24005 Calabasas Rd	Restaurant - Red Robin	MU .95	CMU.95	47,743	0	7,265	1972	0.2	0.95	20	11			11	Luciano Forcella Co Trust	East Village. Unit potential based on 50% of area developing with housing. Interest in acquisition for development.		
	2068002037		Restaurant Parking Lot	MU .95	CMU.95	21,437	0	0		0.0	0.95	20	5			5	Luciano Forcella Co Trust			
	2068002029	23945 Calabasas Rd	Commercial Office	MU .95	CMU.95	58,265	0	53,175	1986	0.9	0.95	20	14			14	23945 Calabasas Rd Assoc			
	2068002034	23901 Calabasas Rd	Commercial Office	MU .95	CMU.95	194,744	0	101,087	1982	0.5	0.95	20	45			45	Century National Properties			
	2068002031	23801 Calabasas Rd	Commercial Office	MU .95	CMU.95	173,951	0	95,386	1983	0.5	0.95	20	40			40	CVV Realty Corp			
					496,140	0	256,913		2.1			115			115					
10	2068003034		City Hall Parking Lot	MU .95	CMU .95	85,428	0	0			0.95	20	39			39	Kilroy Realty	Kilroy Parking Lot		
						85,428	0	0				20	39			39				
TOTALS:													636	146	159	331				
RHNA													330	131	57	142				



CITY of CALABASAS

2014-2021 Housing Element Multi-Family Sites Inventory



4855 ft

CityGIS

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APPENDIX C

HOUSING ELEMENT BACKGROUND REPORT

CITY of CALABASAS
2030 General Plan

2014-2021 HOUSING ELEMENT

BACKGROUND REPORT

AUGUST 2013

**CITY OF CALABASAS
COMMUNITY DEVELOPMENT DEPARTMENT
100 CIVIC CENTER WAY
CALABASAS, CA 91302**



KAREN WARNER ASSOCIATES

Housing Policy Consultants

City of Calabasas 2030 General Plan Housing Element Background Report

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I. DEMOGRAPHIC PROFILE

Demographic changes can affect the type and amount of housing that is needed in a community. This section presents the population, age, race/ethnicity, and employment characteristics of Calabasas residents.

A. POPULATION GROWTH AND TRENDS

Table 1 presents population growth trends in Calabasas, and compares this growth to neighboring jurisdictions and the entire County of Los Angeles. Calabasas experienced an eight percent increase in population during the 1990s, fairly comparable to the seven percent growth evidenced Countywide, yet below the twelve percent growth level experienced in nearby Westlake Village and Thousand Oaks.

During the most recent decade, Calabasas' population increased by a robust fifteen percent to 23,058 residents, representing a net increase in approximately 3,000 new residents. This level of population growth was well above the three percent increase experienced Countywide, and exceeded population growth levels in other Conejo Valley jurisdictions.

Table 1: Regional Population Growth Trends 1990 – 2010

Jurisdiction	1990	2000	2010	Percent Change	
				1990-2000	2000-2010
Agoura Hills	20,390	20,537	20,330	1%	-1%
Calabasas	18,527	20,033	23,058	8%	15%
Thousand Oaks	104,352	117,005	126,683	12%	8%
Westlake Village	7,455	8,368	8,270	12%	-1%
Los Angeles County	8,863,164	9,519,338	9,818,605	7%	3%

Source: U.S. Census 1990, 2000 and 2010.

In terms of future trends, the Southern California Association of Governments' (SCAG) Regional Transportation Plan/Sustainable Communities Strategy Growth Forecast projects a modest 3.5 percent increase in Calabasas' population over the 2008-2020 period, for an estimated 2020 population of 23,800 residents.

B. AGE CHARACTERISTICS

Housing need is often affected by the age characteristics of residents in the community. Different age groups have different lifestyles, income levels, and family types that influence housing needs.

Table 2 shows the age distribution of Calabasas residents in 2000 and 2010, and compares this to the age distribution Countywide. As indicated in the table, in 2010, 24 percent of Calabasas' residents were children under the age of 18, compared to 2000 when children comprised 28 percent of the City's population. The decline in children is further evidenced by decline in family households with children in Calabasas, which dropped from 43 to 38 percent over the past decade (refer to Table 4 later in this chapter).

The biggest changes to Calabasas' age profile occurred in the young adult (25-44 years) and middle age (45-64 years) groups. Both the proportion and number of young adults declined significantly during the decade, decreasing from 29 to 22 percent of the population, and declining by over 800 residents. This trend is a reflection of the aging in place of young adults into middle age, and the limited number of new young adults moving into the community. Conversely, the middle age population grew dramatically, now comprising 32 percent of the City's population, and well above the Countywide average of 24 percent. This shift in growth from young adults to middle age is indicative of the area's high for-sale housing costs and limited rental opportunities.

Finally, the percentage of seniors (65 years and older) in Calabasas also increased significantly from 8 to 13 percent during this time. The population of Calabasas, as a whole, is aging. The City experienced the greatest numeric population increase in its two oldest age categories (middle age and seniors). The 2010 Census puts the median age of Calabasas at 41.6 years, nearly seven years older than the median age of 34.8 years for the County. Calabasas has made significant progress in expanding housing options for seniors in recent years, with development of the 75 unit Canyon Creek Apartments and 60 unit Horizons 55 active senior housing communities.

Table 2: Age Distribution 2000 - 2010

Age Group	2000		2010		L.A. County (%)
	Persons	Percent	Persons	Percent	
Preschool (0-4 years)	1,223	6%	1,131	5%	7%
School Age (5-17 years)	4,346	22%	4,513	19%	13%
College Age (18-24 years)	1,323	7%	2,072	9%	8%
Young Adults (25-44 years)	5,832	29%	5,025	22%	30%
Middle Age (45-64 years)	5,593	28%	7,414	32%	24%
Seniors (65-74 years)	1,097	5%	1,721	8%	6%
Frail Elderly (75+ years)	619	3%	1,182	5%	5%
TOTAL	20,003	100%	23,058	100%	100%
Median Age	38.5 years		41.6 years		34.8 years

Source: U.S. Census, 2000 and 2010.

C. RACE AND ETHNICITY

Table 3 displays the racial/ethnic distribution of Calabasas' population and compares it to the Countywide distribution. The City experienced little change in ethnic composition over the decade, with Whites continuing to make up the largest majority of the City's population (80% in 2010 compared to 84% in 2000). In contrast, Whites comprise only 28% of the population Countywide.

The percentage of Asians (9%), Hispanics (6%), African Americans (2%), and American Indians (<1%) in Calabasas also remained relatively constant throughout from 2000 to 2010, showing relatively minor increases in number. The small size of the City's minority population stands in sharp contrast to the population of Los Angeles County as a whole.

Table 3: Racial and Ethnic Composition 2000 - 2010

Race/Ethnicity	2000		2010		L.A. County (%)
	Persons	Percent	Persons	Percent	
White	17,898	84%	18,332	80%	28%
Asian/Pacific Islander	1,656	8%	1,983	9%	14%
Hispanic	1,004	5%	1,481	6%	48%
Other	513	2%	876	4%	2%
African American	256	1%	356	2%	8%
Native American	29	<1%	30	<1%	<1%
TOTAL	21,356	100%	23,058	100%	100%

Source: U.S. Census, 2000 and 2010

D. EMPLOYMENT

The Southern California Association of Governments' (SCAG) Regional Transportation Plan/Sustainable Communities Strategy Growth Forecast estimates there were a total of 14,800 jobs in Calabasas in 2008, and projects a modest 4.0 percent increase in Calabasas' employment over the 2008-2020 period, for a total of 15,400 jobs in 2020.

The U.S. Census collects detailed information on primary jobs, defined as the highest paying job for an individual worker for the year, but excluding self-employed or "informally employed" workers. A total of 12,314 primary jobs were identified in 2010 in Calabasas; while this is approximately 16 percent below the 14,800 total jobs identified by SCAG, the data provides a greater level of detail on the City's workforce. As depicted in Table 4, finance/insurance (13.3%) and professional/scientific/technical services (13.1%) are the most dominant employment sectors, followed by manufacturing (10.2%), accommodation and food services (8.8%), and retail trade (7.7%).

Table 4: Primary Jobs by Industry Sector 2010

Industry Sector	# Jobs	% Total Jobs
Finance and Insurance	1,641	13.3%
Professional, Scientific and Technical Services	1,610	13.1%
Manufacturing	1,258	10.2%
Accommodation and Food Services	1,089	8.8%
Educational Services	1,078	8.8%
Retail Trade	945	7.7%
Administration & Support, Waste Mgmt and Remediation	863	7.0%
Information	788	6.4%
Management of Companies and Enterprises	591	4.8%
Health Care and Social Assistance	502	4.1%
Other Services (excluding Public Administration)	255	2.9%
Real Estate and Rental and Leasing	326	2.6%
Construction	317	2.6%
Arts, Entertainment and Recreation	297	2.4%
Wholesale Trade	285	2.3%
Public Administration	157	1.3%
Utilities	118	1.0%
Transportation and Warehousing	73	0.6%
Agriculture, Forestry, Fishing and Hunting	21	0.2%
TOTAL	12,314	100%

Source: U.S. Census 2012. OnTheMap Application. <http://onthemap.ces.census.gov/>

Among the approximately 12,300 persons employed in primary jobs in Calabasas, over 90 percent commute in from outside the City limits, an indication of the shortage of local affordable housing opportunities for the community's workforce. Similarly, Calabasas residents also face long commutes, with ¼ of the City's 10,300 employed residents commuting over 45 minutes to work (2010 census).

E. HOUSEHOLD TYPE

A household is defined as all persons living in a housing unit. Families are a subset of households. They include persons living together who are related by blood, marriage, or adoption. A single person living alone is also a household. “Other” households are unrelated people residing in the same dwelling unit. Group quarters, such as dormitories or convalescent homes, are not considered households.

Table 5 illustrates household characteristics in Calabasas in 2000 and 2010, and compares it to the Countywide distribution. In 2010, Calabasas was home to 8,543 households. The City had an average household size of 2.70 persons and an average family size of 3.11 persons, indicating minimal change from 2000.

Families comprise the majority of households in Calabasas (75%), including families with children (38%), and those without children (37%). Over the past decade, the proportion of families with children has decreased from 43 to 38 percent of all households. In contrast, the proportion of family households without children increased from 33 to 37 percent, and single-person households increased from 17 to 19. Nearly 60 percent of the City’s household growth between 2000-2010 was due to an increase in childless family households, with 30 percent of this growth attributable to single person households. These trends reflect the aging in place of Calabasas’ existing households and the limited number of new families with children moving into the community due in part to high housing costs.

Table 5: Household Characteristics 2000 – 2010

Household Type	2000		2010		L.A. County %
	Households	Percent	Households	Percent	
Families	5,543	77%	6,381	75%	68%
With children	(3,129)	(43%)	(3,215)	(38%)	(33%)
With no children	(2,414)	(33%)	(3,166)	(37%)	(35%)
Singles	1,228	17%	1,624	19%	24%
Other non-families	458	6%	538	6%	8%
Total Households	7,229	100%	8,543	100%	100%
Average Household Size	2.76		2.70		2.98
Average Family Size	3.14		3.11		3.58

Source: U.S. Census 2000 and 2010.

F. HOUSEHOLD INCOME

Household income is one of the most important factors affecting housing opportunity. It is also crucial in determining a household's ability to balance housing costs with the other basic necessities of life.

The State and Federal government classify household income into several groupings based upon the relationship to the County adjusted median income (AMI), adjusted for household size. The State of California utilizes the income groups presented in Table 6, which are thus used throughout the Housing Element.

Table 6: State Income Categories 2013

Income Category	% County Area Median Income (AMI)	2013 L.A. County Income Limits		
		1 person household	2 person household	3 person household
Extremely Low	0-30% AMI	\$17,950	\$20,500	\$23,050
Very Low	0-50% AMI	\$29,900	\$34,200	\$38,450
Low	51-80% AMI	\$47,850	\$54,650	\$61,500
Moderate	81-120% AMI	\$54,450	\$62,200	\$70,000
Above Moderate	120%+ AMI	>\$54,450	>\$62,200	>\$70,000

Source: California Dept of Housing and Community Development, 2013 Income Limits.

Table 7 presents the distribution of household income in Calabasas by income category measured as a percentage of the County median. Above moderate income households (>120% AMI) comprise the vast majority of households in Calabasas, at 75 percent. Despite the City's overall affluence, however, over 1,100 Calabasas households earn lower incomes (<80% AMI). While relatively limited in number (6% of households), extremely low income (ELI) households (<30% AMI) have significant housing needs. According to CHAS Data compiled by HUD, 47 percent of the City's ELI households are renters (208 households), with 79 percent of these ELI renters spending more than half their income towards housing. Since 2004, the City of Calabasas has funded a rental assistance program to assist extremely low and very low income senior and disabled renters to remain in the community, and provides ongoing monthly rental assistance to 50 households through this program.

Table 7: Household Income Distribution 2009

Income Level	Households	Percent
Extremely Low Income	440	6%
Very Low Income	381	5%
Low Income	336	4%
Moderate Income	727	10%
Above Moderate Income	5,747	75%
TOTAL	7,631	100%

Source: SCAG Existing Housing Needs Statement, July 2011 (as derived from 2005-2009 American Community Survey). Note: total household count differs from Table 5, which is derived from the 2010 Census.

II. CALABASAS HOUSING NEEDS

Calabasas enjoys high quality residential neighborhoods, a strong local employment base, a high level of public services and a scenic natural setting, all of which contribute to the community’s attractiveness as a place to live and work. However, the community’s desirability has continued to place upward pressure on the housing market, making it increasingly difficult for key members of the community to live here – workforce, seniors, grown children of current residents.

To help understand the nature and extent of housing needs in Calabasas, this section provides an overview of these needs as they relate to:

- Renter and Homeowner Affordability
- Housing Adequacy
- Seniors and Other Special Needs Groups
- Workforce Housing Needs
- Assisted Housing At-Risk of Conversion
- Regional Housing Needs

By way of background, Calabasas contained 8,878 housing units in 2010. The range of housing types reflects the City’s largely hillside topography and peripheral suburban nature. Over three-quarters (76%) of the City’s housing is comprised of single-family units, either attached or detached, while multi-family apartments and condominiums account for one-fifth (21%) of the housing stock. The City’s one mobile home park - Calabasas Village Mobile Estates with 210 units – comprises three percent of the housing in Calabasas.

Table 8: Housing Types 2010

Unit Type	Units	Percent
Single-Family (SF) Detached	6,098	69%
SF Attached	663	7%
Total Single-Family	6,761	76%
2 to 4 Units	492	6%
5 or more units	1,394	16%
Total Multi-Family	1,886	21%
Mobile Homes & Other ¹	231	3%
Total Housing Units	8,878	100%

Source: California Department of Finance, 2010, Population and Housing Estimates.

¹ The City’s one mobile home park contains 210 units, indicating the Census counted 20 additional units in the “other” category which encompasses RV’s, boats, vans and tents if they are occupied as someone’s current place of residence.

A. RENTAL MARKET AND AFFORDABILITY

Calabasas is predominately an ownership community, with renters comprising just one-quarter of the City’s households (2010 Census). Three market-rate apartment complexes exist in the City – Malibu Canyon Apartments (698 units), Archstone Calabasas (previously Malibu Meadows - 600 units), and Malibu Creek Apartments (44 units). While the recently developed Canyon Creek Apartments provides 75 rental units for lower income seniors, this complex is not included in the rent survey as rents are restricted to low income levels.

Rent levels in the three market-rate apartments are presented in Table 9, and generally average \$1,475 for a studio, \$1,500 for a one-bedroom, \$1,900 for a two-bedroom, and \$2,150 for a three-bedroom unit. By comparison, the City’s 2008 Housing Element documents average rents approximately ten percent above these 2012 levels, reflecting the impact of the prolonged economic recession.

Table 9: Calabasas Rental Rates August 2012

Apartment Name	Total Units	Affordable Units	Unit Type	Monthly Rent	Affordable Rents
Malibu Canyon Apartments 5757 Las Virgenes Rd	698	140	1 bdrm	\$1,146 - \$1,699	\$1,100-\$1,619
			2 bdrm	\$1,499 - \$2,140	\$1,377-\$1,879
			3 bdrm	\$1,676 - \$2,638	\$1,586-\$2,459
Archstone Calabasas 3831 N. Orchid Lane	600	120	1 bdrm	\$1,200 - \$2,010	\$1,150-\$1,520
			2 bdrm	\$1,550 - \$2,730	\$1,491-\$1,648
Malibu Creek Apartments 5320 Las Virgenes Rd	44	---	Studio	\$1,150 - \$1,800	---
			1 bdrm	\$1,200 - \$1,600	
			2 bdrm	\$1,333 - \$2,150	

Source: Rental Registration reports submitted to Planning staff by Malibu Canyon Apartments, Archstone Calabasas, and Malibu Creek Apartments, August 2012.

Malibu Canyon and Archstone Calabasas were financed through Los Angeles County’s Multi-family Mortgage Revenue Bond Program, requiring 20 percent of each project’s units to be provided to low income (80% of Area Median Income, or “AMI”) households at affordable rents. There is a lengthy waiting list for the 260 affordable units in these projects. The rent differential between market and affordable units in these complexes ranges from approximately \$50 to \$500, depending on the number of bedrooms. Based on County bond requirements, affordable units are required to be dispersed amongst the bedroom types. The affordability controls on Malibu Canyon Apartments expire in June 2016, whereas controls in Archstone Calabasas extend until April 2028.

Table 10 presents the maximum affordable rents in 2012 for very low, low and moderate income households by household size, and compares with the 2012 average apartment rents in Calabasas from Table 9. As indicated, average rents are well above the level of affordability for very low, low and even moderate income households. However, apartments at the low end of the rental ranges identified in Table 9 do fall within moderate income levels of affordability.

Table 10: 2012 Maximum Affordable Rents* Los Angeles County

Income Level**	1 Bedroom (2 person)	2 Bedroom (3 person)	3 Bedroom (4 person)
Very Low Income	\$742	\$835	\$920
Low Income	\$1,248	\$1,405	\$1,553
Moderate Income	\$1,453	\$1,636	\$1,810
Calabasas Average Rents	\$1,500	\$1,900	\$2,150

*Maximum rent reflects deduction of utility allowance per LACDC 2012 utility schedule: \$102 for 1 bdrms, \$114 for 2 bdrms, and \$133 for 3 bdrms.

**Income levels reflect the 2012 Official State Income Limits published by State HCD.

Rental Vacancy

The vacancy rate measures the overall housing availability in a community and is often a good indicator of how efficiently for-sale and rental housing units are meeting the current demand for housing. A vacancy rate of five percent for rental housing suggests that there is a balance between the supply and demand of housing, whereas vacancies well below this level may indicate that households are having difficulty finding available housing, which can lead to high competition for units and upward pressure on rents. The 2010 Census measures a rental vacancy rate of 5.2 percent in Calabasas, indicating a sufficient supply of vacant rental units for normal mobility.

Calabasas Village Mobile Estates

Calabasas Village Mobile Estates located on Mulholland Highway contains 210 mobilehome spaces. The park owner estimates that approximately one-third (60-70 households) of park occupants are senior citizens. While historically the park has served as a source of relatively affordable housing, increases in space rents have rendered it unaffordable to lower income tenants. Current (August 2012) rent levels range from \$928 to \$1,580, with overall average rent level of \$1,190.¹ Average rents the prior year were approximately \$1,167, reflecting a \$23 increase. In addition to space rents, some occupants may also have monthly mortgage payments on their mobilehome coach.

In response to escalating rents, in January 2004, the City initiated a Rental Assistance Program for lower income tenants in the park, providing for a monthly subsidy of up to \$100 for income-qualified tenants. The program has subsequently been expanded to include lower income seniors and disabled residents in the City's apartment complexes also impacted by rent increases. In December 2010, the City Council made the Rental Assistance Program permanent, expanding its capacity to 50 households and increasing monthly subsidy levels to \$175, plus a yearly increase based on the Consumer Price Index. In 2013, the monthly rent subsidy is \$186.

¹ Information on park space rents obtained from City Rental Assistance Registration reports

B. HOMEOWNER MARKET AND AFFORDABILITY

Regional Housing Sales

Table 11 compares single-family and condominium sales prices in Calabasas and the nearby communities of Agoura Hills, Malibu, Thousand Oaks, Topanga and Westlake Village during calendar year 2012, by zip code. In 2012, 182 single-family homes were sold in the Calabasas zip code of 91302², commanding a median sales price of \$1,127,000, well above other Conejo Valley communities, and only below that of Malibu. The City's median home price increased by 15 percent from 2011, in contrast to most other Conejo Valley communities that were still experiencing price depreciation in the single-family market.

With 188 condominiums sold in 2012, the level of condominium sales in Calabasas is comparable to that of single-family homes. Condominium prices in Calabasas are significantly above that of other nearby communities, and with a median of \$900,000, are \$350,000 higher than even Malibu. In comparison to the previous year, condominium sales prices appreciated 7.1 percent in Calabasas, double the level of appreciation evidenced Countywide.

Table 11: Home and Condominium Sales Prices 2012- Calabasas and Environs

Community	Zip Code	# Homes Sold	Median Home Price	Change from 2011	# Condos Sold	Median Condo Price	Change from 2011
Agoura Hills	91301	130	\$660,000	-6.4%	212	\$440,000	1.1%
Calabasas	91302	182	\$1,127,000	15.0%	188	\$900,000	7.1%
Malibu	90265	259	\$2,035,000	23.3%	87	\$550,000	13.3%
Topanga	90290	86	\$730,000	-16.6%	10	\$283,000	0.9%
Thousand Oaks	91360	455	\$461,000	-0.9%	88	\$235,000	6.8%
	91362	367	\$690,000	0.7%	256	\$330,000	6.1%
Westlake Village	91361	168	\$885,000	9.3%	213	\$459,000	-2.0%
Los Angeles County	all	59,561	\$340,000	4.6%	19,617	\$285,000	3.6%

Source: DQNews – 2012 Los Angeles Times Zip Code Chart, <http://www.dqnews.com>

² The 91302 zip code also encompasses areas outside Calabasas, including Hidden Hills and the unincorporated Monte Nido community. In addition, Calabasas neighborhoods west of Lost Hills Road fall within the 91301 zip code.

Calabasas Housing Sales

While the prior Table 11 provides an overview of the subregional housing market in 2012 and sales within the greater 91302 Calabasas zip code, the following Table 12 provides detailed information on sales within the Calabasas city limits during calendar year 2012.

A total of 98 single-family home sales were recorded within the City during this period (in contrast to 182 homes in the entire 91302 zip code). Four-bedroom units were the most prevalent homes sold, characteristic of Calabasas' relatively newer housing stock of larger sized units. For example, the average unit size among the 41 four-bedroom units sold was 3,050 square-feet, and the average year built was 1980. Median sales prices ranged from \$380,000 (for homes with two-bedrooms) to \$750,000 (four-bedroom) to \$1,799,816 (six or more bedrooms). The overall median home price sales price within the Calabasas city limits was \$785,000 for a 3,450 square-foot home, well below the \$1.1 million median price documented within the greater 91302 zip code (refer to Table 10).

Approximately two-thirds of units sold in Calabasas were condominiums, totaling 169 units. The median priced condominium sold for \$825,000, exceeding the median single-family home price by \$40,000. Two and three-bedroom units represented approximately half of all units sold, and provide a relatively affordable homeownership option in Calabasas, particularly in some of the older complexes in town.

Table 12: Home and Condominium Sales Prices 2012 – Calabasas City Limits

# Bedrooms	Units Sold	Price Range	Median Price	Avg. Unit Size	Avg. Lot Size	Avg. Year Built
Single-family Homes						
2	7	\$203,794-\$505,000	\$380,000	1,365 sq. ft.	6,230 sq. ft.	1962
3	18	\$400,000-\$1,650,000	\$557,000	2,200 sq. ft.	10,295 sq. ft.	1977
4	41	\$375,000-\$5,375,000	\$750,000	3,050 sq. ft.	16,155 sq. ft.	1980
5	20	\$177,460-\$2,850,000	\$1,094,500	3,920 sq. ft.	17,910 sq. ft.	1988
6+	12	\$534,600-\$6,500,000	\$1,799,816	7,140 sq. ft.	40,980 sq. ft.	1990
Total	98	\$177,460 - \$6,500,000	\$785,000	3,450 sq. ft.	17,770 sq. ft.	1981
Condominiums						
1	7	\$135,038-\$388,559	\$254,000	900 sq. ft.	--	1976
2	26	\$73,292-\$1,135,000	\$260,000	1,260 sq. ft.	--	1981
3	53	\$241,000-\$1,650,000	\$610,000	2,030 sq. ft.	--	1985
4+	83	\$136,783-\$3,375,000	\$1,180,000	3,730 sq. ft.	--	1991
Total	169	\$73,292 - \$3,375,000	\$825,000	2,700 sq. ft.	--	1987

Source: Dataquick On-Line Real Estate Database, 2012. Compiled by Karen Warner Associates.

Homeowner Affordability

The affordability of housing in Calabasas can be assessed by comparing market sales prices with the amount that households of different income levels can afford to pay for housing. Table 13 presents the maximum affordable purchase price for moderate income households (120% AMI), and compares this with market sales prices for single-family homes and condominiums in Calabasas as previously documented in Table 12. As illustrated below, the maximum affordable purchase price ranges from \$320,000 for a three person household, \$357,500 for a four person household, and \$383,500 for a five person household, rendering single-family home prices in Calabasas well beyond the reach of moderate income households.

Condominiums, however, do provide an affordable homeownership option for smaller, moderate income households in Calabasas. For example, a three person moderate income household can afford a purchase price up to \$320,000, and is thus able to afford the \$260,000 median priced two-bedroom condominium. Expanding the supply of condominiums, combined with downpayment assistance programs and inclusionary housing requirements, can be an effective way to extend affordable housing opportunities to households earning moderate incomes.

Table 13: 2012 LA County Maximum Affordable Housing Cost (Moderate Income)

Moderate Income Affordable Housing Cost	2 Bedroom (3 persons)	3 Bedroom (4 persons)	4 Bedroom (5 persons)
Household Income @ 120% Median	\$70,000	\$77,750	\$83,950
Income Towards Housing @ 35% Income	\$24,500	\$27,213	\$29,383
Maximum Monthly Housing Cost	\$2,041	\$2,267	\$2,448
Less Ongoing Monthly Expenses:			
Utilities	\$91	\$112	\$138
Taxes (1.1% affordable hsg price)	\$290	\$320	\$350
Insurance	\$100	\$115	\$130
HOA Fees & Other	\$180	\$180	\$180
Monthly Income Available for Mortgage	\$1,380	\$1,540	\$1,650
Supportable 30 yr Mortgage @ 4.0% interest	\$289,000	\$322,500	\$345,500
Homebuyer Downpayment (10%)	\$31,000	\$35,000	\$38,000
Maximum Affordable Purchase Price	\$320,000	\$357,500	\$383,500
Calabasas Median Single-Family Sales Price	\$380,000	\$557,000	\$750,000
Calabasas Median Condo Sales Price	\$260,000	\$610,000	\$1,180,000

Source: Karen Warner Associates.

Utility costs based on LACDC single-family utility allowance schedule for gas appliances.

A vacancy rate of two percent for ownership housing is generally considered healthy. A low vacancy rate is an indicator of a particularly 'tight' housing market, which may lead to high competition for homes, raising housing prices. According to the 2010 Census, the homeowner vacancy rate in Calabasas was 1.2 percent, indicating less than ideal vacancies and a pent-up demand for housing.

C. HOUSING PROBLEMS

A continuing priority of communities is enhancing or maintaining the quality of life for residents. A key measure of the quality of life in Calabasas is the extent of “housing problems,” including housing overpayment and overcrowding.

Overpayment

Overpayment remains a critical issue for low and moderate-income households, who are disproportionately affected by this burden compared to other households. Affordability problems occur when housing costs become so high in relation to income that households have to pay an excessive proportion of their income for housing. Housing overpayment, as defined by the State and Federal government, occurs when a household spends more than 30 percent of its income on housing; severe overpayment refers to spending greater than 50 percent of income on housing. Table 14 shows the incidence of overpayment in Calabasas.

Table 14: Housing Overpayment 2010

Overpayment	Households	Percent	L.A. Co. (%)
Owners			
Overpayment (>30% income on housing)	2,729	46%	45%
Severe Overpayment (>50% income on housing)	1,414	24%	22%
Lower Income Households Overpaying	468	84%	
Renters			
Overpayment (>30% income on housing)	1,074	64%	56%
Severe Overpayment (>50% income on housing)	474	28%	29%
Lower Income Households Overpaying	321	92%	

Source: American Community Survey (ACS) 2005-2009. Lower income overpayment derived from HUD CHAS.

Note: Severe overpayment is a subset of overpayment.

The 2005-09 American Community Survey identifies 46 percent (2,729) of homeowners in Calabasas as spending more than 30 percent of their total income on housing, with nearly one-quarter of homeowners spending more than half their income on housing. These severely overpaying households are considered at risk of foreclosure.

Among renter households, 64 percent (1,074) were overpaying, a significant increase from 2000 when 44 percent of Calabasas renter households overpaid. Approximately one-third of these overpaying renters were lower income, and nearly half were spending greater than half their incomes on rent (474 households). The high incidence of renter overpayment represents a significant housing need in Calabasas, and is addressed

through Housing Element programs for: Rental Assistance (*Program #3*); Second Units (*Program #9*); Inclusionary Housing (*Program #11*); and Affordable Housing Development Assistance (*Program #13*).

Overcrowding

The State defines an overcrowded housing unit as one occupied by more than 1.01 persons per room (excluding kitchens, porches, and hallways). A unit with more than 1.51 occupants per room is considered severely overcrowded. The incidence of overcrowded housing is a general measure of whether there is an available supply of adequately sized housing units.

Table 15 shows the incidence of overcrowding in Calabasas and Los Angeles County as measured by the 2007-2011 American Community Survey. As indicated, less than one percent of owner and renter households in Calabasas have been identified as overcrowded, in sharp contrast to the 6 percent of owners and 18 percent of renters identified Countywide as living in overcrowded conditions. Less than two percent of Calabasas households were identified as overcrowded in the 2000 Census, indicating overcrowding is not a significant housing issue in the community.

Table 15: Overcrowded Households 2010

Overcrowding	Households	Percent	L.A. Co. (%)
Owners			
Overcrowding	0	0.4%	6%
Severe Overcrowding	0	0%	1%
Renters			
Overcrowding	0	0.5%	18%
Severe Overcrowding	0	0%	7%

Source: American Community Survey (ACS) 2007-2011.

Note: Severe overcrowding is a subset of overcrowding.

D. HOUSING ADEQUACY

The vast majority of housing in Calabasas is in excellent condition. Throughout the community, homes are well maintained and evidence continued investment and upgrading. Less than one percent of the housing in Calabasas is considered overcrowded,³ compared to 12 percent overcrowding Countywide. The high rate of owner-occupied units and relatively high household incomes contribute to the high quality of the housing stock in Calabasas.

The age of a community's housing stock can also provide an indicator of overall housing conditions. Typically housing over 30 years in age is likely to have rehabilitation needs that may include new plumbing, roof repairs, foundation work and other repairs. Table 16 displays the age of Calabasas' occupied housing stock as of 2011. With 38 percent of Calabasas' housing stock built prior to 1980, over 3,000 units have reached the 30-year benchmark. Homes in the City's older neighborhoods were predominately built in the 1960s, 1970s and 1980s, and are now approaching the age at which more significant improvements become necessary, such as new plumbing or roofing. The aging of such a large portion of the Calabasas' housing stock indicates a need for code enforcement, property maintenance and housing rehabilitation programs. While no units have been identified as needing replacement, an estimated 20 percent of the pre-1970 housing stock (approximately 275 units) may be in need of some level of rehabilitation.

Table 16: Age of Housing Stock

Year Built	Renter Occupied Housing	Percent Renter	Owner Occupied Housing	Percent Owner	Total Percent
2005 or later	112	5%	371	6%	6%
2000-2004	67	3%	198	3%	3%
1990-1999	511	24%	1,329	22%	22%
1980-1989	975	45%	1,671	27%	31%
1970-1979	260	12%	1,477	24%	21%
1960-1969	219	10%	997	16%	15%
1950-1959	0	0%	80	1%	1%
1940-1949	0	0%	24	<1%	0%
1939 or earlier	20	1%	30	<1%	1%
Total	2,164	100%	6,177	100%	100%

Source: 2007-11 American Community Survey, with the addition of 75 unit Canyon Creek Apts built in 2011.

The City's Residential Rehabilitation Program provides loan and grant assistance to lower income households to make needed repairs, with the majority of households taking advantage of this program mobilehome park residents and/or senior citizens. In 2012, the City initiated an additional program to assist low and moderate income property owners of severely dilapidated properties cited for code violations to make needed repairs to make the units safe and habitable.

³ Source: American Community Survey, 2007-2011 Data (refer to Table 15 on prior page). Per HUD and SCAG, overcrowding defined as greater than 1.01 persons per room (excluding kitchens, bathrooms, porches and hallways).

E. SENIOR HOUSING NEEDS

As illustrated in Table 17, the 2010 Census identifies eleven percent of Calabasas' population as age 65 and above, with another fourteen percent ("pre-seniors") turning this age over the coming decade. Twenty percent of the City's households are headed by a senior, with more than 40 percent of these householders over the age of 75. One-quarter of elderly residents in Calabasas have some type of disability, which may limit their ability to live independently.

Table 17: Characteristics of Senior Population 2010

Population/ Household Category	Persons	Households	Percent
Seniors (65+)	2,903		11%
With a Disability	662		(23%)
Senior Households		1,735	20%
Renter		214	(12%)
Owner		1,521	(88%)
Senior Homeowners Living Alone		425	(28%)

Source: U.S. Census, 2010; 2005-09 American Community Survey (disability data).

Of Calabasas' approximately 1,500 senior homeowners, 28 percent live alone. Figure 1 depicts the location of senior homeowners residing alone, and identifies several census tracts where approximately 10-20 percent of owner-occupied units consist of a single senior occupant. As these homeowners age, many may be unable to maintain their homes or perform minor repairs.

Given Calabasas' growing senior population, the City will continue to experience increases in the need for senior housing and services. Particularly those seniors age 75 and above begin to require housing with a supportive services component. Rising apartment and mobilehome park rents, as well as ongoing homeowner maintenance costs are a particular concern for seniors, as many are on fixed incomes.

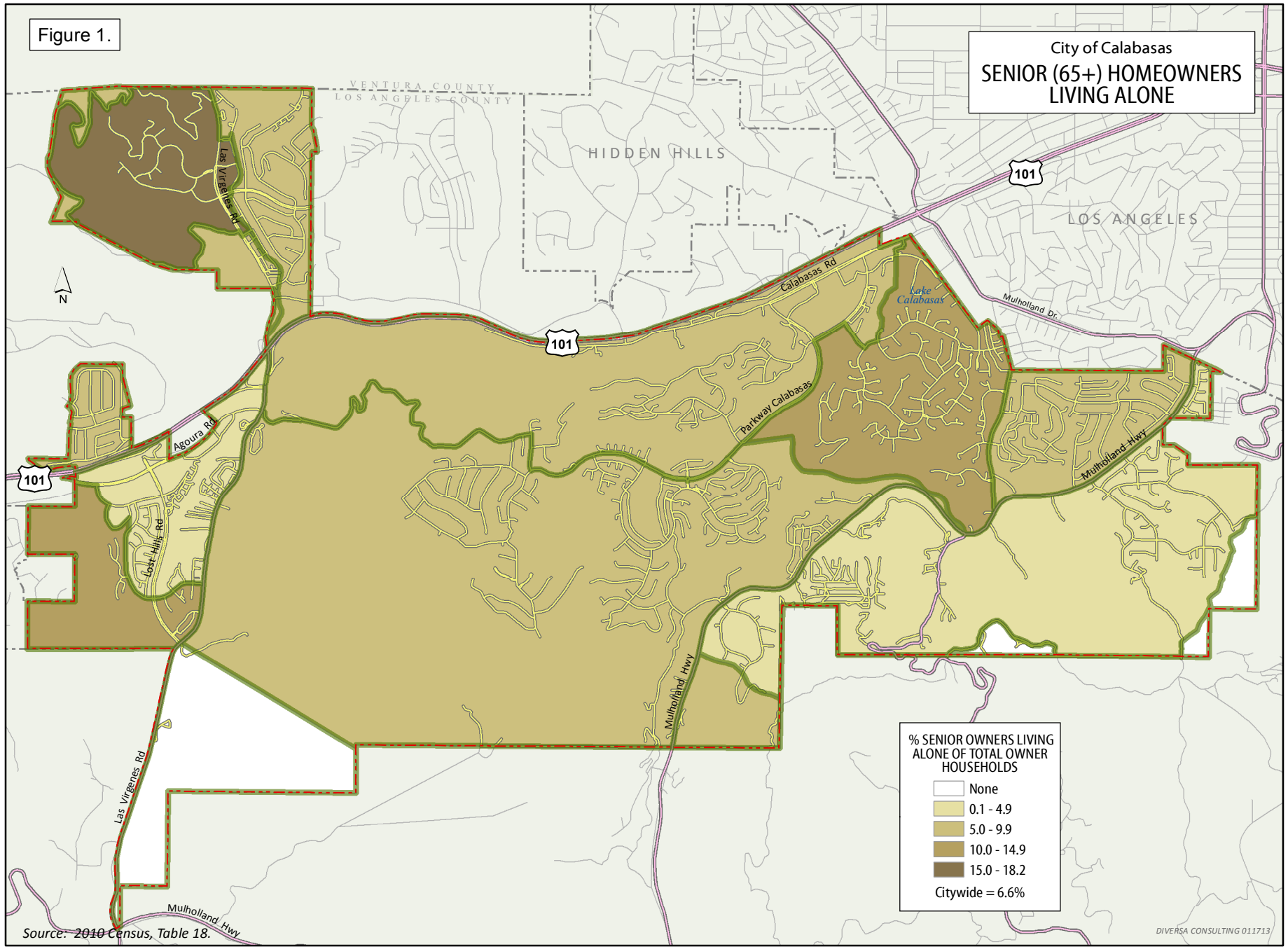
Calabasas has several specialized residential facilities for seniors, including:

- Silverado Senior Living is a 110-bed facility for persons with Alzheimer's Disease and related dementias
- Horizons 55 Senior Housing (under construction) will provide 60 luxury condominium units for seniors.
- Canyon Creek in Old Town, completed in 2011, provides 75 apartment units affordable to very low and low income seniors. The City provided financial support to this project through its Affordable Housing Fund, and allowed for modified development standards.



Canyon Creek Senior Housing

Figure 1.



Source: 2010 Census, Table 18.

F. WORKFORCE HOUSING NEEDS

Calabasas is considered “jobs rich”, with approximately 1.5 jobs for every housing unit. As presented in the earlier section on Employment (refer to page 4), over 90 percent of persons employed in primary jobs in Calabasas commute in from outside the City, indicative of the shortage of local affordable housing opportunities for the community’s workforce. Recognizing this need, in 1998 the City commissioned a *Commercial/Industrial Development and Affordable Housing Nexus Study*, and subsequently established an affordable housing impact fee on commercial and industrial development. While somewhat dated, the 1998 study provides valuable insight on the housing needs generated by the community’s workforce. For example, the study estimated that 40 percent of recent workers in Calabasas were low-to-moderate income, and over half these workers commute over 30 miles daily. Furthermore, the study indicated that 17 percent of recent employees attempted to find housing in Calabasas, and that less than a quarter of these were successful, citing high housing costs and lack of residential vacancies as major deterrents.

The limited supply of rentals in Calabasas, combined with escalating rents averaging \$1,900 for a two-bedroom unit, has pushed rental housing out of reach for even moderate (120% AMI) income occupations.⁴ And with for-sale housing prices averaging around \$800,000, homeownership within the City is unattainable for most of Calabasas’ working professionals, including:

- Teachers
- Civic Employees
- Police Officers
- Firefighters
- Engineers

Employers are increasingly recognizing that recruitment and retention of employees is dependant upon the availability of local affordable housing options. With the majority of the local workforce commuting long distances, affordable housing opportunities near jobs are not only needed to assist the City in addressing workforce housing needs, but also to achieve General Plan goals for reduced vehicle trips and improved air quality. The Calabasas 2030 General Plan establishes a new mixed use land use category and designates three areas for transition to mixed use, providing expanded opportunities for multi-family, workforce housing.

⁴ Based on an income-to-housing cost ratio of 30%, a household needs to earn at least \$76,000 per year to afford a monthly rent of \$1,900. The 2013 moderate-income (120% AMI) threshold for Los Angeles County for a single-person household is \$54,450 and \$62,200 for a two-person household.

G. OTHER SPECIAL NEEDS GROUPS

State law recognizes that certain households have more difficulty in finding decent and affordable housing due to special circumstances including, but not limited to the following: economic status, age, disability, household size and household type. In addition to seniors described in the earlier section, other groups with special housing needs include persons with disabilities, female-headed households, large households and the homeless.

Table 18: Special Needs Households 2010

Special Needs Groups	Persons	Households	Percent*
Persons Living with Disabilities*	1,257		6%
Female-Headed Family Households*		942	11%
With children		518	(55%)
Large Households		814	10%
Renter		143	(18%)
Owner		671	(82%)

Source: U.S. Census 2010, *American Community Survey 2008-2010.

Note: Numbers in () reflect the % of the special needs group, and not the % of the total City population/households. For example, of the City's large households, 18% are renters and 82% are owners.

Persons with Disabilities

A disability is defined as a long lasting condition (more than six months) that impairs an individual's mobility, ability to work, or ability to care for themselves. Persons with disabilities include those with physical, mental, or emotional disabilities. Disabled persons have special housing needs because of their fixed income, shortage of affordable and accessible housing, and higher health costs associated with their disability.

The 2008-2010 American Community Survey (ACS) identifies 1,257 Calabasas residents over the age of five as having one or more disabilities, representing six percent of the City's population. One-quarter of these residents are unable to live independently. The ACS documents the presence of following types of disabilities among Calabasas' disabled residents:

- Cognitive – 46%
- Ambulatory – 32%
- Hearing – 23%
- Vision – 11%

Of the City's senior population, 1/4 suffer from a disability. As Calabasas' population continues to age, the number of residents with disabilities will also increase.

Efforts to support the disabled in Calabasas include a Meals-on-Wheels program that delivers meals to individuals who are temporarily or permanently disabled. The City's Dial-a-Ride service also provides transportation around the Calabasas area to seniors over 55 years and to the disabled. Silverado Senior Living provides housing for 110

seniors with Alzheimer's and other dementias, and also includes an adult day care facility with capacity for 30 persons.

The living arrangements for persons with disabilities depends on the severity of the disability. Many persons live at home in an independent environment with the help of other family members. To maintain independent living, disabled persons may require assistance. This can include special housing design features for the physically disabled, income support for those who are unable to work, and in-home supportive services for persons with medical conditions.

Developmental Disabilities: Due to the dramatic rise in autism spectrum disorders (ASD), in 2010 the California legislature passed SB 812 which requires the housing element to specifically analyze the housing needs of persons with developmental disabilities, and to identify resources available to serve this population. The State Department of Developmental Services (DDS) currently provides community-based services to 6,000 adults diagnosed with ASD; over 4,000 California teenagers diagnosed with ASD will reach adulthood over the next five years, many of whom will want to live independently and need appropriate housing.

The North Los Angeles County Regional Center (NLACRC), which serves the San Fernando, Santa Clarita and Antelope Valleys, is among 21 regional centers operated by the State DDS to serve the developmentally disabled population. The goal of these centers is to: 1) prevent/minimize institutionalization of developmentally disabled persons and their dislocation from family and community; and 2) enable this population to lead more independent and productive lives.

The NLACRC serves over 18,000 individuals with developmental disabilities and their families. Within zip code 91302, which encompasses greater Calabasas, the Regional Center currently provides services to 146 residents with developmental disabilities.

The regional centers have identified a number of community-based housing types appropriate for persons living with a developmental disability: licensed community care facilities and group homes; supervised apartment settings with support services; SB 962 homes (for persons with special health care and intensive support needs); and for persons able to live more independently, rent subsidized homes; inclusionary housing, and Section 8 rental vouchers.

Calabasas supports the provision of housing for persons with disabilities, and has adopted provisions in its Zoning Code to enable community care facilities and supportive housing and ensure reasonable accommodation. Housing Element programs to facilitate affordable housing - including Inclusionary Zoning, Affordable Housing Fund, Affordable Housing Development Assistance, and Density Bonus Incentives – can also assist residents with developmental disabilities.

Female-Headed Family Households

The 2008-2010 American Community Survey identifies 942 female-headed family households (no husband present) in Calabasas, comprising eleven percent of total households. Of these female-headed households, over half (55%) have children. Many of these households need assistance with housing subsidies, as well as accessible and affordable day care.

The Calabasas Community Services Center offers a variety of youth programs that can help supplement day care. Children and teens can participate in a variety of fitness activities and intramural sports leagues, arts and dance classes, after-school programs, and special camps and excursions. The Agoura Hills/Calabasas Community Center is also available for use by the City's young residents. This state-of-the-art recreational facility offers discounted memberships for students as well as a unique Child Watch Program that provides daycare for parents using the Community Center's facilities

Large Households

In Calabasas, large households with five or more members comprise ten percent of the City's total households. Of the City's 814 large households, less than 20 percent (143 households) are renters. The American Community Survey documents 525 rental units in Calabasas with 3 or more bedrooms, in general, the appropriate size for households with 5-6 members, indicating a more than adequate supply of units for the City's large renter households. In contrast to many communities where large households consist primarily of lower income ethnic minorities and renters, the majority of Calabasas' large households are families who own their own homes and have relatively high incomes.

Homeless

Due to the relative inaccessibility and distance from urban centers, Calabasas does not attract many transitional homeless individuals or families, and the 2010 Census identifies no homeless in the City. A small day laborer population exists within the City. These individuals are often perceived as homeless by residents but are, in fact, typically living in overcrowded conditions.

Lutheran Social Services in nearby Thousand Oaks provides a number of programs and services to assist both the temporary and chronic homeless. The agency offers financial assistance to the homeless for rent, utilities and transportation. They also provide counseling services in eviction prevention and employment assistance. In addition, Lutheran Social Services operates a full-time meal and shelter program.

Farmworkers

Farmworkers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural work. In many parts of southern California, agriculture production is an important contribution to local economies. The City of Calabasas has no agricultural land in active production nor do the adjacent cities of Westlake Village or Agoura Hills. According to data compiled from the 2005-09 American Community Survey by SCAG, none of the 10,218 workers in Calabasas are employed in farming occupations.

H. ASSISTED HOUSING AT RISK OF CONVERSION

State Housing Element law requires an analysis of the potential for currently rent-restricted low income housing units to convert to market rate housing, and to propose programs to preserve or replace any units “at-risk” of conversion. This section presents an analysis of Calabasas’ three assisted rental projects, and evaluates those units at risk of conversion during the ten year, 2013-2023 planning period.

Calabasas contains two apartment complexes originally financed through the Los Angeles County Multi-Family Mortgage Revenue Bond Program – the 698 unit Malibu Canyon apartments and the 600 unit Archstone Calabasas (see Table 19). Under the County bond program, 20 percent of each project’s units are required to be provided to low income (80% of County Median Income) households at affordable rents, equating to a total of 260 income and rent restricted units. City staff have been in contact with the Los Angeles Community Development Commission (LACDC), the Agency responsible for monitoring County bond-financed projects, and has learned that the owner of Malibu Canyon paid off their bonds in December 2008, and that their regulatory agreement and associated affordability controls expire in June 2016, placing the 140 low income units in this project at-risk during the planning period. In contrast, LACDC has confirmed that the regulatory period on Archstone Calabasas is the longer of April 2013 or the date the bonds are no longer outstanding, which is April 2028, thus not placing this project at-risk of conversion in the near future.

The third assisted rental project in Calabasas, Canyon Creek Apartments, carries a 55 year period of affordability extending through 2066. Any future affordable rental units provided through the City’s inclusionary housing ordinance or subsidized through the Affordable Housing Fund would similarly carry long term affordability controls.

Table 19: Assisted Rental Housing At-Risk of Conversion

Project Name	Tenant Type	Funding Source	Total Project Units	Low Income Units	Potential Conversion Date
Malibu Canyon Apartments 5757 Las Virgenes Rd	Family	LA County Mortgage Revenue Bonds	698	140	June 2016
Archstone Calabasas 3831 N. Orchid Lane	Family	LA County Mortgage Revenue Bonds	600	120	April 2028
Canyon Creek Apartments 4803 El Canon Ave	Senior (age 62+)	City Housing Trust Funds; Tax Credits	75	74	2066

Preservation or replacement of the one at-risk project in Calabasas can potentially be achieved through: 1) provision of rent subsidies to maintain low-income rents; 2) replacement or development of new assisted units; or 3) refinance mortgage revenue bonds. Each of these options are described in the following section.

Option 1: Rental Assistance

One preservation option is the provision of rent subsidies for the assisted units. The associated cost of the subsidy would represent the rent differential between market rents and the maximum affordable housing cost for a low-income household. Comparing the 2012 maximum affordable low-income rents for Los Angeles County (1 bdrm: \$1,248, 2 bdrm: \$1,405, 3 bdrm: \$1,553) with the average market rents in Malibu Canyon Apartments (based on the project's Rental Registration rent roll), the average monthly rent differential is \$125 for one-bedroom units and \$335 for two-bedroom units. Applying this rent differential to the project's total 140 units equates to a monthly rent subsidy of approximately \$36,000, or \$432,000 annually, translating to \$8.6 million in subsidies over a 20-year period.

An alternative way to structure rent subsidies is as a rent buy-down. This would involve providing a one-time assistance loan to the property owner to cover the present value of the decrease in rents associated with the extended affordability term compared with market rents achievable on the units. This approach offers a benefit to the owner in that they receive cash upfront from the loan.

Option 2: Construction or Purchase of Replacement Units

The construction or purchase of a replacement building is another option to replace at-risk units should they convert to market rates. The cost of developing housing depends on a variety of factors, including density, size of the units, location, land costs, and type of construction. Based on discussions with a non-profit housing developer active in greater southern California, current purchase prices for market rate apartment buildings range anywhere from \$180,000 - \$200,000/unit. Therefore, the cost to replace the 140 at-risk units in Calabasas can generally be estimated to range from \$46 to \$52 million.

Option 3: Refinancing of Mortgage Revenue Bonds

The LACDC and City could negotiate with property owners to refinance the mortgage revenue bonds and extend affordability controls. The cost to refinance the bonds includes the difference in interest rates on the remaining debt between the previous and re-negotiated bonds, an insurance cost, and administrative costs. Project owners may not have an incentive to refinance unless bond interest rates are well below rates on the initial bonds and are combined with other incentives.

As Malibu Canyon has already paid off its bond, bond refinancing would only be an option for Archstone Calabasas.

Conclusion

City staff has been in contact with the Los Angeles Community Development Commission (CDC), the monitoring agency for the affordable housing program in the Malibu Canyon apartment community to discuss options for refinancing the project's bond to extend affordability controls. The CDC communicated to staff that the owner of Malibu Canyon redeemed (paid off) the bond in December 2008; therefore, the regulatory agreement will expire in June 2016. The CDC made it clear that this owner has no further obligation to continue preservation of their 140 affordable units, and were unable to offer further suggestions to the City in regards to preservation of those units.

City staff then contacted the California Housing Partnership Corporation (CHPC) seeking ideas for preservation of the units at risk. Planning staff presented the predicament to CHPC staff who then took a few weeks to brainstorm ideas that could help the City accomplish its goal. CHPC responded to the City stating that, after thorough consideration, they believe the City's options are quite limited but could offer the following two suggestions:

- Using monies from our Affordable Housing Fund, the City could purchase affordability from the owner of Malibu Canyon Apartments to preserve the affordable units, or a portion thereof. The difference between market rents and affordable rents at Malibu Canyon Apartments is not very significant, making the purchase of affordability a feasible option. The challenge with this option is that the City has a limited amount of funds that can be expended on the preservation of these units, and given the limited funds, preservation will be short lived. CHPC agreed that preservation of these units for a short amount of time may not be the best use of our resources (fund monies).
- The City could search for an affordable housing developer interested in buying the property, or a portion thereof, and operating it as an affordable housing project. The challenge with this option is that this is a 698-unit apartment community (the largest in the City), recently upgraded to serve as a resort-style facility. Such a property, or even a portion of such a property, is most likely financially out-of-reach for most affordable housing developers.

I. FUTURE HOUSING GROWTH NEEDS

The Regional Housing Allocation (RHNA) is a state-mandated process, which determines the amount of future housing growth each city and county must plan for in their housing elements. This “fair share” allocation concept seeks to ensure that each jurisdiction accepts responsibility for the housing needs of not only its resident population, but also for the jurisdiction’s projected share of regional housing growth across all income categories. Regional growth needs are defined as the number of units that would have to be added in each jurisdiction to accommodate the forecasted number of households, as well as the number of units that need to be added to compensate for anticipated demolitions and changes to achieve an “ideal” vacancy rate.

The RHNA process begins with the California Department of Housing and Community Development’s (HCD) projection of future statewide housing growth need, and the apportionment of this need to regional councils of government throughout the state. As southern California’s designated Council of Government, the Southern California Association of Governments (SCAG) is the agency responsible for developing an allocation methodology to allocate the region’s assigned share of statewide need to cities and counties by income level. In allocating the region’s future housing needs to jurisdictions, SCAG is required to take the following factors into consideration:

- ✓ Market demand for housing
- ✓ Employment opportunities
- ✓ Availability of suitable sites and public facilities
- ✓ Commuting patterns
- ✓ Type and tenure of housing
- ✓ Loss of units in assisted housing developments
- ✓ Over-concentration of lower income households
- ✓ Geological and topographical constraints

SCAG has adopted the RHNA for the 2014-2021 Housing Element cycle, and has allocated Calabasas the following share of the region’s housing needs, as per Table 20:

Table 20: Regional Housing Needs Assessment 2014-2021

Income Level	Percent of AMI	Units	Percent
Very Low*	0-50%	88	26.7%
Low	51-80%	54	16.3%
Moderate	81-120%	57	17.3%
Above Moderate	120%+	131	39.7%
Total		330	100%

Source: Southern California Association of Governments (SCAG) 5th Cycle Regional Housing Needs Assessment (RHNA) Final Allocation Plan, 1/1/2014 – 10/1/2021.

** Of allocation for 88 very low income units, half is allocated to extremely low income and half to very low income households.*

III. HOUSING CONSTRAINTS

This section assesses the various governmental, market, infrastructure and environmental factors that may serve as a potential constraint to housing development and improvement in Calabasas.

A. GOVERNMENTAL CONSTRAINTS

1. Land Use Controls

The General Plan Land Use Element sets forth the City's policies for guiding local development, and establishes the amount and distribution of land to be allocated for different uses within the City. The General Plan land use categories provide for the following range of residential land use types in Calabasas.

Table 21: Residential Land Use Districts

General Plan Land Use District	Zoning Designations	Maximum Density	Primary Residential Type(s)
Urban Residential and Mixed-Use			
Residential–Single Family (R-SF)	RS	6 du/acre (12 du/acre for senior projects)	Single-family detached housing units, including large lot estates, suburban tract developments, and small lot residences
Residential-Multiple Family (12 du/ac) (R-MF12)	RM	12 du/acre	Attached apartments, condominiums, townhomes, visitor-serving uses, and duplexes
Residential-Multiple Family (16 du/ac) (R-MF16)	RM	16 du/acre	Attached apartments, condominiums, townhomes, visitor-serving uses, and duplexes
Residential-Multiple Family (20 du/ac) (R-MF20)	RM	20 du/acre	Attached apartments, condominiums, townhomes, visitor-serving uses, and duplexes
Residential-Mobile Home (R-MH)	RMH	8 du/acre	Mobile home parks
Mixed Use (MU) MU 0.6 MU 0.95 MU 1.0	CMU	20 du/acre	Office, retail, and commercial services, and higher density residential uses. For MU 1.0, residential must constitute a min. 50% of overall floor area in each project.
Planned Development	PD	60 units total	An area under common ownership intended for a mix of uses that warrants detailed planning due to unique features, environmental conditions, or constraints.
Non-Urban Residential			
Hillside Mountainous (HM)	HM	1 du/10 acres or 1 du per existing legal lot	Single family detached housing in a very low intensity, rural setting
Residential Rural (RR)	RR	1 du/acre or 1 du per existing legal lot	Single-family detached housing in a low intensity, rural setting
Rural Community (RC)	RC	2 du/acre or 1 du per existing legal lot	Single family detached housing that recognizes existing rural development patterns

Source: Land Use Element, City of Calabasas General Plan, 2008

Development Code

The City regulates the type, location, density, and scale of residential development through the Development Code. Code regulations are designed to protect and promote the health, safety, and general welfare of residents as well as implement the policies of the General Plan. In addition, the Development Code serves to ensure the continued quality of development in the community. The Code sets forth residential development standards for each zoning district, summarized in Table 22 and evaluated in the following section.

Table 22: Residential Development Standards

Zone District	Purpose	Permitted Uses	Setbacks	Height	Lot Coverage	Max. Density/Intensity
Urban Residential						
Residential, Single-Family (RS)	Intended for detached, single-family homes and related uses compatible with a quiet, family living environment.	Single-family hsg, second units, manufactured housing, small resid care homes, transitional and supportive housing	Front: 20' Side: 10' Street Side: 15' Rear: 20'	35'	50% or 35% depending on lot size	Minimum: 2 du/acre Maximum: 6 du/acre
Residential, Multifamily (RM)	Intended for multi-family housing, condos, townhomes, mobilehome parks, related compatible uses.	Multi-family hsg, manufactured housing, residential care homes, senior hsg, transitional & supportive housing	Front: 20' Side: 10' Street Side: 15' Rear: 20'	35'	55%	Minimum: 2 du/acre Maximum: 20 du/acre
Mixed Use (CMU)	Intended for a broad range of commercial and higher intensity residential uses within a pedestrian-oriented environment.	Multi-family housing, senior housing, large residential care homes, office, retail, and entertainment uses	Front: none Side: none Street Side: 10' Rear: none (20' if next to resid)	35' (2 stories housing above ground floor comm'l)	62%	20 du/acre, 0.5 - 1.0 FAR (depending on location)
Non-Urban Residential						
Residential, Rural (RR)	Intended for single-family detached housing in a low-intensity, rural setting.	Single-family housing, second units, manufactured housing, small residential care homes	Front: 30' Side: 10' Street Side: 20' Rear: 20'	18' or 1 story, whichever is less	50%	Minimum: 1 du/10 acres Maximum: 1 du/acre
Rural Community (RC)*	Intended for older rural residential development with established community character, characterized by rural residential uses.	Single-family housing, second units, manufactured housing, small residential care homes	Front: 30' Side: 10' Street Side: 20' Rear: 20'	27' for pitched roof or 24' for parapet roof	35%	Minimum: 1 du/10 acres Maximum: 2 du/acre

Source: City of Calabasas, Development Code, January 2010.

*Old Topanga and Calabasas Highlands setback standards supersede the underlying RC zone setbacks.

Parking requirements are provided in Table 23 by residential uses. Multi-family parking requirements are fairly typical. To promote bicycle use and less reliance on the automobile for shorter trips, the City also imposes a minimum bicycle space requirement on multi-family units. This requirement is rather unique, but not overly burdensome to development.

Table 23: Parking Requirements

Residential Uses	Vehicle Spaces Required	Bicycle Spaces Required
Single-family home	2 spaces within a garage	None
Condominium, small lot single-family home	As required for multi-family housing. Each drive-way with minimum dimensions of 20 ft. by 20 ft. outside of a public right-of-way or private street may be counted as 1 guest parking space	None
Second Unit	1 space	None
Multi-family, and senior (notassisted living or convalescent home)	Studio: 1 covered space per unit	1 space per unit
	1-bedroom unit: 1.5 spaces per units (1 covered)	
	2+ bedrooms: 2 spaces per unit, plus 0.5 additional spaces for each bedroom over 2. 1 of every 2 required spaces shall be covered	
	Guest Parking: 1 space per 3 units	
Senior Assisted Living/ Congregate Care	.5 spaces per unit; plus 1 space/employee of largest shift plus 1 space per regular visiting doctor, or as determined by a parking study.	None
Senior Convalescent Home/ Nursing Home	1 space for each 3 beds	None
Mobile Home Park	2 covered spaces (may be in tandem) per unit; plus guest parking as required for multi-family housing	None
Emergency Shelter	1 space for each 250 sq.ft. gross floor area	None

Source: City of Calabasas, Development Code (Chapter 17.28), January 2010.

As part of the 2030 General Plan Update (adopted in December 2008), the City prepared an update of the existing Calabasas Development Code to provide General Plan consistency, improve readability, and provide refinement of certain code provisions. The new Code, adopted in January 2010, includes a new Mixed-Use zone (CMU) to implement the Mixed-Use General Plan land use district, and accommodates residential densities of 20 units/acre. While most areas designated for Mixed-Use are characterized as underutilized and suitable for redevelopment, two vacant Mixed Use sites have been identified in the Housing Element sites inventory, including a one-acre vacant site in Old Town designated Mixed Use 1.0; the MU 1.0 designation on this site requires residential uses to constitute a minimum of 50% of the project's floor area (refer to example site development plan in the Appendix).

The 2030 General Plan also established three distinct multi-family designations at 12, 16 and 20 units/acre, in contrast to the one prior 16 unit/acre multi-family designation. As a means of establishing appropriate development standards for 20 unit/acre zoning in Calabasas, the City's urban design consultant produced a site plan for a multi-family residential prototype utilizing the City's RM16 development standards, including height, setbacks, lot coverage, open space and parking. The outcome of this analysis demonstrated that the City's RM16 development standards could yield 20 units/acre.

Therefore, with the exception of density (lot area per unit), the City's new RM20 development standards have been modeled after the current RM16 standards.

Recent approval of an affordable housing density bonus project offers insight into development standards where flexibility was needed to achieve *substantial* increases in density (approximately 75 units/acre). The Old Town Senior Housing project was able to achieve 75 units on a one acre parcel in the Commercial Old Town District (CT), with the following modifications to zoning: 35% increase in FAR to 1.35; reduction in parking to one space per unit; reduction in the pervious surface requirement from 28 to 27%; modification of the parking ramp slope from 8% to 20%; and reduction in per unit common outdoor open space from 400 to 285 square feet and private outdoor open space from 75 to 60 square feet. The project was able to achieve three stories within the City's 35 foot height limit, indicating the City's height standards do not serve as a constraint. The City will continue to offer modified standards in support of affordable housing through its density bonus ordinance, described in the following section.

Zoning Provisions for Affordable Housing

Calabasas has adopted numerous provisions in its Development Code that facilitate a range of residential development types and encourage the production of affordable housing.

Density Bonus: Zoning Code Section 17.22 sets forth the City's density bonus incentives consistent with the most recent changes to State law (SB 1818). In summary, applicants of residential projects of five or more units may apply for a density bonus and additional incentive(s) if the project provides for one of the following:

- 10% of the total units for lower income households; or
- 5% of the total units for very low income households; or
- 100% of units for senior citizens of any income level; or
- 10% of the total dwelling units in a condominium for moderate income households.

The amount of density bonus varies according to the amount by which the percentage of affordable housing units exceeds the established minimum percentage, but generally ranges from 20-35% above the specified General Plan density. Table 24 summarizes the amount of density bonus granted for different affordable housing types.

In addition to the density bonus, eligible projects may receive 1-3 additional development incentives, depending on the proportion of affordable units and level of income targeting. The City offers the following development incentives in conjunction with the density bonus:

- A reduction in parcel development standards (coverage, setback, zero lot line and/or reduced parcel sizes).
- Approval of mixed-use zoning in conjunction with a housing project.
- Other regulatory incentives or concessions proposed by the applicant or the City that would result in identifiable cost reductions.

Pursuant to State requirements and at the request of the developer, the City will also permit a reduced parking ratio for density bonus projects. To the extent the density

bonus cannot be accommodated under Calabasas' development standards, the City will modify applicable standards to accommodate the bonus.

Table 24: Density Bonus Incentives

Low Income Units		Very Low Income Units		Moderate Income Units	
Percentage of Units Provided	Density Bonus (%) Granted	Percentage of Units Provided	Density Bonus (%) Granted	Percentage of Units Provided	Density Bonus (%) Granted
10	20	5	20	10	5
11	21.5	6	22.5	11	6
12	23	7	25	12	7
13	24.5	8	27.5	13	8
14	26	9	30	14	9
15	27.5	10	33.5	15	10
16	29	11	35	20	15
17	30.5			25	20
18	32			30	25
19	33.5			40	35
20	35				

Source: City of Calabasas, Development Code (Chapter 17.22), January 2010.

Projects which comply with Calabasas' inclusionary housing ordinance (and meet the requirements of Code Sections 17.22.020(A) and 17.22.020(B)) are eligible for density bonuses and incentives.

Inclusionary Housing: The City has established an inclusionary housing program which requires new developments of five or more units to provide between 5 and 20 percent of the total number of units in a project at affordable rent/sales levels. Instead of requiring a fixed percentage of all units to be allocated for affordable housing, the City's program allows for a varying range of affordable units depending on the targeted income level:

- 20% of units for households with incomes up to 110% of AMI
- 15% of units for households with incomes up to 90% of AMI
- 10% units for households with incomes up to 75% of AMI
- 5% of units for households with incomes up to 50% of AMI

To meet the inclusionary requirements, developers have the option of:

- constructing the new affordable units on or off-site
- converting market rate housing to affordable housing through a "buy down" mechanism and restrictive covenants
- rehabilitating structures that currently do not comply with Uniform Building Code and/or Uniform Housing Code standards
- extending the lifetime of an existing restrictive covenant on affordable units that are "at risk" of conversion to market rate housing within 5 years
- pay an in-lieu fee that will be deposited into a designated fund to be used for the preservation and development of affordable housing

Prior to updating the inclusionary in-lieu fees in 2006, all residential development subject to the City's inclusionary housing ordinance had opted, and was permitted to pay the in-

lieu housing fee. In 2006, the City conducted a nexus study and adopted the following updated in-lieu fees to more closely reflect the current affordability gap: \$17,713 per apartment unit, \$44,947 per condominium/townhome unit, and \$62,500 per single-family home. According to City staff, the higher in-lieu fee has for the first time resulted in developers providing the affordable units within their projects, including Paxton Calabasas (formerly Entrada at Malibu Canyon) that will provide four very low income rental units, and the Village at Calabasas (Calabasas Inn) that will provide eight very low income units. Developers providing on-site inclusionary units also qualify for a State density bonus of between 20-35 percent, along with 1 to 3 additional development incentives. City staff work closely with development applicants to evaluate alternative options for fulfillment of inclusionary requirements. Because of the City's flexibility in implementing its inclusionary ordinance, the City's inclusionary provisions have not served as a constraint to development.

Commercial Impact Fee: To mitigate the impact of new commercial development on the need for affordable housing, the City has also established an employment-housing linkage program. Under this program, the City requires new commercial developments to provide housing that is affordable to employees within the project site or to pay an in-lieu impact fee.

Impact fees are based on projected employment growth in Calabasas and the associated employee-generated demand for affordable units. Current fee amounts are \$1.80 per square foot for retail and commercial developments and \$3.00 per square foot for office and research/development (R&D) uses. The impact fees collected are placed in the Affordable Housing Fund to be used for affordable housing activities.

Condominium Conversions: As a means of maintaining the supply of rental units and preserving the affordable housing stock, the City requires the approval of a tentative map, and parcel or final map prior to any condominium conversion. The City also mandates a Relocation Assistance Program that will assist displaced tenants in finding equivalent or better housing. Under the Calabasas General Plan, the City will not approve any condominium conversion when the vacancy rate within the City for multifamily housing is less than four percent.

While the City has not received any condominium conversion requests, it may be appropriate to strengthen the City's current Ordinance to preserve the existing rental housing stock and require affordable units in any future projects approved for conversion. Similar to many jurisdictions with inclusionary housing ordinances, Calabasas may want to extend its inclusionary housing requirements to condominium conversions to provide affordable homeownership opportunities.

2. Provision for a Variety of Housing Types

Housing Element law specifies that jurisdictions must identify adequate sites to be made available through appropriate zoning and development standards to encourage the development of various types of housing for all economic segments of the population, including multi-family rental housing, factory-built housing, mobile homes, emergency shelters, and transitional housing. Table 25 summarizes the housing types permitted in Calabasas' zone districts.

Table 25: Housing Types by Residential Zone Category

Housing Types Permitted	Residential/Commercial Zone District										
	RS	RM	RMH	RR	RC	PD	HM	CMU	CT	CL	CR
Single-Family	P	P		P	P	P	P				
Multiple-Family		P				P		C	C		C
Manufactured Housing	P	P		P	P		P				
Second Units	P			P			P				
Senior Residential Projects		P				P		C	C		C
Residential Care Homes (6 or fewer)	P	P	P	P	P		P				
Residential Care Homes (7+)		C						C	C		C
Transitional and Supportive Housing	P	P									
Emergency Shelters										P	
Single Room Occupancies (SRO) ¹								C			C

P = Permitted Use **C** = Conditionally Permitted Use

¹Similar to hotels, SROs are also permitted in the CO and CB zones, subject to a CUP.

Multi-Family Rental Housing

Multi-family dwelling units make up one-fifth of the housing stock in Calabasas. The majority of these units are in two large apartment communities: the 698-unit Malibu Canyon and the 600-unit Archstone Calabasas. The updated Calabasas Development Code now allows for multi-family housing in the RM (Multi-Family Residential) zone as a permitted use, eliminating the prior Conditional Use Permit (CUP) requirement. The City allows for densities of 2-16 units per acre in the RM zone, with additional densities achievable through density bonuses. In addition, the following commercial zones conditionally permit multi-family housing: CR (Retail Commercial); CT (Old Town

Commercial) and CMU (Mixed Use Commercial). Senior housing is permitted in two of the City's commercial zoning districts with a CUP. The City's two recently approved senior housing projects were both developed in commercial districts.

A major focus of the City's 2010 Development Code was to establish clear, well-defined development standards, allowing for a greater range of uses "by right" without the requirement for a CUP. For example, multi-family development no longer requires a CUP in the RM or PD districts. Elimination of the CUP will serve to facilitate development by providing greater certainty to developers.

Manufactured Housing/ Mobile Homes and Mobilehome Parks

The City's Development Code considers mobile homes for permanent occupancy (defined as manufactured housing by the National Manufactured Housing Construction and Safety Standards Act of 1974) the same as single-family dwellings, and permits mobile homes (Section 17.12.020) in all zoning districts that allow single-family housing. Mobile homes are required to be placed on a foundation system in compliance with Section 18551 of the Health and Safety Code, and are required to be designed and constructed with roof eave and gable overhangs of not less than one foot.

Calabasas' prior Development Code permitted mobile home park subdivisions within the RM zone, subject to a Conditional Use Permit. As part of the 2030 General Plan Update, the City identified preservation of its existing mobile home park as a high priority, and developed a separate RMH mobile home park General Plan land use designation and zoning district to aid in maintaining the park in long-term mobile home park use.

Second Units

Second units are attached or detached dwelling units which provide complete, independent living facilities for one or more persons including permanent provisions for living, sleeping, cooking and sanitation, located on the same lot as the primary structure. Calabasas permits, secondary housing units by right on properties with RS, RR, HM and OS zoning, subject to the standards for such units specified in Section 17.32.180 of the Development Code.

AB 1866 (effective 2003) which requires local governments to use a ministerial process for second unit applications, allows cities to impose development standards on second units addressing issues such as building size, parking, height, setbacks, and lot coverage. The following summarizes Calabasas' second unit standards:

- ✓ The design of the second unit must conform, in general, to the design of the primary dwelling.
- ✓ Lot area shall not be less than 10,000 sq.ft.
- ✓ The maximum size of the unit is 700 square feet, not including garage.
- ✓ Detached second units must be located on the rear half of the lot.
- ✓ Second units must have a side setback of at least 5 feet, and 12 feet total, a rear setback of at least 10 feet, and an interior setback of at least 10 feet from the primary dwelling unit.
- ✓ Second units have a height limit of one story and 15 feet maximum.
- ✓ Each second unit requires one parking space.
- ✓ Site coverage for detached rear yard unit may not exceed maximum 30% of the yard.

Calabasas amended its second unit ordinance in January 2010 as part of the City's Development Code update. Consistent with State requirements, the City codified its practice of ministerial review, and in addition eliminated the prior requirement for parking to be provided within a garage or carport. Second units were removed as a permitted use within the RC zone due to grossly undersized lots (frequently less than 6,000 sq.ft.) and lack of sanitary sewer for many lots, but were added as permitted within the HM and OS zoning districts.

Calabasas has had only limited second unit applications, with just three during the 2008-2012 period. Particularly in light of its aging population, the city is interested in facilitating the provision of second units as a means of allowing seniors to remain in their homes. In the City's Senior Housing Needs Survey conducted in conjunction with the Housing Element, approximately one-quarter of non-renter respondents indicated an interest in having a second unit either for a caregiver, family member or to generate rental income. Given this level of interest, the Housing Element includes a program to evaluate and amend the City's current second unit standards to provide greater flexibility, such as an increased unit size subject to a CUP, to encourage the provision of both attached and detached second units.

Housing for Persons with Disabilities

Both the federal Fair Housing Act and the California Fair Employment and Housing Act impose an affirmative duty on local governments to make reasonable accommodations (i.e. modifications or exceptions) in their zoning and other land use regulations when such accommodations may be necessary to afford disabled persons an equal opportunity to use and enjoy a dwelling. Furthermore, pursuant to SB 520, State housing element statutes now require jurisdictions to evaluate constraints upon the development, maintenance, and improvement of housing for persons with disabilities, and demonstrate local efforts to remove such governmental constraints. Housing for persons with disabilities encompasses a wide range of housing types, including: physically accessible housing for persons with mobility impairments; residential care facilities for persons with disabilities or the elderly; group homes; housing for persons with Alzheimer's and HIV/AIDS; housing with support services; and transitional housing that serves homeless with disabilities.

The City's provisions for housing for persons with disabilities includes:

- ✓ The Development Code permits residential care facilities⁵ (for six or fewer residents) in the RS, RM, RMH, RR, RC, OS and HM zoning districts.
- ✓ Residential care facilities for seven or more residents are conditionally permitted in the RM, CMU and CT districts. The CUP establishes conditions to ensure compatibility of the use within the neighborhood context, and does not regulate the user or establish undue conditions that serve as a constraint.
- ✓ Assisted living and congregate care facilities are permitted with a CUP in the RM zone, as well as in most commercial zoning districts.

⁵ Residential care homes are defined as facilities providing residential social and personal care for children, the elderly, and persons with some limits on their ability for self-care, but where medical care is not a major element. Includes children's homes, halfway houses, rehabilitation centers, group homes and hospices.

- ✓ Extended care and convalescent care facilities providing nursing and health-related care (such as skilled nursing facilities, extended care facilities, convalescent and rest homes, board and care homes) are conditionally permitted in all commercial zones, with the exception of the Old Town Commercial (CT) zone.
- ✓ The City does not impose any spacing requirements between residential care facilities or other special needs housing. The City has not adopted any occupancy standards that apply to unrelated adults or families.
- ✓ The Community Development Director maintains the authority, without a public hearing, to grant setback and other minor modifications to the Zoning Code to provide reasonable accommodation to persons with disabilities. For example, handicapped ramps or guardrails (up to 30" in height) are permitted to intrude into the standard setbacks required under zoning to allow first floor access for physically disabled residents.
- ✓ The City provides housing rehabilitation funds to income-qualified households for accessibility improvements.

The City adopted Development Code Chapter 17.38, Reasonable Accommodation consistent with federal and state laws regarding providing reasonable accommodations. The Ordinance creates a procedure for an individual with a disability to request a reasonable accommodation from land use or zoning regulations, policies, and practices to provide that individual with an equal opportunity to use and enjoy a dwelling. A decision on whether to grant a reasonable accommodation is made by the Director of Community Development. If the request for an accommodation is related to another discretionary permit, then the request is processed with the project as a whole. However, no special permit is required for the granting of a reasonable accommodation and no fee is required to apply.

Calabasas has conducted a review of zoning, permit processing and building code requirements, and has not identified any barriers to the provision of accessible housing.

Supportive Housing, Transitional Housing and Emergency Shelters

Supportive housing is permanent, affordable housing with on-site services that help residents transition into stable, more productive lives. Services may include childcare, after-school tutoring, career counseling, etc. Supportive housing can come in many different configurations, ranging from a small, service-intensive group home, to a multi-family development where tenants with disabilities live alongside other ambulatory tenants.

Transitional housing is a type of supportive housing used to help transition formerly homeless individuals and families into permanent housing. Transitional housing is temporary (often six months to two years) while tenants receive supportive services and training to enable independent living. This housing can take several forms, including group housing or multi-family units.

California Health and Safety Code (Section 50801) defines an emergency shelter as "housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay."

There are currently no supportive housing, transitional housing or emergency shelters within Calabasas, primarily because there are very few, if any, homeless in the City.

Pursuant to recent changes in State law (SB 2), jurisdictions are now required to treat supportive and transitional housing the same as a residential use within their zoning codes. As part of the Development Code update, Calabasas added definitions of supportive and transitional housing to the Code, and identify these housing types as permitted uses within the R-SF and R-MF zone districts.

SB 2 also requires jurisdictions with an unmet need for emergency shelters to identify a zone(s) where emergency shelters will be allowed as a permitted use without a conditional use permit or other discretionary permit. The identified zone must have sufficient capacity to accommodate the shelter need, and at a minimum provide capacity for at least one year-round shelter.

As discussed previously in the homeless section of the Needs Assessment, the 2010 Census identifies no homeless in Calabasas. Nonetheless, homeless do on occasion pass through the City, and there remains an unmet need for a shelter in the area. Pursuant to SB 2, Calabasas conducted a review of its zoning districts and determined the Business Limited Intensity land use district (Commercial Limited CL zoning) most conducive for location of an emergency homeless shelter. The City's Land Use Element designates West Calabasas Road as Business Limited Intensity, and the current land use survey identifies approximately 24 vacant acres. While much of this acreage is hilly, staff has identified flat, buildable pads on several parcels, totaling approximately 12 acres. Parcels along Calabasas Road are accessible to transit, both from the City's free Shuttle Bus with routes throughout the City, and from the MTA busline that connects Calabasas with the rest of the San Fernando Valley and Thousand Oaks to the west. Services within a one mile radius include a Ralph's grocery store, a gas station, the Civic Center and library, and access to the Ventura Freeway.

The 2010 Development Code modified the Zoning Ordinance to permit shelters in the CL zone subject to the same development and management standards as other permitted uses in the zone. The City's CL development standards are appropriate to facilitate emergency shelters, and can be summarized as follows:

- Minimum lot size: 5,000 sq ft
- Minimum lot width: 50 ft
- Floor Area Ratio: 0.2
- Site coverage: maximum 72% of net site area
- Building height: 35 ft
- Front and rear yard setback: 20 ft
- Side yard setback: none, or 20 ft if adjacent residential zone
- Rear Yard Setback: none; 20' if adjacent to residential zone

In addition to application of CL development standards, as permitted under SB 2, the City has adopted the following standards to regulate emergency shelters to enhance compatibility:

- Maximum number of occupants is 20;
- A minimum distance of 1,000 feet shall be maintained between shelters
- Maximum stay at the facility shall not exceed 180 consecutive days
- One off-street parking space shall be provided for every 250 square feet

- An interior waiting area shall be provided which contains a minimum of 200 square feet
- Exterior lighting shall be provided for the entire outdoor area;
- Security personnel shall be provided during the hours the shelter is in operation

Single Room Occupancy (SRO)

Single Room Occupancy (SRO) residences are small, one room units (generally 80-250 sq. ft.) occupied by a single individual, and may either have shared or private kitchen and bathroom facilities. SROs are rented on a monthly basis, typically without rental deposit, and can provide an entry point into the housing market for extremely low income individuals, formerly homeless and disabled persons. Calabasas classifies SRO uses the same as hotels and motels. SROs typically have individual bathrooms and thus similar to hotels, are permitted in the CR, CMU, CMU and CO zone districts, subject to a conditional use permit (refer to Table 25).

3. Development Fees

As presented in Table 26, Calabasas charges two basic types of fees, those for the processing of development applications (subdivisions, conditional use permits, etc.), and those to pay for the costs associated with new development (traffic signals, sewer connections, etc.).

Table 26: Development Fees for Residential Projects

Fee Type	Fee Amount
Planning and Zoning Fees	
Pre-Application Review	\$988
Administrative Plan Review	\$850 – single unit; \$1,700 – all other
Development Plan Review*	\$7,975
Site Plan Review*	\$1,779 – single unit; \$3,559 – all other
Conditional Use Permit*	\$1,715 – single unit; \$3,430 – all other
Variance*	\$1,127 – single unit; \$2,255 – all other
Development Agreement	\$6,051
General Plan Amendment*	\$5,566
Zone Change*	\$3,825
Specific Plan	\$11,793
Oak Tree Permit**	\$1,428 – single unit; \$2,856 – all other
Tentative Tract Map*	\$6,040
Tentative Parcel Map*	\$4,909
Impact Fees	
Park and Recreation Fee	Amount of parkland dedication = # project units x pop density/unit x .003 In-lieu fee based on fair market land value of park acreage dedication requirement.
Traffic Impact Fee (Eastside of City)	\$1,230/unit
Bridge & Thoroughfare Fee (Westside of City)	\$1,971 per multi-family unit \$3,179 per single-family unit
Inclusionary Housing In-Lieu Fee	\$17,713 per apartment unit \$44,947 per condominium unit \$62,500 per single-family unit
School District Fees	\$3.20/sq.ft.
Engineering Fees	
Lot Line Adjustment	\$1,495 + \$172.50 per parcel
Environmental Fees	
Environmental Assessment / Neg Dec	\$1,184
Environmental Impact Report**	\$8,867
Filing of a Negative Declaration (LA County)	\$2,176.50
Filing of an EIR (LA County)	\$2,994.50

Source: City of Calabasas, Planning Department Fee Schedule, Effective August 13, 2012

*Fee is for CEQA document prepared in-house. It is more common that MNDs and EIRs are prepared using consultants, which are charged based on cost + a 15% administration fee).

As a means of assessing the cost that City fees contribute to the cost of development in Calabasas, the City has calculated the total Planning, Building, Public Works, and Impact Fees associated with development of a hypothetical 60-unit condominium project.⁶ As indicated in Table 27, City development fees run approximately \$14,500 per unit, exclusive of School District, Water District and County Public Works fees, and assuming on-site provision of required inclusionary housing units. The most significant fee is that associated with parkland dedication, which pursuant to the Quimby Act, is based on a standard of 3 acres of parkland per 1,000 population and derived from the number of project units multiplied by the average household size. However, Quimby Fees apply only to subdivision of land, resulting in lower overall fees for development of apartment projects.

Table 27: City Development Fees for 60 Unit Condominium Project

Fee Type	Total Project Fees	Fees per Unit
Planning/Building Fees		
Tract Map	\$6,040.00	\$100.67
Conditional Use Permit	\$3,430.00	\$57.17
Environmental Processing	\$1,184.00	\$19.73
Building Plan Check	\$98,544.00	\$1,642.40
Site Plan Review	\$3,559.00	\$59.32
Strong Motion	\$1,123.20	\$18.72
Parks and Recreation Fees	\$535,498.80	\$8,924.98
Electrical Permit	\$14,736.60	\$245.61
Mechanical Permit	\$5,874.00	\$97.90
Plumbing Permit	\$18,436.80	\$307.28
Building Permit (including inspection)	\$87,400.20	\$1,456.67
Sub-Total	\$772,267.60	\$12,871.13
Public Works Fees		
Sewer – City	\$3,345.00	\$55.75
Traffic Impact Fee (Eastside)	\$73,800.00	\$1,230
Grading Permit	\$2,665.00	\$44.41
Tract Map - Plan Check	\$5,550.00	\$92.50
Sub-Total	\$85,360.00	\$1,422.66
Total City Development Fees	\$861,186.60	\$14,353.11

Source: City of Calabasas Community Development Department, 2013.

⁶ Table 27 presents those fees charged by the City of Calabasas, and do not include those charged by the School District, sewer and water connection fees charged by the Water District, or drainage fees charged by Los Angeles County Public Works.

In comparison with the median two bedroom condominium sales price of \$260,000 documented in Table 12, development fees constitute less than six percent of the unit sales price. In summary, Calabasas' planning and development fees do not serve as a constraint to the production housing. Furthermore, as an incentive for the provision of on-site affordable housing units, the City has updated its inclusionary in-lieu fees to reflect full cost recovery, and offers fee reductions as an incentive through the density bonus ordinance. And pursuant to AB 641, the City allows developers of affordable housing projects with a minimum of 49 percent very low and low income units to defer payment of development fees until issuance of a certificate of occupancy.

4. Processing and Permit Procedures

Before development can occur, it is necessary to obtain certain permits and approvals. These procedures, although necessary to ensure that the development is safe and in compliance with local regulations and building code requirements, can sometimes lead to delays in projects and subsequently increase costs. Moreover, excessive processing time may act as a constraint on the production of affordable housing, because it increases carrying costs to the developer for land, financing, and so forth.

Being a relatively new city and recognizing the complexity of the development process, the City offers easy-to-read brochures to help developers and homeowners better understand planning and development procedures in Calabasas. The City is also committed to an efficient review process. In particular, the City offers expedited CEQA (California Environmental Quality Act) review for residential developments with units affordable to lower and moderate-income households.

The following describes the different levels of decision-making bodies in Calabasas, and the responsibilities of each:

- ✓ The **Development Review Committee (DRC)** consists of a representative from relevant City Departments (Community Development, Public Works, etc) and other agencies involved with the physical development of the City. The DRC was created to review development/improvement proposals, provide applicants with design comments, and make recommendations to the Community Development Director and/or Planning Commission, as provided by the Development Code. The DRC serves as a recommending body on conditional use permits, variances, tentative maps, and planned developments.
- ✓ The City's **Architectural Review Panel (ARP)** reviews projects for their aesthetic quality. The ARP makes advisory recommendations to the Planning Commission and the City Council in matters pertaining to site plan reviews, and evaluating the architectural designs of buildings, landscape plans and other site features. The ARP is made up of three members and two alternate members appointed by the Planning Commission, with at least one member required to be a licensed architect. The ARP reviews commercial and residential projects within scenic corridors, the Old Topanga/Highlands Overlay Areas, proposed subdivisions, hillside developments, and other projects as requested by the Community Development Director or Planning Commission.
- ✓ The **Community Development Director** has decision-making authority on administrative plan reviews, minor use permits, sign permits, minor scenic corridor permits, temporary use permits and zoning clearances. For

subdivisions, the Director has authority over lot line adjustments, lot mergers, conditional certificates, and certificates of compliance, and provides recommendations on tentative maps.

- ✓ For projects that require a conditional use permit, site plan review, scenic corridor permit, tentative map or variance, the **Planning Commission** serves as the decision-making body. Property owners within 500 feet of the proposed project are notified. A public hearing is scheduled at least 10 days and not more than 60 days after acceptance of the fully completed application.

The typical review process for a multi-family development application in Calabasas can be described as follows. As a means of saving time and costs, applicants are encouraged to request a **pre-application conference** with staff prior to completion of project design. The purpose of this conference is to inform the applicant of relevant Development Code requirements, explore possible modifications to the project, and to identify any technical studies that may be necessary for the environmental review process. The pre-application conference is conducted with the Development Review Committee, providing the applicant with early input from all relevant departments and external entities. The cost for the pre-application conference is currently \$988, and is credited towards future application costs.

Upon submittal of the **formal development application**, City staff conducts a completeness review, and informs the applicant in writing within 30 days of any missing information. Corrections and/or additions are made to the project application and supporting documents, and resubmitted to staff. Review includes distribution of the project to members of the Development Review Committee. If the DRC doesn't have any questions, staff maintains responsibility for review. To the extent members of the DRC do have questions or concerns with the application, a DRC meeting is scheduled with the applicant within 30 days. Once the application is revised and resubmitted to address identified issues, if the project is within a scenic corridor, is a subdivision or hillside development, requires Planning Commission approval and/or falls within the Old Topanga/Highlands Overlay Areas, it is forwarded on to the Architectural Review Panel for review of project aesthetics.

Upon completion of project review by the Development Review Committee, and as necessary, the Architectural Review Panel, a staff report is prepared summarizing the conclusions of the Department and each reviewing body. The staff report includes recommendations on the approval, approval with conditions, or disapproval of the application, and is provided to the applicant. In total, the average processing time for multi-family development in Calabasas ranges from six to twelve months. For example, the 60 unit Malibu Hills Road condominium project received project approval within five months of submittal of a complete application, whereas the 75 unit Old Town senior apartments required 13 months for project approval.

Average processing times in Calabasas to obtain a permit to construct a new single-family residence on a legal lot is two to three months. Most remaining single-family parcels are either within scenic corridors or are hillside parcels, and would therefore fall within the parameters of the Architectural Review Panel and would require, at a minimum, a public hearing with the Community Development Director, thereby adding to the processing times.

New Technologies

In 2005, the City of Calabasas contracted with Digital Map Products to provide a web based mapping system called CityGIS. CityGIS allows staff to view a variety of data including: aerial photography, parcels, zoning, streets and other types of data. The system also gives City staff the ability to draw graphics, measure distances and areas, search parcels and addresses, and create list and labels for notification purposes. So far, the CityGIS program has received a favorable response from City staff. CityGIS also includes a Community View component, which gives the public access to the City of Calabasas website for the purposes of viewing and searching for data.

The City's Community Development Department adopted a new permit tracking system, CLaMS (the Calabasas Land Management System), in January 2008. CLaMS is a centralized, web-based land management system that links the City's Building and Safety, Planning, Code Enforcement, and Public Works Departments into one unified system that can efficiently manage the various tasks of the different departments. Activities such as permit issuance, inspections, and citizen inquiries are accessible to City staff through CLaMS. The system also allows residents to request inspections, find the status of their project, and achieve other simple tasks on-line. CLaMS is expected to dramatically increase the efficiency of the development review and permitting process and lessen internal administrative costs.

5. Site Improvements

Residential developers are required to provide and/or fund infrastructure to serve their projects. Developers are also required to provide all infrastructure necessary for utility connections to the project, including water, electric and sewer, as well as funding their portion of any off-site system expansions or upgrades that are necessary to serve the project. The cost of off-site improvements varies depending on the nature of development (i.e., hillside or flatland development).

Developers of projects that will include streets are required to install the streets, curbs, gutters, sidewalks, utility systems and landscaping; these facilities are typically dedicated to the City. Subdivisions are designed to provide rights-of-way for pedestrian paths, bikeways and multiple use trails as identified in the General Plan Circulation Element. Calabasas' residential street standards are based upon the County of Los Angeles Subdivision Ordinance, and include the following street right-of-way widths:

Cul-de-sacs (up to 700 ft.)	58 ft.
Cul-de-sacs (> 700 ft)	60 ft.
Local streets (up to 1,400 ft)	58 ft
Local streets (> 1,400 ft)	60 ft.
Collector streets	64 ft.

Since Calabasas is a built-out community, most residential projects are small infill developments and not of a size that warrant a circulation system other than private driveways. Most future development will necessitate few site improvement requirements, and thus not add significant costs to development.

6. Building Code

State law requires that all jurisdictions in California enforce the building codes as mandated by the California Building Standards Commission. The State building codes establish construction standards necessary to protect public health, safety and welfare, and the local enforcement of these codes does not unnecessarily constrain the development of housing. The City of Calabasas has adopted by ordinance the following model codes, along with all required updates:

- California Residential Code (2010)
- California Building Code (2010)
- California Mechanical Code (2010)
- California Plumbing Code (2010)
- California Electrical Code (2010)
- County of Los Angeles Fire Code (2008)
- California Energy Code (2010)
- California Green Building Standards Code (2010)

In terms of the local enforcement of the Building code, while staff monitors housing conditions, code enforcement in Calabasas is primarily complaint based. And as described under Housing Element Program #2, the City has initiated a new Home Repair Program to assist low and moderate income property owners of dilapidated units cited for code violations to make needed repairs to make the units safe and habitable.

B. MARKET CONSTRAINTS

Various factors not under the control of government also affect the cost, supply and distribution of housing. These factors include: land cost, construction costs, financing costs, speculation, availability of infrastructure, and physical constraints.

1. Development Costs

A key component of the total cost of housing is the price of raw land and any necessary improvements. The diminished supply of land available for residential construction combined with a fairly high demand for such development has served to keep the cost of land relatively high in cities across Southern California. In Calabasas, residential land costs averaged approximately \$69 per square foot in 2009, reflecting the scarcity of land suitable for housing development.⁷ The availability and price of land are potential constraints to the development of housing for all income levels.

Site improvements also contribute to the cost of land. Most remaining vacant single-family parcels in Calabasas have severe topographic constraints and necessitate significant grading to accommodate development. Infill parcels identified by the 2030 General Plan Update for multi-family and mixed-use development for the most part don't face the same topographic constraints, and are thus less costly to develop than the hillside areas.

In addition to land and site development costs, construction cost is the other major component contributing to the cost of housing. A major cost associated with the development of housing is the cost of building materials, which have risen dramatically in recent years. According to the U.S. Department of Labor Construction Cost Trends for 2013, the overall cost of construction materials rose from approximately \$178 to \$205 per square foot between 2006-2012, reflecting a 15 percent increase in materials costs. The increase in construction costs is slowing, but was up 2-2.5% in the first half of 2012, with labor cost increases above that of materials (2.5% labor compared to 1.5% material cost increases).⁸

As part of the City's density bonus program, the City may allow affordable units to be slightly smaller in size (maintaining the same number of bedrooms) and have different interior finishes than market rate units, provided all project units are comparable in construction quality and exterior design. Another factor that can reduce construction costs is the economies of scale realized with a greater number of units built at one time; this is of particular benefit when density bonuses are used for the provision of affordable housing.

⁷ City of Calabasas *Inclusionary Housing In-Lieu & Commercial Impact Fee Update*, 2006.

⁸ www.dcd.com/pdf_files/1301trends.pdf

2. Availability of Mortgage and Rehabilitation Financing

The availability of financing in a community depends on a number of factors, including the type of lending institutions active in the community, lending practices, rates and fees charged, laws and regulations governing financial institutions, and equal access to those institutions. Through analysis of Home Mortgage Disclosure Act (HMDA) data on the disposition of residential loan applications, an assessment can be made of the availability of residential financing within a community.

As shown in Table 28 (Status of Home Purchase Loans and Home Improvement Loans in Calabasas and Los Angeles County, 2011), mortgage financing and improvement financing is generally available to homebuyers in Calabasas and is not considered a constraint. The annual HMDA report for 2011 indicates that 924 home purchase loan applications and 167 home improvement applications were submitted for homes in Calabasas, with 71 percent of home purchase and 63 percent of home improvement loans approved by the lenders. In comparison with Los Angeles County, mortgage loan denial rates were fairly comparable at 13 percent, versus 15 percent countywide. For home improvement loans, loan denial rates of 14 percent in Calabasas were well below the Countywide average of 28 percent. Review of mortgage loan denial rates by Calabasas' census tracts does not identify any tract with denial rates ten points or above the 13 percent citywide average.

Table 28
Status of Home Purchase and Home Improvement Loans – 2011
Calabasas and Los Angeles County

Jurisdiction	Home Purchase Loans				Home Improvement Loans			
	# Loan Apps	% Approved	% Denied	% Withdrawn/ Incomplete	# Loan Apps	% Approved	% Denied	% Withdrawn/ Incomplete
Calabasas	924	71%	13%	16%	167	63%	14%	33%
Los Angeles County	54,482	71%	15%	14%	11,220	54%	28%	17%

Source: Federal Institutions Examination Council (FFIEC) 2011 (accessed 06/04/13)
Approved loans include loans originated and applications approved but not accepted.

C. ENVIRONMENTAL AND INFRASTRUCTURE CONSTRAINTS

1. Environmental Constraints

Hillside and Ridgeline Areas

Many areas in Calabasas consist of slopes where the topography acts as a limitation to various types of development. The slopes and hills present moderate limitations, such as excavation and grading. Steeper slopes present severe limitations, requiring extensive excavation and possibly some blasting during construction. In addition, these areas are limited due to access and utilities needed to support growth.

The City established Hillside and Ridgeline development standards to protect the public health and safety with regard to fire hazards and slope stability and to ensure that buildings are located in the most accessible, least visually prominent, and most geologically stable portions of the hillside or ridgeline. These standards apply to proposed developments on sites with a natural slope greater than ten percent, or that include a ridgeline. The City requires buildings to be sited where they will be screened by existing vegetation, rock outcroppings, or depressions in topography. In wooded areas, dispersed buildings are preferred because they save trees and minimize visual impacts. The City also requires structures placed on or near ridgelines to be situated so that they do not appear silhouetted against the sky when viewed from any roadways designated as a scenic corridor. Ridgeline buildings are to be located in a way that maintains the natural appearance of the ridge. Hillside and ridgeline developments are required to provide two off-street parking spaces for guests in addition to the parking normally required for a residence.

Consistent with Calabasas' commitment to foster environmentally responsible development, the City's 2030 General Plan Safety Element establishes the following policy:

Policy VII-4 Discourage development within potential landslide areas with severe soil limitations as the City's preferred management strategy, and a higher priority than attempting to implement engineering solutions.

Significant Ecological Areas

Other constraints to development include Los Angeles County Significant Ecological Areas (SEAs) within the City and surrounding areas. SEAs, as identified by the County of Los Angeles Technical Advisory Committee, contain unique or unusual plant and/or species assemblages, or areas or habitat that are rapidly declining in the Los Angeles area. Usually, these Los Angeles County SEAs may not be feasibly developed, or may require extensive mitigation to ensure that these plant and animal species are preserved. Currently, there are three Los Angeles County SEAs in and around Calabasas (Los Angeles County SEA Nos. 5, 9, and 12). For additional information, see section V-D (Biological Resources), of the Community Issues Report.

Earthquakes

The City's geology and close proximity to the Malibu Coast fault and the Simi fault, as well as other active regional faults, such as the San Andreas fault, may pose some concern to development. These faults could produce strong earthquakes which would generate substantial earthshaking, and trigger landslides, mud, and debris flow during a period of heavy rain.

Floodplains

The City principally falls into an area of minimum flooding, as defined by the Federal Emergency Management Agency. However, areas found along canyon bottoms along the alignments of the primary drainage courses are designated within 100-year flood potential zones. These canyon areas would have severe limitations on development. However, to protect existing development in these areas, the City participates in the Federal Flood Insurance Program.

The City of Calabasas requires a development permit for any structure being built within a designated special flood hazard area. The Calabasas Municipal Code calls for all new buildings in the flood hazard area to be constructed with materials resistant to flood damage. New construction is required to be adequately anchored in order to prevent flotation, collapse or lateral movement of the structure. Equipment and other service facilities must also be designed to prevent water from entering or accumulating within its components during a flood.

Expansive Soils and Liquefaction

Soils with a high clay content found in portions of the City may present limitations to urban development due to their shrink-swell potential. Areas with expansive soils can cause problems such as damage to building foundations if not properly mitigated prior to construction. However, the City requires geologic studies prior to development to evaluate the potential for geologic and soil hazards, and requires these conditions to be corrected during construction. Typical measures to treat expansive soils involve removal, proper fill selection, and compaction. The Calabasas 2030 General Plan EIR concludes that expansion should not be a significant constraint to development of individual sites provided that adequate soil and foundation studies are performed prior to construction.

As identified in the General Plan Safety Element, potential liquefaction hazard zones are located in portions of Calabasas. In particular, areas in the western portion of the City in the vicinity of Las Virgenes Creek may be subject to seismically induced liquefaction. Prior to approval of development projects within liquefaction or landslide hazard zones, site specific engineering studies will be required to analyze the feasibility or most appropriate design and construction techniques to mitigate potential problems. The General Plan EIR concludes that liquefaction impacts are less than significant with implementation of the Calabasas Building Code and policies contained in the Safety Element.

2. Infrastructure Constraints

Another factor adding to the cost of new construction is the cost of providing adequate infrastructure, major and local streets, curbs, gutters, sidewalks, water and sewer lines, street lighting, which is required to be built or installed in new development. In most cases, these improvements are dedicated to the City, which is then responsible for their maintenance. The cost of these facilities is borne by developers, adding to the cost of new housing units, and eventually passed on to the homebuyer or property owner.

The Las Virgenes Municipal Water district (LVMWD) provides both water and wastewater service in Calabasas. As part of the 2030 General Plan update, the City worked with LVMWD to ensure coordination of the updated Land Use Plan with the district's water and sewer facilities master plans. The General Plan directs new development to areas with adequate water and sewer facilities, or where facilities are planned consistent with the LVMWD's master plan. LVMWD indicates projected water supply is adequate to serve the expected demand from incremental new development.

IV. REVIEW OF PROGRAM ACCOMPLISHMENTS

State Housing Element law requires communities to assess the achievements under their adopted housing programs as part of the update of the Housing Element. The 2008 Calabasas Housing Element contains a set of goals, policies and programs for the six-year time frame of the housing element (2008-2014). The following section reviews the programs of the 2008 Housing Element, including progress on the implementation of programs, and the continued appropriateness of policies and programs for the updated Housing Element. The results of this analysis will help to shape the comprehensive housing program strategy developed for the 2014-2021 Housing Element.

1. Single-family Rehabilitation Program

Six-Year Program Objective: *Assist 10 households annually. Evaluate extending to moderate income households using Affordable Housing Fund resources.*

Program Accomplishments/ Continued Appropriateness: Between 2008-2012, the City processed a total of 25 Residential Rehabilitation grants. Currently, there is a waiting list of approximately 25 qualified applicants, with an average of 9 households assisted annually. Discussions with the Program Administrator indicate a great demand for the Program, but because CDBG funding has been reduced significantly in recent years, the City has not been able to fulfill the demand. In addition, Affordable Housing Fund resources have been directed towards affordable production rather than rehabilitation of existing housing. Given the strong demand for the Program and assuming continued funding via CDBG, the Residential Rehabilitation Program remains appropriate to the updated Housing Element.

2. Rental Assistance Program

Six-Year Program Objective: *Provide ongoing assistance to 40 households, contingent on funding.*

Program Accomplishments/ Continued Appropriateness: In 2008, the City continued to provide monthly rent subsidies to 40 households. In 2009, the City Council expanded the Program from 40 to 45 households. In December 2010, the City Council made permanent the Rental Assistance Program; increased the monthly subsidy by \$50 per month, plus a yearly CPI increase; and expanded the Program from 45 to 50 households. Since 2010, the City has been providing the rent subsidy to 50 households. The Program will continue as such in the updated Housing Element.

3. Rental Registration Program

Six-Year Program Objective: *Continue to maintain the rental database.*

Program Accomplishments/ Continued Appropriateness: Annual rent information provided by apartment owners is entered into the City's rental database in July of every year, and reported to the City Council. Staff will continue this program, unless otherwise directed by City Council.

4. Mobile Home Park Preservation

Six-Year Program Objective: *Adopt permanent mobile home park zoning. Should tenants of the Park indicate interest in purchasing the park as a means maintaining control over space rent increases, provide information on MPROP funding.*

Program Accomplishments/ Continued Appropriateness: The permanent mobile home park zoning district was adopted in January 2010 as part of the City's Development Code update. To date, the Park's tenants have not expressed to the City a collective desire to purchase the Park property; if tenants indicate interest in the future, the City will play an information sharing and facilitator role between the tenants and HCD in regards to MPROP. Accordingly, the information sharing objective of this Program remains appropriate to the updated Housing Element.

5. Preservation of Assisted Housing

Six-Year Program Objective: *Preserve 260 at-risk units. Contact property owners. Explore outside funding; offer incentives; provide technical assistance to tenants.*

Program Accomplishments/ Continued Appropriateness: City staff has been in contact with the Los Angeles Community Development Commission (CDC), the monitoring agency for the affordable housing program in the Malibu Canyon and Archstone Calabasas apartment communities to discuss options for refinancing the projects' bonds to extend affordability controls. The CDC communicated to staff that the owner of Malibu Canyon redeemed (paid off) the bonds in December 2008; therefore, the regulatory agreement will expire in June 2016. This owner has no further obligation to continue preservation of their 140 affordable units.

The CDC also communicated to staff that Archstone's regulatory period is the longer of April 9, 2013 or the date the bonds are no longer outstanding. With their current bond maturity date set at April 15, 2028, preservation efforts for this community will be delayed to future planning periods.

Staff will therefore focus preservation efforts, including pursuit of funding, negotiation with property owners, and tenant education, on the 2016 expiration of affordability controls of Malibu Canyon. Staff has initiated discussions with the California Housing Partnership regarding preservation options.

6. Condominium Conversion Ordinance

Six-Year Objective: *Implement the City's current ordinance. Evaluate strengthening to require inclusionary units in projects approved for conversion.*

Program Accomplishments/ Continued Appropriateness: The City continues to implement the current ordinance. No work has been initiated yet on enhancing the ordinance to apply inclusionary housing requirements to projects involving the conversion of rental apartments to owner condominiums, and the City has not received any requests for conversions. The Program remains appropriate to the updated Housing Element, including evaluation of enhancing the ordinance to require inclusionary units in projects approved for conversion.

7. Modification of RM Zoning Standards

Six-Year Objective: *Revise RM zoning standards to permit 20 du/acre, and eliminate requirement for CUP.*

Program Accomplishments/ Continued Appropriateness: The RM zoning standards were modified to permit 20 du/acre and the CUP requirement eliminated in January 2010 as part of the City's Development Code update. This objective will no longer be appropriate to the 2014-2021 Housing Element because the objective has been fully accomplished.

8. Residential Rezoning Program

Six-Year Objective: *In conjunction with the General Plan update, re-designate sites for at least 140 units at 20 du/acre, and 130 units at 12-20 du/acre.*

Program Accomplishments/ Continued Appropriateness: The Calabasas 2030 General Plan provided the following expanded areas for multi-family housing, providing adequate sites to address the RHNA: Las Virgenes planned development, Old Town Mixed Use, and Rancho Pet Kennel. Three additional mixed use areas were also designated for longer term development. Sites were rezoned consistent with the General Plan as part of the City's Development Code update in January 2010. This Program will no longer be appropriate to the 2014-2021 Housing Element because the objective has been fully accomplished.

9. Annexation of Unincorporated Areas

Six-Year Objective: *Pursue phased annexation of adjacent unincorporated areas.*

Program Accomplishments/ Continued Appropriateness: On July 13, 2011, the Local Agency Formation Commission for Los Angeles County (LAFCO) approved the Mont Calabasas annexation into the City of Calabasas. The annexation application for the adjacent "Mountain View Estates" was prepared and submitted to LAFCO and remains pending. The Program remains appropriate to the updated Housing Element because the Mountain View Estates annexation remains pending and because the Craftsman Corner area is also

identified as a potential annexation area in the City's current Land Use Element (Policy II-4).

10. Second Units

Six-Year Objective: *Amend the second unit ordinance to provide greater consistency with State statutes, and educate public on availability.*

Program Accomplishments/ Continued Appropriateness: The second unit ordinance was amended in January 2010 as part of the City's Development Code update to provide ministerial review consist with State statutes. Three second units were developed during the 2008-2012 period. The Program remains appropriate to the updated Housing Element and the City will continue to educate the public on availability. Additionally, staff will pursue further amending the ordinance to allow a greater maximum unit size to facilitate permitting and production of second units.

11. Inclusionary Housing Ordinance

Six-Year Objective: *Provide developers with information on available options and incentives to fulfill inclusionary requirements. Identify specific projects and programs for expenditure of in-lieu fee revenues.*

Program Accomplishments/ Continued Appropriateness: The Inclusionary Housing ordinance is available to the public on the City's website via the link to our updated Municipal Code. Additionally, planning staff has been working directly with the applicants of three sizeable pending projects that are incorporating new affordable units into their respective developments. Staff identified new programs for expenditure of the in-lieu fees (which have contributed to the Affordable Housing Fund), including the newly approved Home Repair Loan Program (which assists certain single-family homeowners with serious and costly repairs so that distressed and code-deficient properties can be made safe) and efforts to preserve at-risk affordable units. The Program remains appropriate to the updated Housing Element.

12. Commercial/Industrial Development Impact Fee Program

Six-Year Objective: *Provide affordable housing opportunities to Calabasas' workforce. Identify specific projects and programs for expenditure of impact fee revenues.*

Program Accomplishments/ Continued Appropriateness: On January 16, 2008, City Council committed to providing affordable housing developer Thomas Safran Associates with \$1,000,000 of funding from the City's Affordable Housing Fund (in which Commercial/Industrial Impact fees are deposited) for a senior affordable housing project in Old Town. In February 2010, the City loaned the funds to the developer. In Fall 2011, the development opened its doors and the project is now 100% occupied by low-income seniors.

In September 2012, \$126,180 in commercial impact fees were deposited into the Fund by the developer of a 70,000 square-foot shopping center on the west side of

the City. The City currently has \$1,367,900 remaining in the Fund, has committed \$500,000 of this to the new Home Repair Loan Program, and is exploring various other options for spending the remaining funds. The Program remains appropriate to the updated Housing Element.

13. Affordable Housing Development Assistance

Six-Year Objective: *Provide financial, regulatory, and site identification assistance in support of affordable housing production consistent with the General Plan.*

Program Accomplishments/ Continued Appropriateness: On January 16, 2008, City Council committed to providing affordable housing developer Thomas Safran Associates with \$1,000,000 of funding from the City's Affordable Housing Fund contingent upon the applicant securing his other sources of funding within two years for a senior affordable housing project in Old Town. In February 2010, the City loaned the funds to the developer. In Fall 2011, the development opened its doors and the project is now 100% occupied. The City currently has \$1,367,901 remaining in the Fund, has committed \$500,000 of this to the new Home Repair Loan Program, and is exploring various other options for spending the remaining funds. The Program remains appropriate to the updated Housing Element.

14. Workforce Housing Program

Six-Year Objective: *Research homeownership programs in other jurisdictions to develop local program. Assist a minimum of five households.*

Program Accomplishments/ Continued Appropriateness: The City conducted research on the development of a Workforce Housing Program and evaluated associated costs. The research indicated that very few units could be created and/or households assisted for the amount of money that would have to be expended. Affordable Housing funds are limited, and with \$1,000,000 of the funds dollars being committed to the 75-unit affordable housing project, the Workforce Housing program would not be financially viable. The City is quite pleased with the "value" provided by the Canyon Creek project and would prefer that affordable housing funds be appropriated in a similar manner. Therefore, this Program is no longer appropriate to the updated housing Element.

15. Green Building

Six-Year Objective: *Implement Green Initiative; promote the City's Green Building Program, and evaluate expansion to residential use.*

Program Accomplishments/ Continued Appropriateness: On September 23, 2009, City Council adopted the California Green Building Standards Code, which now applies to all projects within the City, including residential. The City has adopted a comprehensive green initiative aimed at promoting environmentally responsible development, upgrading existing city facilities, and educational outreach, described in Section V which follows on Energy Conservation

Opportunities. Green building and sustainability remain important to the updated Housing Element.

16. Density Bonus Program

Six-Year Objective: *Promote density bonus incentives via dissemination of Affordable Housing brochure.*

Program Accomplishments/ Continued Appropriateness: The City's density bonus ordinance is available to the public on the City's website via the link to our updated Municipal Code. The Density Bonus Program was implemented as part of a multi-family condominium project entitled in 2008, where the developer provided 5% of the total project units as off-site very low-income units in exchange for a concession on the City's height requirement. The Program remains appropriate to the updated Housing Element, including development and dissemination of an affordable housing brochure.

17. Zoning Ordinance Revision

Six-Year Objective: *Amend the Zoning Ordinance to: 1) define supportive and transitional housing as a residential use; and 2) allow emergency shelters in the CL zone.*

Program Accomplishments/ Continued Appropriateness: The zoning ordinance was amended in January 2010, as part of the City's Development Code update, and: (1) supportive & transitional housing were defined as residential uses; and (2) emergency shelters in the CL zone were listed as permitted uses. This Program will no longer be necessary in the 2014-2021 Housing Element as it has been fully implemented.

18. Fair Housing Program

Six-Year Objective: *Contract with the Fair Housing Council (FHC) to promote open and fair housing practices, and to facilitate communication between tenants and landlords. Assist in program outreach through referrals and distribution of educational information.*

Program Accomplishments/ Continued Appropriateness: City housing staff have referred numerous renters concerned about unfair rent increases to the Fair Housing Council, and provides Fair Housing Council handouts at the Planning Kiosk near the public counter. Staff is also in the process of developing a housing brochure which encompasses all the City's programs, which will be made available on the City's website. The Housing Rights Center recently assumed responsibility for the fair housing program through its contract with Los Angeles County, and the City will reflect the updated agency contact information in its housing brochure. This Program remains appropriate to the updated Housing Element.

19. Accessible Housing

Six-Year Objective: *Adopt Reasonable Accommodation procedures and regular accessibility updates to codes; offer grants for accessibility improvements.*

Program Accomplishments/ Continued Appropriateness: Reasonable accommodation procedures were adopted in January 2010, as part of the City's Development Code update. The Program remains appropriate to the updated Housing Element, including making regular updates to codes and offering grants to qualified low-income households for accessibility improvements.

Summary of Progress and Continued Appropriateness of 2008-2014 Goals, Policies and Programs

The goals and policies of the 2008-2014 Calabasas Housing Element remain appropriate to the updated element, and most of the Element's housing programs remain appropriate for continuation. However, the following programs have either been completed or are otherwise no longer applicable for the reasons explained in the above review:

- ❑ Modification of RM Zoning Standards
- ❑ Residential Rezoning Program
- ❑ Zoning Ordinance Revision
- ❑ Workforce Housing Program

The Table below summarizes the quantified objectives contained in the City's 2008-2014 Housing Element, and compares the City's progress in fulfilling these objectives:

Table 29: Progress Towards 2008-2014 Quantified Objectives

Income Level	New Construction (2006-2013)			Rehabilitation		Conservation	
	Goal	Zoned	Constructed	Goal	Progress	Goal	Progress
Extremely Low	53	224	--	12	7	40	50
Very Low	84		54	18	7		
Low	86		20	30	11		
Moderate	93	120	4	--	--	--	
Above Moderate	205	503	139	--	--	--	
Total	521	847	217	60	25	300	310

New construction goal reflects RHNA; progress includes 54 very low and 20 low income units in Canyon Creek Apartments, 4 second units (moderate income), 79 single-family units and the 60 unit Malibu Hills senior condominiums under construction with occupancy to occur in 2013 within this planning period.

Rehabilitation goal and progress reflects the Residential Rehabilitation Program.

Conservation goal and progress reflects the City's Rent Subsidy Program, and Preservation of low income at-risk housing.

New Construction: The City's 2008-2014 Housing Element was adopted in December 2008 in conjunction with the Calabasas' 2030 General Plan. A major focus of the General Plan was to provide expanded sites for multi-family and mixed use development at appropriate densities to address the City's regional housing needs (RHNA) update, which as indicated by Table 29, the City was successful in accomplishing. However, the number of units actually constructed during this period (217) represents just under half of the City's RHNA (521). Like much of California, the collapse of the residential real estate market, combined with severe constraints on the availability of financing for development, significantly dampened the level of residential development activity in Calabasas during the prior planning period. Nonetheless, the City was able to achieve construction of the 75-unit Senior Affordable Housing community in Old Town (the Canyon Creek Apartments) through provision of regulatory incentives and contribution of \$1 million in Affordable Housing Fund resources.

Rehabilitation: In terms of rehabilitation, the City's goal was to assist ten households per year, for a total of 60 households. While the City was successful in assisting 25 lower income households rehabilitate their homes using CDBG funds, it fell short of its goal due to decreases in CDBG funding and continued allocation of Affordable Housing Fund resources towards affordable production.

Conservation: The City's conservation goal included continued provision of monthly rental subsidies to 40 households via the Rental Assistance Program, which the City exceeded, increasing the number of households assisted to 50 as well as increasing the subsidy amount. The second component of the conservation goal was for preservation of the 260 at-risk bond units in Malibu Canyon and Archstone Apartments. While the affordability period on the Archstone property has been extended to the year 2028, the City continues to work with the County CDC and California Housing Partnership to develop a strategy to extend the affordability controls on Malibu Canyon Apartments beyond the current 2016 expiration date.

V. ENERGY CONSERVATION OPPORTUNITIES

“Green buildings” are structures that are designed, renovated, re-used or operated in a manner that enhances resource efficiency and sustainability. These structures reduce water consumption, improve energy efficiency and lessen a building’s overall environmental impact. The City of Calabasas is committed to securing its long-term sustainability by implementing a green initiative to improve the quality of the environment, reduce greenhouse gas emissions and use finite natural resources efficiently. The City’s green initiative is aimed at promoting environmentally responsible development, upgrading existing city facilities, and educational outreach.

Calabasas adopted its first green building ordinance in January 2004, requiring all new and substantially renovated non-residential buildings greater than 500 square feet in size to utilize environmentally efficient site and building design, sustainable construction practices, and rapidly renewable or recycled building materials. On September 23, 2009, City Council adopted the California Green Building Standards Code, which now applies to all projects within the City, including residential. This Code was updated in November 2010 and again in January 2011.

Calabasas’ green initiative encompasses numerous activities summarized on the City’s Green City webpage, with numerous links to outside resources. The following highlights some of the City’s green projects and programs:

- **Property Assessed Clean Energy (PACE) Program** - City of Calabasas is working with Los Angeles County to provide energy efficient retrofits to its residents. The County is investing approximately \$11 million in federal grant funds to develop a PACE program to serve the county’s 88 cities. The program is designed to encourage private property owners to invest in energy efficiency retrofits and is key part of a broader home retrofit program for LA County. The LA County PACE program is authorized under California’s AB 811, which enables municipalities to provide private property owners with the ability to finance energy efficiency and renewable energy improvements through a voluntary property tax assessment that is paid back over 20 years.

- **Calabasas Civic Center** -In July 2008, the City of Calabasas completed construction of a high performance, resource-friendly Civic Center consisting of a City Hall and Public Library. Both buildings were designed to meet a “Gold” standard from the United States Green Building Council’s (USGBC) Leadership in Energy and Environmental Design (LEED) Green Building Rating System for new construction. Sustainable design features include the use of energy and water efficient HVAC and plumbing systems, recycled and locally manufactured materials, use of a “cool” energy star rated roof, drought tolerant landscaping, low flow irrigation system, use of recycled water for landscape, use of natural daylight, increased views, systems to monitor and provide healthy indoor air quality and much more. Both the City Hall and Public Library were awarded a LEED Gold Certification by the United States Green Building Council (USGBC) on January 20, 2010.

- **Recycling Program** – With the passage of AB 939, Calabasas has set up a number of recycling programs to ensure it meets and exceeds the State’s goal of a 50 percent diversion rate including programs for curbside recycling, construction waste recycling, electronic waste recycling, and household hazardous waste round-ups. In addition, staff provides outreach and technical assistance to residents, businesses and the schools to maximize waste prevention and recycling.



- **Alternative Fuel Vehicle Fleet** – The City’s vehicle fleet consists of automobiles, trucks, and vans for City employees and public transit shuttles and old fashioned trolley cars to serve the public. Recognizing that standard gasoline using automobiles consume considerable energy and contribute significantly to air pollution, the City continues to build a vehicle fleet consisting of alternative fuel vehicles that run off of compressed natural gas (CNG) or involve hybrid gas/electric engines to improve fuel efficiency. Recently, the City added nine hybrid vehicles to the City’s fleet for use by inspectors, saving gallons of gas from being consumed each year.



- **Green Rebates and Incentives** – The City’s Green City webpage includes a comprehensive listing of available financial incentives for use of green appliances and utilities in single-family homes, multi-family structures, and commercial properties. The webpage also provides detailed information for residents on how to retrofit their homes to make them greener.

- **Polystyrene Ban** – In 2007, the City Council adopted an ordinance banning the use of Polystyrene (Styrofoam) by retail food establishments, nonprofit food providers and City facilities. The ordinance requires food establishments to use environmentally acceptable packaging.

- **Second-Hand Smoke Ordinance** – The City enacted a comprehensive second-hand smoke ordinance in 2006 which restricts smoking in all public places, including parks, sidewalks, parking lots, patios and outdoor balconies.



The Calabasas 2030 General Plan is predicated on creating a more sustainable community for existing and future residents. The Land Use Element establishes a new Mixed Use designation where people can live, work and shop without getting in their cars, and continues to permit the integration of residential uses in most commercial districts. The Conservation Element establishes numerous policies in support of sustainable development, including:

- Promote neighborhood designs that minimize energy use – e.g. mixed-use development to allow residents to live where they work and shop

- Promote site design to minimize energy use – e.g. maximize solar access by use of non-reflective glass on south facing walls
- Promote building designs that minimize energy use – e.g. design buildings to maximize internal lighting
- Promote incorporation of energy conservation measures in existing and new developments

STATE OF CALIFORNIA - BUSINESS, TRANSPORTATION AND HOUSING AGENCY

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

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July 19, 2013

Ms. Maureen Tamuri, Director
Community Development Department
City of Calabasas
100 Civic Center Way
Calabasas, CA 91302

Dear Ms. Tamuri:

RE: City of Calabasas' 5th Cycle (2013-2021) Draft Housing Element Update

Thank you for submitting the City of Calabasas' draft housing element update received for review on July 1, 2013, along with additional revisions received on July 18, 2013. The Department conducted a streamlined review of the draft housing element based on the City meeting all eligibility criteria detailed in the Department's Housing Element Update Guidance and is reporting the results of its review pursuant to Government Code Section 65585(b). A telephone conversation on July 18, 2013 and various other communications with Ms. Talyn Mirzakhanian, Senior Planner, and Ms. Karen Warner, your consultant, facilitated the review.

The revised draft element meets the statutory requirements of State housing element law. The element will comply with State housing element law (Article 10.6 of the Government Code) when these revisions are adopted and submitted to the Department, pursuant to Government Code Section 65585(g).

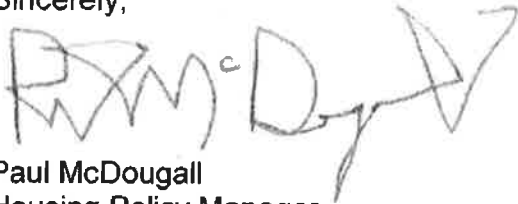
To remain on an eight year planning cycle, pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) the City must adopt its housing element within 120 calendar days from the statutory due date of October 15, 2013 for Southern California Association of Government localities. If adopted after this date, the City will be required to revise the housing element every four years until adopting at least two consecutive revisions by the statutory deadline (Government Code Section 65588(e)(4)). For more information on housing element adoption requirements, please visit our website at: http://www.hcd.ca.gov/hpd/hrc/plan/he/he_review_adoptionsteps110812.pdf.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City must continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate.

Ms. Maureen Tamuri, Director
Page 2

The Department appreciates the hard work and dedication of Ms. Mirzakhanian and Ms. Warner in preparation of the housing element and looks forward to receiving Calabasas' adopted housing element. If you have any questions or need additional technical assistance, please contact Mario Angel, of our staff, at (916) 263-7442.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul McDougall", with a stylized flourish at the end.

Paul McDougall
Housing Policy Manager

CITY *of* CALABASAS



2030 GENERAL PLAN
FINAL
ENVIRONMENTAL IMPACT REPORT
ADDENDUM

AUGUST 2013



Addendum to the Final
Environmental Impact Report
for the City of Calabasas
2030 General Plan

Prepared by:

City of Calabasas
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Calabasas, California 91302
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August 2013

City of Calabasas 2030 General Plan Addendum to the Final EIR

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INTRODUCTION

This document is an Addendum to the City of Calabasas 2030 General Plan Final Environmental Impact Report (EIR - SCH# 2008041030, hereafter referred to as the Final EIR). The Addendum analyzes the environmental effects of the proposed 2014-2021 Housing Element, which updates the City's current 2008-2014 Housing Element. The Addendum has been prepared in accordance with relevant provisions of the California Environmental Quality Act (CEQA) of 1970 (as amended) and the *CEQA Guidelines*.

According to Section 15164 of the *CEQA Guidelines*, an addendum to a previously certified EIR or Negative Declaration is the appropriate environmental document in instances when "only minor technical changes or additions are necessary" and when the new information does not involve new significant environmental effects beyond those identified in the previous EIR.

This Addendum describes the details of the City of Calabasas 2014-2021 Housing Element (hereafter referred to as the Housing Element Update) and compares its impacts to those identified in the Final EIR. The analysis demonstrates that the Housing Element Update is consistent with the previously certified Final EIR, with the exception of minor changes to the inventory of residential sites and to existing programs. In addition, as discussed below, the proposed revision would have no new significant environmental effects. As such, an addendum is the appropriate environmental document under CEQA.

PROJECT DESCRIPTION

The City of Calabasas proposes to update the Housing Element of the City's General Plan as mandated by Government Code Sections 65580-65589. The Housing Element Update is a policy document with programs intended to facilitate meeting the City's housing needs and accommodate the Southern California Association of Government's Regional Housing Needs Assessment (RHNA) unit numbers during the 2014-2021 planning period. As a policy document that is revised periodically, the Housing Element Update represents a fine-tuning process rather than a complete overhaul.

The Housing Element Update identifies strategies and programs that focus on preserving and improving housing and neighborhoods; providing adequate housing sites; assisting in the provision of affordable housing; removing governmental and other constraints to housing development; and promoting fair and equal housing opportunities.

Calabasas' 2014-2021 RHNA allocation is 330 units distributed among the following income groups: 44 extremely low income; 44 very low income; 54 low income; 57 moderate income; and 131 above moderate income units. The housing unit totals specified by the RHNA are not quotas for development; rather, the RHNA determines the number and affordability of housing units that jurisdictions *need to plan for* through land use policies, regulations, infrastructure plans, and other housing assistance programs. In total, Calabasas' residential sites capacity provides for 747 additional units, including sites suitable for development of 331 lower income, 171 moderate income and 245 above moderate income units.



Table 1 shows Calabasas’ residential unit potential for entitled projects, vacant sites, underutilized sites, and second units. It also compares the unit potential to the City’s 2014-2021 RHNA.

**Table 1
 Comparison of Sites Inventory with Regional Housing Growth Need (RHNA)**

Income Group	Entitled Projects (post 2013 occupancy)	Minimum Density Guidelines	Vacant Residential Sites	Underutilized Residential Sites	Second Units	Total Unit Potential	Total RHNA
Very Low	12	≥20 du/acre	147	172		331	88
Low							54
Moderate		≥12 du/acre	60	99	12	171	57
Above Moderate	146	≤12 du/acre	99			245	131
Total	158		306	271	12	747	330

Although programmatic changes included in the proposed Housing Element Update would influence the availability of affordable housing to Calabasas residents, they would not directly result in General Plan land use designation or zoning changes. The Housing Element Update would not grant additional entitlements for anticipated development beyond what was evaluated in the 2030 General Plan EIR. Accordingly, the amount of housing anticipated by the 2014-2021 RHNA cycle would remain consistent with the land use designations in the 2030 General Plan, which analyzed and forecasted future residential growth through 2030.

The Housing Element Update also includes several policy changes from the 2008-2014 Housing Element. In response to public comments regarding the needs of senior citizens, Policy V.21 has been added to support the development and maintenance of affordable senior rental and ownership housing and supportive services. Policy V.18 from the 2008-2014 Housing Element (to revise the City’s Zoning Code to support transitional housing and emergency shelters) has been deleted, because the City has already amended its Zoning Code for this purpose. In addition, Policy V.15 is modified to encourage (rather than require) the dispersal of affordable housing units throughout new residential developments.

Potential environmental impacts associated with development according to the General Plan were evaluated in the Final EIR, which is incorporated herein by reference and available at City Hall and on the City's website.



2030 GENERAL PLAN CEQA PROCESS/EIR

The City of Calabasas prepared an EIR for the General Plan in accordance with the requirements of CEQA and the CEQA Guidelines. A Notice of Preparation (NOP) was filed with the California Office of Planning and Research and distributed to involved public agencies and interested parties for a 30-day public review period that commenced on April 4, 2008. The Draft EIR was circulated to State agencies for review through the State Clearinghouse, Office of Planning and Research. The 45-day public review period ran from July 7, 2008 to August 20, 2008. The Final EIR was certified in December 2008.

The EIR addressed the potential environmental effects of forecast growth under the 2030 General Plan. The scope of the EIR included environmental issues determined to be potentially significant based on the Initial Study and responses to the NOP.

The following issues were addressed in detail in the EIR:

- Aesthetics
- Air Quality
- Biological Resources
- Cultural Resources
- Geology
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation and Circulation
- Utilities and Service Systems

The EIR also considered a range of alternatives to the proposed General Plan, as required by CEQA.

One significant and unavoidable impact that could not be mitigated was identified in the EIR and was addressed in the adopted CEQA findings. This impact was in the area of transportation and circulation, and involved an impact potentially exceeding applicable standards at the Calabasas Road/Valley Circle Boulevard intersection.

ENVIRONMENTAL IMPACTS OF THE HOUSING ELEMENT UPDATE

This section addresses each of the environmental issues discussed in the Final EIR to determine whether or not the proposed 2014-2021 Housing Element Update has the potential to create new significant impacts or a substantial increase in the significance of a significant impact as compared to what was identified in the Final EIR.



Aesthetics

Scenic Views

The 2030 General Plan Final EIR states the development facilitated by the 2030 General Plan could result in increased urbanization along four designated scenic view corridors, including the Ventura Freeway, Mulholland Highway, Las Virgenes Road, and Old Topanga Canyon Road. However, the Final EIR finds that with implementation of applicable policies in the 2030 General Plan, development would have a less than significant impact on scenic view corridors. The proposed Housing Element Update residential sites inventory focuses on a new subset of existing planned and zoned sites. However, because no zone changes would be needed to accommodate the City's housing needs, development potential under the Housing Element Update would be the same as that considered in the 2030 General Plan Final EIR. Therefore, the effect of additional development on scenic view corridors would be consistent with that anticipated by the Final EIR and impacts would remain less than significant.

Lighting

The 2030 General Plan Final EIR finds that development facilitated by the 2030 General Plan would introduce new sources of light, although compliance with lighting regulations in the City's Land Use Development Code would reduce impacts to a less than significant level. As discussed in the *Project Description*, the proposed Housing Element Update could potentially facilitate the development of 747 residential units, which would introduce new sources of light to the City. However, the level of new development would be consistent with that anticipated in the Final EIR since the Housing Element Update would not involve zone changes. Furthermore, new residential developments would still be required to comply with the City's lighting regulation (City of Calabasas, Development Code Chapter 17.27), as updated by Ordinance No. 2010-265. Chapter 17.27 of the City Code requires that "all exterior lights and illuminated signs should be designed, located, installed and directed in such a manner as to prevent objectionable light at (and glare across) the property lines and vision impairing glare at any location on or off the property." Development facilitated by the Housing Element Update also would be required to comply with policies in the 2030 General Plan that promote the reduction of impacts from lighting and establishment of a design guideline manual. With adherence to existing lighting regulations and 2030 General Plan policies, impacts related to lighting would remain less than significant.

Visual Character

The 2030 General Plan Final EIR finds that new development facilitated by the 2030 General Plan would affect the City's visual character, although reuse and intensification of already developed areas would be expected to reduce pressure for the development of open space on the City's periphery. The Final EIR states that much of this intensification and reuse would be expected to enhance the visual character of the community, especially in Old Town Calabasas and in the Mixed Use districts. Moreover, the 2030 General Plan preserves the visual character of large expanses of natural open space by designating them as Open Space/Resource Protection lands. Policies in the Community Design and Safety elements of the 2030 General Plan would enhance the appearance of the City.



The proposed Housing Element Update would facilitate new residential development in the City at a level consistent with that anticipated in the 2030 General Plan Final EIR. Policies from the Community Design and Safety elements would continue to apply to new development. Therefore, impacts to visual character would remain less than significant.

Air Quality

Long-Term Impacts

The 2030 General Plan Final EIR determined that development under the 2030 General Plan would not result in an exceedance of the SCAG population forecasts upon which the regional Air Quality Management Plan (AQMP) is based, since Calabasas is almost entirely built-out and the 2030 General Plan includes policies to limit further growth and implement AQMP control measures. Impacts related to consistency with the AQMP are considered less than significant. The proposed Housing Element Update could potentially facilitate the development of up to 747 residences; however, because no zone changes would be required, the level of development would be consistent with what was anticipated in the Final EIR. Therefore, development would remain consistent with AQMP assumptions with respect to growth, and impacts would remain less than significant.

Construction Impacts

As discussed in the 2030 General Plan Final EIR, construction activity facilitated by the 2030 General Plan would cause temporary emissions of air pollutants such as ozone precursors, fugitive dust, and the release of asbestos during building demolition. However, the Final EIR finds that with adherence to policies III-17, IV-17, and IV-31 in the 2030 General Plan and to applicable SCAQMD rules, emissions from construction activity would be reduced to a less than significant level. The proposed Housing Element Update would facilitate residential development at a level consistent with that anticipated in the Final EIR. Policies in the 2030 General Plan to reduce construction emissions, as well as SCAQMD rules, would continue to apply to future development. Therefore, impacts associated with construction emissions would remain less than significant.

Carbon Monoxide Hot Spots

The 2030 General Plan Final EIR finds that increased traffic associated with growth facilitated by the 2030 General Plan could increase carbon monoxide (CO) concentrations at congested intersections. A CO hot spots analysis was conducted for four heavily traveled intersections in Calabasas, assuming growth forecast under the 2030 General Plan. Based on this analysis, maximum CO concentrations at the closest receptor locations are not projected to exceed the State's 1-hour standard of 20.0 ppm at any of the studied intersections. Since the proposed Housing Element Update would not facilitate additional development beyond the level anticipated in the Final EIR, it would not increase the severity of CO impacts and impacts would remain less than significant.

Health Risks to Residences Near Freeway

The 2030 General Plan would facilitate residential development within 500 feet of the Ventura Freeway (Highway 101), which the 2030 General Plan Final EIR finds could result in elevated



health risks for residences located in the mixed-use districts and Rancho Pet Kennel site in Calabasas. Health risks to residences near freeways are identified as potentially significant due to inconsistency with California Air Resource Board (ARB) recommendations regarding placement of residences near freeways. However, the Final EIR identifies this impact as mitigable with the addition of a policy to the 2030 General Plan requiring applicants for projects containing sensitive receptors within 500 feet of the Ventura Freeway to demonstrate compliance with SCAQMD standards for diesel particulates.

Consistent with the 2030 General Plan, the proposed Housing Element Update identifies mixed-use districts and the Rancho Pet Kennel site as having the potential for residential development within 500 feet of Highway 101. Any residential development within 500 feet of the Ventura Freeway would be required to comply with Policy IV-20 in the 2030 General Plan, which incorporates the above mitigation from the Final EIR. Therefore, impacts would continue to be reduced to a less than significant level.

Biological Resources

Riparian and Wetland Habitat

As discussed in the 2030 General Plan Final EIR, the 2030 General Plan focuses development in already urbanized areas. Although the Final EIR finds that such infill development would generally avoid direct impacts to riparian, wetland, and open water habitats, the intensification of use of riparian habitat has the potential to be cumulatively significant. Given compliance with Policies IV-2 through IV-6 and IV-25 through IV-27 in the Conservation Element to protect riparian areas, impacts were determined to be less than significant. The proposed Housing Element Update would facilitate housing development that could potentially affect riparian and wetland habitats. However, such development would be consistent with that analyzed in the Final EIR and any residential developments in riparian areas would be required to comply with existing policies in the Conservation Element. Thus, impacts would remain less than significant.

Sensitive Habitats and Mature Native Trees

The 2030 General Plan Final EIR identifies a less than significant impact to sensitive habitats and mature native trees, as development under the 2030 General Plan would largely avoid such biological resources by focusing on infill development. Where development may affect oak habitat, the Final EIR finds that General Plan policies would provide appropriate protection. The proposed Housing Element Update would maintain the 2030 General Plan's focus on infill development, and residential development facilitated by the Housing Element Update would be consistent with what was analyzed in the Final EIR. Through compliance with applicable 2030 General Plan policies, impacts to sensitive habitats and mature native trees would remain less than significant.

Sensitive Plants and Animals

According to the 2030 General Plan Final EIR, development facilitated by the 2030 General Plan would largely occur in already urbanized areas, although potential impacts to special-status plant and animal species could occur in riparian areas and other native habitats. Impacts are



identified as less than significant with the application of policies in the Conservation Element that provide appropriate protections to sensitive species. The proposed Housing Element Update would continue to emphasize infill development, and all residential development facilitated by the Housing Element Update would be consistent with what was analyzed in the Final EIR. Any potential impacts to sensitive species would continue to be addressed through adherence to policies in the Conservation Element and impacts would remain less than significant.

Wildlife Corridors

The 2030 General Plan Final EIR identifies three wildlife corridors in Calabasas that connect the maritime and scrub habitats of the coastal areas of Malibu to the hilly scrub habitats of Ventura County. Potential development under the 2030 General Plan in areas identified as wildlife corridors is found to be limited. The Final EIR finds that impacts to wildlife corridors would be less than significant due to compliance with policies in the Conservation Element to preserve such corridors, maintain up-to-date information on habitat linkages, require new developments to maintain the biotic habitat value of linkages and maintain buffers between natural riparian areas, and to maintain alliances with government agencies. As residential development facilitated by the proposed Housing Element Update would be consistent with the above policies and what was analyzed in the Final EIR, impacts to wildlife corridors would remain less than significant.

Cultural Resources

Pre-Historic Archaeological Resources

The 2030 General Plan Final EIR states that the 2030 General Plan could facilitate development in areas of cultural resource sensitivity, such as portions of the Mixed Use district near the Las Virgenes Road/Mureau Road intersection and various locations designated Hillside Mountainous (HM) or Rural Residential (RR). However, Section 17.36.070 of the Calabasas Municipal Code requires a Phase I archaeological assessment for any property listed or located within a cultural resource sensitivity area, and the 2030 General Plan includes policies XI-1 and XI-2 to address impacts from development on archaeological resources. With adherence to these regulations and policies, the Final EIR finds that impacts would be less than significant. Since the proposed Housing Element Update does not involve zone changes that would facilitate residential development beyond sites considered in the Final EIR, it would not create any new significant impacts to archaeological resources or increase the severity of impacts beyond those identified in the Final EIR.

Historic Resources

As discussed in the 2030 General Plan Final EIR, one registered national historic resource (the Leonis Adobe), identified in the National Register of Historic Places, is present in the Calabasas plan area (site is outside the City boundary), but this resource is not anticipated to be affected by future development. Other potential historic resources would be protected through the City's Historic Preservation Ordinance and policies XI-3 and XI-4 in the 2030 General Plan. The Final EIR identifies impacts to historical resources as less than significant. The proposed



Housing Element Update would not facilitate development of this site and existing ordinances and policies would protect other potential historic resources. Therefore, the proposed Housing Element Update would not create any new significant impacts on historic resources or increase the severity of impacts beyond those identified in the Final EIR.

Geology

Ground Shaking

The 2030 General Plan Final EIR identifies a less than significant impact from seismic ground-shaking associated with development facilitated by the 2030 General Plan. Although Calabasas lies in a seismically active region, proper engineering practices (based on compliance with the California Building Code and policies VII-1 through VII-3 in the Safety Element of the 2030 General Plan) would adequately reduce seismic impacts. As development facilitated by the proposed Housing Element Update would be consistent with what was analyzed in the Final EIR and would be subject to these requirements, impacts would remain less than significant.

Liquefaction and Lateral Spreading of Soils

The 2030 General Plan Final EIR identifies significant but mitigable impacts from development facilitated by the 2030 General Plan in areas subject to liquefaction and lateral spreading of soils. In particular, areas in the vicinity of Las Virgenes Creek are within an identified liquefaction hazard zone. With implementation of Mitigation Measure GEO-2, which added a policy to the 2030 General Plan requiring site-specific liquefaction and/or landslide studies and mitigation, for projects within identified hazard zones, the Final EIR finds that impacts are reduced to a less than significant level. Since the proposed Housing Element Update does not involve zone changes that would facilitate residential development beyond those areas addressed in the Final EIR, it would not create any new significant impacts or increase the severity of impacts beyond those identified in the Final EIR. Furthermore, Mitigation Measure GEO-2 (adopted as Policy VII-6 in the Safety Element) would apply to any residential projects facilitated by the Housing Element Update in hazard zones for liquefaction or lateral spreading of soils.

Slope Stability

As discussed in the 2030 General Plan Final EIR, Calabasas contains numerous steep slopes, which present a moderate to several slope stability hazard. Although compliance with the California Building Code would generally address landslide hazards, the Final EIR finds that site-specific landslide studies would be necessary for projects within landslide hazard zones. Impacts are identified as significant but mitigable with implementation of Mitigation Measure GEO-2. Any residential projects facilitated by the proposed Housing Element Update within landslide hazard zones would also be subject to Mitigation Measure GEO-2, including a site-specific landslide study and mitigation as appropriate. Therefore, the Housing Element Update would not create any new significant slope stability impacts or increase the severity of impacts beyond those identified in the Final EIR.



Soil Expansion

The 2030 General Plan Final EIR notes that soils throughout much of Calabasas, including in portions of the mixed-use districts designated by the 2030 General Plan, have moderate to high shrink-swell potential. Nevertheless, the Final EIR finds that compliance with the California Building Code and applicable policies of the Safety Element would reduce impacts associated with soil expansion to a less than significant level. The proposed Housing Element Update would facilitate residential development in the mixed-use districts and other areas potentially subject to soil expansion. Regulatory compliance, however, would ensure the avoidance of hazards associated with soil expansion, and impacts would remain less than significant.

Radon

The 2030 General Plan Final EIR identifies areas with a high potential for radon gas exposure in northern areas of Calabasas. However, compliance with the California Building Code and policies VII-18 through VII-20 of the Safety Element would reduce impacts to a less than significant level. The proposed Housing Element Update would facilitate residential development in areas identified as having the potential for radon exposure, including the East Village mixed-use site along Calabasas Road. However, these areas are consistent with what was analyzed in the Final EIR and impacts would remain less than significant through regulatory compliance.

Greenhouse Gas Emissions

The 2030 General Plan Final EIR finds that the 2030 General Plan would be consistent with applicable strategies from the 2006 Climate Action Team (CAT) Report. Furthermore, policies included in the 2030 General Plan are intended to reduce energy consumption, vehicle miles traveled, and associated emissions of greenhouse gases (GHGs) and other air pollutants. Land use design such as mixed-use districts and redevelopment also would be expected to incrementally reduce GHG emissions through a reduction in vehicle miles traveled. Therefore, the Final EIR finds that the 2030 General Plan would substantially reduce GHG emissions as compared to the “business as usual” approach.

Residential development facilitated by the Housing Element Update would largely occur in already urbanized areas, including mixed-use districts. This approach to residential development would incrementally reduce vehicle miles traveled in Calabasas. Moreover, development facilitated by the proposed Housing Element Update would be consistent with what was analyzed in the Final EIR and the policies described above from the 2030 General Plan would apply to future developments. Thus, the proposed Housing Element Update would not create any impacts beyond those identified in the 2030 General Plan Final EIR.



Hazards and Hazardous Materials

Soil/Groundwater Contamination and Emission of Hazardous Materials

The 2030 General Plan Final EIR identifies a less than significant health risk impact due to soil/groundwater contamination or emissions of hazardous materials into the air. Health risks could arise from residential development in proximity to commercial uses that use or store hazardous materials, especially in mixed-use districts designated by the 2030 General Plan and near Craftsman’s Corner. Furthermore, development in the vicinity of gasoline stations that have been identified as having past releases would be required to undergo testing and possible soil remediation. Nevertheless, the Final EIR finds that compliance with federal, state, and local regulations, in combination with 2030 General Plan policies VII-21 through VII-24, would reduce impacts to a less than significant level.

As anticipated by the Final EIR, the proposed Housing Element Update would facilitate residential development in mixed-use districts in proximity to commercial uses. Impacts would remain less than significant given compliance with federal, state, and local regulations, and with 2030 General Plan policies. As individual development projects are considered for construction, separate environmental review may be required, which could identify project-specific mitigation measures.

Transport of Hazardous Materials

The 2030 General Plan Final EIR finds that residential development facilitated by the 2030 General Plan in mixed-use districts along Agoura Road, Calabasas Road, and in Craftsman’s Corner, would place more people at risk from accidents involving the transport of hazardous materials on the Ventura Freeway. Nevertheless, impacts were identified as less than significant with continued participation in County-based emergency response systems and with the application of Safety Element policies. Although the proposed Housing Element Update would facilitate residential development in mixed-use areas near the Ventura Freeway, it would not add development beyond that anticipated in the Final EIR since no zone changes are proposed to increase residential density. Therefore, impacts would remain less than significant.

Landfills

As discussed in the 2030 General Plan Final EIR, the potential conversion of the Calabasas Landfill to an active use recreational facility would require site assessments and mitigation measures to ensure compliance with health and safety requirements. The Final EIR identifies less than significant impacts given adherence to existing landfill closure regulations. The proposed Housing Element Update would not affect the potential redevelopment of the landfill as a recreational facility, but rather focuses on residential growth in Calabasas. According to the 2030 General Plan, the landfill is surrounded by land designated as open space, except for a built-out residential area to the south. Because the proposed Housing Element Update involves no rezone of properties for residential development, it would not facilitate residential growth in the vicinity of the landfill and impacts would remain less than significant.



Hydrology and Water Quality

Flooding

The 2030 General Plan Final EIR identifies potential impacts from flooding in areas designated for residential and other uses adjacent to the 100-year floodplain along Las Virgenes Creek in the western portion of the City. Nevertheless, impacts are found to be less than significant with implementation of Safety Element policies VII-7 through VII-11 to minimize flood hazards and related erosion/sedimentation associated with all future development. Consistent with the development anticipated by the Final EIR, the proposed Housing Element Update would facilitate residential growth adjacent to the floodplain along Las Virgenes Creek; however, such development would be consistent with what was analyzed in the Final EIR and impacts would remain less than significant with adherence to existing 2030 General Plan policies.

Surface Runoff

The 2030 General Plan Final EIR finds that the incremental increase in development intensity facilitated by the 2030 General Plan would increase the amount of impervious surface area within the watershed, thereby increasing the volume of surface runoff and pollutant loads in runoff. In particular, the Final EIR identifies future development in mixed-use developments along Las Virgenes Creek as potentially subject to contaminated runoff. However, any future development in these areas would be subject to the City's Urban Runoff Pollution Control Ordinance (CMC §17.56), federal and state regulations regarding impervious surface and stormwater runoff, and policies in the City's Conservation and Safety Elements to help minimize runoff effects. Therefore, the Final EIR identifies impacts from surface runoff as less than significant.

Although the Housing Element Update would facilitate residential growth that could generate contaminated runoff, it would not result in additional development beyond what was analyzed in the Final EIR. Therefore, impacts would remain less than significant with adherence to existing regulations and policies.

Water Quality

The 2030 General Plan Final EIR finds that the increase in development intensity in portions of Calabasas, especially in the mixed-use districts designated by the 2030 General Plan, could increase contaminants in surface runoff, adversely affecting water quality. Nevertheless, developments would be required to comply with current regulatory requirements that are more stringent than those required at the time of most existing development within the mixed-use districts. Furthermore, new developments would comply with BMP requirements in Conservation Element policies IV-25, IV-26, IV-28, IV-29. Therefore, the Final EIR identifies impacts to water quality as less than significant. As discussed above, the proposed Housing Element Update would facilitate a level of residential growth that is consistent with what was analyzed in the Final EIR. Therefore, impacts would remain less than significant with adherence to existing regulations and policies.



Land Use and Planning

Boundary Adjustments

The 2030 General Plan Final EIR identifies less than significant impacts associated with boundary adjustments, as no proposals for annexation were sought upon adoption of the 2030 General Plan, and any potential conflicts with LAFCo policies would need to be resolved prior to LAFCo approval of future boundary adjustments. The proposed Housing Element Update plans to meet the City's RHNA within the City's current boundaries and would not involve any proposals for annexation. Therefore, the Housing Element Update would not create any new significant impacts or increase the severity of impacts beyond those identified in the Final EIR.

Consistency with SCAG RCP Policies

The 2030 General Plan Final EIR identifies less than significant impacts associated with the 2030 General Plan's consistency with Growth Management, Air Quality, Open Space, and Water Quality policies in the SCAG Regional Comprehensive Plan (RCP). As discussed in the Final EIR, the 2030 General Plan encourages reuse and intensification within already developed areas and specifically discourages development on open space, which is consistent with Growth Management and Open Space goals. Development under the 2030 General Plan would not be expected to result in an exceedance of the SCAG population forecast upon which the AQMP is based. Finally, the 2030 General Plan includes policies related to watershed management that are consistent with the RCP's Water Quality policies.

The proposed Housing Element Update would continue to plan for infill growth, especially within mixed-use corridors. Since it would not involve zone changes to increase residential density, the Housing Element Update would remain consistent with SCAG's population forecast for Calabasas. In addition, any residential development would include BMPs as required by General Plan policies IV-25 through IV-29. Therefore, impacts related to consistency with RCP policies would remain less than significant.

Consistency with SCAG RTP

The 2030 General Plan Final EIR identifies impacts related to consistency with SCAG's Regional Transportation Plan (RTP) policies as less than significant. As discussed in the Final EIR, the 2030 General Plan encourages development that focuses on infill areas, which would reduce vehicle miles traveled and associated emissions of air pollutants. Furthermore, the 2030 General Plan growth projections and policies are found to be generally consistent with RTP land use and growth strategies.

As discussed above, the proposed Housing Element Update would continue to focus potential residential growth in mixed-use districts in urbanized areas. This emphasis is consistent with SCAG's updated 2012 Regional Transportation Plan/Sustainable Communities Strategy, which coordinates regional transportation investments with land use policy for the purpose of attaining greenhouse gas reduction targets. In addition, the Housing Element Update does not plan for additional housing development beyond that analyzed in the Final EIR, which is consistent with the RTP's growth projections for Calabasas. Therefore, impacts related to consistency with SCAG's RTP would remain less than significant.



Consistency with SCAG Growth Visioning Report

The 2030 General Plan Final EIR identifies less than significant impacts related to the 2030 General Plan's consistency with principles in SCAG's Growth Visioning Report. The 2030 General Plan was found to improve mobility, livability, prosperity for all people, and sustainability for future generations. Consistent with this finding, the proposed Housing Element would plan for residential development to be focused in mixed-use districts to facilitate a variety of travel choices, revitalize existing communities, meet local housing needs, and reduce vehicle miles traveled. Impacts related to consistency with SCAG's Growth Visioning Report would remain less than significant.

Noise

Traffic-Related Noise

The 2030 General Plan Final EIR finds that the development forecast under the 2030 General Plan would increase traffic and associated noise levels along roadways in Calabasas, resulting in a potentially significant impact along Agoura Road east of Lost Hills Road. However, the Final EIR states that policies VIII-2, VIII-5, VIII-8 in the Noise Element would adequately address the prevention and reduction of unwanted noise from individual development projects and transportation improvements. Therefore, the Final EIR identifies a less than significant impact from traffic-related noise.

Since the proposed Housing Element Update would be consistent with the level of residential growth anticipated in the Final EIR, it would not facilitate additional increases in traffic and associated noise. With implementation of the above policies from the Noise Element for future residential developments, impacts would remain less than significant.

Exposure of Noise-Sensitive Uses

The 2030 General Plan Final EIR finds that the 2030 General Plan would facilitate the development of new residential and other noise-sensitive uses that could be exposed to long-term noise above normally acceptable levels. Potential impacts are identified for anticipated residential development in mixed-use districts near the Ventura Freeway and along arterial roadways, as well as for future medical facilities along West Calabasas Road. In addition, new residences in mixed-use districts and along Las Virgenes Road could be exposed to excessive noise generated by nearby commercial activity. However, the Final EIR identifies impacts from exposure of noise-sensitive uses as less than significant with implementation of several Noise Element policies to attenuate noise to acceptable levels.

The proposed Housing Element Update would facilitate residential development in mixed-use districts and along Las Virgenes Road, as anticipated in the 2030 General Plan Final EIR. However, it does not identify new residential sites beyond those analyzed in the Final EIR. Policies in the Noise Element would ensure that future residences in these areas are not exposed to excessive noise. Therefore, impacts to noise-sensitive uses would remain less than significant.



Construction Noise

The 2030 General Plan Final EIR finds that construction of individual projects facilitated by the 2030 General Plan could generate noise at levels causing a temporary disturbance to nearby receptors, especially in mixed-use districts and multiple-family housing sites that would experience considerable demolition and construction activity. However, Noise Element policies VIII-8 and VIII-10 would require the consideration of noise standards in the review of proposed developments and the development of a noise ordinance establishing maximum allowable noise levels on private property. With adoption and implementation of noise standards, the Final EIR identifies impacts from construction noise as less than significant.

In accordance with Policy VIII-10, the City has adopted maximum allowable exterior and interior noise levels on private property in Section 17.20.160 of the Municipal Code. Construction activities that take place between 7 a.m. and 6 p.m. on weekdays or between 8 a.m. and 5 p.m. on Saturdays are exempt from this noise ordinance; no construction is allowed on Sundays or federal holidays. With adherence to these time constraints, impacts from construction noise for residential development facilitated by the proposed Housing Element would remain less than significant.

Population and Housing

Displacement of People or Housing

The 2030 General Plan Final EIR finds that 2030 General Plan would facilitate the development of new housing without resulting in the displacement of substantial numbers of people or housing. Impacts are identified as less than significant. Since the proposed Housing Element Update would not involve zone changes, it would facilitate a level of residential development consistent with that analyzed in the 2030 General Plan. The Housing Element Update would not result in displacement of additional people or housing, and impacts would remain less than significant.

Consistency with Population Forecasts

According to the 2030 General Plan Final EIR, development facilitated by the 2030 General Plan would add an estimated 4,777 residents to Calabasas, bringing the citywide population to 28,502. Although this population exceeds SCAG's 2030 growth forecast for the City by 902 people, maximum development is unlikely to occur within that timeframe and policies II-7 and II-13 in the Land Use Element would limit future growth. Therefore, the Final EIR identifies impacts related to the 2030 General Plan's consistency with population forecasts as less than significant. Since the proposed Housing Element Update would not involve zone changes pertaining to residential density, it would not facilitate additional population growth beyond that analyzed in the 2030 General Plan EIR. Impacts would, therefore, remain less than significant.

Jobs/Housing Balance

The 2030 General Plan Final EIR identifies impacts related to jobs/housing balance as less than significant because the 2030 General Plan includes goals and policies to provide a mix of jobs



and housing, as well as three mixed-use districts that are specifically intended to facilitate the development of a residential and commercial uses in proximity to one another. The proposed Housing Element Update would facilitate the development of housing units primarily within these mixed-use districts and would not facilitate housing development beyond what was analyzed in the Final EIR. Therefore, impacts would remain less than significant.

Public Services

Fire Protection

The 2030 General Plan Final EIR finds that development in the City under the 2030 General Plan would not create the need for a new fire station. In addition, the Final EIR finds that if anticipated development infringes upon existing development's access to water pressure and water for fire flows, it would be required to upgrade water systems so that adequate services could be restored. Any development in the City must adhere to standard requirements set forth by the California Building Code (CBC) with City of Calabasas amendments. Furthermore, Safety Element policies would specifically address wildfire hazards. Therefore, the Final EIR identifies impacts related to fire protection as less than significant.

New residential development facilitated by the proposed Housing Element Update would be consistent with what was analyzed in the 2030 General Plan Final EIR and would be required to comply with the California Building Code and policies in the Safety Element to minimize fire hazards. With adherence to these regulations and policies, impacts would remain less than significant.

Police Protection

According to the 2030 General Plan Final EIR, development facilitated by the 2030 General Plan would not result in the need to construct new police facilities. The Final EIR finds that implementation of policies XII-10, XII-13, and XII-14 in the Services, Infrastructure & Technology Element would further reduce impacts on police protection to a less than significant level. The proposed Housing Element Update would not facilitate additional residential development relative to the level anticipated under the 2030 General Plan; therefore, it would not generate additional demand for police protection. The above policies from the 2030 General Plan would continue to apply to new development and impacts would remain less than significant.

Schools

The 2030 General Plan Final EIR finds that development facilitated by the 2030 General Plan would likely exacerbate conditions at schools in the Las Virgenes Unified School District (LVUSD), where all three elementary schools and the Calabasas High School are operating over capacity. Nevertheless, the Final EIR identifies impacts to schools as less than significant with payment of State-mandated school impact fees by future developers, and with the application of policies that address school capacity impacts in the 2030 General Plan. As discussed above, the proposed Housing Element Update would not facilitate additional residential development beyond that analyzed in the 2030 General Plan Final EIR. Therefore, the Housing Element



Update would not result in additional demand for school services and impacts would remain less than significant.

Libraries

The 2030 General Plan Final EIR identifies impacts to libraries from the 2030 General Plan as less than significant, as the new Calabasas Library would meet the City's library needs through 2030. In July 2008, the new 25,000-square-foot library opened as anticipated. Since the proposed Housing Element Update would facilitate residential development at a level consistent with that analyzed in the 2030 General Plan EIR, library service would remain sufficient for City residents and impacts would remain less than significant.

Recreation

Parks and Recreation Facilities

As discussed in the 2030 General Plan Final EIR, development facilitated by the 2030 General Plan would increase the City's population and proportionately increase demand for parks and recreation facilities. Although this increase in demand would exacerbate the City's shortfall in parkland (based on its target rate of 3 acres per 1,000 residents), the Final EIR finds that the development of three park sites identified in the 2030 General Plan would provide sufficient park acreage without creating significant environmental effects. Therefore, impacts are identified as less than significant. Since the proposed Housing Element Update would facilitate residential development at a level consistent with what was analyzed in the 2030 General Plan Final EIR, it would not result in additional demand for parkland. As concluded in the Final EIR, impacts would be less than significant.

Open Space

The 2030 General Plan Final EIR finds that although development facilitated by the 2030 General Plan could increase demand for open space, the City has sufficient land available to meet its target of 4,000 acres of open space. The Open Space Element also includes specific policies to achieve this target, including acquisition of lands for open space designation, and partnering with nonprofit organizations and adjacent jurisdictions to purchase development rights. Therefore, the Final EIR identifies no impact with respect to open space. Because development facilitated by the Housing Element Update on land designated for residential use would not affect the availability of designated open space, impacts would remain less than significant.

Transportation and Traffic

Intersections

The 2030 General Plan Final EIR identifies unavoidably significant impacts related to traffic congestion at the Calabasas Road/Valley Circle Boulevard intersection, based on forecasted roadway conditions under the 2030 General Plan. Implementation of mitigation measures TC-1(a) through TC-1(e) would reduce traffic impacts at intersections to a less than significant level;



however, Mitigation Measure TC-1(d) (installing triple left-turn lanes at the eastbound Calabasas Road approach to the above intersection) is not considered feasible due to the high costs associated with the improvements.

The Final EIR finds that implementation of feasible mitigation measures targeting other congested intersections would reduce impacts to a less than significant level. Mitigation measures TC-1(a) and TC-1(c) from the Final EIR would reduce impacts at the intersections of Agoura Road/Lost Hills Road, Agoura Road/Las Virgenes Road, and Parkway Calabasas/Ventura Boulevard by requiring either a reduced floor-area ratio (FAR) or a maximum square footage of commercial development in the West Village mixed-use and Craftsman's Corner areas. Mitigation Measure TC-1(b) would require additional east-west capacity at the intersection of Ventura Freeway southbound ramps with the Calabasas Road. In addition, the Final EIR recommends Mitigation Measure TC-1(e) to develop a corridor plan to improve traffic conditions on the section of Calabasas Road between Parkway Calabasas and the Old Town area.

The proposed Housing Element Update would facilitate new residential development in a mixed-use district and in Old Town Calabasas, near the Calabasas Road/Valley Circle Boulevard intersection where the Final EIR identifies an unavoidably significant impact. Potential housing growth elsewhere in the City could also increase traffic congestion at this and other intersections. Nevertheless, such development would be consistent with what was analyzed in the 2030 General Plan Final EIR and would not result in additional traffic impacts. In addition, the mitigation measures discussed above would not apply to the Housing Element Update, as they have been integrated into the 2030 General Plan's Circulation Element and land use designations, and are being implemented independent of the Housing Element Update. Therefore, the Housing Element Update would not increase the severity of impacts identified in the Final EIR and would not generate new significant impacts.

Traffic Hazards

The 2030 General Plan Final EIR identifies impacts associated with traffic hazards as less than significant. Although the 2030 General Plan would facilitate residential development along main travel corridors, increasing the potential for hazards to pedestrians, policies in the 2030 General Plan would increase traffic calming and walkability. The Final EIR finds that implementation of these policies, in combination with continued application of standard safety requirements and ongoing City programs would generally improve overall safety conditions for pedestrians throughout the City. Since the proposed Housing Element Update would facilitate residential growth along main travel corridors at levels consistent with development anticipated in the Final EIR, impacts would remain less than significant.

Alternative Transportation

The 2030 General Plan Final EIR identifies impacts on alternative transportation as beneficial. The 2030 General Plan includes a range of policies aimed at enhancement of alternative transportation mode opportunities throughout the City. Moreover, it facilitates growth in mixed-use areas that are generally supportive of alternative transportation since residences, employment centers, and services are generally closer together. As the majority of potential residential growth facilitated by the proposed Housing Element Update would occur in mixed-



use districts and the development facilitated by the Housing Element Update would be consistent with what was analyzed in the Final EIR, impacts would remain beneficial.

Ventura Freeway Congestion

The 2030 General Plan Final EIR finds that development under the 2030 General Plan would contribute to existing and future congestion at the Ventura Freeway interchanges and segments located within the City. However, programmed improvements would address congestion at the interchanges with Lost Hills Road and Las Virgenes Road, while Mitigation Measure TC-1(b) (as discussed above) would reduce impacts to the interchange with Calabasas Road to a less than significant level. These measures, in combination with 2030 General Plan policies addressing traffic on the Ventura Freeway, would reduce impacts to less than significant.

For residential development facilitated by the proposed Housing Element, traffic-related policies in the 2030 General Plan would continue to apply. For example, Policy VI-25 would require new development to provide and/or fund transit facilities. In addition, the Housing Element Update would not facilitate additional growth and associated traffic, relative to levels analyzed in the Final EIR. Therefore, impacts would remain less than significant.

Utilities and Service Systems

Water Supply and Demand

According to the 2030 General Plan Final EIR, implementation of the 2030 General Plan would result in a permanent increase in the City's water demand relative to baseline conditions. However, the Las Virgenes Municipal Water District indicates that it would be able to meet supplemental water needs under all supply and demand conditions through 2030 with a 20%-25% reserve capacity. Furthermore, adherence to 2030 General Plan policies would minimize impacts to water supplies and facilities. Therefore, the Final EIR identifies such impacts as less than significant.

Since the proposed Housing Element Update would facilitate a level of residential growth that is consistent with growth anticipated under the 2030 General Plan, it would not result in additional residential water demand beyond what was analyzed in the Final EIR. In addition, applicants for residential development would be required to pay for infrastructure necessary for the project operation, and individual projects would remain subject to CEQA review. Impacts would remain less than significant.

Wastewater

The 2030 General Plan Final EIR identifies wastewater impacts as less than significant, as the Tapia Water Reclamation Facility (TWRf) that serves the City has sufficient treatment capacity to accommodate maximum development facilitated by the 2030 General Plan. Since the proposed Housing Element Update would not facilitate additional residential growth beyond what was analyzed in the Final EIR, it would not result in additional residential wastewater demand. Impacts would remain less than significant.



Solid Waste

Development that could occur throughout the lifetime of the 2030 General Plan would contribute to an acceleration of the timeline for closure of the Calabasas Landfill, according to the 2030 General Plan Final EIR. However, in response to the landfill's anticipated closure in 2028, the City has implemented a goal of 75% diversion of solid waste. The Final EIR finds that compliance with this goal would delay closure of the landfill, while 2030 General Plan policies would also ensure effective management of solid waste generated in Calabasas. Therefore, the Final EIR identifies impacts related to solid waste as less than significant.

Residential development facilitated by the proposed Housing Element Update would be consistent with what was analyzed in the Final EIR. Given compliance with the City's targeted diversion rate, the Housing Element Update would not result in additional solid waste generation relative to the Final EIR's projections. Impacts would remain less than significant.

CONCLUSION

The proposed Housing Element Update is consistent with the Final EIR that was certified by the City in December 2008. Consequently, the proposed Housing Element Update would not create any new significant impacts or increased severity impacts as compared to what was identified in the Final EIR, and an Addendum is the appropriate environmental document under CEQA.



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CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 29, 2013

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: ANDREW COHEN-CUTLER, ASSOCIATE PLANNER 

SUBJECT: A REQUEST FOR A DEVELOPMENT REVIEW TO CONSTRUCT A PEDESTRIAN BRIDGE, 5' WIDE BY 40' LONG TO PROVIDE ACCESS FROM OAK PARK CALABASAS HOA PROPERTY WITHIN THE RESIDENTIAL MULTI-FAMILY (RM) ZONING DISTRICT OVER THE EXISTING CREEK TO CALABASAS PARK HOA PROPERTY WITHIN THE OPEN SPACE (OS-DR) ZONING DISTRICT.

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

The City Council should adopt Resolution No. 2013-1386 approving File No. 13000062.

REVIEW AUTHORITY:

The City Council is reviewing the Development Plan for a Pedestrian Bridge to span the creek between Oak Park Condominiums and Calabasas Park HOA properties (File No. 13000062) because the Calabasas Municipal Code(CMC), Section 17.62.070(C) states: "Each application shall be reviewed by the development review committee and the director, who shall make a recommendation to the commission. The commission shall hold a public hearing in compliance with Chapter 17.78, and shall make a recommendation to the council. The council may approve or disapprove a development plan in compliance with this section".

BACKGROUND:

On January 24, 2013 Mr. Charles Santos submitted an application requesting a Development Plan for the purpose of constructing a new pedestrian bridge to span an existing creek located between the Oak Park Condominiums, zoned Residential Multi-Family and Calabasas Park HOA property (the walkways and grounds surrounding Calabasas Lake) zoned open space. Section 17.62.070(A)(iii) dictates that a Development Plan approval is required to establish setbacks for projects in the PF, REC, and OS Zoning districts. Because the bridge will span from the RM to the OS zoning districts, a Development plan is the appropriate vehicle of approval for the proposed project.

The project was routed to the Development Review Committee for comment and on February 21, 2013 the project submittal was deemed incomplete. The applicant was duly notified. On June 18, 2013, the applicant submitted additional and supplemental materials. The Project was deemed complete on July 16, 2013.

The proposed Development Plan was reviewed by the Planning Commission on August 1, 2013. At that meeting, the Planning Commission recommended that the City Council approve the proposed Development Plan by a vote of 5 to 0.

STAFF ANALYSIS:

The key issues related to this project are discussed below.

Site Description and Bridge Location: The subject sites are the 12.09 acre Oak Park Condominium parcel and the 19.24 acre Calabasas Park HOA open space. The Oak Park HOA members have been granted access to the Open space owned by CPHOA and therefore the members and require access to the park. The proposed bridge will provide a safe and environmentally sensitive route for this access. The area on the following map depicts both parcels and the circle indicates the approximate location of the proposed bridge.

PROJECT LOCATION



- A. BRIDGE DESIGN:** The proposed bridge will be similar in design to the AE Wright footbridge (on a smaller scale) pictured below.



B. Development Plan: The proposed pedestrian bridge and walkway is located within the residential, multi-family neighborhood of Oak Park Condominiums and the CPHA Open Space (Calabasas Lake). The construction of the proposed bridge crossing from one private property to another private property is a unique development situation; thus, the request for a Development Plan to “permit greater flexibility and creativity to allow land uses and development that is superior to those attainable under existing zoning district standards” (CMC Section 17.62.070(A)). The Development Plan requested in this case would allow the bridge to connect two properties of differing zoning classifications and development standards; thereby, a flexible and creative solution to the existing development standards for the proposed structure.

STAFF RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2013-1386 approving File 130000062; a request for a Development Plan to construct a pedestrian bridge across McCoy Creek connecting the Oak Park Calabasas neighborhood to the Open Space within Calabasas Park, within the Open Space (OS) zoning district at 4702 Park Granada.

REQUIRED FINDINGS:

The findings required in Section 17.62.070 of the Calabasas Municipal Code for a Development Plan are contained in resolution 2013-1386 included as Attachment A.

ENVIRONMENTAL REVIEW:

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures)(Class 3) of the California CEQA Guidelines. A Notice of Exemption has been prepared and is included in this packet as Attachment H.

The Army Corps of Engineers (ACOE) has reviewed the proposed project and has determined that the project is not subject to ACOE Jurisdiction (Attachment E).

The California Department of Fish and Game (DF&G) received the proposed project for review and was unable to complete the requested review by the required October 11, 2011 deadline. Because the review did not meet the constraints of the Permit Streamlining Act, the DF&G issued a letter stating that the project may be completed as submitted to DF&G. (Attachment F)

CONDITIONS OF APPROVAL:

See conditions contained in the resolution attached as Attachment A.

ATTACHMENTS:

Attachment A: City Council Resolution No. 2013-1386
Attachment B: Bridge Plans
Attachment C: Planning Commission Resolution 2013-550
Attachment D: Photographs of Site
Attachment E: Army Corps of Engineers Decision Letters
Attachment F: California Department of Fish and Game Determination Letter
Attachment G: CPHA Conditional letter of approval
Attachment H: Notice of Exemption

TECHNICAL APPENDIX

Location Map:



Surrounding Properties:

	Existing Land Use	Zoning	General Plan Designation
Site	Residential Multi-Family	Residential Multi-Family	Residential Multi Family (RM-16)
West	Park Granada		
East	Homeowners' Association Common Space	Open Space-Development Restricted (OS-DR)	Open Space-Resource Protection (OS-RP)
North	Office Buildings	Commercial office (CO)	Business-Professional Office
South	Park Capri		

CITY COUNCIL RESOLUTION NO. 2013-1386

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS TO APPROVE FILE NO 130000062 FOR A DEVELOPMENT PLAN TO CONSTRUCT A 5-FOOT WIDE BY 40-FOOT LONG PEDESTRIAN BRIDGE TO PROVIDE ACCESS FROM THE OAK PARK NEIGHBORHOOD WITHIN THE RESIDENTIAL MULTI-FAMILY (RM) ZONING DISTRICT OVER THE EXISTING CREEK TO CALABASAS PARK HOA PROPERTY WITHIN THE OPEN SPACE-DEVELOPMENT RESTRICTED (OS-DR) ZONING DISTRICT.

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

1. Staff reports prepared by the Community Development Department;
2. Staff presentation at the public hearing held on September 11, 2013, before the City Council;
3. Code, General Plan, and all other applicable regulations and codes;
5. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request;
6. Testimony and comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearing; and,
7. All related documents received and/or submitted at or prior to the public hearing.

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

1. The applicant submitted an application for File No. 130000062 on January 24, 2013.
2. Staff determined that the application was incomplete and the applicant was duly notified.

3. On July 7, 2013 the applicant resubmitted additional materials and information.
4. On July 16, 2013, the application was deemed complete and the applicant was notified.
5. The Planning Commission met on August 1, 2013 and voted 5-0 to recommend approval of this project to the City Council (Resolution No. 2013-459, Attachment C).
6. Notice of the September 11, 2013, City Council public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall.
7. Notice of the September 11, 2013, City Council public hearing was provided to property owners within 500 feet of the property as shown on the latest equalized assessment roll.
8. Notice of the City Council public hearing was mailed or delivered at least ten (10) days prior to the hearing to the project applicant.
9. The project site is currently zoned Residential Multi-Family (RM) and Open Space-Development Restricted (OS-DR).
10. The land use designation for the project site under the City's adopted General Plan is Residential and Residential Multi-Family (RM-16) and Open Space-Resource Protection (OS-RP).
11. The surrounding land uses around the subject property are zoned open space-development restricted (OS-DR) and Commercial Office (CO).
12. Notice of City Council public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).

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

Section 17.62.060(D) of the Calabasas Municipal Code allows the City Council to recommend approval of a Development Plan to City Council 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;

A bridge for use as a pedestrian walkway is an ancillary use which is allowed in the Residential Multi-Family (RM) and Open Space-Development Restricted (OS-DR) zones pursuant to Sections 17.11.010, 17.13.020 and 17.16.020 of the Land Use and Development Code. The proposed pedestrian bridge and walkway are consistent with the uses of the surrounding properties. The project site is surrounded by open space-development restricted property and residential, multi-family homes. The scale of the proposed project will in no way overwhelm the surrounding residential development or impact the park that has been developed on the open space. The proposed project meets all of the applicable development standards as determined through the development plan process. The Development Plan will allow a zero lot line setback and allow the project to cross property lines to serve both of the subject properties. The additional 200 square-feet of structure will be built essentially at ground level and will allow precipitation to enter the creek below. As a result, site coverage will be minimally increased and no decrease in pervious surface percentage will occur. The proposed bridge meets all other requirements for accessory structures in both the RM and OS zoning districts. Therefore, the proposed project meets this finding.

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

The proposed project meets this finding because the General Plan Land Use Designations for the parcels included in the proposed project are: Residential Multi-Family (RM) and Open Space (OS-DR). A policy of the General Plan (III-2) is to "limit the permitted intensity of development within lands designated as open space to that which is consistent with the community's environmental values and that will avoid significant impacts to sensitive environmental features, including but not limited to woodlands, riparian areas, wildlife habitats, wildlife movement corridors, and habitat linkages." The proposed bridge linking the RM and OS-DR zoned properties will meet this policy by providing a safe passage over McCoy Creek as opposed to the existing condition that encourages crossing the creek by traversing riparian habitat and stream itself. The new bridge will protect the riparian and wildlife habitats present along the banks of the creek by diverting pedestrian traffic over rather than through the habitats and creek. General Plan Policy IV-25 is to "Protect natural drainage courses within Calabasas and maintain appropriate setbacks from riparian habitats". By constructing a bridge over the creek, (a natural drainage course), employing construction techniques which requires minimal (less than 25 cu. yd.) grading disturbance and using Best

Management Practices, the proposed project will achieve this policy. Additionally, there are no specific plans or master plans applicable to these parcels. General Plan policy VI-18 is to "Promote pedestrian system improvements that create and sustain vibrant and active streets in major places of activity as well as providing direct connections between residential and non-residential areas." By linking the Oak Park Condominiums, a Residential Multi-Family parcel and The CPHA Park, an open space parcel, the proposed project will achieve this policy.

For the above reasons, this project is consistent with the General Plan and meets finding No. 2.

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

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures)(Class 3) of the California CEQA Guidelines. A Notice of Exemption has been prepared and is attached as Attachment H.

The Army Corps of Engineers (ACOE) has reviewed the proposed project and has determined that the project is not subject to ACOE Jurisdiction (Attachment E).

The California Department of Fish and Game (DF&G) received the proposed project for review and was unable to complete the requested review by the required October 11, 2011 deadline. Because the review did not meet the constraints of the Permit Streamlining Act, the DF&G issued a letter stating that the project may be completed as submitted to DF&G (Attachment F).

For the above reasons, 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 proposed pedestrian bridge and walkway is located within the residential, multi-family neighborhood of Oak Park Condominiums and the CPHA Open Space (Calabasas Lake). The construction of the proposed bridge crossing from one private property to another private property is a unique development situation; thus the request for a Development Plan to "permit greater flexibility and creativity to allow land uses and development that is superior to those attainable under existing zoning

district standards” (CMC Section 17.62.070(A). The Development Plan requested in this case would allow the bridge to connect two private properties of differing zoning classifications and development standards; thereby, a flexible and creative solution to the existing development standards for the proposed structure. The existing and future development within the surrounding vicinity is limited to residential uses and alterations in the RM zone. Development is not permitted on the adjacent property zoned open space-development restricted. Therefore, the proposed bridge residence is compatible with the existing and future land uses and meets this finding.

Section 4. In view of all of the evidence and based on the foregoing findings and conclusions, the City Council hereby recommends approval of Resolution 2013-1386 approving File No. 130000062:

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 this File No. 130000062 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith. Accordingly, to the fullest extent permitted by law, Charles Santos (Applicant) and Oak Park HOA (Owner) and their successors and assigns, 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, related to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith Charles Santos (Applicant) and Oak Park HOA (Owner) and their successors and assigns, 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

1. The proposed project shall be built in compliance with the approved 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 City Council. The determination of whether or not a change is substantial shall be made by the Director of Community Development.
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 City Council. 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 signed this decision letter stating that the applicant or its successors and the owner are aware of and agree to accept all conditions of approval.
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 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. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. Lighting of 60 watts or less on residential projects is exempt by the Lighting Ordinance.
9. All exterior colors and materials used for the construction of the project shall be in substantial conformance with the approved materials and colors shown on the plans.
10. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
 - 10 a. Approvals for construction of the bridge must be obtained from all underlying property owners prior to issuance of building permits.
11. The project must comply with the building codes of Title 15.04 of the City of Calabasas Municipal Code, 2010 California Building Standards Code; Volumes 1-12, or the most recently approved building codes at the time of building plan check submittal.
12. The project is located within a designated Very High Fire Hazard Severity Zone. The requirements of Chapter 64 of the 2010 Los Angeles County Building Code, Vol. 1, must be incorporated into all plans.
13. 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

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.

Environmental Services Division

14. The applicant must complete and submit a Local Storm Water Pollution Prevention Plan (SWPPP) prior to issuance of the grading permit. The SWPPP must be certified by a civil engineer licensed with the State of California.
15. The must complete and submit a Local Storm Water Pollution Prevention Plan (SWPPP) prior to issuance of the grading permit. The SWPPP must be certified by a civil engineer licensed with the State of California.
 - a) Sediments generated on the project site shall be retained using adequate Treatment Control or Structural BMPs;
 - b) Construction-related materials, wastes, spills, or residues shall be retained at the project site to avoid discharge to streets, drainage facilities, receiving waters, or adjacent properties by wind or runoff;
 - c) Non-storm water runoff from equipment and vehicle washing and any other activity shall be contained at the project site; and
 - d) Erosion from slopes and channels shall be controlled by implementing an effective combination of BMPs, such as the limiting of grading scheduled during the wet season; inspecting graded areas during rain events; planting and maintenance of vegetation on slopes; and covering erosion susceptible slopes.
16. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the approved storm water pollution prevention plan (SWPPP). 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.
17. The Contractors shall implement all reasonable efforts to reuse and recycle construction and demolition debris, to use environmentally friendly materials, and to provide energy efficient equipment and systems. The Contractor shall divert at least fifty percent (50%) of inert material (dirt, concrete, asphalt and rock) AND at least fifty percent (50%) of other C&D material (wood, drywall, green waste and metal) from landfills.

18. Per the Calabasas Municipal Code Chapter 8.16, "no person shall collect and/or dispose of municipal solid waste or recyclable materials in the city without having first been issued a solid waste collection permit. Such permit shall be in addition to any business license or permit otherwise required by the City of Calabasas." Please contact the Public Works Department for a list of permitted haulers. An Encroachment Permit is required prior to placing a refuse bin/container on the street.
19. Grading shall be prohibited from October 1st through April 15th, unless the City Engineer determines that soil conditions at the site are suitable, and adequate and effective erosion and sediment control measures will be in place during all grading operations.
20. 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 Chapters 8.28, 17.54 and 17.56 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.
21. Individuals responsible for SWPPP preparation, implementation, and permit compliance shall be appropriately trained. This includes those personnel responsible for installation, inspection, maintenance, and repair of BMPs. Those responsible for overseeing, revising, and amending the SWPPP shall also document their training. Training should be both formal and informal, occur on an ongoing basis when it is appropriate and convenient, and should include training/workshops offered by the SWRCB, RWQCB, or other recognized agencies or professional organizations.
22. The developer shall be responsible for the operation and maintenance of all National Pollutant Elimination System (NPDES) related improvements; and shall pay the City's cost for all NPDES related plan checks, inspections, testing, and monitoring of said improvements.

Section 5. All documents described in Section 1 of City Council Resolution No. 2013-1386 are deemed incorporated by reference as set forth at length.

CITY COUNCIL RESOLUTION NO. 2013-1386 PASSED, APPROVED AND ADOPTED this 11th day of September, 2013

Fred Gaines, Mayor

ATTEST:

Maureen Tamuri
Community Development Director

APPROVED AS TO FORM:

Scott Howard, City Attorney

City Council Resolution No. 2013-1386, was adopted by the City Council at a regular meeting held September 11, 2013, and that it was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED

"The Secretary of the City Council 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 City Council. Section 1094.6 of the Civil Code of

Procedure governs the time in which judicial review of this decision may be sought."

ITEM 10 ATTACHMENT B – BRIDGE PLANS
ARE AVAILABLE FOR PUBLIC INSPECTION
DURING NORMAL BUSINESS HOURS AT
CITY HALL

P.C. RESOLUTION NO. 2013-550

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS TO RECOMMEND THAT THE CITY COUNCIL APPROVE FILE NO 130000062 FOR A DEVELOPMENT PLAN TO CONSTRUCT A 5-FOOT WIDE BY 40-FOOT LONG PEDESTRIAN BRIDGE TO PROVIDE ACCESS FROM THE OAK PARK NEIGHBORHOOD WITHIN THE RESIDENTIAL MULTI-FAMILY (RM) ZONING DISTRICT OVER THE EXISTING CREEK TO CALABASAS PARK HOA PROPERTY WITHIN THE OPEN SPACE-DEVELOPMENT RESTRICTED (OS-DR) ZONING DISTRICT.

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

1. Staff reports prepared by the Community Development Department.
2. Staff presentation at the public hearing held on August 1, 2013, before the Planning Commission;
3. Code, General Plan, and all other applicable regulations and codes;
5. Public comments, both written and oral, received and/or submitted at or prior to the public hearing, supporting and/or opposing the applicant's request;
6. Testimony and comments from the applicant and its representatives submitted to the City in both written and oral form at or prior to the public hearing; and,
7. 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 File No. 130000062 on January 24, 2013.
2. Staff determined that the application was incomplete and the applicant was duly notified.

3. On July 7, 2013 the applicant resubmitted additional materials and information.
4. On July 16, 2013, the application was deemed complete and the applicant was notified.
5. Notice of the August 1, 2013, Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, Gelson's market and at Calabasas City Hall.
6. Notice of the August 1, 2013, Planning Commission public hearing was provided to property owners within 500 feet of the property as shown on the latest equalized assessment roll.
7. Notice of the Planning Commission public hearing was mailed or delivered at least ten (10) days prior to the hearing to the project applicant.
8. The project site is currently zoned Open Space-Development Restricted (OS-DR) and Residential Multi-Family (RM).
9. The land use designation for the project site under the City's adopted General Plan is Open Space-Resource Protection (OS-RP) and Residential and Residential Multi-Family (RM-16).
10. The surrounding land uses around the subject property are zoned open space-development restricted (OS-DR) and Commercial Office (CO).
11. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Section 65009 (b)(2).

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

Section 17.62.060(D) of the Calabasas Municipal Code allows the Planning Commission to recommend approval of a Development Plan to City Council 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;*

A bridge for use as a pedestrian walkway is an ancillary use which is allowed in the Residential Multi-Family (RM) and Open Space-Development Restricted (OS-DR) zones pursuant to Sections 17.11.010, 17.13.020 and 17.16.020 of the Land Use and Development Code. The proposed pedestrian bridge and walkway are consistent with the uses of the surrounding properties. The project site is surrounded by open space- development

restricted property and residential, multi-family homes. The scale of the proposed project will in no way overwhelm the surrounding residential development or impact the park that has been developed on the open space. The proposed project meets all of the applicable development standards as determined through the development plan process. The Development Plan will allow a zero lot line setback and allow the project to cross property lines to serve both of the subject properties. The additional 200 square-foot of structure is essentially built on ground level and will allow runoff to enter the creek below thereby serving to cause a minimal increase in site coverage and no decrease in pervious surface percentage when compared to the size of both parcels. The proposed bridge meets all other requirements for accessory structures in both the RM and OS zoning districts. Therefore, the proposed project meets this finding.

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

The proposed project meets this finding because the General Plan Land Use Designations for the parcels included in the proposed project are: Residential Multi-Family (RM) and Open Space (OS-DR). A policy of the General Plan (III-2) is to "limit the permitted intensity of development within lands designated as open space to that which is consistent with the community's environmental values and that will avoid significant impacts to sensitive environmental features, including but not limited to woodlands, riparian areas, wildlife habitats, wildlife movement corridors, and habitat linkages." The proposed bridge linking the RM and OS-DR zoned properties will meet this policy by allowing a safe passage over McCoy Creek as opposed to the existing condition that encourages crossing the creek by traversing riparian habitat and stream itself. The new bridge will protect the riparian and wildlife habitats present along the banks of the creek by diverting pedestrian traffic over rather than through the habitats and creek. General Plan Policy IV-25 is to "Protect natural drainage courses within Calabasas and maintain appropriate setbacks from riparian habitats". By constructing a bridge over the creek, (a natural drainage course), employing construction techniques which requires minimal (less than 25 cu. yd.) grading disturbance and using Best Management Practices, the proposed project will achieve this policy. Additionally, there are no specific plans or master plans applicable to these parcels. Therefore, this 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*

This project is Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 (New Construction or Conversion of Small Structures)(Class 3) of the California CEQA Guidelines. A Notice of Exemption has been prepared and is attached as Exhibit F.

The Army Corps of Engineers (ACOE) has reviewed the proposed project and has determined that the project is not subject to ACOE Jurisdiction (Exhibit D).

The California Department of Fish and Game (DF&G) received the proposed project for review and was unable to complete the requested review by the required October 11, 2011 deadline. Because the review did not meet the constraints of the Permit Streamlining Act, the DF&G issued a letter stating that the project may be completed as submitted to DF&G. (Exhibit E).

For the above reasons, 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 proposed pedestrian bridge and walkway is located within the residential, multi-family neighborhood of Oak Park Condominiums and the CPHA Open Space (Calabasas Lake). The construction of the proposed bridge crossing from one private property to another private property is a unique development situation; thus the request for a Development Plan to “permit greater flexibility and creativity to allow land uses and development that is superior to those attainable under existing zoning district standards” (CMC Section 17.62.070(A)). The Development Plan requested in this case would allow the bridge to connect two private properties of differing zoning classifications and development standards; thereby, a flexible and creative solution to the existing development standards for the proposed structure. The existing and future development within the surrounding vicinity is limited to residential uses and alterations in the RM zone. Development is not permitted on the adjacent property zoned open space-development restricted. Therefore, the proposed bridge residence is compatible with the existing and future land uses and 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 approval of Resolution 2013-550 recommending that the City Council Approve File No. 13000062:

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 this File No. 13000062 and the issuance of any permit or entitlement in connection therewith, or the

activities conducted pursuant to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith. Accordingly, to the fullest extent permitted by law, Charles Santos (Applicant) and Oak Park HOA (Owner) and their successor and assigns, 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, related to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith, or the activities conducted pursuant to this File No. 130000062 and the issuance of any permit or entitlement in connection therewith Charles Santos (Applicant) and Oak Park HOA (Owner) and their successor and assigns, 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

1. The proposed project shall be built in compliance with the approved 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 Director of Community Development.
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 signed this decision letter stating that the applicant or its successors and the owner are aware of and agree to accept all conditions of approval.
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 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. All exterior lights are subject to the provisions set forth in the Lighting Ordinance Chapter 17.27 of the Land Use and Development Code. Lighting of 60 watts or less on residential projects is exempt by the Lighting Ordinance.
9. All exterior colors and materials used for the construction of the project shall be in substantial conformance with the approved materials and colors shown on the plans.
10. Prior to commencement of construction, all necessary building permits must be obtained from the Building and Safety Division.
 - 10 a. Approvals for construction of the bridge must be obtained from all underlying property owners prior to issuance of building permits.
11. The project must comply with the building codes of Title 15.04 of the City of Calabasas Municipal Code, 2010 California Building Standards Code; Volumes 1-12, or the most recently approved building codes at the time of building plan check submittal.

12. The project is located within a designated Very High Fire Hazard Severity Zone. The requirements of Chapter 64 of the 2010 Los Angeles County Building Code, Vol. 1, must be incorporated into all plans.

13. 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

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.

Environmental Services Division

14. The applicant must complete and submit a Local Storm Water Pollution Prevention Plan (SWPPP) prior to issuance of the grading permit. The SWPPP must be certified by a civil engineer licensed with the State of California.

15. The must complete and submit a Local Storm Water Pollution Prevention Plan (SWPPP) prior to issuance of the grading permit. The SWPPP must be certified by a civil engineer licensed with the State of California.

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

16. The applicant shall provide the construction contractor(s) and each subcontractor related to the project a copy of the approved storm water pollution prevention plan (SWPPP). 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.

17. The Contractors shall implement all reasonable efforts to reuse and recycle construction and demolition debris, to use environmentally friendly materials, and to provide energy efficient equipment and systems. The Contractor shall divert at least fifty percent (50%) of inert material (dirt, concrete, asphalt and rock) AND at least fifty percent (50%) of other C&D material (wood, drywall, green waste and metal) from landfills.
18. Per the Calabasas Municipal Code Chapter 8.16, "no person shall collect and/or dispose of municipal solid waste or recyclable materials in the city without having first been issued a solid waste collection permit. Such permit shall be in addition to any business license or permit otherwise required by the City of Calabasas." Please contact the Public Works Department for a list of permitted haulers. An Encroachment Permit is required prior to placing a refuse bin/container on the street.
19. Grading shall be prohibited from October 1st through April 15th, unless the City Engineer determines that soil conditions at the site are suitable, and adequate and effective erosion and sediment control measures will be in place during all grading operations.
20. 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 Chapters 8.28, 17.54 and 17.56 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.
21. Individuals responsible for SWPPP preparation, implementation, and permit compliance shall be appropriately trained. This includes those personnel responsible for installation, inspection, maintenance, and repair of BMPs. Those responsible for overseeing, revising, and amending the SWPPP shall also document their training. Training should be both formal and informal, occur on an ongoing basis when it is appropriate and convenient, and should include training/workshops offered by the SWRCB, RWQCB, or other recognized agencies or professional organizations.
22. The developer shall be responsible for the operation and maintenance of all National Pollutant Elimination System (NPDES) related improvements; and shall pay the City's cost for all NPDES related plan checks, inspections, testing, and monitoring of said improvements.

Section 5. All documents described in Section 1 of PC Resolution No. 2013-550 are deemed incorporated by reference as set forth at length.

PLANNING COMMISSION RESOLUTION NO. 2013-550 PASSED,
APPROVED AND ADOPTED this 1st day of August, 2013

Rick Shumacher, Chair

ATTEST:

Maureen Tamuri
Community Development Director

APPROVED AS TO FORM:

City Attorney

Planning Commission Resolution No. 2013-550, was adopted by the Planning Commission at a regular meeting held August 1, 2013, and that it was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED

“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.”

4702 PARK GRANADA , CAL

PHOTO
1



Southeast view across McCoy Creek

PHOTO
2



Northeast view across McCoy Creek

4702 PARK GRANADA, CALABASAS

PHOTO
4



Northeast view – existing dirt path over CMP culvert

4702 PARK GRANADA , CALABASAS

PHOTO
3



West view – existing dirt path across McCoy Creek



DEPARTMENT OF THE ARMY
 LOS ANGELES DISTRICT CORPS OF ENGINEERS
 P.O. BOX 532711
 LOS ANGELES, CALIFORNIA 90053-2325

RECEIVED

JUN 18 2013

COMMUNITY DEVELOPMENT
 PLANNING DEPT.

June 4, 2013

REPLY TO
 ATTENTION OF

Regulatory Division

John Milo
 Oak Park Calabasas HOA
 4700 Park Granada
 Calabasas, California 91302

SUBJECT: Preliminary Jurisdictional Determination regarding presence/absence of geographic jurisdiction

Dear Mr. Milo:

Reference is made to your request (File No. SPL-2012-00745-GS) dated April 3, 2013, for a preliminary Department of the Army jurisdictional determination (JD) for the McCoy Creek access bridge project site (34.15299 -118.641343,) located within the city of Calabasas, Los Angeles County, California. As part of the evaluation process, we have made the jurisdictional determination below.

As you may know, the Corps' evaluation process for determining whether or not a Department of the Army permit is needed involves two tests. If both tests are met, then a permit is required. The first test determines whether or not the proposed project is located in a water of the United States (i.e., it is within the Corps' geographic jurisdiction). The second test determines whether or not the proposed project is a regulated activity under Section 10 of the River and Harbor Act or Section 404 of the Clean Water Act. As part of the evaluation process, pertaining to the first test only, we have made the jurisdictional determination below.

Based on available information, it appears waters of the United States may be present on the McCoy Creek access bridge project site in the approximate locations noted on the enclosed drawing. The basis for the preliminary JD can be found on the enclosed "Preliminary Jurisdictional Determination Form." Please note preliminary JDs are non-binding "... written indications that there may be waters of the United States, including wetlands, on a parcel or indications of the approximate location(s) of waters of the United States or wetlands on a parcel. Preliminary JDs are advisory in nature and may not be appealed." (33 C.F.R. 331.2.). The permit applicant or other affected party who requested this preliminary JD is hereby advised of his or her option to request and obtain an approved jurisdictional determination for this site. The option to obtain an approved JD in this instance and at this time has been declined. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all

waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S.

Please be reminded that preliminary JDs may not be appealed through the Corps' administrative appeal process set out at 33 CFR Part 331. Preliminary jurisdictional determinations are fully explained in the enclosed Regulatory Guidance Letter 08-02, dated June 26, 2008. Further, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331, and that in any administrative appeal, jurisdictional issues can be raised (see 33 C.F.R. 331.5(a)(2)). If, during that administrative appeal, it becomes necessary to make an official determination whether CWA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps will provide an approved JD to accomplish that result, as soon as is practicable.

This determination has been conducted to identify the extent of the Corps' Clean Water Act jurisdiction on the McCoy Creek access bridge project site identified in your request. This determination may not be valid for the wetland conservation provisions of the Food Security Act of 1985. If you or your tenant are USDA program participants, or anticipate participation in USDA programs, you should request a certified wetland determination from the local office of the Natural Resources Conservation Service, prior to starting work.

If you have any questions, please contact me at 213-452-3417 or via e-mail at Gerardo.Salas@usace.army.mil.

Please be advised that you can now comment on your experience with Regulatory Division by accessing the Corps web-based customer survey form at: <http://per2.nwp.usace.army.mil/survey.html>.

Sincerely,

SALAS.GERARD
O.1260676870

Digitally signed by
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ou=DoD, ou=PKI, ou=USA,
cn=SALAS.GERARDO.1260676870
Date: 2013.06.04 16:10:09 -07'00'

Gerardo Salas
Project Manager
L.A. & San Bernardino Section
North Coast Branch
Regulatory Division

Enclosures



DEPARTMENT OF THE ARMY
LOS ANGELES DISTRICT CORPS OF ENGINEERS
P.O. BOX 532711
LOS ANGELES, CALIFORNIA 90053-2325

June 4, 2013

REPLY TO
ATTENTION OF

Regulatory Division

John Milo
Oak Park Calabasas HOA
4700 Park Granada
Calabasas, California 91302

SUBJECT: Determination regarding requirement for Department of the Army Permit

Dear Mr. Milo:

I am responding to your request (File No. SPL-2012-00745-GS) dated April 3, 2013, for clarification on whether a Department of the Army Permit is required for the McCoy Creek access bridge project (34.15299, -118.641343) located within the city of Calabasas, Los Angeles County, California.

The Corps' evaluation process for determining whether or not a Department of the Army permit is needed involves two tests. The first test determines whether or not the proposed project is located within or contains a water of the United States (i.e., it is within the Corps' geographic jurisdiction). The second test determines whether or not the proposed project includes an activity potentially regulated under Section 10 of the River and Harbor Act or Section 404 of the Clean Water Act. If both tests are met, and the activities in question are located within the Corps' geographic jurisdiction, then a permit would be required. As part of our evaluation process, we have made the determination below.

Geographic jurisdiction:

Based on the attached preliminary jurisdictional determination dated March 11, 2013, we have determined the McCoy Creek access bridge project site contains water(s) of the United States pursuant to 33 C.F.R. §325.9.

Activity:

Based on the information you have provided, we have determined the proposed work, were it to occur in waters of the U.S. (see above, "*Geographic jurisdiction*"), would involve a

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JUN 18 2013

COMMUNITY DEVELOPMENT
PLANNING DEPT.

discharge of dredged or fill material and therefore, would be regulated under Section 404 of the Clean Water Act if the activity is performed in the manner described in your application.

Requirement for a Department of the Army Permit:

Based on the discussion above, we have determined your proposed project is not subject to our jurisdiction under Section 404 of the Clean Water Act and a Section 404 permit would not be required from our office if the activity is performed in the manner described. A Section 404 permit would not be required because the proposed 5-foot by 40 feet McCoy Creek Bridge is being constructed outside of waters of the United States. Notwithstanding our determination above, your proposed project may be regulated under other Federal, State, and local laws.

If you have any questions, please contact me at 213-452-3417 or via e-mail at Gerardo.Salas@usace.army.mil. Please be advised that you can now comment on your experience with Regulatory Division by accessing the Corps web-based customer survey form at: <http://per2.nwp.usace.army.mil/survey.html>.

Sincerely,

SALAS.GERARDO
O.1260676870

Digitally signed by
SALAS.GERARDO.1260676870
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ou=PKI, ou=USA,
cn=SALAS.GERARDO.1260676870
Date: 2013.06.04 16:10:42 -07'00'

Gerardo Salas
Project Manager
L.A. & San Bernardino Section
North Coast Branch
Regulatory Division

Enclosures



**US Army Corps
of Engineers®**

REGULATORY GUIDANCE LETTER

No. 08-02

Date: 26 June 2008

SUBJECT: Jurisdictional Determinations

1. Purpose. Approved jurisdictional determinations (JDs) and preliminary JDs are tools used by the U.S. Army Corps of Engineers (Corps) to help implement Section 404 of the Clean Water Act (CWA) and Sections 9 and 10 of the Rivers and Harbors Act of 1899 (RHA). This Regulatory Guidance Letter (RGL) explains the differences between these two types of JDs and provides guidance on when an approved JD is required and when a landowner, permit applicant, or other “affected party”¹ can decline to request and obtain an approved JD and elect to use a preliminary JD instead.

a. This guidance does not address which waterbodies are subject to CWA or RHA jurisdiction. For guidance on CWA and RHA jurisdiction, see Corps regulations, “Memorandum re: Clean Water Act (CWA) Jurisdiction Following U.S. Supreme Court Discussion in *Rapanos v. United States*,” dated 19 June 2007, and the documents referenced therein.

b. This guidance takes effect immediately, and supersedes any inconsistent guidance regarding JDs contained in RGL 07-01.

2. Approved JDs. An approved JD is an official Corps determination that jurisdictional “waters of the United States,” or “navigable waters of the United States,” or both, are either present or absent on a particular site. An approved JD precisely identifies the limits of those waters on the project site determined to be jurisdictional under the CWA/RHA. (See 33 C.F.R. 331.2.)

a. The Corps will provide (subject to the limitation contained in paragraph 5.b. below) an approved JD to any landowner, permit applicant, or other “affected party” when:

(1) a landowner, permit applicant, or other “affected party” requests an approved JD by name or otherwise requests an official jurisdictional determination, whether or not it is referred to as an “approved JD”;

¹ As defined at 33 CFR 331.2 “affected party” means a permit applicant, landowner, a lease, easement or option holder (i.e., an individual who has an identifiable and substantial legal interest in the property) who has received an approved JD, permit denial or has declined a proffered individual permit.

(2) a landowner, permit applicant, or other “affected party” contests jurisdiction over a particular water body or wetland, and where the Corps is allowed access to the property and is otherwise able to produce an approved JD; or

(3) the Corps determines that jurisdiction does not exist over a particular water body or wetland.

b. An approved JD:

(1) constitutes the Corps’ official, written representation that the JD’s findings are correct;

(2) can be relied upon by a landowner, permit applicant, or other “affected party” (as defined at 33 C.F.R. 331.2) who receives an approved JD for five years (subject to certain limited exceptions explained in RGL 05-02);

(3) can be used and relied on by the recipient of the approved JD (absent extraordinary circumstances, such as an approved JD based on incorrect data provided by a landowner or consultant) if a CWA citizen’s lawsuit is brought in the Federal Courts against the landowner or other “affected party,” challenging the legitimacy of that JD or its determinations; and

(4) can be immediately appealed through the Corps’ administrative appeal process set out at 33 CFR Part 331.

c. The District Engineer retains the discretion to use an approved JD in any other circumstance where he or she determines that is appropriate given the facts of the particular case.

d. If wetlands or other water bodies are present on a site, an approved JD for that site will identify and delineate those water bodies and wetlands that are subject to CWA/RHA jurisdiction, and serve as an initial step in the permitting process.

e. Approved JDs shall be documented in accordance with the guidance provided in RGL 07-01. Documentation requires the use of the JD Form published on June 5, 2007, or as modified by ORM2 or subsequent revisions to the June 5, 2007 JD form approved by Corps Headquarters. Districts will continue to post approved JDs on their websites.

3. A permit applicant’s option to decline to request and obtain an approved JD. While a landowner, permit applicant, or other “affected party” can elect to request and obtain an approved JD, he or she can also decline to request an approved JD, and instead obtain a Corps individual or general permit authorization based on either a preliminary JD, or, in appropriate circumstances (such as authorizations by non-reporting nationwide general permits), no JD whatsoever. The Corps will determine what form of JD is appropriate

for any particular circumstance based on all the relevant factors, to include, but not limited to, the applicant's preference, what kind of permit authorization is being used (individual permit versus general permit), and the nature of the proposed activity needing authorization.

4. Preliminary JDs. Preliminary JDs are non-binding “. . . written indications that there may be waters of the United States, including wetlands, on a parcel or indications of the approximate location(s) of waters of the United States or wetlands on a parcel. Preliminary JDs are advisory in nature and may not be appealed.” (See 33 C.F.R. 331.2.)

a. A landowner, permit applicant, or other “affected party” may elect to use a preliminary JD to voluntarily waive or set aside questions regarding CWA/RHA jurisdiction over a particular site, usually in the interest of allowing the landowner or other “affected party” to move ahead expeditiously to obtain a Corps permit authorization where the party determines that is in his or her best interest to do so.

b. It is the Corps' goal to process both preliminary JDs and approved JDs within 60 days as detailed in paragraph 5 below, so the applicant or other affected party's choice of whether to use a preliminary JD or approved JD should not affect this goal.

c. A landowner, permit applicant, or other “affected party” may elect to use a preliminary JD even where initial indications are that the water bodies or wetlands on a site may not be jurisdictional, if the affected party makes an informed, voluntary decision that is in his or her best interest not to request and obtain an approved JD.

d. For purposes of computation of impacts, compensatory mitigation requirements, and other resource protection measures, a permit decision made on the basis of a preliminary JD will treat all waters and wetlands that would be affected in any way by the permitted activity on the site as if they are jurisdictional waters of the U.S.

e. Preliminary JDs are also commonly used in enforcement situations because access to a site may be impracticable or unauthorized, or for other reasons an approved JD cannot be completed in a timely manner. In such circumstances, a preliminary JD may serve as the basis for Corps compliance orders (e.g., cease and desist letters, initial corrective measures). The Corps should support an enforcement action with an approved JD unless it is impracticable to do so under the circumstances, such as where access to the site is prohibited.

f. When the Corps provides a preliminary JD, or authorizes an activity based on a preliminary JD, the Corps is making no legally binding determination of any type regarding whether CWA/RHA jurisdiction exists over the particular water body or wetland in question.

g. A preliminary JD is “preliminary” in the sense that a recipient of a preliminary JD can later request and obtain an approved JD if that later becomes necessary or appropriate during the permit process or during the administrative appeal process. If a

permit applicant elects to seek a Corps individual permit based on a preliminary JD, that permit applicant can later raise jurisdictional issues as part of an administrative appeal of a proffered permit or a permit denial, as explained in paragraph 6 below.

h. In all circumstances where an approved JD is not required by the guidance in paragraph 2 of this RGL, District Engineers retain authority to use preliminary JDs. The Corps may authorize an activity with one or more general permits, a letter of permission, or a standard individual permit, with no “official” JD of any type, or based on a preliminary JD, where the District Engineer determines that to be appropriate, and where the permit applicant has been made aware of his or her option to receive an approved JD and has declined to exercise that option. Generally, approved JDs should be used to support individual permit applications, but the applicant should be made aware of his or her option to elect to use a preliminary JD wherever the applicant feels doing so is in his or her best interest.

5. Processing approved and preliminary JDs. Every approved JD and preliminary JD should be completed and provided to the person, organization, or agency requesting it as promptly as is practicable in light of the district’s workload, and site and weather conditions if a site visit is determined necessary.

a. Corps districts should not give preliminary JDs priority over approved JDs. Moreover, every Corps district should ensure that a permit applicant’s request for an approved JD rather than a preliminary JD will not prejudice the timely processing of that permit application. It is the Corps’ goal that every JD requested by an affected party should be completed within 60 calendar days of receiving the request. Regulatory Project Managers will notify their supervisors and develop a schedule for completion of the JD if it is not practicable to meet this 60 day goal.

b. The Corps should not provide either an approved JD or a preliminary JD to any person if the Corps has reason to believe that person is seeking a JD for any purpose relating to a CWA program not administered by the Corps (e.g., CWA Section 402, 303, or 311). In such circumstances the Corps should decline to perform the JD and instead refer the person who requested it to the Federal or state agency responsible for administering that program.

6. JDs and appeals. In any circumstance where a permit applicant obtains a Corps proffered individual permit or a permit denial, based on a preliminary JD, and where the permit applicant elects to pursue an administrative appeal of the proffered permit or the permit denial, the appeal “may include jurisdiction issues,” as stated at 33 C.F.R. 331.5(a)(2). However, if an affected party during the appeal of a proffered permit or a permit denial challenges or questions jurisdiction, those jurisdictional issues must be addressed with an approved JD. Therefore, if, during or as a result of the administrative appeal of the permit denial or the terms and conditions of the proffered permit, it becomes necessary to make an official determination whether CWA/RHA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps should provide an approved JD as soon as is practicable, consistent with the

goal expressed in paragraph 5 above. Such an approved JD would be subject to the same procedures as other approved JDs, such as requirements for coordinating approved JDs with EPA.

7. Key distinction between approved JDs and preliminary JDs. By definition, a preliminary JD can only be used to determine that wetlands or other water bodies that exist on a particular site “may be” jurisdictional waters of the United States. A preliminary JD by definition cannot be used to determine either that there are no wetlands or other water bodies on a site at all (i.e., that there are no aquatic resources on the site and the entire site is comprised of uplands), or that there are no jurisdictional wetlands or other water bodies on a site, or that only a portion of the wetlands or waterbodies on a site are jurisdictional. A definitive, official determination that there are, or that there are not, jurisdictional “waters of the United States” on a site can only be made by an approved JD. The Corps retains the ability to use a “no-permit-required” letter to indicate that a specific proposed activity is not subject to CWA/RHA jurisdiction when that is determined appropriate, but a “no-permit-required” letter cannot make any sort of determination regarding whether there are jurisdictional wetlands or other waterbodies on a site.

8. Mandatory use of the preliminary JD form. In each and every circumstance where a preliminary JD is used, the Corps district must complete the “Preliminary Jurisdictional Determination Form” provided at Attachment 1, which sets forth in writing the minimum requirements for a preliminary JD and important information concerning the requesting party’s option to request and obtain an approved JD, and subsequent appeal rights. The signature of the affected party who requested the preliminary JD will be obtained on the preliminary JD form wherever practicable (e.g., except for enforcement situations, etc.). Where a preliminary JD form covers multiple water bodies or multiple sites, the information for each can be included in the table provided with the preliminary JD form. Information in addition to the minimum of data required on the preliminary JD form can be included on that form, but only if such information pertains to the amount and location of wetlands or other water bodies at the site. Corps regulatory personnel are expected to continue to exercise appropriate judgment and use appropriate information when making technical and scientific determinations as to what areas on the site qualify as water bodies or wetlands. Any such additional information included on the preliminary JD form should not purport, or be construed, to address any legal determination involving CWA/RHA jurisdiction on the site.

9. Data collection. Information about the quality and quantity of the aquatic resources that would be affected by the proposed activity, the types of impacts that are expected to occur, and compensatory mitigation, are obtained by the Corps during the processing of an individual permit application and are included in pre-construction notification for reporting NWP. For example, NWP pre-construction notifications must contain a “description of the proposed project; the project’s purpose; direct and indirect adverse environmental effects the project would cause; . . . a delineation of special aquatic sites and other waters of the United States on the project site.” (Reissuance of Nationwide Permits Notice, 72 Fed. Reg. 11092, at 11194-95 (March 12, 2007).) Applicants should

provide a delineation of special aquatic sites in support of an individual permit or “letter of permission” application.

a. The information on a preliminary JD form should be limited to the amount and location of wetlands and other water bodies on the site and should be sufficiently accurate and reliable that the effective presumption of CWA/RHA jurisdiction over all of the wetlands and other water bodies at the site will support a reliable and enforceable permit decision. When a preliminary JD is used to support a request for a permit authorization, the information on the preliminary JD form is also relevant to the processing of that permit application (e.g., to calculate compensatory mitigation requirements). During the permit process, information in addition to the data on the preliminary JD form is developed and relied upon to support the Corps permit decision; that additional information should be carefully documented as part of the permit process (e.g., through an environmental assessment, 404(b)(1) analysis, combined decision document, or decision memorandum). This additional information for the permit decision should *not* be captured on a preliminary JD form.

b. The type of information collected to support the decision on the permit application will be the same for permit applications supported by approved JDs and for those supported by preliminary JDs. Therefore, decisions and judgments regarding environmental impacts, public interest determinations, and mitigation requirements should be adequately supported regardless of the type of JD used. For this reason, the data necessary to quantify and defend the Corps Regulatory Program’s performance will be available for a permit application regardless of whether it was supported by an approved JD or a preliminary JD.

c. The information used to support an approved JD should be reliable and verifiable. Traditionally, this information has been obtained or verified through a site visit, but now, with information from new, highly sensitive technology and imaging, site visits may not always be required for approved JDs.

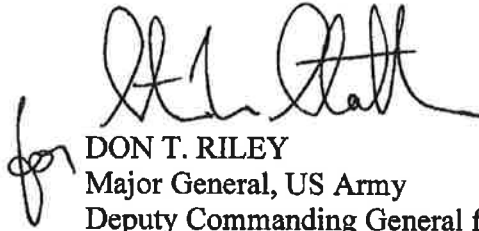
d. When documenting preliminary JDs, any available technical, scientific, and observational information about the wetlands or other water bodies can be entered into ORM2 regardless of whether it is the type of information that could inform a formal jurisdictional determination (e.g., discussion of the ecological relationship between water bodies), so long as legal conclusions about jurisdictional status are not included. Any additional, available information that is entered into ORM2 must be accompanied by the warning that the information has not been verified, that it is not an official determination by the government, and that it cannot later be relied upon to determine whether an area is or is not jurisdictional.

10. Coordination with U.S. Environmental Protection Agency (EPA) and posting. Districts will continue to post approved JDs on their web sites. Consistent with historical practice, preliminary JDs will not be coordinated with EPA or posted on District websites. Corps Headquarters is modifying the ORM2 data base to collect information regarding use of preliminary JDs, and regarding permit authorizations based on

preliminary JDs, or based on no official form of JD. Until ORM2 is modified to collect and access information related to preliminary JDs, every District should collect basic information, to the maximum extent practicable, on those subjects for purposes of documenting District workload.

11. This guidance remains in effect until revised or rescinded.

Attachment

A handwritten signature in black ink, appearing to read "Don T. Riley". The signature is stylized with large, flowing letters and a prominent flourish at the end.

DON T. RILEY
Major General, US Army
Deputy Commanding General for Civil and
Emergency Operations

ATTACHMENT

PRELIMINARY JURISDICTIONAL DETERMINATION FORM

BACKGROUND INFORMATION

- A. REPORT COMPLETION DATE FOR PRELIMINARY JURISDICTIONAL DETERMINATION (JD):**

- B. NAME AND ADDRESS OF PERSON REQUESTING PRELIMINARY JD:**

- C. DISTRICT OFFICE, FILE NAME, AND NUMBER:**

- D. PROJECT LOCATION(S) AND BACKGROUND INFORMATION:
(USE THE ATTACHED TABLE TO DOCUMENT MULTIPLE WATERBODIES AT DIFFERENT SITES)**

State: _____ County/parish/borough: _____ City: _____
Center coordinates of site (lat/long in degree decimal format): Lat. _____ °
Pick List, Long. _____ ° Pick List.
Universal Transverse Mercator: _____

Name of nearest waterbody: _____

Identify (estimate) amount of waters in the review area:

Non-wetland waters: _____ linear feet: _____ width (ft) and/or _____ acres.
Cowardin Class: _____
Stream Flow: _____
Wetlands: _____ acres.
Cowardin Class: _____

Name of any water bodies on the site that have been identified as Section 10 waters:

Tidal: _____

Non-Tidal: _____

- E. REVIEW PERFORMED FOR SITE EVALUATION (CHECK ALL THAT APPLY):**

Office (Desk) Determination. Date: _____

Field Determination. Date(s): _____

1. The Corps of Engineers believes that there may be jurisdictional waters of the United States on the subject site, and the permit applicant or other affected party who requested this preliminary JD is hereby advised of his or her option to request and obtain an approved jurisdictional determination (JD) for that site. Nevertheless, the permit applicant or other person who requested this preliminary JD has declined to exercise the option to obtain an approved JD in this instance and at this time.

2. In any circumstance where a permit applicant obtains an individual permit, or a Nationwide General Permit (NWP) or other general permit verification requiring "pre-construction notification" (PCN), or requests verification for a non-reporting NWP or other general permit, and the permit applicant has not requested an approved JD for the activity, the permit applicant is hereby made aware of the following: (1) the permit applicant has elected to seek a permit authorization based on a preliminary JD, which does not make an official determination of jurisdictional waters; (2) that the applicant has the option to request an approved JD before accepting the terms and conditions of the permit authorization, and that basing a permit authorization on an approved JD could possibly result in less compensatory mitigation being required or different special conditions; (3) that the applicant has the right to request an individual permit rather than accepting the terms and conditions of the NWP or other general permit authorization; (4) that the applicant can accept a permit authorization and thereby agree to comply with all the terms and conditions of that permit, including whatever mitigation requirements the Corps has determined to be necessary; (5) that undertaking any activity in reliance upon the subject permit authorization without requesting an approved JD constitutes the applicant's acceptance of the use of the preliminary JD, but that either form of JD will be processed as soon as is practicable; (6) accepting a permit authorization (e.g., signing a proffered individual permit) or undertaking any activity in reliance on any form of Corps permit authorization based on a preliminary JD constitutes agreement that all wetlands and other water bodies on the site affected in any way by that activity are jurisdictional waters of the United States, and precludes any challenge to such jurisdiction in any administrative or judicial compliance or enforcement action, or in any administrative appeal or in any Federal court; and (7) whether the applicant elects to use either an approved JD or a preliminary JD, that JD will be processed as soon as is practicable. Further, an approved JD, a proffered individual permit (and all terms and conditions contained therein), or individual permit denial can be administratively appealed pursuant to 33 C.F.R. Part 331, and that in any administrative appeal, jurisdictional issues can be raised (see 33 C.F.R. 331.5(a)(2)). If, during that administrative appeal, it becomes necessary to make an official determination whether CWA jurisdiction exists over a site, or to provide an official delineation of jurisdictional waters on the site, the Corps will provide an approved JD to accomplish that result, as soon as is practicable. This preliminary JD finds that there "may be" waters of the United States on the subject project site, and identifies all aquatic features on the site that could be affected by the proposed activity, based on the following information:

SUPPORTING DATA. Data reviewed for preliminary JD (check all that apply

- checked items should be included in case file and, where checked and requested, appropriately reference sources below):

- Maps, plans, plots or plat submitted by or on behalf of the applicant/consultant:
- Data sheets prepared/submitted by or on behalf of the applicant/consultant.
 - Office concurs with data sheets/delineation report.
 - Office does not concur with data sheets/delineation report.
- Data sheets prepared by the Corps:
- Corps navigable waters' study:
- U.S. Geological Survey Hydrologic Atlas:
 - USGS NHD data.
 - USGS 8 and 12 digit HUC maps.
- U.S. Geological Survey map(s). Cite scale & quad name:
- USDA Natural Resources Conservation Service Soil Survey. Citation:

- National wetlands inventory map(s). Cite name:
- State/Local wetland inventory map(s):
- FEMA/FIRM maps:
- 100-year Floodplain Elevation is: (National Geodectic Vertical Datum of 1929)
- Photographs: Aerial (Name & Date):
or Other (Name & Date):
- Previous determination(s). File no. and date of response letter:
- Other information (please specify):

IMPORTANT NOTE: The information recorded on this form has not necessarily been verified by the Corps and should not be relied upon for later jurisdictional determinations.

Signature and date of
Regulatory Project Manager
(REQUIRED)

Signature and date of
person requesting preliminary JD
(REQUIRED, unless obtaining
the signature is impracticable)

SAMPLE

Site number	Latitude	Longitude	Cowardin Class	Estimated amount of aquatic resource in review area	Class of aquatic resource
1				0.1 acre	section 10 – tidal
2				100 linear feet	section 10 – non-tidal
3				15 square feet	non-section 10 – wetland
4				0.01 acre	non-section 10 – non-wetland



October 11, 2011

Paul Owhadi
Calabasas Park Homeowners Association
P.O. Box 8426
Calabasas, CA 91372

Re: Notification of Lake or Streambed Alteration Notification No. 1600-2011-0184-R5.
This project consists of replacing two existing pedestrian bridges with one pedestrian bridge, linking Calabasas Park HOA and Oak Park HOA over McCoy Creek. The steel span bridge is designed to clear the banks and will be supported by concrete footings outside the banks. This project is located at 4700 Park Granada, Calabasas, Los Angeles County. This project expires on 7/1/2016.

Dear Mr. Paul Owhadi:

As you are aware, the Department had until October 11th, 2011, to submit a draft Lake or Streambed Alteration Agreement to you or inform you that an agreement is not required. Due to staffing constraints, the Department was unable to meet that date. As a result, by law, you may now complete the project described in your notification without an agreement. In doing so, however, the project must be the same one and conducted in the same manner as described in the notification. That includes completing the project within the proposed term and seasonal work period and implementing all mitigation and avoidance measures to protect fish and wildlife resources specified in the notification. (Fish and Game Code section 1602(a)(4)(D).)

If your project differs from the one described in the notification, you may be in violation of Fish and Game Code section 1602. Also, even though you are entitled to complete the project without an agreement, you are still responsible for complying with all other applicable local, state, and federal laws, including, for example, the state and federal Endangered Species Acts and Fish and Game Code sections 5650 (water pollution) and 5901 (fish passage).

Finally, you must have a copy of this letter **and** your notification with all attachments available at all times at the work site. If you have any questions regarding this matter, please contact me at (805) 684-6281.

Sincerely,

Natasha Lohmus
Environmental Scientist

RECEIVED

JUN 18 2013

COMMUNITY DEVELOPMENT
PLANNING DEPT.

Oak Park Calabasas Homeowners Association

August 3, 2011

Ms. Natasha Lohmus
Environmental Scientist
Department of Fish and Game
1933 Cliff Drive, Suite 9
Santa Barbara, CA 93109

Sent Via Email & U.S. Mail

RE: Project# 1600-2001-0184
Replacement of the pedestrian crossing/bridge over the McCoy Creek
Calabasas, CA

Dear Ms. Lohmus:

This letter is to inform you that it is the desire of the applicants (Oak Park Calabasas HOA and Calabasas Park HOA) to add the following conditions as listed below to the application previously provided to the Department of Fish and Game on July 7, 2011 in order to further mitigate the environmental impact during the installation of the prefab bridge replacing the existing dilapidated bridge over the McCoy Creek in Calabasas, CA.

Conditions for Op-law

1. Restoration shall include the re-vegetation of stripped or exposed work and/or mitigation areas with vegetation native to the area.
2. No native vegetation with a diameter at breast height (DBH) in excess of (3) inches shall be removed or damaged without prior consultation and approval of a Department representative.
3. A qualified biological monitor, having the appropriate permits, shall be on site at least twice a week during operations and shall survey for species prior to construction. If any species are found in the path of construction, the monitor shall relocate the species to a safe location. Relocation areas shall be identified prior to the start of construction, and are

subject to the Department's approval. If any species are found in the path of construction, the monitor shall relocate the species to a safe location. Exclusionary fencing shall be erected to prevent the migration into or the return of species into the work site. Field notes shall be kept and submitted to the Department after the first week of operations and upon completion of the project.

4. **In areas of temporary disturbance**, where vegetation must be removed, native trees and shrubs, with DBHs of 3 inches or less, shall be cut to ground level with hand operated power tools rather than by grading.
5. Vegetation removed from the stream shall not be stockpiled in the stream bed or on its bank. The sites selected on which to push this material out of the stream should be selected in compliance with the other provisions of this Agreement.
6. No living native vegetation shall be removed from the channel, bed, or banks of the stream, except as otherwise provided for in this agreement.
7. No equipment shall be operated or parked within the dripline of oaks. Protective fencing shall be placed outside the dripline of oaks to prevent compaction of the root zone.
8. Any oaks, CA black walnuts and sycamores which are damaged/removed during construction operations shall be replaced in kind at a 10:1 ratio. Valley oaks shall be replaced in kind at a 15:1 ratio. Elderberry, cottonwood, and willows shall be replaced at 5:1.

REMOVING NON-NATIVE VEGETATION

1. The Operator shall remove any non-native vegetation (tree tobacco, castor bean, giant cane, etc.) from the work area and shall dispose of it in a manner and a location which prevents its reestablishment. Removal shall be done at least twice annually during the spring/summer season, as needed, through the term of restoration.
2. Giant Cane, if present, shall be cut to a height of 6 inches or less, and the stumps painted with an herbicide approved for aquatic use within 5 minutes of cutting. Herbicides shall be applied at least three times during the period from May 1 to October 1 to eradicate these plants. Where proposed methods for removing giant cane deviate from this procedure, the Operator shall present the alternate methods, in writing, to the Department for review and approval, prior to construction.
3. Whenever possible, invasive species shall be removed by hand or by hand-operated power tools rather than by chemical means. Where control of non-native vegetation is required within the bed, bank, or channel of the stream, the use of herbicides is necessary, and there is a possibility that the herbicides could come into contact with water, the Operator shall employ only those herbicides, such as Rodeo/Aqua-Master (Glyphosate),

which are approved for aquatic use. If surfactants are required, they shall be restricted to non-ionic chemicals, such as Agri-Dex, which are approved for aquatic use.

4. The Operator shall apply any herbicides in accordance with state and federal law. No herbicides shall be used where Threatened or Endangered species occur. No herbicides shall be used when wind velocities are above 5 miles per hour.
5. No herbicides shall be used on native vegetation unless specifically authorized, in writing, by the Department.
6. Staging/storage areas for equipment and materials shall be located outside of the stream/lake.

PROJECT CONDITIONS

1. The Operator shall only use un-concreted rock rip-rap.
2. Bottoms of temporary culverts shall be placed at or below stream channel grade. Bottoms of permanent culverts shall be placed below stream channel grade deep enough so that sediments accumulate at the bottom to mimic a natural bottom. **If any structure is cast in place, the area poured shall be completely bermed and isolated to contain all and any wet cement, even if water is not present. The pH of hot concrete may be as high as 13 which is toxic to wildlife.**
3. Storm drains lines/culverts shall be adequately sized to carry peak storm flows for the drainage to one outfall structure. The storm drain lines/culverts and the outfall structure shall be properly aligned within the stream (facing downstream) and otherwise engineered, installed and maintained, to assure resistance to washout, and to erosion of the stream bed, stream banks and/or fill. Water velocity shall be dissipated at the outfall, to reduce erosion.
4. An oil/water/trash separation and removal system shall be installed at all storm drains and street runoff structures prior to the water flowing into the creek channel. This system shall function as designed and shall be maintained on a regular basis by the landowner(s).
5. No water from the creek, shall be used in construction, such as dust control, for mixing cement, or any other use.

CLEAN UP

1. Structures and associated materials not designed to withstand high water flows shall be moved to areas above high water before such flows occur.
2. Any materials placed in seasonally dry portions of a stream or lake that could be washed

downstream or could be deleterious to aquatic life shall be removed from the project site prior to inundation by high flows.

3. Areas of disturbed soils with slopes toward a stream or lake shall be stabilized to reduce erosion potential. Planting, seeding and mulching is conditionally acceptable. Where suitable vegetation cannot reasonably be expected to become established, non-erodible materials, such as coconut fiber matting, shall be used for such stabilization. Any installation of non-erodible materials not described in the original project description shall be coordinated with the Department. Coordination may include the negotiation of additional Agreement provisions for this activity.
4. If vacuum trucks or pumps are used to clean up any contamination, or for any other use, the vacuum hose shall be placed in a 3 to 4 square foot area, protected on all side by exclusionary fencing to lower velocities and to prevent the uptake of any aquatic life.

POLLUTION, SEDIMENTATION, AND LITTER

1. **No debris, soil, silt, sand, bark, slash, sawdust, rubbish, construction waste, cement or concrete or washings thereof, oil or petroleum products or other organic or earthen material from any logging, construction, or associated activity of whatever nature shall be allowed to enter into or placed where it may be washed by rainfall or runoff into, waters of the State.** When operations are completed, any excess materials or debris shall be removed from the work area. No rubbish shall be deposited within 150 feet of the high water mark of any stream or lake. Fish and Game Code Sections 5650 and 5652 prohibits any waste from being deposited within 150 feet from any waters of the state, at any time, even after this Agreement has expired.
2. No concrete or concrete type material shall be poured for any structure if rain is forecasted within 15 days. After November 1st, all poured concrete shall contain a quick set ingredient to shorten the drying time.
3. The Operator shall comply with all litter and pollution laws. All contractors, subcontractors and employees shall also obey these laws and it shall be the responsibility of the operator to insure compliance.
4. The Operator shall mark/sign/stencil all storm drains warning that dumping is illegal and all storm drains drain to creeks/rivers or ocean.
5. Any equipment or vehicles driven and/or operated within or adjacent to the stream/lake shall be checked and maintained daily, to prevent leaks of materials that if introduced to water could be deleterious to aquatic life.
6. Stationary equipment such as motors, pumps, generators, and welders, located within or adjacent to the stream/lake shall be positioned over drip pans.

7. No equipment maintenance shall be done within or near any stream channel or lake margin where petroleum products or other pollutants from the equipment may enter these areas under any flow.
8. The clean-up of all spills shall begin immediately. The Department shall be notified immediately by the Operator of any spills and shall be consulted regarding clean-up procedures.
9. **Raw cement/concrete or washings thereof, asphalt, paint, construction waste, or other coating material, oil or other petroleum products, or any other substances which could be hazardous to aquatic life, resulting from project related activities, shall be prevented from contaminating the soil and/or entering the waters of the state.** Any of these materials, placed within or where they may enter a stream or lake, by the Operator or any party working under contract, or with the permission of the Operator, shall be removed immediately.
10. Equipment shall not be operated in wetted areas (including but not limited to ponded, flowing, or wetland areas) without the prior written approval of the Department.
11. No equipment shall be operated within the stream.
12. Precautions to minimize turbidity/siltation shall be taken into account during project planning and shall be installed **prior** to construction. This shall require that the work site be isolated and that water be diverted around the work area by means of a barrier, temporary culvert, new channel, or other means approved by the Department. **A row of straw bales or silt fencing shall be placed across the channel, prior to, and immediately downstream of any work done within the creek.** Precautions shall also include placement of silt fencing, straw bales, sand bags, and/or the construction of silt catchment basins, so that silt, or other deleterious materials are not allowed to pass to downstream reaches. The method used to prevent siltation shall be monitored and cleaned/repared weekly. The placement of any structure or materials in the stream for this purpose, not included in the original project description, or Department approved water pollution/water diversion plan shall be coordinated with the Department. Coordination shall include the negotiation of additional Agreement provisions.
13. Silty/turbid water from dewatering or other activities, shall not be discharged into the stream. Such water shall be settled, filtered, or otherwise treated prior to discharge. The Operator's ability to minimize turbidity/siltation shall be the subject of pre-construction planning and feature implementation.
14. Water containing mud, silt, or other pollutants from equipment washing or other activities, shall not be allowed to enter a lake or flowing stream or placed in locations that may be subjected to high storm flows.

15. Rock, gravel, and/or other materials shall not be imported to, taken from or moved within the bed or banks of the stream, except as otherwise addressed in this Agreement. Water shall not be pumped from the channel and used for dust control or any other use in the project.

RESOURCE PROTECTION

1. The Operator shall not remove or otherwise disturb vegetation or conduct any other project activities on the project site from March 1 to September 1 to avoid impacts to breeding/nesting birds. OR, prior to construction or site preparation activities, the Operator shall have a qualified biologist survey all breeding/nesting habitat within the project site and adjacent to the project site for breeding/nesting birds. If listed species are present, surveys shall begin no later than June 1. Surveys shall be conducted every 7 days for 8 consecutive weeks until at least July 1. Documentation of findings, including a negative finding must be submitted to the Department for review and concurrence. If no breeding/nesting birds are observed and concurrence has been received from the Department, site preparation and construction activities may begin. If breeding activities and/or an active bird nest is located and concurrence has been received from the Department, the breeding habitat/nest site shall be fenced a minimum of 300 feet (500 feet for raptors) in all directions, and this area shall not be disturbed until the nest becomes inactive, the young have fledged, the young are no longer being fed by the parents, the young have left the area, and the young will no longer be impacted by the project.
2. If threatened or endangered species are observed in the area, no work shall occur during the breeding season (March 1 through September 15) to avoid direct or indirect (noise) take of listed species and State and/or Federal threatened/endangered species permits may be required prior to commencing project activities. This Agreement does not authorize take of species listed as Threatened and/or Endangered.
3. Be advised, migratory nongame native bird species are protected by international treaty under the Federal Migratory Bird Treaty Act (MBTA) of 1918(50 C.F.R. Section 10.13). Sections 3503, 3503.5 and 3513 of the California Fish and Game Code prohibit take of all birds and their active nests including raptors and other migratory nongame birds (as listed under the Federal MBTA). . This Agreement does not allow the Operator, any employees, or agents to destroy or disturb any active bird nest (Section 3503 Fish and Game Code) or any raptor nest (Section 3503.5) at any time of the year.
4. The Operator's activities within the stream course shall be limited to the dry period of the year from May 1 to December 1 **and** when the stream is not actively flowing, or at its lowest flow, and no measurable rain is forecasted within 72 hours. If measurable rain is predicted within 72 hours during construction, all activities shall cease for the season, and protective measures to prevent siltation/erosion shall be implemented and maintained.

5. If **Least Bell's Vireo (LBV), willow flycatcher, red-legged frog, steelhead, tiger salamander, Lyon's pentachaeta, southwestern pond turtle, CA horned lizard**, or any other T/E species or species of concern, are found within 500 feet of the work area, the Operator shall contact the Department immediately of the sighting and shall request an onsite inspection by Department representatives (to be done at the discretion of the Department) to determine if work shall begin/proceed. If work is in progress when sightings are made, the Operator shall cease all work within 500 feet of the area in which the sighting(s) occurred and shall contact the Department immediately, to determine if work shall recommence. Should these, or any other rare, threatened or endangered species, or species of concern, occur in the area, the Operator shall submit, for Department review and approval, a plan to ensure that no **rare, threatened or endangered** species are disturbed during project implementation. The plan shall be approved by the Department prior to initiation of any work.
6. Any structure/culvert placed within a stream where fish do/may occur, shall be designed, constructed and maintained such that it does not constitute a barrier to upstream or downstream movement of aquatic life, or cause an avoidance reaction by fish that impedes their upstream or downstream movement. This includes but is not limited to the supply of water at an appropriate depth, temperature, and velocity to facilitate upstream and downstream fish migration. If any aspect of the proposed project results in a long term reduction in fish movement, the operator shall be responsible for all future activities and expenditures necessary (as determined by the Department) to secure passage of fish across the structure.
7. No rodent poisons or rodenticide shall be used to control rodents. These products, even if used under the direction of a pest control advisor, carry the poison up the food chain and can kill birds of prey as well as small predators.
8. The Operator shall provide a copy of these conditions, to all contractors, subcontractors, and the Operator's project supervisors. Copies of this Agreement and all required permits and supporting documents, shall be readily available at work sites at all times during periods of active work and must be presented to any Department personnel, or personnel from another agency upon demand. All contractors shall read and become familiar with the contents of this Agreement.
9. A pre-construction meeting/briefing shall be held involving all the contractors and subcontractors, concerning the conditions in this Agreement.
10. The Operator shall notify the Department, in writing, at least five (5) days prior to initiation of construction (project) activities and at least five (5) days prior to completion of construction (project) activities. Notification shall be sent to the Department at 4949 Viewridge Avenue, San Diego 92123, Attn: ES. FAX Number (858) 467-4299, Reference # 1600-2010-0000-R5.

11. The Operator herein grants to Department employees and/or their consultants (accompanied by a Department employee) the right to enter the project site at any time, to ensure compliance with the terms and conditions of this Agreement and/or to determine the impacts of the project on wildlife and aquatic resources and/or their habitats.

During our phone conversation of yesterday morning you indicated that the approval process will take three months from July 11, 2011. Accordingly we will place an order for the prefabricated bridge to be installed within 90 days or shortly thereafter from July 11, 2011 with hopes that the necessary permits from the Department of Fish and Game will be granted in a timely manner.

Should you have any further questions please do not hesitate to contact me.

Sincerely,

Dictated but not read.

Paul Owhadi
Oak Park Calabasas HOA

cc: Oak Park Homeowners Association Board of Directors



CALABASAS PARK HOMEOWNERS ASSOCIATION

P.O. BOX 8426
CALABASAS, CALIFORNIA 91372
(818) 225-9191

July 1, 2013

Paul Owhadi, President
Oak Park Calabasas Homeowners Association
c/o ABM Property Management Company
4322 Eileen Street
Simi Valley, CA 93063

Dear Paul:

This letter is sent at the request of the Board of Directors for Calabasas Park Homeowners Association with regard to your most recent correspondence (of June 6, 2013) pertaining to McCoy Creek Pedestrian Crossing. Please note that CPHA does not contest the right for Oak Park to construct the bridge, however, our approval is contingent upon the following conditions:

- 1 – Provide CPHA with copies of the referenced approvals cited in your letter of June 6, 2013.
- 2 – Provide CPHA with copies of the detailed working drawings for review and conformance with the Concept Design, as has previously been requested, but not yet received.
- 3 – Written confirmation that the bridge will be outfitted with a security gate and lighting.
- 4 – There will be reciprocal access, and CPHA members may exit the lake property via the proposed bridge and continue to exit the area via Oak Park's property on to Park Capri and adjacent public streets.

Thank you very much.

Sincerely,

A handwritten signature in cursive script that reads "Ida Worth".

Ida Worth, CMCA, AMS
Community Manager

RECEIVED

JUL 07 2013

COMMUNITY DEVELOPMENT
PLANNING DEPT.

cc: Board of Directors
✓ Maureen Tamuri – Community Development Director, City of Calabasas



CITY of CALABASAS

Community Development Department
Planning Division
100 Civic Center Way
Calabasas, CA 91302
Phone (818) 224-1600
Fax (818) 225-7329

www.cityofcalabasas.com

ITEM 10 ATTACHMENT H

Notice of Exemption

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

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

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

Project Title/File No.: 130000062

Project Location: 4702 Park Granada, in the City of Calabasas, County of Los Angeles.

Project Description: A request for a Development Plan to construct a pedestrian bridge, 5' wide by 40' long for a pedestrian path allowing access from Oak Park Calabasas HOA property within the Residential Multi-Family (RM) zoning district, over the existing creek to Calabasas Park HOA property within the Open Space-Development Restricted (OS-DR) zoning district.

Name of approving public agency: City of Calabasas City Council

Project Sponsor: Charles Santos, 28310 Roadside Drive, Agoura Hills CA 91301

Exempt Status: Ministerial (Sec. 21080(b)(1); 15268)
 Declared Emergency (Sec. 21080(b)(3); 15269(a))
 Emergency Project (Sec. 21080(b)(4); 15269(b)(c))
 Categorical Exemption—Section 15303, (Class 3, New construction of Small Structures)
 Statutory Exemptions. Section (Insert Section #)

Reason(s) why Project is exempt: The construction of a 5' wide by 40' long pedestrian bridge is a small structure. Additionally, the Army Corps of Engineers and the California Department of Fish and Game have both chosen not to review the project; therefore, have approved construction as per the submitted plans.

Lead Agency/Contact Person: Andrew Cohen-Cutler, City of Calabasas Planning Division, 100 Civic Center Way, Calabasas, CA 91302.

Date: September 5, 2013 **Signature:** _____

Andrew Cohen-Cutler

Title: Associate Planner

Phone: (818) 224-1704

Date received for filing and posting: _____



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 27, 2013

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DR. GARY J. LYSIK, CHIEF FINANCIAL OFFICER *gary j. lysik*

SUBJECT: ADOPTION OF RESOLUTION NO. 2013-1383, APPROVING THE OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR JULY 1, 2013 THROUGH JUNE 30, 2015, PROVIDING FOR THE APPROPRIATIONS AND EXPENDITURES FOR ALL SUMS SET FORTH IN SAID BUDGET; AND ADOPTION OF RESOLUTION NO. 2013-1384, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2013-14.

MEETING DATE: SEPTEMBER 11, 2013

SUMMARY RECOMMENDATION:

Staff recommends that Council adopt Resolution No. 2012-1344, approving the 2012-13 and 2013-14 budget; and Resolution No. 2012-1345, establishing the Appropriations Limit for fiscal year 2012-13.

BACKGROUND:

Resolution 2013-1383:

The Detailed Budget Report (Attachment) incorporates City Council modifications to the budget presentation dated August 28, 2013. Following adoption of Resolution

2013-1383, the Biennial Budget and Capital Improvement Plan for Fiscal Years 2013-14 and 2014-15 will be distributed.

Resolution 2013-1384:

In November 1979, the California voters passed Proposition 4 (Article XIII B – “Gann Limit”), which places a ceiling on the amount a local government can spend from "the proceeds of taxation." This limit is known as "the Gann Limit" and for Calabasas, is based on 1992-93 tax expenditures and was adjusted annually for inflation and population growth. According to the Revenue and Taxation Code, Section 7910, local governments must establish its appropriations limit by resolution each year at a regularly scheduled meeting or a noticed special meeting.

As a result of Proposition 111, the City is required to choose between two annual inflation factors and two population growth factors for the establishment of the Limit. The choice offered for the annual inflation factor is the greater of (1) the growth in California per capita income, or (2) the growth in non-residential assessed valuation due to new construction within the City. This year, the calculation was based on the growth in non-residential assessed valuation due to new construction within the City at 11.88%.

The choice offered for the annual population growth factor is the greater of the growth in City or County population. Based on growth rates for both the City of Calabasas and the County of Los Angeles provided by the California Department of Finance, the appropriation limit was calculated using the County of Los Angeles’ population growth factor of 0.69%

The application of the annual growth factors to the 2012-13 limit resulted in a 2013-14 limit of \$25,202,201.

CITY OF CALABASAS
GANN APPROPRIATIONS LIMIT CALCULATION WORKSHEET
 2013-2014

PRIOR YEAR'S LIMIT	(A)		\$22,372,127
PRICE FACTOR	(B)		1.1188
POPULATION FACTOR	(C)		<u>1.0069</u>
ANNUAL COMBINED ADJ FACTOR:	(D)	(B) x (C)	1.1265
ANNUAL ADJUSTMENT	(E)		<u>2,830,074</u>
CURRENT YEAR LIMIT	(F)	(A) x (D)	\$25,202,201

The amount in the City's 2013-14 proposed budget subject to the Limit (net proceeds of taxes) totals \$13,857,400. This amount is well within the required limit:

2013-14 Appropriation Limit	\$25,202,201
2013-14 Appropriations Subject to Limit	<u>(13,857,400)</u>
Amount Under Limit:	\$11,344,801

REQUESTED ACTION:

Adopt Resolution No. 2013-1383 approving the Operating and Capital Improvement Budget from July 1, 2013 through June 30, 2015, providing for the appropriations and expenditures for all sums set forth in said budget and repealing all resolutions in conflict herewith; and Adopt Resolution No. 2013-1384 establishing the appropriations limit for fiscal year 2013-14.

ATTACHMENTS:

- Detailed Budget FY 2013-14 & 2014-15
- Resolution No. 2013-1383
- Resolution No. 2013-1384

Detailed Budget FY 2013-14 & 2014-15

		<u>2013-14</u>	<u>2014-15</u>
		<u>Budget</u>	<u>Budget</u>
Fund: 10 - General Fund			
Revenue			
<u>Division: 000 - Revenue</u>			
10 - 000 - 401000	Secured Property Tax	3,082,800.00	3,144,500.00
10 - 000 - 402000	Sales and Use Tax	5,931,600.00	6,114,100.00
10 - 000 - 403001	Franchise Fee Time Warner CP	99,700.00	101,700.00
10 - 000 - 403002	Franchise Fee TimeWarnSaratoga	73,500.00	75,000.00
10 - 000 - 403003	Franchise Fee Charter	57,100.00	58,200.00
10 - 000 - 403010	Franchise Fee - Edison	399,600.00	407,600.00
10 - 000 - 403020	Franchise Fee - Gas	88,300.00	90,100.00
10 - 000 - 404000	Transfer Tax	229,300.00	233,900.00
10 - 000 - 405000	Transient Occupancy Tax	1,325,900.00	1,352,400.00
10 - 000 - 406001	Utility Tax - Electric	1,903,800.00	1,941,900.00
10 - 000 - 406002	Utility Tax - Gas	306,600.00	312,700.00
10 - 000 - 406003	Utility Tax-Telecommunications	1,077,400.00	1,098,900.00
10 - 000 - 411000	Building Fees	500,000.00	520,000.00
10 - 000 - 411010	Planning Fees	580,000.00	410,000.00
10 - 000 - 411020	Engineering Fees	75,800.00	77,300.00
10 - 000 - 414000	Misc Permits & Fees	31,800.00	32,400.00
10 - 000 - 414001	Film Permits	25,600.00	26,100.00
10 - 000 - 414100	Bid & Plan	800.00	800.00
10 - 000 - 416300	Property Damage/Loss Reimburse	20,000.00	20,400.00
10 - 000 - 421000	Fines and Forfeitures	100,000.00	100,000.00
10 - 000 - 422000	False Alarm Fines	2,800.00	2,900.00
10 - 000 - 431000	Vehicle License Fee	2,005,900.00	2,046,000.00
10 - 000 - 431100	Las Virgenes Parking Admin	78,000.00	79,600.00
10 - 000 - 440001	De Anza Court Rental	17,900.00	17,900.00
10 - 000 - 440002	De Anza Picnic Rental	3,000.00	3,500.00
10 - 000 - 440003	Facility Rental - De Anza	20,000.00	20,000.00
10 - 000 - 440005	De Anza Vending Machine	3,600.00	3,700.00
10 - 000 - 440010	Little Learners Program	94,200.00	94,200.00
10 - 000 - 440900	Loan Receipt	1,900.00	1,900.00
10 - 000 - 441000	Interest Income	368,000.00	402,500.00
10 - 000 - 441503	Facility Rental - AC Stelle	45,000.00	45,000.00
10 - 000 - 441506	AC Stelle Sports Leagues	40,000.00	40,000.00
10 - 000 - 442000	Miscellaneous	17,900.00	18,300.00
10 - 000 - 442003	Misc - Cash Reconciliation	200.00	200.00
10 - 000 - 442100	Reimbursement for Sheriff Svc	50,900.00	51,900.00
10 - 000 - 442110	De Anza Event Insurance	25,000.00	25,000.00
10 - 000 - 445001	Creekside PreSchool Registrati	930,000.00	950,000.00
10 - 000 - 445004	Creekside Classes	800.00	800.00
10 - 000 - 445005	Facility Rental - Creekside	300.00	300.00
10 - 000 - 445100	Facility Rental - Gates Cyn	6,500.00	6,500.00
10 - 000 - 445200	Facility Rental - Grape Arbor	6,500.00	6,500.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget	
10 - 000 - 445300	Facility Rental - Civic Center	12,500.00	12,500.00
10 - 000 - 446000	De Anza Recreation Program Fees	172,000.00	172,000.00
10 - 000 - 446001	De Anza Youth Sport Leagues	116,000.00	116,000.00
10 - 000 - 446003	De Anza Senior Programming	99,000.00	90,000.00
10 - 000 - 446005	4th of July Revenue	35,000.00	35,000.00
10 - 000 - 446006	Facility Rental - AE Wright	15,900.00	10,000.00
10 - 000 - 446007	AE Wright Sport Leagues	30,200.00	15,000.00
10 - 000 - 446009	Pumpkin Festival	68,000.00	70,000.00
10 - 000 - 446030	Calabasas Fine Arts Festival	40,000.00	40,000.00
10 - 000 - 446400	Lease Income	130,700.00	133,300.00
10 - 000 - 449100	Code Enforcement Reimbursement	900.00	900.00
10 - 000 - 449601	E.G. Access Fee Time Warner CP	50,200.00	51,200.00
10 - 000 - 449602	E.G. Access Fee Time Warn Saratg	48,500.00	49,500.00
10 - 000 - 449603	E.G. Access Fee Charter	8,800.00	9,000.00
10 - 000 - 484003	Refunds - De Anza Park	(2,900.00)	(3,000.00)
10 - 000 - 484007	Refunds - Youth Sports Leagues	(2,600.00)	(2,700.00)
10 - 000 - 490029	Transfer in Transportation Programs	96,900.00	98,800.00
10 - 000 - 490039	Transfer in Measure R Trans	506,300.00	2,958,600.00
10 - 000 - 490014	Transfer in AB 939	33,000.00	33,700.00
	21,086,400.00	23,824,500.00	
Total Fund 10 Revenue	21,086,400.00	23,824,500.00	
 Expenditures			
<u>Division: 111 - Legislation & Policy</u>			
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 - 522117	Special Dept Sup- L Martin	5,000.00	5,000.00
10 - 111 - 522118	Special Dept Sup- D Shapiro	5,000.00	5,000.00
10 - 111 - 522600	Dues and Memberships	26,800.00	27,300.00
10 - 111 - 527000	Business Meeting & Conference	13,200.00	13,500.00
	70,300.00	71,100.00	
<u>Division: 112 - Boards & Commissions</u>			
10 - 112 - 525200	Contractual Services	3,300.00	3,300.00
10 - 112 - 527000	Business Meeting & Conference	2,000.00	2,000.00
	5,300.00	5,300.00	
<u>Division: 121 - Legal</u>			
10 - 121 - 525010	Consulting Serv-General Matter	210,000.00	220,000.00
	210,000.00	220,000.00	

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
<u>Division: 132 - Administrative Services</u>		
10 - 132 - 522000 Office Supplies	3,000.00	3,000.00
10 - 132 - 522100 Special Dept. Supplies	3,100.00	3,200.00
10 - 132 - 522200 Printing	2,400.00	2,400.00
10 - 132 - 522600 Dues and Memberships	2,300.00	2,300.00
10 - 132 - 522800 Publications	5,400.00	5,500.00
10 - 132 - 525200 Contractual Services	14,200.00	14,500.00
10 - 132 - 525700 Elections	2,000.00	55,000.00
10 - 132 - 526500 Advertising	4,800.00	4,900.00
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	100.00	100.00
	59,800.00	113,400.00
<u>Division: 134 - Non-Departmental</u>		
10 - 134 - 520000 Insurance	757,500.00	772,700.00
10 - 134 - 520001 Unemployment Insurance	15,400.00	15,700.00
10 - 134 - 522000 Office Supplies	9,700.00	9,900.00
10 - 134 - 522100 Special Dept. Supplies	2,200.00	2,200.00
10 - 134 - 522200 Printing	3,700.00	3,800.00
10 - 134 - 522300 Kitchen Supplies	19,700.00	20,100.00
10 - 134 - 522600 Dues and Memberships	800.00	800.00
10 - 134 - 522700 Storage Rental	54,200.00	55,300.00
10 - 134 - 523000 Postage / Courier Service	18,300.00	18,700.00
10 - 134 - 523100 Bank & Merchant Fees	40,000.00	40,000.00
10 - 134 - 523300 Contributions to Others	275,000.00	275,000.00
10 - 134 - 523301 Contribution to Chamber of Com	16,000.00	16,000.00
10 - 134 - 523306 Relay for Life	5,000.00	5,000.00
10 - 134 - 523401 Art Rental	7,700.00	7,900.00
10 - 134 - 523900 Equipment Maintenance	24,500.00	25,000.00
10 - 134 - 525200 Contractual Services	20,000.00	20,400.00
10 - 134 - 525257 Mass Notification System	21,300.00	21,700.00
10 - 134 - 525284 Parking Enforcement	25,200.00	25,700.00
10 - 134 - 541600 Miscellaneous Expenditure	300.00	300.00
10 - 134 - 650000 Capital Outlay	14,900.00	15,200.00
10 - 134 - 655000 Open Space & Environmental Prg	20,000.00	20,000.00
10 - 134 - 990040 Transfer to Capital	25,000.00	25,000.00
10 - 134 - 990083 Transfer to 2005 COP	472,900.00	472,600.00
10 - 134 - 990085 Transfer to 2006 COP	1,124,000.00	1,123,300.00
	2,973,300.00	2,992,300.00
<u>Division: 135 - Payroll</u>		
10 - 135 - 510000 Full Time Salaries	5,997,200.00	6,185,500.00

Detailed Budget FY 2013-14 & 2014-15

		2013-14 Budget	2014-15 Budget
10 - 135 - 510002	Full Time Employee Overtime	37,200.00	37,900.00
10 - 135 - 510400	Benefits	1,731,700.00	1,809,500.00
10 - 135 - 510401	Retirement Benefits	62,000.00	62,000.00
10 - 135 - 510600	Employer Taxes	814,700.00	889,300.00
10 - 135 - 510900	Temporary Employees	588,200.00	588,200.00
10 - 135 - 511000	Auto Allowance	50,900.00	50,900.00
10 - 135 - 511001	457 Match	97,900.00	101,000.00
		9,379,800.00	9,724,300.00
<u>Division: 136 - Civic Center O&M</u>			
10 - 136 - 522100	Special Dept. Supplies	8,000.00	8,200.00
10 - 136 - 522103	Facility Maintenance	50,600.00	51,600.00
10 - 136 - 523800	Rent Equipment	500.00	500.00
10 - 136 - 523900	Equipment Maintenance	24,300.00	24,800.00
10 - 136 - 524000	Utilities - Electric	61,000.00	62,200.00
10 - 136 - 524001	Utilities - Water	5,200.00	5,300.00
10 - 136 - 524002	Utilities - Gas	5,900.00	6,000.00
10 - 136 - 650000	Capital Outlay	500.00	500.00
10 - 136 - 525200	Contractual Services	1,900.00	1,900.00
10 - 136 - 541600	Miscellaneous Expenditure	1,300.00	1,300.00
10 - 136 - 550001	Building Security	2,400.00	2,400.00
		161,600.00	164,700.00
<u>Division: 141 - City Management</u>			
10 - 141 - 522000	Office Supplies	900.00	900.00
10 - 141 - 527000	Business Meeting & Conference	20,000.00	20,000.00
		20,900.00	20,900.00
<u>Division: 151 - Financial Management</u>			
10 - 151 - 522000	Office Supplies	3,600.00	3,700.00
10 - 151 - 522100	Special Dept. Supplies	1,000.00	1,000.00
10 - 151 - 522200	Printing	1,000.00	1,000.00
10 - 151 - 522600	Dues and Memberships	900.00	900.00
10 - 151 - 522800	Publications	500.00	500.00
10 - 151 - 523500	Computer Hardware	5,000.00	1,800.00
10 - 151 - 523501	Computer Software	500.00	500.00
10 - 151 - 525200	Contractual Services	110,000.00	112,200.00
10 - 151 - 528500	Training	4,000.00	4,000.00
10 - 151 - 541600	Miscellaneous Expenditure	100.00	100.00
10 - 151 - 543000	Mileage Reimbursement	100.00	100.00
		126,700.00	125,800.00
<u>Division: 161 - Public Information</u>			
10 - 161 - 520800	Telephone	50,000.00	50,000.00
10 - 161 - 522000	Office Supplies	2,300.00	2,300.00

Detailed Budget FY 2013-14 & 2014-15

		<u>2013-14</u>	<u>2014-15</u>
		<u>Budget</u>	<u>Budget</u>
10 - 161 - 522100	Special Dept. Supplies	6,000.00	6,100.00
10 - 161 - 522200	Printing	1,500.00	1,500.00
10 - 161 - 522600	Dues and Memberships	800.00	800.00
10 - 161 - 522800	Publications	300.00	300.00
10 - 161 - 523500	Computer Hardware	5,000.00	5,100.00
10 - 161 - 523800	Rent Equipment	4,000.00	4,100.00
10 - 161 - 525200	Contractual Services	35,900.00	36,600.00
10 - 161 - 525217	Film Permit Services	25,600.00	17,000.00
10 - 161 - 526000	City Newsletter\Promotions	10,000.00	11,000.00
10 - 161 - 527000	Business Meeting & Conference	1,200.00	1,200.00
10 - 161 - 528500	Training	3,000.00	3,000.00
10 - 161 - 543000	Mileage Reimbursement	100.00	100.00
10 - 161 - 650000	Capital Outlay	20,000.00	20,400.00
		165,700.00	159,500.00
<u>Division: 162 - Information Technology</u>			
10 - 162 - 522000	Office Supplies	1,100.00	1,100.00
10 - 162 - 522100	Special Dept. Supplies	16,000.00	16,300.00
10 - 162 - 522600	Dues and Memberships	200.00	200.00
10 - 162 - 523500	Computer Hardware	35,000.00	35,700.00
10 - 162 - 523501	Computer Software	50,000.00	51,000.00
10 - 162 - 525200	Contractual Services	21,000.00	21,400.00
10 - 162 - 527000	Business Meeting & Conference	2,000.00	2,000.00
10 - 162 - 528500	Training	3,000.00	3,100.00
10 - 162 - 650000	Capital Outlay	7,100.00	15,700.00
		135,400.00	146,500.00
<u>Division: 163 - Cable Regulation</u>			
10 - 163 - 522100	Special Dept. Supplies	6,000.00	6,000.00
10 - 163 - 522600	Dues and Memberships	100.00	100.00
10 - 163 - 525200	Contractual Services	25,500.00	26,000.00
10 - 163 - 527000	Business Meeting & Conference	800.00	800.00
		32,400.00	32,900.00
<u>Division: 211 - LA Co. Sheriff's Department</u>			
10 - 211 - 522100	Special Dept. Supplies	4,000.00	4,100.00
10 - 211 - 525200	Contractual Services	4,250,900.00	4,250,900.00
10 - 211 - 525263	LA Co. Sheriff Reimbursable	32,400.00	33,000.00
		4,287,300.00	4,288,000.00
<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>			

Detailed Budget FY 2013-14 & 2014-15

		<u>2013-14</u>	<u>2014-15</u>
		<u>Budget</u>	<u>Budget</u>
10 - 222 - 522000	Office Supplies	500.00	500.00
10 - 222 - 522100	Special Dept. Supplies	8,900.00	10,000.00
10 - 222 - 522200	Printing	100.00	100.00
10 - 222 - 522600	Dues and Memberships	300.00	300.00
10 - 222 - 523500	Computer Hardware	800.00	800.00
10 - 222 - 523501	Computer Software	300.00	300.00
10 - 222 - 525200	Contractual Services	3,400.00	3,500.00
10 - 222 - 525206	Special Events	20,700.00	25,000.00
		35,000.00	40,500.00
<u>Division: 231 - LA Co. Animal Services</u>			
10 - 231 - 525200	Contractual Services	30,400.00	31,000.00
		30,400.00	31,000.00
<u>Division: 311 - Administration & Engineering</u>			
10 - 311 - 522100	Special Dept. Supplies	500.00	500.00
10 - 311 - 522200	Printing	500.00	500.00
10 - 311 - 522600	Dues and Memberships	1,100.00	1,100.00
10 - 311 - 522800	Publications	200.00	200.00
10 - 311 - 523500	Computer Hardware	1,100.00	1,100.00
10 - 311 - 523501	Computer Software	7,000.00	7,100.00
10 - 311 - 525200	Contractual Services	217,200.00	221,500.00
10 - 311 - 525206	Special Events	5,100.00	5,100.00
10 - 311 - 527000	Business Meeting & Conference	2,000.00	2,000.00
		234,700.00	239,100.00
<u>Division: 312 - Street Maintenance Services</u>			
10 - 312 - 522000	Office Supplies	1,800.00	1,800.00
10 - 312 - 522100	Special Dept. Supplies	500.00	500.00
10 - 312 - 522600	Dues and Memberships	1,100.00	1,100.00
10 - 312 - 524000	Utilities - Electric	1,700.00	1,700.00
10 - 312 - 524001	Utilities - Water	65,800.00	67,100.00
10 - 312 - 525200	Contractual Services	18,400.00	18,800.00
10 - 312 - 525210	Road safety/Shoulder/Pky maint	100,000.00	102,000.00
10 - 312 - 525212	Drain Maint & Catch Basin Clen	10,000.00	10,200.00
10 - 312 - 525215	Street/Sidewalk Repair	75,000.00	76,500.00
10 - 312 - 525220	Street Sweeping	88,500.00	90,300.00
10 - 312 - 525280	Tree Trimming	200.00	200.00
10 - 312 - 525281	Graffiti Removal	1,000.00	1,000.00
10 - 312 - 525283	General Landscape Maintenance	156,900.00	160,000.00
		520,900.00	531,200.00
<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

Detailed Budget FY 2013-14 & 2014-15

		2013-14 Budget	2014-15 Budget
10 - 313 - 525200	Contractual Services	56,600.00	57,700.00
10 - 313 - 525227	Compliance Monitoring Program	19,500.00	19,900.00
10 - 313 - 525228	Sewer Infrastructure Managemnt	9,600.00	9,800.00
10 - 313 - 527000	Business Meeting & Conference	300.00	300.00
		86,500.00	88,200.00
<u>Division: 321 - General Landscape Maintenance</u>			
10 - 321 - 522000	Office Supplies	200.00	200.00
10 - 321 - 524000	Utilities - Electric	800.00	800.00
10 - 321 - 524001	Utilities - Water	65,000.00	66,300.00
10 - 321 - 525250	Annual Fuel Reduction	143,700.00	146,600.00
10 - 321 - 525280	Tree Trimming	50,000.00	51,000.00
10 - 321 - 525283	General Landscape Maintenance	225,000.00	229,500.00
10 - 321 - 527000	Business Meeting & Conference	200.00	200.00
10 - 321 - 571600	Pest Abatement	10,000.00	10,200.00
10 - 321 - 572200	Tree Removal	15,200.00	15,500.00
10 - 321 - 650236	Tree Planting	10,000.00	10,200.00
		520,100.00	530,500.00
<u>Division: 331 - Transportation Planning</u>			
10 - 331 - 522000	Office Supplies	1,800.00	1,800.00
10 - 331 - 522100	Special Dept. Supplies	200.00	200.00
10 - 331 - 523501	Computer Software	1,200.00	1,200.00
10 - 331 - 525200	Contractual Services	2,000.00	2,000.00
		5,200.00	5,200.00
<u>Division: 332 - Transportation Eng/Operations</u>			
10 - 332 - 522000	Office Supplies	900.00	900.00
10 - 332 - 522100	Special Dept. Supplies	700.00	700.00
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	1,200.00	1,200.00
10 - 332 - 523700	Vehicle Maintenance	3,700.00	3,800.00
10 - 332 - 523701	Vehicle Gasoline / Oil	8,700.00	8,900.00
10 - 332 - 524000	Utilities - Electric	63,100.00	64,400.00
10 - 332 - 525240	Striping, Signing & Marking	107,800.00	110,000.00
10 - 332 - 525224	Property Damage	20,000.00	20,400.00
10 - 332 - 525260	Traffic Signal/Lighting	63,400.00	64,700.00
10 - 332 - 527000	Business Meeting & Conference	300.00	300.00
		272,000.00	277,500.00
<u>Division: 334 - Intergovernmental Relations</u>			
10 - 334 - 522000	Office Supplies	900.00	900.00
10 - 334 - 522503	School Safety	12,000.00	12,000.00
10 - 334 - 525270	Crossing Guard	65,000.00	66,300.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
10 - 334 - 525275 School Programs	7,500.00	7,700.00
	85,400.00	86,900.00
<u>Division: 411 - Community Development Admin</u>		
10 - 411 - 522000 Office Supplies	7,900.00	8,100.00
10 - 411 - 522100 Special Dept. Supplies	500.00	500.00
10 - 411 - 522200 Printing	2,700.00	2,800.00
10 - 411 - 522600 Dues and Memberships	3,700.00	3,800.00
10 - 411 - 522800 Publications	200.00	200.00
10 - 411 - 523500 Computer Hardware	2,000.00	2,000.00
10 - 411 - 523501 Computer Software	97,000.00	97,000.00
10 - 411 - 525200 Contractual Services	8,000.00	15,000.00
10 - 411 - 526500 Advertising	8,400.00	8,500.00
10 - 411 - 528500 Training	3,000.00	3,000.00
	133,400.00	140,900.00
<u>Division: 412 - Planning Projects & Studies</u>		
10 - 412 - 523203 Senior Rental Voucher	85,700.00	86,800.00
10 - 412 - 525069 Affordable Housing Exp	36,000.00	0.00
10 - 412 - 525200 Contractual Services	30,000.00	30,000.00
10 - 412 - 528500 Training	4,000.00	0.00
	155,700.00	116,800.00
<u>Division: 415 - Building Inspection</u>		
10 - 415 - 522100 Special Dept. Supplies	11,400.00	11,600.00
10 - 415 - 525200 Contractual Services	235,000.00	245,000.00
	246,400.00	256,600.00
<u>Division: 416 - Code Enforcement</u>		
10 - 416 - 525200 Contractual Services	10,000.00	10,000.00
10 - 416 - 525216 Code Enforcement Prosecutor	100,000.00	100,000.00
	110,000.00	110,000.00
<u>Division: 511 - Community Services Management</u>		
10 - 511 - 522000 Office Supplies	2,700.00	2,800.00
10 - 511 - 522100 Special Dept. Supplies	400.00	400.00
10 - 511 - 522600 Dues and Memberships	200.00	200.00
10 - 511 - 526500 Advertising	100.00	100.00
10 - 511 - 543000 Mileage Reimbursement	100.00	100.00
	3,500.00	3,600.00
<u>Division: 512 - Creekside Park</u>		
10 - 512 - 520800 Telephone	600.00	600.00
10 - 512 - 522100 Special Dept. Supplies	500.00	500.00
10 - 512 - 525150 Contract Instructors	200.00	200.00

Detailed Budget FY 2013-14 & 2014-15

		2013-14 Budget	2014-15 Budget
10 - 512 - 525200	Contractual Services	7,100.00	7,100.00
10 - 512 - 541800	Custodial Supplies	2,000.00	2,000.00
		10,400.00	10,400.00
<u>Division: 513 - De Anza Park/Recreation Progrm</u>			
10 - 513 - 520020	Event Insurance	22,000.00	22,000.00
10 - 513 - 520800	Telephone	5,200.00	5,200.00
10 - 513 - 522000	Office Supplies	500.00	500.00
10 - 513 - 522100	Special Dept. Supplies	51,700.00	53,000.00
10 - 513 - 522200	Printing	55,000.00	57,000.00
10 - 513 - 522600	Dues and Memberships	600.00	600.00
10 - 513 - 522900	State Required Fingerprinting	1,900.00	1,900.00
10 - 513 - 523000	Postage / Courier Service	7,500.00	7,500.00
10 - 513 - 523800	Rent Equipment	300.00	300.00
10 - 513 - 525150	Contract Instructors	145,000.00	148,000.00
10 - 513 - 525200	Contractual Services	20,000.00	20,000.00
10 - 513 - 525207	Tickets / Pre-sale	100.00	100.00
10 - 513 - 525208	Facility Rental	14,000.00	15,000.00
10 - 513 - 525276	Senior Programs	30,000.00	35,000.00
10 - 513 - 526300	Special Community Services	200.00	200.00
10 - 513 - 541800	Custodial Supplies	11,600.00	13,000.00
10 - 513 - 543000	Mileage Reimbursement	1,400.00	1,400.00
10 - 513 - 650000	Capital Outlay	1,100.00	1,100.00
		368,100.00	381,800.00
<u>Division: 514 - Parks Maintenance</u>			
10 - 514 - 522000	Office Supplies	900.00	900.00
10 - 514 - 523700	Vehicle Maintenance	7,000.00	7,000.00
10 - 514 - 524000	Utilities - Electric	38,500.00	40,000.00
10 - 514 - 524002	Utilities - Gas	3,500.00	4,000.00
10 - 514 - 525200	Contractual Services	19,300.00	22,000.00
10 - 514 - 541800	Custodial Supplies	11,000.00	11,000.00
10 - 514 - 543000	Mileage Reimbursement	400.00	400.00
10 - 514 - 553500	Cal/Agoura Jt Community Center	25,000.00	25,000.00
10 - 514 - 650000	Capital Outlay	5,000.00	5,000.00
		110,600.00	115,300.00
<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	74,200.00	77,200.00
10 - 515 - 553600	School Joint Use Contract	46,600.00	47,100.00
		121,100.00	124,600.00
<u>Division: 516 - Special Events</u>			

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	2013-14 Budget	2014-15 Budget
10 - 516 - 522100 Special Dept. Supplies	100.00	100.00
10 - 516 - 522700 Storage Rental	7,900.00	7,900.00
10 - 516 - 525200 Contractual Services	100.00	100.00
10 - 516 - 525205 July 4th	67,000.00	67,000.00
10 - 516 - 525213 City Celebrations	0.00	0.00
10 - 516 - 525218 Calabasas Classic	7,500.00	7,500.00
10 - 516 - 525311 Egg Stravaganza	4,500.00	4,500.00
10 - 516 - 525312 Movie Under the Stars	1,000.00	1,000.00
10 - 516 - 525315 Teen Events	10,000.00	10,000.00
10 - 516 - 525316 Holiday Gala Event	14,000.00	14,000.00
10 - 516 - 525318 Pumpkin Festival	96,600.00	96,600.00
10 - 516 - 525319 Calabasas Musical Programs	40,000.00	55,000.00
10 - 516 - 525324 Calabasas Fine Arts Festival	45,000.00	45,000.00
	293,700.00	308,700.00
<u>Division: 517 - Klubhouse Preschool</u>		
10 - 517 - 520800 Telephone	2,300.00	2,300.00
10 - 517 - 522000 Office Supplies	6,300.00	6,400.00
10 - 517 - 522100 Special Dept. Supplies	51,000.00	51,000.00
10 - 517 - 522200 Printing	2,000.00	2,000.00
10 - 517 - 525200 Contractual Services	12,000.00	12,000.00
10 - 517 - 525275 School Programs	6,200.00	6,200.00
10 - 517 - 526400 State Mandates	3,000.00	3,000.00
10 - 517 - 541700 Copier Supplies	100.00	100.00
10 - 517 - 541800 Custodial Supplies	6,900.00	6,900.00
10 - 517 - 541900 Refunds - Deposits & Overpays	300.00	300.00
	90,100.00	90,200.00
Total Fund 10 Expenditures	21,082,500.00	21,574,500.00
ESTIMATED BEGINNING FUND BALANCE	14,251,300.00	14,255,200.00
CHANGE IN FUND 10 BALANCE	3,900.00	2,250,000.00
FUND 10 BALANCE	14,255,200.00	16,505,200.00
Fund: 11 - Recoverable Deposits		
Revenue		
<u>Division: 000 - Revenue</u>		
11 - 000 - 411060 Recoverable Project	262,500.00	218,100.00
	262,500.00	218,100.00
Total Fund 11 Revenue	262,500.00	218,100.00
Expenditures		

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
<u>Division: 163 - Cable Regulation</u>		
11 - 163 - 525200 Contractual Services	8,100.00	8,300.00
	8,100.00	8,300.00
<u>Division: 311 - Administration & Engineering</u>		
11 - 311 - 522200 Printing	600.00	600.00
11 - 311 - 525200 Contractual Services	71,300.00	72,700.00
	71,900.00	73,300.00
<u>Division: 412 - Planning Projects & Studies</u>		
11 - 412 - 522200 Printing	1,500.00	1,500.00
11 - 412 - 525200 Contractual Services	172,500.00	126,500.00
	174,000.00	128,000.00
<u>Division: 415 - Building Inspection</u>		
11 - 415 - 525200 Contractual Services	8,500.00	8,500.00
	8,500.00	8,500.00
Total Fund 11 Expenditures	262,500.00	218,100.00
ESTIMATED BEGINNING FUND BALANCE	0.00	0.00
CHANGE IN FUND 11 BALANCE	0.00	0.00
FUND 11 BALANCE	0.00	0.00
Fund: 12 - South Coast Air Quality Management District		
Revenue		
<u>Division: 000 - Revenue</u>		
12 - 000 - 441000 Interest Income	2,100.00	2,000.00
12 - 000 - 447000 South Coast Air Quality Mgmt	33,600.00	34,300.00
	35,700.00	36,300.00
Total Fund 12 Revenue	35,700.00	36,300.00
Expenditures		
<u>Division: 331 - Transportation Planning</u>		
12 - 331 - 650000 Capital Outlay	35,600.00	35,600.00
	35,600.00	35,600.00
Total Fund 12 Expenditures	35,600.00	35,600.00
ESTIMATED BEGINNING FUND BALANCE	79,600.00	79,700.00
CHANGE IN FUND 12 BALANCE	100.00	700.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
FUND 12 BALANCE	79,700.00	80,400.00
Fund: 13 - Park & Recreation Improvements		
Revenue		
<u>Division: 000 - Revenue</u>		
13 - 000 - 441000 Interest Income	3,500.00	3,400.00
13 - 000 - 447600 Grant L.A. Co. Measure A-M & S	30,000.00	30,000.00
	33,500.00	33,400.00
Total Fund 13 Revenue	33,500.00	33,400.00
Expenditures		
<u>Division: 519 - Capital Improvements-Parks</u>		
13 - 519 - 554800 Measure A- M & S Projects	30,000.00	30,000.00
	30,000.00	30,000.00
Total Fund 13 Expenditures	30,000.00	30,000.00
ESTIMATED BEGINNING FUND BALANCE	131,200.00	134,700.00
CHANGE IN FUND 13 BALANCE	3,500.00	3,400.00
FUND 13 BALANCE	134,700.00	138,100.00
Fund: 14 - AB 939		
Revenue		
<u>Division: 000 - Revenue</u>		
14 - 000 - 441000 Interest Income	38,200.00	37,600.00
14 - 000 - 480000 AB 939 Franchise Fees	168,000.00	171,400.00
	206,200.00	209,000.00
Total Fund 14 Revenue	206,200.00	209,000.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
14 - 134 - 990010 Transfer to General Fund	33,000.00	33,700.00
14 - 134 - 990040 Transfer to Capital	57,800.00	0.00
	90,800.00	33,700.00
<u>Division: 313 - Water Quality Enhancement</u>		
14 - 313 - 525030 Consulting Service-AB 939	40,000.00	40,000.00
14 - 313 - 525031 Public Education - AB 939	32,300.00	32,300.00
14 - 313 - 525200 Contractual Services	38,000.00	38,000.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
<u>Division: 414 - Natural Resource Protection</u>	110,300.00	110,300.00
Total Fund 14 Expenditures	201,100.00	144,000.00
ESTIMATED BEGINNING FUND BALANCE	1,473,300.00	1,478,400.00
CHANGE IN FUND 14 BALANCE	5,100.00	65,000.00
FUND 14 BALANCE	1,478,400.00	1,543,400.00
Fund: 15 - Gas Tax		
Revenue		
<u>Division: 000 - Revenue</u>		
15 - 000 - 441000 Interest Income	13,600.00	18,000.00
15 - 000 - 461000 Gas Tax Fund - 2105	102,200.00	104,200.00
15 - 000 - 461010 Gas Tax Fund - 2106	78,300.00	79,900.00
15 - 000 - 461020 Gas Tax Fund - 2107	169,300.00	172,700.00
15 - 000 - 461030 Gas Tax Fund - 2107.5	1,400.00	1,400.00
15 - 000 - 461040 Gas Tax Fund - 2103	151,900.00	154,900.00
15 - 000 - 461100 Local Streets & Roads	5,500.00	5,600.00
	522,200.00	536,700.00
Total Fund 15 Revenue	522,200.00	536,700.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
15 - 134 - 990040 Transfer to Capital	30,000.00	325,000.00
	30,000.00	325,000.00
Total Fund 15 Expenditures	30,000.00	325,000.00
ESTIMATED BEGINNING FUND BALANCE	35,900.00	528,100.00
CHANGE IN FUND 15 BALANCE	492,200.00	211,700.00
FUND 15 BALANCE	528,100.00	739,800.00
Fund: 16 - Developer Impact Fees		
Revenue		
<u>Division: 000 - Revenue</u>		
16 - 000 - 441000 Interest Income	50,000.00	49,400.00
16 - 000 - 481500 Traffic Mitigation Fees	40,000.00	20,000.00
16 - 000 - 481510 Oak Tree Mitigation Fees	20,000.00	20,000.00
	110,000.00	89,400.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Total Fund 16 Revenue	110,000.00	89,400.00
ESTIMATED BEGINNING FUND BALANCE	1,825,400.00	1,935,400.00
CHANGE IN FUND 16 BALANCE	110,000.00	89,400.00
FUND 16 BALANCE	1,935,400.00	2,024,800.00
Fund: 18 - Affordable Housing		
Revenue		
<u>Division: 000 - Revenue</u>		
18 - 000 - 441000 Interest Income	34,600.00	33,500.00
	34,600.00	33,500.00
Total Fund 18 Revenue	34,600.00	33,500.00
ESTIMATED BEGINNING FUND BALANCE	1,305,200.00	1,339,800.00
CHANGE IN FUND 18 BALANCE	34,600.00	33,500.00
FUND 18 BALANCE	1,339,800.00	1,373,300.00
Fund: 19 - Las Virgenes / Lost Hills B&T		
Revenue		
<u>Division: 000 - Revenue</u>		
19 - 000 - 441000 Interest Income	72,200.00	7,400.00
19 - 000 - 461500 B & T Lost Hills District	0.00	1,500,000.00
	72,200.00	1,507,400.00
Total Fund 19 Revenue	72,200.00	1,507,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
19 - 134 - 990040 Transfer to Capital	0.00	4,000,000.00
	0.00	4,000,000.00
Total Fund 19 Expenditures	0.00	4,000,000.00
ESTIMATED BEGINNING FUND BALANCE	2,725,300.00	2,797,500.00
CHANGE IN FUND 19 BALANCE	72,200.00	(2,492,600.00)
FUND 19 BALANCE	2,797,500.00	304,900.00
Fund: 20 - Prop A		
Revenue		

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
<u>Division: 000 - Revenue</u>		
20 - 000 - 462000 Prop A - Per Parcel	402,100.00	410,100.00
	402,100.00	410,100.00
Total Fund 20 Revenue	402,100.00	410,100.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
20 - 134 - 990029 Transfer to Transportation Programs	402,100.00	410,100.00
	402,100.00	410,100.00
Total Fund 20 Expenditures	402,100.00	410,100.00
 Fund: 21 - LMD 22 - Common Benefit Areas		
Revenue		
<u>Division: 000 - Revenue</u>		
21 - 000 - 401022 Prop Tax - Dist 22 Ad Valorem	1,566,600.00	1,597,900.00
21 - 000 - 441022 Interest Landscape Dist. #22	52,700.00	63,700.00
	1,619,300.00	1,661,600.00
Total Fund 21 Revenue	1,619,300.00	1,661,600.00
 Expenditures		
<u>Division: 326 - LMD #22 Ad Valorum/CBA</u>		
21 - 326 - 510000 Full Time Salaries	30,600.00	31,300.00
21 - 326 - 510400 Benefits	4,600.00	4,800.00
21 - 326 - 510600 Employer Taxes	6,600.00	7,000.00
21 - 326 - 510900 Temporary Employees	35,100.00	35,100.00
21 - 326 - 511000 Auto Allowance	900.00	900.00
21 - 326 - 522000 Office Supplies	200.00	200.00
21 - 326 - 570121 Consultant	300.00	300.00
21 - 326 - 570221 Electric Svc - IrrigationMeter	20,400.00	20,800.00
21 - 326 - 570224 Electric Svc - IrrigationMeter	5,000.00	5,100.00
21 - 326 - 570225 Electric Svc - IrrigationMeter	1,300.00	1,300.00
21 - 326 - 570321 Electric Svc - Street Lights	3,500.00	3,600.00
21 - 326 - 570721 Irrigation Repairs	33,900.00	34,600.00
21 - 326 - 570724 Irrigation Repairs	12,000.00	12,200.00
21 - 326 - 570725 Irrigation Repairs	29,300.00	29,900.00
21 - 326 - 570726 Irrigation Repairs	10,000.00	10,200.00
21 - 326 - 570821 Lake Insurance	11,800.00	12,000.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget	
21 - 326 - 570921	Lake Maintenance-Aeration	7,000.00	7,100.00
21 - 326 - 571121	Lake Maintenance-Svc Contract	138,000.00	140,800.00
21 - 326 - 571221	Landscape Maint-Svc Contract	109,900.00	112,100.00
21 - 326 - 571224	Landscape Maint-Svc Contract	27,600.00	28,200.00
21 - 326 - 571225	Landscape Maint-Svc Contract	54,700.00	55,800.00
21 - 326 - 571226	Landscape Maint-Svc Contract	71,300.00	72,700.00
21 - 326 - 571321	Landscape Refurbishment	3,800.00	3,900.00
21 - 326 - 571324	Landscape Refurbishment	32,000.00	32,600.00
21 - 326 - 571325	Landscape Refurbishment	52,500.00	53,600.00
21 - 326 - 571421	Office Supplies	500.00	500.00
21 - 326 - 571624	Pest Abatement	4,200.00	4,300.00
21 - 326 - 571724	Planting - Color Change	400.00	400.00
21 - 326 - 571821	Planting - Shrubs & Turf Grass	2,100.00	2,100.00
21 - 326 - 571824	Planting - Shrubs & Turf Grass	2,400.00	2,400.00
21 - 326 - 571825	Planting - Shrubs & Turf Grass	300.00	300.00
21 - 326 - 571921	Planting - Trees	2,100.00	2,100.00
21 - 326 - 571924	Planting - Trees	2,800.00	2,900.00
21 - 326 - 571925	Planting - Trees	16,100.00	16,400.00
21 - 326 - 572221	Tree Removal	4,500.00	4,600.00
21 - 326 - 572224	Tree Removal	7,200.00	7,300.00
21 - 326 - 572225	Tree Removal	8,400.00	8,600.00
21 - 326 - 572321	Tree Trimming	10,000.00	10,200.00
21 - 326 - 572324	Tree Trimming	4,000.00	4,100.00
21 - 326 - 572325	Tree Trimming	30,000.00	30,600.00
21 - 326 - 572326	Tree Trimming	5,000.00	5,100.00
21 - 326 - 572600	Water	10,000.00	10,200.00
21 - 326 - 572621	Water	125,200.00	127,700.00
21 - 326 - 572624	Water	35,900.00	36,600.00
21 - 326 - 572625	Water	95,800.00	97,700.00
21 - 326 - 990040	Transfer to Capital	655,000.00	0.00
		1,724,200.00	1,090,200.00
Total Fund 21 Expenditures		1,724,200.00	1,090,200.00
ESTIMATED BEGINNING FUND BALANCE		2,146,700.00	2,041,800.00
CHANGE IN FUND 21 BALANCE		(104,900.00)	571,400.00
FUND 21 BALANCE		2,041,800.00	2,613,200.00
Fund: 22 - Landscape Maintenance District 22			
Revenue			
<u>Division: 000 - Revenue</u>			
22 - 000 - 441022	Interest Landscape Dist. #22	3,700.00	3,900.00
22 - 000 - 471022	Prop Tax - Dist 22 Assessments	2,644,600.00	2,697,500.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
	2,648,300.00	2,701,400.00
Total Fund 22 Revenue	2,648,300.00	2,701,400.00

Expenditures

Division: 322 - LMD #22

22 - 322 - 510000	Full Time Salaries	95,300.00	97,300.00
22 - 322 - 510400	Benefits	14,300.00	14,800.00
22 - 322 - 510600	Employer Taxes	12,200.00	13,300.00
22 - 322 - 511000	Auto Allowance	2,700.00	2,700.00
22 - 322 - 570206	Electric Svc - IrrigationMeter	5,700.00	5,800.00
22 - 322 - 570207	Electric Svc - IrrigationMeter	2,700.00	2,800.00
22 - 322 - 570208	Electric Svc - IrrigationMeter	5,900.00	6,000.00
22 - 322 - 570209	Electric Svc - IrrigationMeter	1,600.00	1,600.00
22 - 322 - 570210	Electric Svc - IrrigationMeter	1,700.00	1,700.00
22 - 322 - 570211	Electric Svc - IrrigationMeter	1,000.00	1,000.00
22 - 322 - 570214	Electric Svc - IrrigationMeter	700.00	700.00
22 - 322 - 570219	Electric Svc - IrrigationMeter	4,400.00	4,500.00
22 - 322 - 570220	Electric Svc - IrrigationMeter	700.00	700.00
22 - 322 - 570705	Irrigation Repairs	7,800.00	8,000.00
22 - 322 - 570706	Irrigation Repairs	42,000.00	42,800.00
22 - 322 - 570707	Irrigation Repairs	36,500.00	37,200.00
22 - 322 - 570709	Irrigation Repairs	4,600.00	4,700.00
22 - 322 - 570710	Irrigation Repairs	9,800.00	10,000.00
22 - 322 - 570711	Irrigation Repairs	11,000.00	11,200.00
22 - 322 - 570713	Irrigation Repairs	9,800.00	10,000.00
22 - 322 - 570720	Irrigation Repairs	22,200.00	22,600.00
22 - 322 - 571204	Landscape Maint-Svc Contract	60,700.00	61,900.00
22 - 322 - 571205	Landscape Maint-Svc Contract	28,300.00	28,900.00
22 - 322 - 571206	Landscape Maint-Svc Contract	153,400.00	156,500.00
22 - 322 - 571207	Landscape Maint-Svc Contract	65,200.00	66,500.00
22 - 322 - 571208	Landscape Maint-Svc Contract	138,000.00	140,800.00
22 - 322 - 571209	Landscape Maint-Svc Contract	65,500.00	66,800.00
22 - 322 - 571210	Landscape Maint-Svc Contract	46,200.00	47,100.00
22 - 322 - 571211	Landscape Maint-Svc Contract	33,900.00	34,600.00
22 - 322 - 571213	Landscape Maint-Svc Contract	55,800.00	56,900.00
22 - 322 - 571214	Landscape Maint-Svc Contract	44,000.00	44,900.00
22 - 322 - 571219	Landscape Maint-Svc Contract	120,100.00	122,500.00
22 - 322 - 571220	Landscape Maint-Svc Contract	53,200.00	54,300.00
22 - 322 - 571305	Landscape Refurbishment	800.00	800.00
22 - 322 - 571306	Landscape Refurbishment	70,100.00	71,500.00
22 - 322 - 571307	Landscape Refurbishment	32,900.00	33,600.00
22 - 322 - 571309	Landscape Refurbishment	2,800.00	2,900.00
22 - 322 - 571310	Landscape Refurbishment	8,900.00	9,100.00
22 - 322 - 571311	Landscape Refurbishment	2,800.00	2,900.00

Detailed Budget FY 2013-14 & 2014-15

	<u>2013-14</u>	<u>2014-15</u>	
	<u>Budget</u>	<u>Budget</u>	
22 - 322 - 571313	Landscape Refurbishment	13,800.00	14,100.00
22 - 322 - 571320	Landscape Refurbishment	11,000.00	11,200.00
22 - 322 - 571607	Pest Abatement	17,000.00	17,300.00
22 - 322 - 571907	Planting - Trees	2,100.00	2,100.00
22 - 322 - 571911	Planting - Trees	3,100.00	3,200.00
22 - 322 - 572205	Tree Removal	1,300.00	1,300.00
22 - 322 - 572207	Tree Removal	24,800.00	25,300.00
22 - 322 - 572210	Tree Removal	5,200.00	5,300.00
22 - 322 - 572211	Tree Removal	1,300.00	1,300.00
22 - 322 - 572213	Tree Removal	1,800.00	1,800.00
22 - 322 - 572220	Tree Removal	600.00	600.00
22 - 322 - 572305	Tree Trimming	1,500.00	1,500.00
22 - 322 - 572307	Tree Trimming	38,900.00	39,700.00
22 - 322 - 572310	Tree Trimming	2,100.00	2,100.00
22 - 322 - 572311	Tree Trimming	23,100.00	23,600.00
22 - 322 - 572312	Tree Trimming	5,100.00	5,200.00
22 - 322 - 572313	Tree Trimming	32,900.00	33,600.00
22 - 322 - 572319	Tree Trimming	18,800.00	19,200.00
22 - 322 - 572320	Tree Trimming	21,500.00	21,900.00
22 - 322 - 572604	Water	53,900.00	55,000.00
22 - 322 - 572605	Water	16,800.00	17,100.00
22 - 322 - 572607	Water	73,000.00	74,500.00
22 - 322 - 572608	Water	121,200.00	123,600.00
22 - 322 - 572609	Water	3,700.00	3,800.00
22 - 322 - 572610	Water	37,300.00	38,000.00
22 - 322 - 572611	Water	18,800.00	19,200.00
22 - 322 - 572612	Water	1,700.00	1,700.00
22 - 322 - 572613	Water	27,200.00	27,700.00
22 - 322 - 572614	Water	33,600.00	34,300.00
22 - 322 - 572616	Water	214,400.00	218,700.00
22 - 322 - 572619	Water	83,100.00	84,800.00
22 - 322 - 572620	Water	43,300.00	44,200.00
22 - 322 - 572704	Brush Clearance	4,500.00	4,600.00
22 - 322 - 572705	Brush Clearance	3,500.00	3,600.00
22 - 322 - 572706	Brush Clearance	93,900.00	95,800.00
22 - 322 - 572707	Brush Clearance	50,000.00	51,000.00
22 - 322 - 572708	Brush Clearance	91,000.00	92,800.00
22 - 322 - 572710	Brush Clearance	7,000.00	7,100.00
22 - 322 - 572716	Brush Clearance	134,800.00	137,500.00
22 - 322 - 572720	Brush Clearance	23,000.00	23,500.00
		2,636,800.00	2,690,700.00
Total Fund 22 Expenditures		2,636,800.00	2,690,700.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
ESTIMATED BEGINNING FUND BALANCE	178,000.00	189,500.00
CHANGE IN FUND 22 BALANCE	11,500.00	10,700.00
FUND 22 BALANCE	189,500.00	200,200.00
Fund: 24 - Landscape Maintenance District #24		
Revenue		
<u>Division: 000 - Revenue</u>		
24 - 000 - 441024 Interest Landscape Dist. #24	7,100.00	5,200.00
24 - 000 - 471024 Property Tax - District 24	175,300.00	178,800.00
	182,400.00	184,000.00
Total Fund 24 Revenue	182,400.00	184,000.00
Expenditures		
<u>Division: 323 - LMD #24</u>		
24 - 323 - 510000 Full Time Salaries	6,800.00	6,900.00
24 - 323 - 510400 Benefits	1,000.00	1,100.00
24 - 323 - 510600 Employer Taxes	900.00	900.00
24 - 323 - 511000 Auto Allowance	200.00	200.00
24 - 323 - 570130 Consultant	9,700.00	9,900.00
24 - 323 - 570230 Electric Svc - IrrigationMeter	2,400.00	2,400.00
24 - 323 - 570630 Insect & Disease Control	200.00	200.00
24 - 323 - 570730 Irrigation Repairs	26,000.00	26,500.00
24 - 323 - 571230 Landscape Maint-Svc Contract	55,900.00	57,000.00
24 - 323 - 571330 Landscape Refurbishment	30,800.00	31,400.00
24 - 323 - 571930 Planting - Trees	10,000.00	10,200.00
24 - 323 - 572230 Tree Removal	20,000.00	20,400.00
24 - 323 - 572330 Tree Trimming	40,500.00	41,300.00
24 - 323 - 572630 Water	26,800.00	27,300.00
24 - 323 - 572730 Brush Clearance	7,900.00	8,100.00
	239,100.00	243,800.00
Total Fund 24 Expenditures	239,100.00	243,800.00
ESTIMATED BEGINNING FUND BALANCE	330,900.00	274,200.00
CHANGE IN FUND 24 BALANCE	(56,700.00)	(59,800.00)
FUND 24 BALANCE	274,200.00	214,400.00
Fund: 25 - Prop C		
Revenue		
<u>Division: 000 - Revenue</u>		
25 - 000 - 463000 Prop C	333,600.00	340,300.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
	333,600.00	340,300.00
Total Fund 25 Revenue	333,600.00	340,300.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
25 - 134 - 990029 Transfer to Transportation Programs	328,600.00	340,300.00
25 - 134 - 990040 Transfer to Capital	5,000.00	0.00
	333,600.00	340,300.00
Total Fund 25 Expenditures	333,600.00	340,300.00
ESTIMATED BEGINNING FUND BALANCE	0.00	0.00
CHANGE IN FUND 25 BALANCE	0.00	0.00
FUND 25 BALANCE	0.00	0.00
Fund: 27 - Landscape Maintenance District #27		
Revenue		
<u>Division: 000 - Revenue</u>		
27 - 000 - 441027 Interest Landscape Dist. #27	800.00	700.00
27 - 000 - 471027 Property Tax - District 27	28,500.00	29,100.00
	29,300.00	29,800.00
Total Fund 27 Revenue	29,300.00	29,800.00
Expenditures		
<u>Division: 324 - LMD #27</u>		
27 - 324 - 510000 Full Time Salaries	1,700.00	1,700.00
27 - 324 - 510400 Benefits	300.00	300.00
27 - 324 - 510600 Employer Taxes	200.00	200.00
27 - 324 - 570140 Consultant	7,200.00	7,300.00
27 - 324 - 570240 Electric Svc - IrrigationMeter	400.00	400.00
27 - 324 - 570740 Irrigation Repairs	1,000.00	1,000.00
27 - 324 - 571240 Landscape Maint-Svc Contract	12,800.00	13,100.00
27 - 324 - 571640 Pest Abatement	200.00	200.00
27 - 324 - 571940 Planting - Trees	6,500.00	6,600.00
27 - 324 - 572340 Tree Trimming	10,000.00	10,200.00
27 - 324 - 572640 Water	3,300.00	3,400.00
	43,600.00	44,400.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Total Fund 27 Expenditures	43,600.00	44,400.00
ESTIMATED BEGINNING FUND BALANCE	131,800.00	117,500.00
CHANGE IN FUND 27 BALANCE	(14,300.00)	(14,600.00)
FUND 27 BALANCE	117,500.00	102,900.00
 Fund: 28 - Library		
Revenue		
<u>Division: 000 - Revenue</u>		
28 - 000 - 401000 Secured Property Tax	1,611,900.00	1,644,100.00
28 - 000 - 425000 Library Fines and Recovery	31,600.00	32,200.00
28 - 000 - 432100 Hidden Hills Library Funds	258,000.00	258,000.00
28 - 000 - 441000 Interest Income	3,800.00	3,800.00
28 - 000 - 446701 Copy Machine	600.00	600.00
	1,905,900.00	1,938,700.00
Total Fund 28 Revenue	1,905,900.00	1,938,700.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
28 - 134 - 990085 Transfer to 2006 COP	605,300.00	604,800.00
	605,300.00	604,800.00
 <u>Division: 136 - Civic Center O&M</u>		
28 - 136 - 522000 Office Supplies	100.00	100.00
28 - 136 - 522100 Special Dept. Supplies	11,800.00	12,000.00
28 - 136 - 522103 Facility Maintenance	43,400.00	44,300.00
28 - 136 - 523800 Rent Equipment	500.00	500.00
28 - 136 - 523900 Equipment Maintenance	23,000.00	23,500.00
28 - 136 - 524000 Utilities - Electric	57,500.00	58,700.00
28 - 136 - 524001 Utilities - Water	5,000.00	5,100.00
28 - 136 - 524002 Utilities - Gas	5,600.00	5,700.00
28 - 136 - 541600 Miscellaneous Expenditure	1,100.00	1,100.00
28 - 136 - 550001 Building Security	2,700.00	2,700.00
	150,700.00	153,700.00
 <u>Division: 533 - Library</u>		
28 - 533 - 510000 Full Time Salaries	484,200.00	501,300.00
28 - 533 - 510400 Benefits	160,000.00	167,500.00
28 - 533 - 510600 Employer Taxes	72,700.00	79,000.00
28 - 533 - 510900 Temporary Employees	138,200.00	138,200.00
28 - 533 - 511000 Auto Allowance	800.00	800.00
28 - 533 - 511001 457 Match	6,000.00	6,100.00
28 - 533 - 520800 Telephone	1,800.00	1,800.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
28 - 533 - 522000 Office Supplies	4,000.00	4,100.00
28 - 533 - 522100 Special Dept. Supplies	8,000.00	8,000.00
28 - 533 - 522300 Kitchen Supplies	2,500.00	3,000.00
28 - 533 - 522400 Furniture & Fixtures	500.00	500.00
28 - 533 - 522600 Dues and Memberships	13,000.00	13,300.00
28 - 533 - 523000 Postage / Courier Service	1,900.00	2,000.00
28 - 533 - 523401 Art Rental	4,700.00	4,700.00
28 - 533 - 523500 Computer Hardware	8,000.00	8,000.00
28 - 533 - 523501 Computer Software	3,000.00	3,000.00
28 - 533 - 523900 Equipment Maintenance	33,700.00	34,400.00
28 - 533 - 524003 Utilities - Cable	3,300.00	3,300.00
28 - 533 - 525200 Contractual Services	4,000.00	4,000.00
28 - 533 - 526800 Magazines Newspprs Periodicals	8,100.00	8,100.00
28 - 533 - 526802 eBooks - Hidden Hills - LVUSD	129,000.00	129,000.00
28 - 533 - 528500 Training	800.00	800.00
28 - 533 - 541600 Miscellaneous Expenditure	2,000.00	1,500.00
28 - 533 - 652800 Library Collection Development	59,700.00	57,800.00
	1,149,900.00	1,180,200.00
Total Fund 28 Expenditures	1,905,900.00	1,938,700.00
ESTIMATED BEGINNING FUND BALANCE	147,400.00	147,400.00
CHANGE IN FUND 28 BALANCE	0.00	0.00
FUND 28 BALANCE	147,400.00	147,400.00
 Fund: 29 - Transportation Programs		
Revenue		
<u>Division: 000 - Revenue</u>		
29 - 000 - 441000 Interest Income	0.00	100.00
29 - 000 - 442000 Miscellaneous	63,000.00	63,000.00
29 - 000 - 462011 Transit Fares	24,300.00	24,500.00
29 - 000 - 490020 Transfer in Prop A	402,100.00	410,100.00
29 - 000 - 490025 Transfer in Prop C	328,600.00	340,300.00
29 - 000 - 490034 Transfer in Measure R - Local Return	114,600.00	113,200.00
	932,600.00	951,200.00
Total Fund 29 Revenue	932,600.00	951,200.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
29 - 134 - 990010 Transfer to General Fund	96,900.00	98,800.00
	96,900.00	98,800.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
<u>Division: 333 - Transit Services</u>		
29 - 333 - 525231 Camp Calabasas-Rec #140-25	25,000.00	25,500.00
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	25,000.00	25,500.00
29 - 333 - 525248 Senior Trips #140-24	28,000.00	28,600.00
29 - 333 - 525251 Transit Maintenance #200-03	50,000.00	51,000.00
29 - 333 - 525229 Public Transit Fueling #110-04	144,400.00	147,300.00
29 - 333 - 525239 Flexible Route Shuttle #110-01	205,000.00	209,100.00
29 - 333 - 525249 Trolley #110-02	79,800.00	81,400.00
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
	835,700.00	852,400.00
Total Fund 29 Expenditures	932,600.00	951,200.00
ESTIMATED BEGINNING FUND BALANCE	0.00	0.00
CHANGE IN FUND 29 BALANCE	0.00	0.00
FUND 29 BALANCE	0.00	0.00
 Fund: 30 - Storm Damage		
Revenue		
<u>Division: 000 - Revenue</u>		
30 - 000 - 441000 Interest Income	(25,100.00)	(18,100.00)
30 - 000 - 464000 Storm Damage Grant	435,000.00	250,000.00
	409,900.00	231,900.00
Total Fund 30 Revenue	409,900.00	231,900.00
ESTIMATED BEGINNING FUND BALANCE	(1,382,500.00)	(972,600.00)
CHANGE IN FUND 30 BALANCE	409,900.00	231,900.00
FUND 30 BALANCE	(972,600.00)	(740,700.00)
 Fund: 32 - Landscape Maintenance District #32		
Revenue		
<u>Division: 000 - Revenue</u>		
32 - 000 - 441032 Interest Landscape Dist. #32	(1,500.00)	(2,000.00)
32 - 000 - 471032 Property Tax - District 32	27,100.00	27,600.00
	25,600.00	25,600.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Total Fund 32 Revenue	25,600.00	25,600.00
Expenditures		
<u>Division: 325 - LMD #32</u>		
32 - 325 - 510000 Full Time Salaries	1,700.00	1,700.00
32 - 325 - 510400 Benefits	300.00	300.00
32 - 325 - 510600 Employer Taxes	200.00	200.00
32 - 325 - 570250 Electric Svc - IrrigationMeter	500.00	500.00
32 - 325 - 571250 Landscape Maint-Svc Contract	18,400.00	18,300.00
32 - 325 - 572650 Water	4,500.00	4,600.00
	25,600.00	25,600.00
Total Fund 32 Expenditures	25,600.00	25,600.00
ESTIMATED BEGINNING FUND BALANCE	(82,200.00)	(82,200.00)
CHANGE IN FUND 32 BALANCE	0.00	0.00
FUND 32 BALANCE	(82,200.00)	(82,200.00)
 Fund: 33 - Used Oil Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
33 - 000 - 441000 Interest Income	300.00	900.00
33 - 000 - 480100 STATE - Recycling Block Grant	35,000.00	35,000.00
	35,300.00	35,900.00
Total Fund 33 Revenue	35,300.00	35,900.00
Expenditures		
<u>Division: 414 - Natural Resource Protection</u>		
33 - 414 - 525200 Contractual Services	10,000.00	12,000.00
	10,000.00	12,000.00
Total Fund 33 Expenditures	10,000.00	12,000.00
ESTIMATED BEGINNING FUND BALANCE	(12,500.00)	12,800.00
CHANGE IN FUND 33 BALANCE	25,300.00	23,900.00
FUND 33 BALANCE	12,800.00	36,700.00
 Fund: 34 - Measure R - Local Return		
Revenue		
<u>Division: 000 - Revenue</u>		

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
34 - 000 - 441000 Interest Income	3,800.00	7,200.00
34 - 000 - 463900 Measure R - Local Return	250,200.00	255,200.00
	254,000.00	262,400.00
Total Fund 34 Revenue	254,000.00	262,400.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
34 - 134 - 990029 Transfer to Transportation Programs	114,600.00	113,200.00
	114,600.00	113,200.00
Total Fund 34 Expenditures	114,600.00	113,200.00
ESTIMATED BEGINNING FUND BALANCE	7,800.00	147,200.00
CHANGE IN FUND 34 BALANCE	139,400.00	149,200.00
FUND 34 BALANCE	147,200.00	296,400.00
Fund: 35 - CDBG		
Revenue		
<u>Division: 000 - Revenue</u>		
35 - 000 - 441000 Interest Income	0.00	300.00
35 - 000 - 465002 CDBG Grant - Res Rehab	38,500.00	45,000.00
	38,500.00	45,300.00
Total Fund 35 Revenue	38,500.00	45,300.00
<u>Division: 134 - Non-Departmental</u>		
35 - 134 - 523201 Residential Rehab Program	25,000.00	35,000.00
	25,000.00	35,000.00
Total Fund 35 Expenditures	25,000.00	35,000.00
ESTIMATED BEGINNING FUND BALANCE	(12,500.00)	1,000.00
CHANGE IN FUND 35 BALANCE	13,500.00	10,300.00
FUND 35 BALANCE	1,000.00	11,300.00
Fund: 36 - Grants		
Revenue		
<u>Division: 000 - Revenue</u>		
36 - 000 - 441000 Interest Income	(16,200.00)	(11,300.00)
36 - 000 - 466400 FED - Federal Transit Admin	450,000.00	150,000.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
36 - 000 - 466800 STATE - State Grants	500,000.00	100,000.00
	933,800.00	238,700.00
Total Fund 36 Revenue	933,800.00	238,700.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
36 - 134 - 990040 Transfer to Capital	838,000.00	75,000.00
	838,000.00	75,000.00
Total Fund 36 Expenditures	838,000.00	75,000.00
ESTIMATED BEGINNING FUND BALANCE	(724,700.00)	(628,900.00)
CHANGE IN FUND 36 BALANCE	95,800.00	163,700.00
FUND 36 BALANCE	(628,900.00)	(465,200.00)
 Fund: 38 - COPS - AB 3229 Grant		
Revenue		
<u>Division: 000 - Revenue</u>		
38 - 000 - 441000 Interest Income	800.00	3,200.00
38 - 000 - 468000 COPS AB3229 Grant Revenue	100,000.00	100,000.00
	100,800.00	103,200.00
Total Fund 38 Revenue	100,800.00	103,200.00
ESTIMATED BEGINNING FUND BALANCE	(71,100.00)	29,700.00
CHANGE IN FUND 38 BALANCE	100,800.00	103,200.00
FUND 38 BALANCE	29,700.00	132,900.00
 Fund: 39 - Mearure R - Trans		
Revenue		
<u>Division: 000 - Revenue</u>		
39 - 000 - 441000 Interest Income	200.00	0.00
39 - 000 - 463800 Lost Hills Overpass & Interchg	4,126,000.00	22,674,000.00
	4,126,200.00	22,674,000.00
Total Fund 39 Revenue	4,126,200.00	22,674,000.00
Expenditures		
<u>Division: 332 - Transportation Eng/Operations</u>		
39 - 332 - 990040 Transfer to Capital	3,375,000.00	19,724,000.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
39 - 332 - 990000 Transfer to General Fund	506,300.00	2,958,600.00
	3,881,300.00	22,682,600.00
Total Fund 39 Expenditures	3,881,300.00	22,682,600.00
ESTIMATED BEGINNING FUND BALANCE	(236,300.00)	8,600.00
CHANGE IN FUND 39 BALANCE	244,900.00	(8,600.00)
FUND 39 BALANCE	8,600.00	0.00

Fund: 40 - Capital Improvement Projects

Revenue

Division: 000 - Revenue

40 - 000 - 490010 Transfer in General Fund	25,000.00	25,000.00
40 - 000 - 490014 Transfer in AB 939	57,800.00	0.00
40 - 000 - 490015 Transfer in Gas Tax	30,000.00	325,000.00
40 - 000 - 490019 Transfer in B & T	0.00	4,000,000.00
40 - 000 - 490021 Transfer in LMD Ad Valorum	655,000.00	0.00
40 - 000 - 490025 Transfer in Prop C	5,000.00	0.00
40 - 000 - 490036 Transfer in Grant Fund	838,000.00	75,000.00
40 - 000 - 490039 Transfer in Measure R Trans	3,375,000.00	19,724,000.00
40 - 000 - 490060 Transfer in Management Reserve	275,000.00	0.00
	5,260,800.00	24,149,000.00

Total Fund 40 Revenue

5,260,800.00 24,149,000.00

Expenditures

Division: 319 - Capital Improvements-Pub Wks

40 - 319 - 650XXX Street - Rubberized Overlay Design	30,000.00	0.00
40 - 319 - 650212 Street - Rubberized Overlay	0.00	1,000,000.00
40 - 319 - 650236 Tree Planting	25,000.00	25,000.00
40 - 319 - 650323 STATE - Catch Basin Screens	250,800.00	0.00
40 - 319 - 650324 STATE - Smart Irrigation	775,000.00	0.00
	1,080,800.00	1,025,000.00

Division: 339 - Capital Improvements-Trnsption

40 - 339 - 650206 Lost Hills O/P & Intchg MeasR	900,000.00	20,624,000.00
40 - 339 - 650311 CalabRd/US101 Interchg MeasR	1,500,000.00	0.00
40 - 339 - 650317 Las Virg Scenic MeasureR	850,000.00	0.00
40 - 339 - 650319 MulhollandHwyDesign-PaulRevere	125,000.00	2,500,000.00
40 - 339 - 650322 FED - Safe Rte SRTSL-5463(017)	55,000.00	0.00
40 - 339 - 650325 CPHA Signal PkCapri&PkGranada	250,000.00	0.00
40 - 339 - 650326 CPHA Traffic Island Prim&Largo	500,000.00	0.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
	4,180,000.00	23,124,000.00
Total Fund 40 Expenditures	5,260,800.00	24,149,000.00
ESTIMATED BEGINNING FUND BALANCE	0.00	0.00
CHANGE IN FUND 40 BALANCE	0.00	0.00
FUND 40 BALANCE	0.00	0.00
 Fund: 42 - Civic Center Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
42 - 000 - 441000 Interest Income	26,600.00	25,700.00
	26,600.00	25,700.00
Total Fund 42 Revenue	26,600.00	25,700.00
ESTIMATED BEGINNING FUND BALANCE	1,002,600.00	1,029,200.00
CHANGE IN FUND 42 BALANCE	26,600.00	25,700.00
FUND 42 BALANCE	1,029,200.00	1,054,900.00
 Fund: 48 - Library Capital Replacement		
Revenue		
<u>Division: 000 - Revenue</u>		
48 - 000 - 441000 Interest Income	13,400.00	13,000.00
	13,400.00	13,000.00
Total Fund 48 Revenue	13,400.00	13,000.00
ESTIMATED BEGINNING FUND BALANCE	507,400.00	520,800.00
CHANGE IN FUND 48 BALANCE	13,400.00	13,000.00
FUND 48 BALANCE	520,800.00	533,800.00
 Fund: 50 - Tennis & Swim Center Operation		
Revenue		
<u>Division: 000 - Revenue</u>		
50 - 000 - 441000 Interest Income	12,400.00	15,500.00
50 - 000 - 450000 Tennis Revenue	310,000.00	320,000.00
50 - 000 - 450001 City Contribution for CIP	40,000.00	44,000.00
50 - 000 - 450002 Top Seed Contribution for CIP	40,000.00	44,000.00
50 - 000 - 450010 Aquatic-Daily	115,000.00	115,000.00
50 - 000 - 450011 Swim	120,000.00	125,000.00

Detailed Budget FY 2013-14 & 2014-15

	<u>2013-14</u>	<u>2014-15</u>
	<u>Budget</u>	<u>Budget</u>
50 - 000 - 450020 Health/Swim	525,000.00	530,000.00
50 - 000 - 450025 Miscellaneous	5,000.00	5,000.00
50 - 000 - 450030 Coke Machine	3,000.00	3,000.00
50 - 000 - 450040 Food Revenue	7,600.00	9,600.00
50 - 000 - 450050 Facility Rental	50,000.00	50,000.00
50 - 000 - 450056 Calabasas Resale T-Shirts	500.00	500.00
50 - 000 - 450060 General Recreation	60,000.00	65,000.00
50 - 000 - 450070 Fitness Class	39,000.00	40,000.00
50 - 000 - 450080 Tot Lot-Child Care	2,000.00	2,500.00
50 - 000 - 450085 Pro Shop	4,800.00	6,000.00
50 - 000 - 450090 Tennis Membership	1,230,000.00	1,240,000.00
50 - 000 - 450095 Lessons & Clinics	1,165,000.00	1,175,000.00
	3,729,300.00	3,790,100.00
Total Fund 50 Revenue	3,729,300.00	3,790,100.00

Expenditures

Division: 521 - Health & Swim Center

50 - 521 - 510000 Full Time Salaries	215,400.00	221,400.00
50 - 521 - 510002 Full Time Employee Overtime	5,000.00	5,000.00
50 - 521 - 510400 Benefits	53,200.00	55,500.00
50 - 521 - 510600 Employer Taxes	52,600.00	55,100.00
50 - 521 - 510900 Temporary Employees	325,900.00	325,900.00
50 - 521 - 511000 Auto Allowance	1,800.00	1,800.00
50 - 521 - 511001 457 Match	6,200.00	6,300.00
50 - 521 - 520020 Event Insurance	5,000.00	5,000.00
50 - 521 - 522000 Office Supplies	5,000.00	5,000.00
50 - 521 - 522101 Program Supplies	48,000.00	48,000.00
50 - 521 - 522102 Pool Chemical	36,000.00	36,000.00
50 - 521 - 522103 Facility Maintenance	128,000.00	128,000.00
50 - 521 - 522106 Resale T-Shirts	500.00	500.00
50 - 521 - 522200 Printing	2,500.00	2,500.00
50 - 521 - 522600 Dues and Memberships	1,000.00	1,000.00
50 - 521 - 523000 Postage / Courier Service	1,000.00	1,000.00
50 - 521 - 523100 Bank & Merchant Fees	15,000.00	15,000.00
50 - 521 - 523500 Computer Hardware	1,500.00	1,500.00
50 - 521 - 523501 Computer Software	1,500.00	1,500.00
50 - 521 - 524000 Utilities - Electric	24,000.00	24,000.00
50 - 521 - 524001 Utilities - Water	24,000.00	24,000.00
50 - 521 - 524002 Utilities - Gas	26,000.00	26,000.00
50 - 521 - 525200 Contractual Services	63,000.00	66,000.00
50 - 521 - 526500 Advertising	1,000.00	1,000.00
50 - 521 - 543000 Mileage Reimbursement	1,200.00	1,200.00
50 - 521 - 650100 Capital Improvements	100,000.00	100,000.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
	1,144,300.00	1,158,200.00
<u>Division: 522 - Top Seed Tennis Academy</u>		
50 - 522 - 510000 Full Time Salaries	68,100.00	69,500.00
50 - 522 - 510400 Benefits	21,000.00	21,900.00
50 - 522 - 510600 Employer Taxes	8,700.00	9,500.00
50 - 522 - 520000 Insurance	106,000.00	110,000.00
50 - 522 - 520800 Telephone	4,400.00	4,800.00
50 - 522 - 522000 Office Supplies	5,000.00	5,000.00
50 - 522 - 522101 Program Supplies	67,000.00	67,000.00
50 - 522 - 522104 Janitorial Supplies	45,000.00	45,000.00
50 - 522 - 522105 Social Event Food	20,000.00	22,000.00
50 - 522 - 522200 Printing	22,000.00	22,000.00
50 - 522 - 522500 Pro Shop	1,000.00	1,000.00
50 - 522 - 522600 Dues and Memberships	1,000.00	1,000.00
50 - 522 - 523000 Postage / Courier Service	6,000.00	6,000.00
50 - 522 - 523100 Bank & Merchant Fees	35,000.00	35,000.00
50 - 522 - 524000 Utilities - Electric	70,000.00	72,000.00
50 - 522 - 524001 Utilities - Water	20,000.00	22,000.00
50 - 522 - 524003 Utilities - Cable	1,000.00	1,000.00
50 - 522 - 525000 Consulting Services	2,000.00	2,000.00
50 - 522 - 525109 Top Seed Desk/Maint Staff	380,000.00	395,000.00
50 - 522 - 525110 Top Seed Tennis Staff	705,000.00	718,000.00
50 - 522 - 525111 Top Seed Tennis Director	180,000.00	180,000.00
50 - 522 - 525113 Top Seed 50% Proceeds	140,000.00	187,000.00
50 - 522 - 525114 City 50% Proceeds	320,000.00	367,000.00
50 - 522 - 525200 Contractual Services	52,000.00	56,000.00
50 - 522 - 526500 Advertising	5,000.00	5,000.00
50 - 522 - 542000 Office Equipment Maintenance	3,500.00	3,500.00
50 - 522 - 650297 Tennis Center Improvements	50,000.00	48,000.00
	2,338,700.00	2,476,200.00
Total Fund 50 Expenditures	3,483,000.00	3,634,400.00
ESTIMATED BEGINNING FUND BALANCE	235,100.00	481,400.00
CHANGE IN FUND 50 BALANCE	246,300.00	155,700.00
FUND 50 BALANCE	481,400.00	637,100.00
 Fund: 60 - Management Reserve		
Revenue		
<u>Division: 000 - Revenue</u>		
60 - 000 - 441000 Interest Income	119,600.00	115,800.00
	119,600.00	115,800.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Total Fund 60 Revenue	119,600.00	115,800.00
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
60 - 134 - 990040 Transfer to Capital	275,000.00	0.00
	275,000.00	0.00
Total Fund 60 Expenditures	275,000.00	0.00
ESTIMATED BEGINNING FUND BALANCE	4,788,600.00	4,633,200.00
CHANGE IN FUND 60 BALANCE	(155,400.00)	115,800.00
FUND 60 BALANCE	4,633,200.00	4,749,000.00
 Fund 65 - Oak Tree Mitigation		
Revenue		
<u>Division 000 - Revenue</u>		
65 - 000 - 441000 Interest Income	4,100.00	3,800.00
	4,100.00	3,800.00
Total Fund 65 Revenue	4,100.00	3,800.00
Expenditures		
<u>Division: 412 - Planning Projects & Studies</u>		
65 - 412 - 581510 Oak Tree Mitigation Exp	5,000.00	5,000.00
	5,000.00	5,000.00
Total Fund 65 Expenditures	5,000.00	5,000.00
ESTIMATED BEGINNING FUND BALANCE	154,600.00	153,700.00
CHANGE IN FUND 65 BALANCE	(900.00)	(1,200.00)
FUND 65 BALANCE	153,700.00	152,500.00
 Fund: 80 - CFD 98-1 (Commercial Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
80 - 000 - 401015 Mello-Roos Tax	819,700.00	824,500.00
80 - 000 - 441000 Interest Income	81,800.00	79,300.00
	901,500.00	903,800.00
Total Fund 80 Revenue	901,500.00	903,800.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
80 - 134 - 534000 Payments to Escrow Agent	819,700.00	824,500.00
	819,700.00	824,500.00
Total Fund 80 Expenditures	819,700.00	824,500.00
ESTIMATED BEGINNING FUND BALANCE	2,266,100.00	2,347,900.00
CHANGE IN FUND 80 BALANCE	81,800.00	79,300.00
FUND 80 BALANCE	2,347,900.00	2,427,200.00
 Fund: 83 - 2005 COP (Refunding 1999 COP)		
Revenue		
<u>Division: 000 - Revenue</u>		
83 - 000 - 494000 Transfer in General Fund	472,900.00	472,600.00
	472,900.00	472,600.00
Total Fund 83 Revenue	472,900.00	472,600.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
83 - 134 - 530000 Principal-Bonded Indebtedness	410,000.00	425,000.00
83 - 134 - 530100 Interest Exp-Bonded Indebtedne	59,000.00	43,600.00
83 - 134 - 541600 Miscellaneous Expenditure	3,900.00	4,000.00
	472,900.00	472,600.00
Total Fund 83 Expenditures	472,900.00	472,600.00
ESTIMATED BEGINNING FUND BALANCE	410,900.00	410,900.00
CHANGE IN FUND 83 BALANCE	0.00	0.00
FUND 83 BALANCE	410,900.00	410,900.00
 Fund: 84 - CFD 2006 (The Oaks Mello-Roos)		
Revenue		
<u>Division: 000 - Revenue</u>		
84 - 000 - 401015 Mello-Roos Tax	1,788,400.00	1,786,000.00
84 - 000 - 441000 Interest Income	82,800.00	80,200.00
	1,871,200.00	1,866,200.00
Total Fund 84 Revenue	1,871,200.00	1,866,200.00

Detailed Budget FY 2013-14 & 2014-15

	2013-14 Budget	2014-15 Budget
Expenditures		
<u>Division: 134 - Non-Departmental</u>		
84 - 134 - 534000 Payments to Escrow Agent	1,788,400.00	1,786,000.00
	1,788,400.00	1,786,000.00
Total Fund 84 Expenditures	1,788,400.00	1,786,000.00
ESTIMATED BEGINNING FUND BALANCE	3,123,800.00	3,206,600.00
CHANGE IN FUND 84 BALANCE	82,800.00	80,200.00
FUND 84 BALANCE	3,206,600.00	3,286,800.00
 Fund: 85 - 2006 COP (Civic Center Project)		
Revenue		
<u>Division: 000 - Revenue</u>		
85 - 000 - 441000 Interest Income	200.00	200.00
85 - 000 - 492800 Transfer in Library Fund	605,300.00	604,800.00
85 - 000 - 494000 Transfer in General Fund	1,124,000.00	1,123,300.00
	1,729,500.00	1,728,300.00
Total Fund 85 Revenue	1,729,500.00	1,728,300.00
 Expenditures		
<u>Division: 134 - Non-Departmental</u>		
85 - 134 - 530000 Principal-Bonded Indebtedness	275,000.00	285,000.00
85 - 134 - 530100 Interest Exp-Bonded Indebtedne	1,454,300.00	1,443,100.00
	1,729,300.00	1,728,100.00
Total Fund 85 Expenditures	1,729,300.00	1,728,100.00
ESTIMATED BEGINNING FUND BALANCE	6,700.00	6,900.00
CHANGE IN FUND 85 BALANCE	200.00	200.00
FUND 85 BALANCE	6,900.00	7,100.00
 Fund: 89 - LVUSD (CLOSED)		
Revenue		
<u>Division: 000 - Revenue</u>		



CITY of CALABASAS

Budget Presentation FY 2013-14 & 2014-15



**General Fund, O&M
Personnel, Capital Improvements**

August 14, 2013



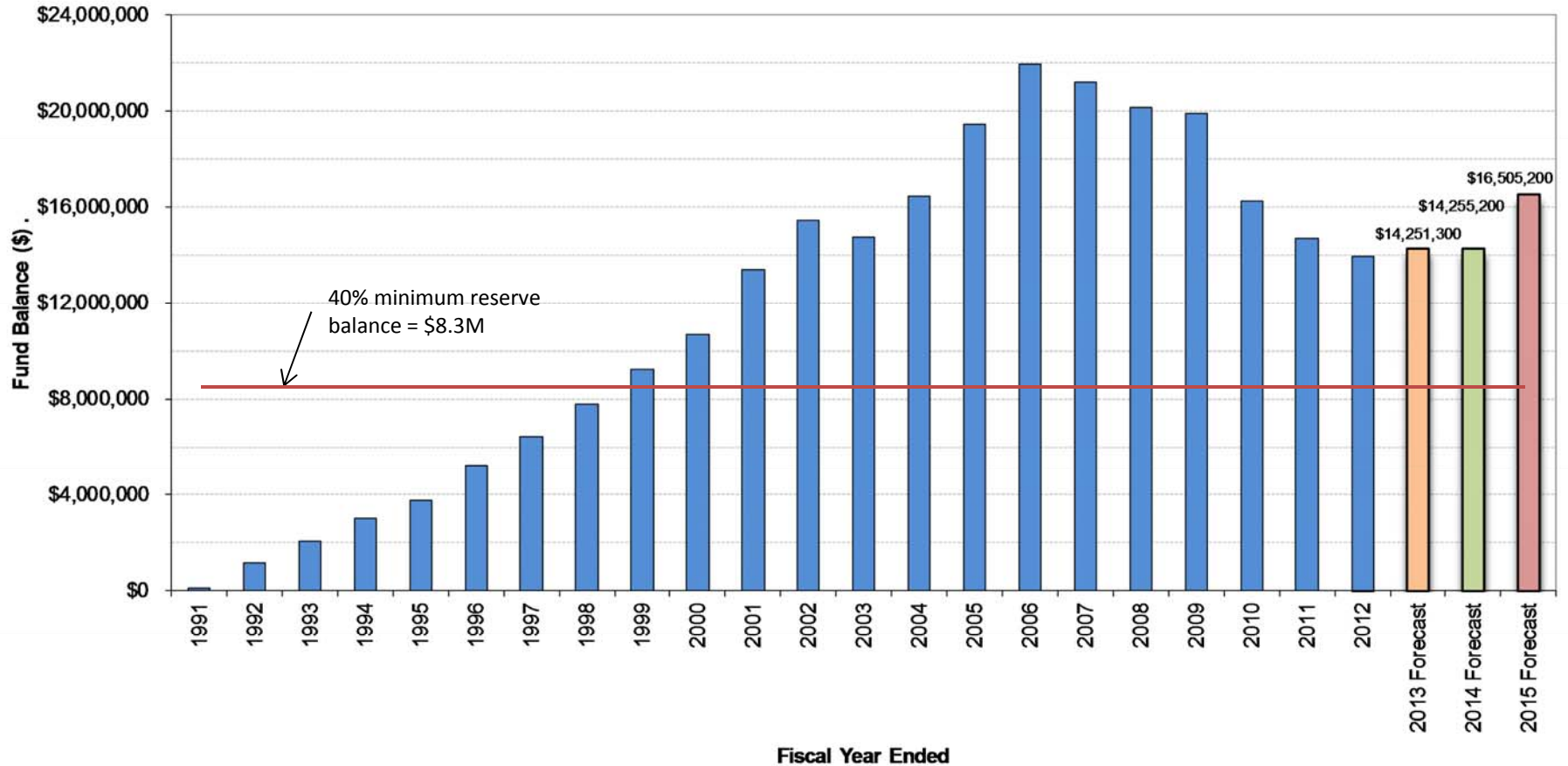
Budget Highlights - General Fund



1. Per Budget Liaison direction:
 - a. A Balanced Budget was achieved (e.g. Revenue > Expenditures)
2. Changes in Revenue and Expenditures
 - a. Total revenue increased by \$556K (2.7%) from last year's projected actuals
 - b. Total expenditures increased by \$229K (1.1%) from last year's budget
3. Sheriff Services remained unchanged at \$4.2M, but includes \$50K S.T.A.R. Deputy
4. Payroll & Vendor Services increased by \$136K from last year's budget
 - a. Includes a 2.03% Cost of Living Adjustment & Merit step increases
 - b. Full-time employees. City-wide = 100; General Fund = 87 (inc. Council)
5. Spending on Capital Projects = \$5.3M / \$24.1M (Lost Hills Overpass)
6. Balanced Transportation Program: \$0.9M
7. Balanced Library Operations: \$1.9M
8. Total fund-balance reserve at the end of Fiscal Year 2014 is projected at \$19.9M, representing a 94% reserve balance:
 - a. General Fund: \$14.3M
 - b. Management Reserve: 4.6M
 - c. C.C. Capital Replacement: 1.0M



General Fund - Fund Balance History





Budget Summary - Change in Fund Balance



	APPROVED	PROJECTED	PROPOSED	
	Budget 2012-13	Actuals 2012-13	Budget 2013-14	Budget 2014-15
Revenue	\$19,955,600	\$20,530,600	\$21,086,400	\$23,824,500
Expenditures				
Personnel Services	\$8,991,200	\$8,860,300	\$9,379,800	\$9,724,300
Supplies & Services	10,965,100	10,312,700	10,869,600	10,986,800
Sub-Total - Operational Costs	\$19,956,300	\$19,173,000	\$20,249,400	\$20,711,100
Capital Outlay	\$62,300	-\$155,900	\$73,600	\$82,900
Discretionary	834,600	792,300	759,500	780,500
Total Expenditures	\$20,853,200	\$19,809,400	\$21,082,500	\$21,574,500
Change to Fund Balance	(\$897,600)	\$721,200	\$3,900	\$2,250,000





Revenue





Revenue Summary



	APPROVED	PROJECTED	PROPOSED	
	Budget 2012-13	Actuals 2012-13	Budget 2013-14	Budget 2014-15
Sales Tax	\$5,922,600	\$5,635,300	\$5,931,600	\$6,114,100
Utility Tax	3,304,000	3,223,400	3,287,800	3,353,500
Property Tax	2,727,600	3,022,300	3,082,800	3,144,500
Automobile Registration Fees	1,974,400	1,966,600	2,005,900	2,046,000
Transient Occupancy Tax	1,196,100	1,250,900	1,325,900	1,352,400
Fees	881,200	1,271,400	1,263,300	1,117,000
Creekside	931,100	914,000	931,100	951,100
Franchise Fees	676,800	689,500	718,200	732,600
Parks & Rec	739,600	774,300	852,200	824,700
Other	990,000	1,267,700	987,500	3,449,300
Interest Income	307,200	177,100	368,000	402,500
Fines & Forfeitures	126,800	113,300	102,800	102,900
Transfer Tax	178,200	224,800	229,300	233,900
TOTAL REVENUE	\$19,955,600	\$20,530,600	\$21,086,400	\$23,824,500

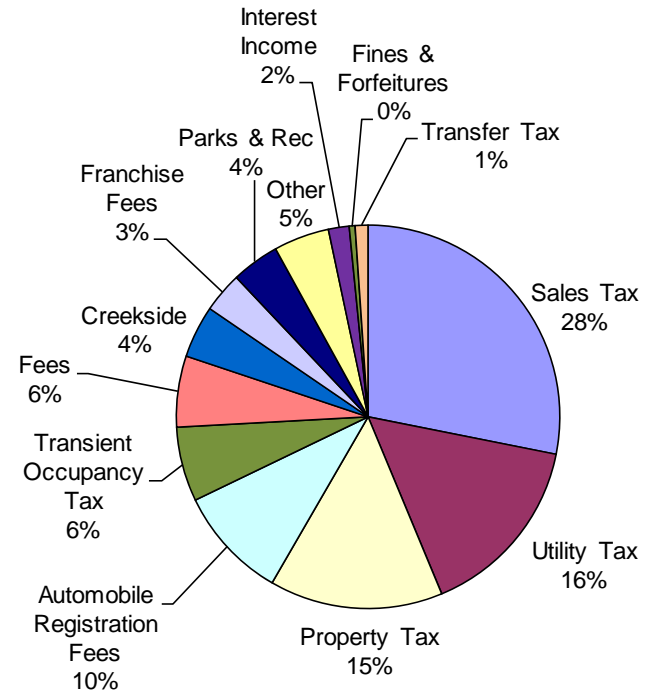




Revenue Summary (continued)



	Proposed 2013-14
Sales Tax	\$5,931,600
Utility Tax	3,287,800
Property Tax	3,082,800
Automobile Registration Fees	2,005,900
Transient Occupancy Tax	1,325,900
Fees	1,263,300
Creekside	931,100
Franchise Fees	718,200
Parks & Rec	852,200
Other	987,500
Interest Income	368,000
Fines & Forfeitures	102,800
Transfer Tax	229,300
TOTAL REVENUE	\$21,086,400





Expenditures





Payroll & Vendor Services



	APPROVED	PROJECTED	PROPOSED	
	Budget 2012-13	Actuals 2012-13	Budget 2013-14	Budget 2014-15
Full Time Salaries	\$5,900,400	\$5,722,700	\$5,997,200	\$6,185,500
Full Time Employee Overtime	38,900	36,500	37,200	37,900
Benefits	1,676,800	1,651,600	1,731,700	1,809,500
Retirement Benefits	62,000	58,300	62,000	62,000
Employer Taxes	722,800	753,900	814,700	889,300
Temporary Employees	445,500	494,800	588,200	588,200
Temporary Employee Overtime	600	200	0	0
Auto Allowance	50,900	49,100	50,900	50,900
457 Match	93,300	93,400	97,900	101,000
Total Payroll & Payroll Related Costs	\$8,991,200	\$8,860,300	\$9,379,800	\$9,724,300
Consulting Services	\$0	\$0	\$0	\$0
Contractual Services	5,636,500	5,121,300	5,383,200	5,423,900
Total Vendor Services	\$5,636,500	\$5,121,300	\$5,383,200	\$5,423,900
TTL PAYROLL & VENDOR SERVICES	\$14,627,700	\$13,981,600	\$14,763,000	\$15,148,200



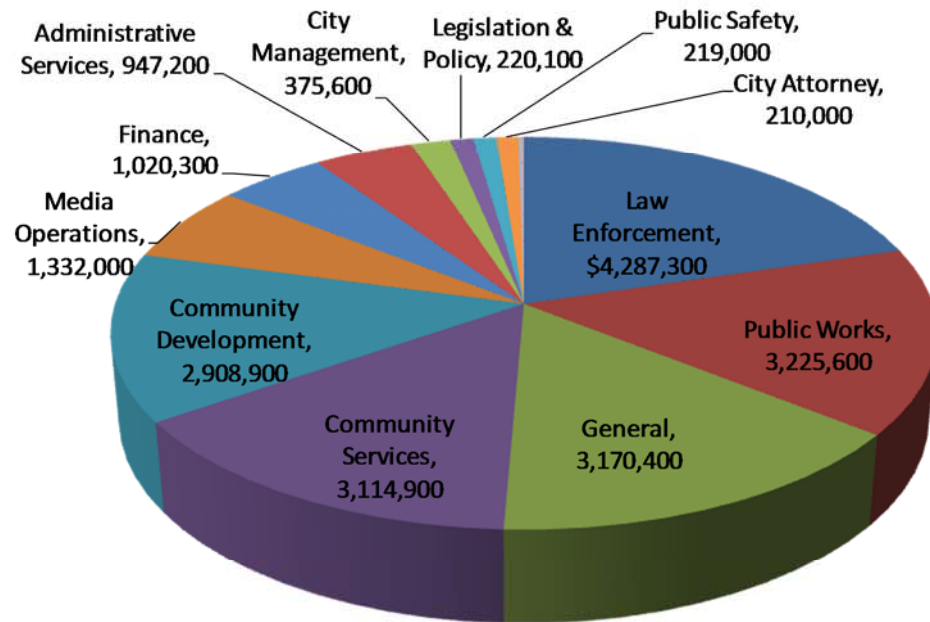


Expenditure Summary by Department



CHART INCLUDES PAYROLL WITHIN EACH DEPARTMENT

	Proposed 2013-14
Law Enforcement	\$4,287,300
Public Works	3,225,600
General	3,170,400
Community Services	3,114,900
Community Development	2,908,900
Media Operations	1,332,000
Finance	1,020,300
Administrative Services	947,200
City Management	375,600
Legislation & Policy	220,100
Public Safety	219,000
City Attorney	210,000
Animal Regulation	30,400
Fire Protection	20,800
	\$21,082,500





Programs Funded in this Budget



	PROPOSED Budget 2013-14	PROPOSED Revenue 2013-14	NET COST 2013-14
Contributions to Others	\$275,000	\$0	\$275,000
Contribution to Chamber of Com	16,000	0	16,000
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 Meeting & Conference	20,000	0	20,000
Special Events	20,700	0	20,700
School Safety	12,000	0	12,000
Crossing Guard	65,000	0	65,000
School Programs	7,500	0	7,500
Cal/Agoura Jt Community Center	25,000	0	25,000
July 4th	67,000	35,000	32,000
Calabasas Classic	7,500	0	7,500
Egg Stravaganza	4,500	0	4,500
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	96,600	68,000	28,600
Calabasas Musical Programs	40,000	0	40,000
Calabasas Fine Arts Festival	45,000	40,000	5,000
TOTAL	\$759,500	\$143,000	\$616,500





Capital Improvement Projects



	Proposed Budget		FY 2013-14 Funding Sources		FY 2014-15 Funding Sources	
	2013-14	2014-15	General Fund	Other Funds	General Fund	Other Funds
Street - Rubberized Overlay Design	\$30,000	\$0	\$0	\$30,000	\$0	\$0
Street - Rubberized Overlay	0	1,000,000	0	0	0	1,000,000
Tree Planting	25,000	25,000	25,000	0	25,000	0
STATE - Catch Basin Screens	250,800	0	0	250,800	0	0
STATE - Smart Irrigation	775,000	0	0	775,000	0	0
Lost Hills O/P & Intchg MeasR	900,000	20,624,000	0	900,000	0	20,624,000
CalabRd/US101 Interchg MeasR	1,500,000	0	0	1,500,000	0	0
Las Virg Scenic MeasureR	850,000	0	0	850,000	0	0
MulhollandHwyDesign-PaulRevere	125,000	2,500,000	0	125,000	0	2,500,000
FED - Safe Rte SRTSL-5463(017)	55,000	0	0	55,000	0	0
CPHA Signal PkCapri&PkGranada	250,000	0	0	250,000	0	0
CPHA Traffic Island Prim&Largo	500,000	0	0	500,000	0	0
Total CIP Projects	\$5,260,800	\$24,149,000	\$25,000	\$5,235,800	\$25,000	\$24,124,000





Supplemental Information





Projected Fund Balances – Entire City



Fund No.	Fund Description	(a) Projected Fund Balance June 2013	(b) Revenue	(c) Expenditures	(a) + (b) - (c) Projected Fund Balance June 2014
10	General Fund	\$14,251,300	\$21,086,400	\$21,082,500	\$14,255,200
11	Refundable Deposits	0	262,500	262,500	0
12	South Coast Air Quality Management District	79,600	35,700	35,600	79,700
13	Park & Recreation Improvements	131,200	33,500	30,000	134,700
14	AB 939	1,473,300	206,200	201,100	1,478,400
15	Gas Tax	35,900	522,200	30,000	528,100
16	Developer Impact Fees	1,825,400	110,000	0	1,935,400
18	Affordable Housing	1,305,200	34,600	0	1,339,800
19	Las Virgenes/ Lost Hills B&T	2,725,300	72,200	0	2,797,500
20	Prop A	0	402,100	402,100	0
21	LMD 22 - Common Benefit Areas	2,146,700	1,619,300	1,724,200	2,041,800
22	Landscape Maintenance District #22	178,000	2,648,300	2,636,800	189,500
24	Landscape Maintenance District #24	330,900	182,400	239,100	274,200
25	Prop C	0	333,600	333,600	0
27	Landscape Maintenance District #27	131,800	29,300	43,600	117,500
28	Library	147,400	1,905,900	1,905,900	147,400
29	Transportation Programs	0	932,600	932,600	0
30	Storm Damage	-1,382,500	409,900	0	-972,600
32	Landscape Maintenance District #32	-82,200	25,600	25,600	-82,200
33	Used Oil Grants	-12,500	35,300	10,000	12,800
34	Measure R - Local Return	7,800	254,000	114,600	147,200
35	CDBG	-12,500	38,500	25,000	1,000
36	Grants	-724,700	933,800	838,000	-628,900
38	Cops- AB 3229 Grant	-71,100	100,800	0	29,700
39	Measure R - MTA	-236,300	4,126,200	3,881,300	8,600
40	Capital Improvement	0	5,260,800	5,260,800	0
42	Civic Center Capital Replacement	1,002,600	26,600	0	1,029,200
48	Library Capital Replacement	507,400	13,400	0	520,800
50	Tennis & Swim Center Operation	235,100	3,729,300	3,483,000	481,400
60	Management Reserve	4,788,600	119,600	275,000	4,633,200
65	Oak Tree Mitigation	154,600	4,100	5,000	153,700
80	CFD 98-1	2,266,100	901,500	819,700	2,347,900
83	2005 COP (Refunding 1999 COP)	410,900	472,900	472,900	410,900
84	CFD 2006 (The Oaks Mello-Roos)	3,123,800	1,871,200	1,788,400	3,206,600
85	2006 COP (Civic Center Project)	6,700	1,729,500	1,729,300	6,900
Total		\$34,743,800	\$50,469,800	\$48,588,200	\$36,625,400





City-wide Full-Time Equivalent (FTE) Headcount



Department Name	FTE
Administrative Services	19.21
City Council	5.00
City Management	2.00
Community Development	20.84
Community Services	47.88
Finance	8.00
Media Operations	9.96
Public Works	16.08
Public Safety	1.48
TOTAL FULL-TIME EQUIVALENT (FTE) HEADS	130.45

General Fund

Full-Time	86.59
Temporary	16.74
Total General Fund (Fund 10)	103.33

Landscape Management Districts

Full-Time	1.60
Temporary	0.48
Total LMD (Funds 21, 22, 24, 27, 32)	2.08

Library

Full-Time	7.81
Temporary	4.13
Total Library (Fund 28)	11.94

Tennis & Swim Center

Full-Time	4.00
Temporary	9.10
Total Tennis & Swim Center (Fund 50)	13.10

CITYWIDE

Full-Time	100.00
Temporary	30.45
TOTAL CITY HEADCOUNT	130.45





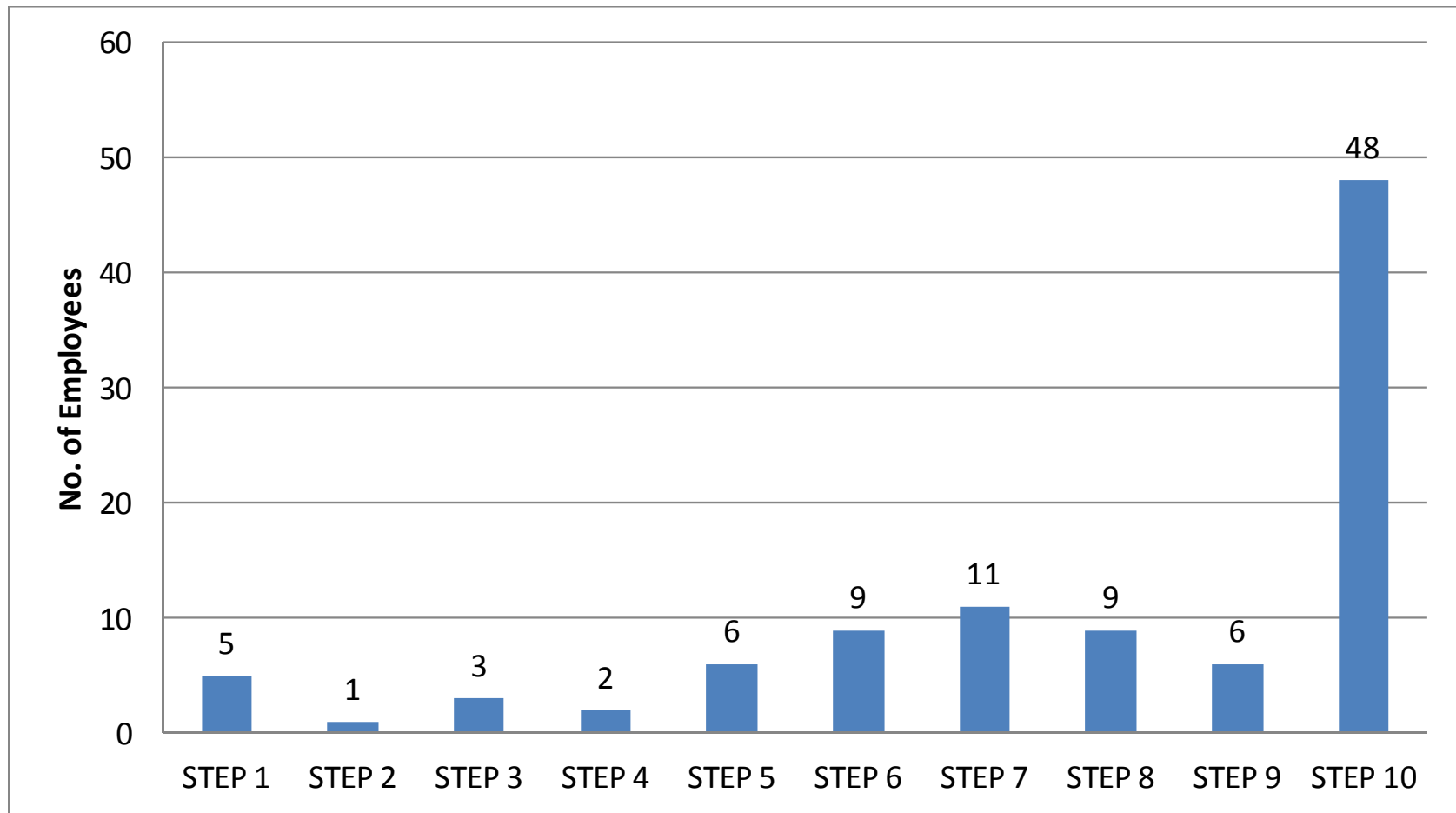
Creekside Klubhouse Revenue / Expenditure Report



<u>Revenue</u>	Est. <u>2012-13</u>	Budget <u>2013-14</u>
Preschool Registration	915,400.00	930,000.00
Classes	1,000.00	800.00
Facility Rental	-	300.00
Total Revenue	916,400.00	931,100.00
<u>Expenditures</u>		
Salaries & Benefits	1,002,800.00	998,100.00
Telephone	2,000.00	2,300.00
Office Supplies	4,300.00	6,300.00
Sp. Dept. Supplies	44,600.00	51,000.00
Printing	400.00	2,000.00
Contractual Services	35,000.00	12,000.00
School Programs	2,700.00	6,200.00
State Mandates	2,600.00	3,000.00
Copier Supplies	0.00	100.00
Custodial Supplies	6,700.00	6,900.00
Refunds	0.00	300.00
Total Expenses	1,101,100.00	1,088,200.00
 Net Profit / (Loss)	 (184,700.00)	 (157,100.00)
 Recovery Rate	 83.2%	 85.6%

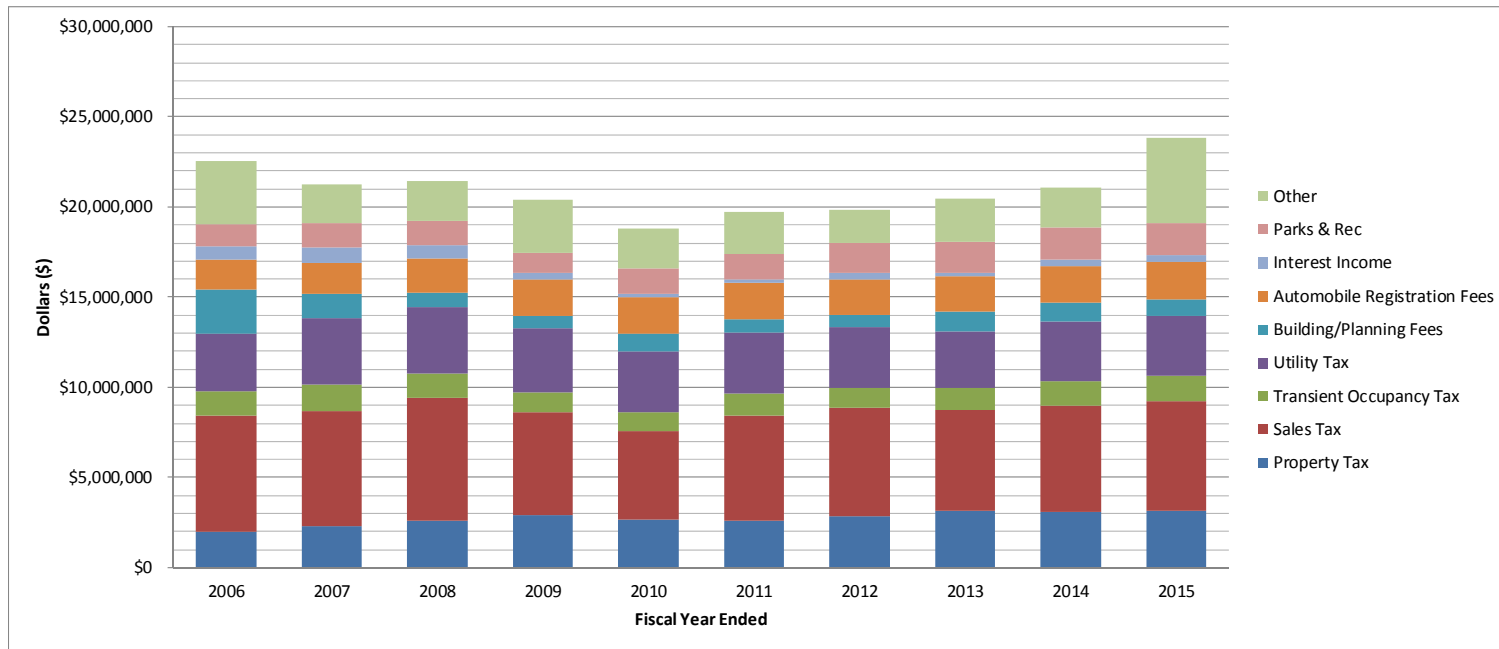


City-wide Full-Time Employees (by step)





10-year Revenue Trend & Forecast



Note: Category "Other" includes items such as: Franchise Fees, Inter-fund transfers, fines & forfeitures, LVPA.

RESOLUTION NO. 2013-1383

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING THE OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR THE CITY FOR THE FISCAL YEAR JULY 1, 2013 THROUGH JUNE 30, 2015, PROVIDING FOR THE APPROPRIATIONS AND EXPENDITURES OF ALL SUMS SET FORTH IN SAID BUDGET AND REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH.

WHEREAS, the City Manager has submitted to the City Council of Calabasas a preliminary budget for the fiscal year July 1, 2013 through June 30, 2015; and

WHEREAS, after examination, deliberation and due consideration, the City Council has approved the same; and

WHEREAS, it is the intention of this City Council to adopt the budget submitted by the City Manager during the August 28, 2013 Council Meeting.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calabasas, California, as follows:

1. That certain document referred to as the "Detailed Budget FY 2013-14 & 2014-15" presented by the City Manager is hereby adopted and the appropriations for the annual budget of the City of Calabasas for the fiscal period July 1, 2013 through June 30, 2015 is hereby approved.
2. The several amounts stated in the annual budget shall become and thereafter be appropriated to the offices, departments, activities, objects and purposes stated therein and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.

All revenue in excess of expenditures and encumbrances as of the close of fiscal year 2012-13 not otherwise re-appropriated above are hereby appropriated to the applicable fund operating reserve on June 30, 2013.

All resolutions in conflict herewith are hereby expressly repealed. This resolution shall become effective immediately upon adoption.

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

PASSED, APPROVED AND ADOPTED this 11th day of September 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Interim City Attorney

RESOLUTION NO. 2013-1384

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2013-2014.

WHEREAS, the voters approved the Gann Spending-Limitation Initiative (Proposition 4) on November 6, 1979, adding Article XIII B to the Constitution of the State of California to establish and define annual appropriation limits on state and local governmental entities; and

WHEREAS, SB 1352 provides for the implementation of Article XIII B by defining various terms used in this article and prescribing procedures to be used in implementing specific provisions of the article, including the establishment by resolution each year by the governing body of each local jurisdiction of its appropriations limits; and

WHEREAS, the required computations to determine the Appropriations Limits for Fiscal Year 2013-2014 were performed and are on file with the City Clerk and available for public review.

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

SECTION 1. That the Appropriations Limit for the City of Calabasas for Fiscal Year 2013-2014 is \$25,202,201.

SECTION 2. That 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 11th day of September, 2013.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC, City Clerk

APPROVED AS TO FORM:

Scott H. Howard, Interim City Attorney



Check Register Report

Bank: BANK OF AMERICA - OPERATING
 Reporting Period: 8/15/2013 to 8/28/2013

Date: 8/30/2013
 Time: 2:23:04PM
 Page 1 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<u>Administrative Services</u>					
85159	8/22/2013	US BANK	VISA- SOCIETY OF HR MGMT	180.00	Administrative Services
85100	8/21/2013	ACORN NEWSPAPER	LEGAL ADVERTISING	114.00	Administrative Services
Total Amount for 2 Line Item(s) from Administrative Services				\$294.00	
<u>Boards and Commissions</u>					
85159	8/22/2013	US BANK	VISA- RALPHS	28.78	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				\$28.78	
<u>City Council</u>					
85159	8/22/2013	US BANK	VISA- LEAGUE OF CA CITIES	475.00	City Council
85159	8/22/2013	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
85173	8/28/2013	CR PRINT	BUSINESS CARDS	109.55	City Council
85110	8/21/2013	CONEJO AWARDS	TILE PLAQUES	103.20	City Council
85159	8/22/2013	US BANK	VISA- CORNER BAKERY	86.95	City Council
Total Amount for 5 Line Item(s) from City Council				\$958.70	
<u>City Management</u>					
85159	8/22/2013	US BANK	VISA- GALLS INC	1,733.02	City Management
85225	8/28/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	90.96	City Management
85159	8/22/2013	US BANK	VISA- KINGS FISH HOUSE	80.89	City Management
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	71.87	City Management
Total Amount for 4 Line Item(s) from City Management				\$1,976.74	
<u>Civic Center O&M</u>					
85218	8/28/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	436.59	Civic Center O&M
85218	8/28/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	403.02	Civic Center O&M
85159	8/22/2013	US BANK	VISA- ROLLS HIGH REACH	206.36	Civic Center O&M
85159	8/22/2013	US BANK	VISA- BRIAN PASTER PLUMBING	138.00	Civic Center O&M
85159	8/22/2013	US BANK	VISA- DO IT CENTER	70.57	Civic Center O&M
85159	8/22/2013	US BANK	VISA- HOME DEPOT	34.53	Civic Center O&M
85159	8/22/2013	US BANK	VISA- HOME DEPOT	34.53	Civic Center O&M



Check Register Report

Bank: BANK OF AMERICA - OPERATING
Reporting Period: 8/15/2013 to 8/28/2013

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
85119	8/21/2013	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	23.16	Civic Center O&M
85159	8/22/2013	US BANK	VISA- WALMART	10.87	Civic Center O&M
Total Amount for 9 Line Item(s) from Civic Center O&M				\$1,357.63	

Community Development

85170	8/28/2013	CALABASAS CREST LTD	R.A.P.- SEPT 2013	5,586.00	Community Development
85176	8/28/2013	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	4,979.70	Community Development
85159	8/22/2013	US BANK	VISA- INT'L CODE COUNCIL	1,365.66	Community Development
85106	8/21/2013	BLAIR/JESSICA//	PC MINUTE PREPARATIONS	560.00	Community Development
85175	8/28/2013	CROSBY/ GEORGE//	R.A.P.- SEPT 2013	190.00	Community Development
85178	8/28/2013	FLEYSHMAN/ALBERT//	R.A.P.- SEPT 2013	190.00	Community Development
85201	8/28/2013	MEDVETSKY/LINA//	R.A.P.- SEPT 2013	190.00	Community Development
85182	8/28/2013	HENDERSON/LYN//	R.A.P.- SEPT 2013	190.00	Community Development
85204	8/28/2013	NARANJO/ IVAN//	R.A.P.- SEPT 2013	190.00	Community Development
85217	8/28/2013	SHAHIR/RAHIM//	R.A.P.- SEPT 2013	190.00	Community Development
85203	8/28/2013	MILES/AUDREY//	R.A.P.- SEPT 2013	190.00	Community Development
85230	8/28/2013	YAZDINIAN/SUSAN//	R.A.P.- SEPT 2013	190.00	Community Development
85176	8/28/2013	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	112.50	Community Development
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	111.54	Community Development
85130	8/21/2013	L.A. CO. ASSESSOR	MAPS AND POSTAGE	27.77	Community Development
85159	8/22/2013	US BANK	VISA- RITE AID	27.24	Community Development
85159	8/22/2013	US BANK	VISA- RALPHS	5.85	Community Development
Total Amount for 17 Line Item(s) from Community Development				\$14,296.26	

Community Services

85196	8/28/2013	LAS VIRGENES UNIFIED SCHOOL	JOINT USE AGREEMENT-AEW	21,649.00	Community Services
85162	8/28/2013	AGOURA HILLS,CALABASAS COM CTR	FACILITY RENTAL- YOUTH B-BALL	7,146.00	Community Services
85096	8/15/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,356.59	Community Services
85213	8/28/2013	PLAY-WELL TEKNOLOGIES	RECREATION INSTRUCTOR	1,617.00	Community Services
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	1,436.44	Community Services
85179	8/28/2013	FRESHI FILMS LLC	RECREATION INSTRUCTOR	1,300.00	Community Services
85206	8/28/2013	NETTO/CHRISTINE//	RECREATION INSTRUCTOR	1,215.50	Community Services
85197	8/28/2013	LAS VIRGENES UNIFIED SCHOOL	ENRICHMENT PROGRAM- SPRING 13	1,155.00	Community Services
85159	8/22/2013	US BANK	VISA- GETTY VILLAS	926.06	Community Services
85122	8/21/2013	GUDIS/MATT//	ENTERTAINMENT- PUMPKIN FEST	900.00	Community Services



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85171	8/28/2013	CANTRELL/LINDA//	RECREATION INSTRUCTOR	881.60	Community Services
85129	8/21/2013	KRAUS/PETER//	RECREATION INSTRUCTOR	793.80	Community Services
85159	8/22/2013	US BANK	VISA- GANNA WALSKA	727.50	Community Services
85145	8/21/2013	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	672.00	Community Services
85159	8/22/2013	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
85181	8/28/2013	GRAPHIC SALES WEST, INC.	REC BROCHURE	528.65	Community Services
85159	8/22/2013	US BANK	VISA-COSTCO	494.37	Community Services
85159	8/22/2013	US BANK	VISA- SUMMERLAND BEACH	464.48	Community Services
85124	8/21/2013	IMMUNE CHEF	RECREATION INSTRUCTOR	364.00	Community Services
85159	8/22/2013	US BANK	VISA- SIGNS & SHAPES	350.00	Community Services
85159	8/22/2013	US BANK	VISA- HOME DEPOT	323.78	Community Services
85148	8/21/2013	SWANK-MOTION PICTURES, INC.	YOGI BEAR- MOVIE NIGHT	321.00	Community Services
85159	8/22/2013	US BANK	VISA- WOODRANCH BBQ	309.02	Community Services
85141	8/21/2013	QUALITY PARKING SERVICE, INC	PARKING SERVICE- CONCERT	300.00	Community Services
85159	8/22/2013	US BANK	VISA- EXXON MOBIL	270.04	Community Services
85165	8/28/2013	AT&T	TELEPHONE SERVICE	264.15	Community Services
85159	8/22/2013	US BANK	VISA- HOME DEPOT	250.11	Community Services
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	238.75	Community Services
85143	8/21/2013	SECURAL SECURITY CORP	SECURITY- CONCERT	232.00	Community Services
85143	8/21/2013	SECURAL SECURITY CORP	SECURITY- CAMPOUT	232.00	Community Services
85193	8/28/2013	LA BASH/ TED//	RECREATION INSTRUCTOR	227.50	Community Services
85159	8/22/2013	US BANK	VISA- IPHONE FIX	215.42	Community Services
85098	8/21/2013	ABSOLUTE PACKAGING SUPPLY INC	FACILITY MAINTENANCE SUPPLIES	187.24	Community Services
85159	8/22/2013	US BANK	VISA- DO IT CENTER	185.43	Community Services
85160	8/28/2013	A 1 LIVESCAN FINGERPRINTING	FINGERPRINTING SERVICES	165.00	Community Services
85216	8/28/2013	SENDOWSKI/SHULAMIT//	RECREATION INSTRUCTOR	158.40	Community Services
85159	8/22/2013	US BANK	VISA- CLEARSTREAM RECYCLING	155.13	Community Services
85159	8/22/2013	US BANK	VISA- RALPHS	154.62	Community Services
85159	8/22/2013	US BANK	VISA- TARGET	130.58	Community Services
85159	8/22/2013	US BANK	VISA- 7 ELEVEN	130.05	Community Services
85189	8/28/2013	KAPLAN/HERB//	RECREATION INSTRUCTOR	129.60	Community Services
85189	8/28/2013	KAPLAN/HERB//	RECREATION INSTRUCTOR	120.60	Community Services
85222	8/28/2013	TRI-CO EXTERMINATING CO.	PEST CONTROL SERVICES	100.00	Community Services
85159	8/22/2013	US BANK	VISA- ITALIA DELI	84.99	Community Services
85159	8/22/2013	US BANK	VISA- BARONES PIZZERIA	84.19	Community Services
85159	8/22/2013	US BANK	VISA- ALBERTSONS	83.26	Community Services
85151	8/21/2013	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	78.12	Community Services



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85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	76.19	Community Services
85225	8/28/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	68.01	Community Services
85159	8/22/2013	US BANK	VISA- SMART & FINAL	65.51	Community Services
85159	8/22/2013	US BANK	VISA- RABI INC	65.11	Community Services
85159	8/22/2013	US BANK	VISA- PREMIER STEEL	64.31	Community Services
85159	8/22/2013	US BANK	VISA- RALPHS	60.36	Community Services
85159	8/22/2013	US BANK	VISA- CEDAR VALLEY PLUMBING	55.75	Community Services
85159	8/22/2013	US BANK	VISA- ARCTIC GLACIER	50.69	Community Services
85104	8/21/2013	AT&T	TELEPHONE SERVICE	37.95	Community Services
85159	8/22/2013	US BANK	VISA- THE HABIT	34.83	Community Services
85172	8/28/2013	COLP/KIMBERLY//	REIMB MILEAGE - JUL 13	34.47	Community Services
85159	8/22/2013	US BANK	VISA- STARBUCKS	27.90	Community Services
85227	8/28/2013	WILHELM/LANA//	REIMB MILEAGE - JUL 13	24.86	Community Services
85159	8/22/2013	US BANK	VISA- UNION 76	18.99	Community Services
85159	8/22/2013	US BANK	VISA- JERSEY MIKES	15.90	Community Services
85159	8/22/2013	US BANK	VISA- VONS	13.06	Community Services
85159	8/22/2013	US BANK	VISA- GELSONS MARKET	9.79	Community Services
85159	8/22/2013	US BANK	VISA- MOOSE FLYIN	5.42	Community Services

Total Amount for 65 Line Item(s) from Community Services

\$51,496.07

Finance

85101	8/21/2013	ADP, INC	PAYROLL PROCESSING	2,881.27	Finance
85101	8/21/2013	ADP, INC	PAYROLL PROCESSING	1,000.78	Finance
85101	8/21/2013	ADP, INC	PAYROLL PROCESSING	990.06	Finance
85101	8/21/2013	ADP, INC	PAYROLL PROCESSING	976.77	Finance
85159	8/22/2013	US BANK	VISA- B & H PHOTO	293.95	Finance
85159	8/22/2013	US BANK	VISA- OFFICE DEPOT	105.71	Finance
85159	8/22/2013	US BANK	VISA- PROFESSIONAL EDUCATION	59.50	Finance
85101	8/21/2013	ADP, INC	PAYROLL PROCESSING	51.15	Finance
85159	8/22/2013	US BANK	VISA- WALMART	51.10	Finance

Total Amount for 9 Line Item(s) from Finance

\$6,410.29

Klubhouse Preschool

85158	8/21/2013	ZEBRA ENTERTAINMENT & EVENTS	KLUBHOUSE EVENTS	2,675.00	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- DISCOUNT SCHOOL SUPPLY	2,491.40	Klubhouse Preschool



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85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	976.20	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- SMART & FINAL	824.65	Klubhouse Preschool
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	767.89	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- ORIENTAL TRADING CO	393.53	Klubhouse Preschool
85183	8/28/2013	HOUSE SANITARY SUPPLY, INC.	JANITORIAL SUPPLIES	331.37	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- SMART & FINAL	269.12	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- TARGET	253.24	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- MICHAELS	221.55	Klubhouse Preschool
85153	8/21/2013	VLR DAIRY SERVICES	MILK/YOGURT DELIVERY	167.28	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- UNDERWOOD FARMS	160.00	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- SHERMAN OAKS CASTLE	132.00	Klubhouse Preschool
85143	8/21/2013	SECURAL SECURITY CORP	SECURITY- END OF SUMMER BBQ	116.00	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- PARTY ON RENTAL	99.00	Klubhouse Preschool
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	97.81	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- PARTY ON RENTAL	79.00	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- HOME DEPOT	78.72	Klubhouse Preschool
85153	8/21/2013	VLR DAIRY SERVICES	MILK/YOGURT DELIVERY	58.14	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- FEDEX OFFICE	58.12	Klubhouse Preschool
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	50.85	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- VONS	18.04	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- HOME DEPOT	12.07	Klubhouse Preschool
85159	8/22/2013	US BANK	VISA- TARGET	10.89	Klubhouse Preschool
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	9.76	Klubhouse Preschool
Total Amount for 25 Line Item(s) from Klubhouse Preschool				\$10,351.63	

Library

85140	8/21/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 13	776.06	Library
85121	8/21/2013	GIS INFORMATION SYSTEMS, INC	SOFTWARE SUBSCRIPTION	637.57	Library
85208	8/28/2013	OCLC, INC.	MEMBERSHIP DUES- JUL 2013	626.35	Library
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	521.58	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	488.70	Library
85159	8/22/2013	US BANK	VISA- COSTCO	459.11	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	391.29	Library
85185	8/28/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	368.57	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	352.84	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	345.66	Library



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85120	8/21/2013	GALE CENGAGE LEARNING	ONLINE BOOK DATABASE	315.00	Library
85221	8/28/2013	TIME WARNER CABLE	CABLE MODEM- LIBRARY	290.00	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	220.95	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	209.92	Library
85185	8/28/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	168.14	Library
85165	8/28/2013	AT&T	TELEPHONE SERVICE	148.95	Library
85202	8/28/2013	MIDWEST TAPE	DVD'S-LIBRARY	107.70	Library
85185	8/28/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	97.76	Library
85159	8/22/2013	US BANK	VISA- USPS	81.88	Library
85159	8/22/2013	US BANK	VISA- S&S WORLDWIDE	63.44	Library
85185	8/28/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	55.20	Library
85214	8/28/2013	RANDOM HOUSE, INC.	BOOKS ON CD	38.86	Library
85214	8/28/2013	RANDOM HOUSE, INC.	BOOKS ON CD	34.77	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	26.35	Library
85159	8/22/2013	US BANK	VISA- SMART & FINAL	22.81	Library
85185	8/28/2013	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	20.44	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	17.93	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	17.93	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	16.27	Library
85168	8/28/2013	BAKER & TAYLOR	BOOKS-LIBRARY	14.64	Library

Total Amount for 30 Line Item(s) from Library

\$6,936.67

LMD #22

85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,235.08	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	11,733.42	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,535.17	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,735.92	LMD #22
85105	8/21/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	4,584.37	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,480.83	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,911.17	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,758.08	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,873.83	LMD #22
85167	8/28/2013	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	2,360.00	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,227.67	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,946.48	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,722.15	LMD #22



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85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,204.40	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	645.80	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	580.09	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	437.50	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	427.00	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	355.55	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	214.00	LMD #22
85096	8/15/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	151.39	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	114.34	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	97.21	LMD #22
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	90.00	LMD #22
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	65.44	LMD #22
85140	8/21/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 13	60.40	LMD #22
Total Amount for 28 Line Item(s) from LMD #22				\$67,846.29	
<u>LMD #24</u>					
85223	8/28/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	4,753.24	LMD #24
85223	8/28/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	312.00	LMD #24
Total Amount for 2 Line Item(s) from LMD #24				\$5,065.24	
<u>LMD #27</u>					
85223	8/28/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,089.14	LMD #27
Total Amount for 1 Line Item(s) from LMD #27				\$1,089.14	
<u>LMD #32</u>					
85223	8/28/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	1,800.71	LMD #32
Total Amount for 1 Line Item(s) from LMD #32				\$1,800.71	
<u>LMD 22 - Common Benefit Area</u>					
85200	8/28/2013	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,500.00	LMD 22 - Common Benefit Area



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85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,361.25	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,552.17	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,372.17	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,355.39	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,206.25	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,874.01	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,821.98	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	677.45	LMD 22 - Common Benefit Area
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	489.74	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	460.00	LMD 22 - Common Benefit Area
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	406.25	LMD 22 - Common Benefit Area
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	331.38	LMD 22 - Common Benefit Area
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	226.92	LMD 22 - Common Benefit Area
Total Amount for 14 Line Item(s) from LMD 22 - Common Benefit Area				\$39,634.96	

Media Operations

85159	8/22/2013	US BANK	VISA- B & H PHOTO	2,614.88	Media Operations
85138	8/21/2013	NICKERSON/LAURA//	CTV HOST SERVICES	1,125.00	Media Operations
85190	8/28/2013	KRAMER.FIRM, INCORPORATED	TELECOMM CONSULT SVCS	951.74	Media Operations
85190	8/28/2013	KRAMER.FIRM, INCORPORATED	TELECOMM CONSULT SVCS	922.14	Media Operations
85146	8/21/2013	SPINITAR	AV SYSTEM REPAIRS	851.25	Media Operations
85190	8/28/2013	KRAMER.FIRM, INCORPORATED	TELECOMM CONSULT SVCS	795.26	Media Operations
85212	8/28/2013	PEREIRA/PABLO//	CTV HOST-SPOTLIGHT CALABASAS	500.00	Media Operations
85186	8/28/2013	INTERNET SPECIALTIES WEST	T-1 LINE MONTHLY FEE	484.53	Media Operations
85159	8/22/2013	US BANK	VISA- AMAZON.COM	432.57	Media Operations
85159	8/22/2013	US BANK	VISA- LYNDA.COM	375.00	Media Operations
85190	8/28/2013	KRAMER.FIRM, INCORPORATED	TELECOMM CONSULT SVCS	358.17	Media Operations
85149	8/21/2013	TIME WARNER CABLE	CABLE MODEM- CITY HALL	336.80	Media Operations
85190	8/28/2013	KRAMER.FIRM, INCORPORATED	TELECOMM CONSULT SVCS	326.46	Media Operations
85159	8/22/2013	US BANK	VISA- GALLS INC	176.72	Media Operations
85111	8/21/2013	COOPER/ HALLIE//	CTV CATCH BASIN DOCUMENTARY	100.00	Media Operations
85186	8/28/2013	INTERNET SPECIALTIES WEST	INSURANCE RENEWAL T-1LINE	100.00	Media Operations
85103	8/21/2013	AMERICOMP GROUP IMAGING	PRINTER REPAIRS	99.00	Media Operations
85159	8/22/2013	US BANK	VISA- PONG RESEARCH	91.24	Media Operations
85150	8/21/2013	TRIBUNE MEDIA SERVICES	CTV GUIDE LISTING	86.08	Media Operations
85159	8/22/2013	US BANK	VISA- GOTOMYPC.COM	50.85	Media Operations



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85166	8/28/2013	AT&T MOBILITY	TELEPHONE SERVICE	45.46	Media Operations
85159	8/22/2013	US BANK	VISA- RALPHS	25.69	Media Operations
85159	8/22/2013	US BANK	VISA- AOL SERVICE	17.95	Media Operations
85159	8/22/2013	US BANK	VISA- CALENDAR WIZ	14.00	Media Operations
Total Amount for 24 Line Item(s) from Media Operations				\$10,880.79	

Non-Departmental - Finance

85116	8/21/2013	DUFFEY'S MOBILE HOME SERVICE	CDBG RES REHAB- LAVIR	7,500.00	Non-Departmental - Finance
85136	8/21/2013	NEOFUNDS BY NEOPOST	POSTAGE	4,000.00	Non-Departmental - Finance
85173	8/28/2013	CR PRINT	STOCK - ENVELOPES	1,890.06	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- STORAGE ETC	1,815.00	Non-Departmental - Finance
85108	8/21/2013	CANON BUSINESS SOLUTIONS, INC.	COPIER SVC PROGRAM- GQM11196	931.24	Non-Departmental - Finance
85097	8/20/2013	LOS ANGELES COUNTY TREASURER &	ADMIN FEE-TAX DEFAULT PROPERTY	700.00	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- COSTCO	586.58	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- COSTCO	348.70	Non-Departmental - Finance
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	307.05	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- COFFEE WHOLESALE USA	286.29	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- PRICE GRABBER	234.06	Non-Departmental - Finance
85154	8/21/2013	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	199.44	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- KEURIG	165.68	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- RALPHS	112.83	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- 800FLOWERS	92.63	Non-Departmental - Finance
85177	8/28/2013	FEDERAL EXPRESS CORP.	COURIER SERVICE	15.93	Non-Departmental - Finance
85117	8/21/2013	FEDERAL EXPRESS CORP.	COURIER SERVICE	11.08	Non-Departmental - Finance
85159	8/22/2013	US BANK	VISA- LOWES	0.33	Non-Departmental - Finance
Total Amount for 18 Line Item(s) from Non-Departmental - Finance				\$19,196.90	

Payroll

85140	8/21/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 13	9,427.12	Payroll
85139	8/21/2013	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- SEPT 13	63.00	Payroll
Total Amount for 2 Line Item(s) from Payroll				\$9,490.12	

Police / Fire / Safety

85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUL 2013	334,670.12	Police / Fire / Safety
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85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUL 2013	15,104.67	Police / Fire / Safety
85131	8/21/2013	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- JUL 2013	4,319.48	Police / Fire / Safety
85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FIREWORKS	3,804.13	Police / Fire / Safety
85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,215.72	Police / Fire / Safety
85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- PARK EST	911.79	Police / Fire / Safety
85192	8/28/2013	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FINGERPRINT	175.17	Police / Fire / Safety
85174	8/28/2013	CRASH DATA GROUP INC	DATA RECORDER EQUIPMENT REPAIR	101.52	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$360,302.60	

Public Safety & Emergency Preparedness

85159	8/22/2013	US BANK	VISA- FRESH BROTHERS	102.92	Public Safety & Emergency Preparedness
85159	8/22/2013	US BANK	VISA- RALPHS	53.19	Public Safety & Emergency Preparedness
85159	8/22/2013	US BANK	VISA- CITRIX	49.00	Public Safety & Emergency Preparedness
85159	8/22/2013	US BANK	VISA- MACKAY COMMUNICATIONS	35.71	Public Safety & Emergency Preparedness
Total Amount for 4 Line Item(s) from Public Safety & Emergency Preparedness				\$240.82	

Public Works

85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,388.94	Public Works
85223	8/28/2013	VANDERGEEST LANDSCAPE CARE INC	LANDSCAPE MAINTENANCE	7,307.96	Public Works
85187	8/28/2013	ISSAKHANI/MARINA//	ENVIRONMENTAL CONSULTING	1,620.00	Public Works
85207	8/28/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,345.00	Public Works
85228	8/28/2013	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	1,257.50	Public Works
85209	8/28/2013	ORTIZ/JOEL//	CONSULTING SERVICES	1,120.00	Public Works
85232	8/28/2013	ZLOTAREVA/ANNA//	ENGINEER CONSULTING	1,120.00	Public Works
85228	8/28/2013	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	962.50	Public Works
85142	8/21/2013	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
85215	8/28/2013	SANCHEZ/MARK L.//	INSPECTION SERVICES	680.00	Public Works
85207	8/28/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	551.00	Public Works
85152	8/21/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	330.00	Public Works
85195	8/28/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	306.51	Public Works
85207	8/28/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	245.00	Public Works
85137	8/21/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	130.00	Public Works
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	125.60	Public Works
85207	8/28/2013	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	75.00	Public Works
85159	8/22/2013	US BANK	VISA- GRAINGER	69.60	Public Works



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85191	8/28/2013	L.A. CO. REGISTRAR-RECORDER	RECORDING FEE- PROJ#13-15	24.00	Public Works
Total Amount for 19 Line Item(s) from Public Works				\$33,338.61	

Recoverable / Refund / Liability

85147	8/21/2013	STATE DISBURSMENT	WAGE GARNISHMENT- 8/9/13	289.74	Recoverable / Refund / Liability
85219	8/28/2013	STATE DISBURSMENT	WAGE GARNISHMENT- 8/23/13	289.74	Recoverable / Refund / Liability
85210	8/28/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	276.00	Recoverable / Refund / Liability
85139	8/21/2013	P&A ADMINISTRATIVE SVCS INC	FSA-MEDICAL CARE REIMBURSEMENT	132.00	Recoverable / Refund / Liability
85226	8/28/2013	WHITE/ELBA//	RECREATION REFUND	78.00	Recoverable / Refund / Liability
85118	8/21/2013	FRANCHISE TAX BOARD	WAGE GARNISHMENT- 8/9/13	71.76	Recoverable / Refund / Liability
85132	8/21/2013	LAUER/SANDRA//	RECREATION REFUND	35.00	Recoverable / Refund / Liability
85135	8/21/2013	MILES/AUDREY//	RECREATION REFUND	35.00	Recoverable / Refund / Liability
85164	8/28/2013	ALLMAN/KAREN//	RECREATION REFUND	26.00	Recoverable / Refund / Liability
85229	8/28/2013	WOLFE/DOTTIE//	RECREATION REFUND	25.00	Recoverable / Refund / Liability
85231	8/28/2013	ZOEV/DENNY//	REFUND- EXTENDED CARE	12.00	Recoverable / Refund / Liability
85116	8/21/2013	DUFFEY'S MOBILE HOME SERVICE	CDBG RES REHAB- LAVIR	-750.00	Recoverable / Refund / Liability
85220	8/28/2013	TAFT ELECTRIC COMPANY	TRAFFIC SIGNALS	-4,474.69	Recoverable / Refund / Liability
Total Amount for 13 Line Item(s) from Recoverable / Refund / Liability				\$-3,954.45	

Tennis & Swim Center

85107	8/21/2013	BROADBASED COMMUNICATIONS INC	PHONE SYSTEM	2,704.78	Tennis & Swim Center
85211	8/28/2013	PEAK ADVENTURES	RECREATION INSTRUCTOR	2,205.00	Tennis & Swim Center
85169	8/28/2013	BROWN & BROWN FENCE CO	FENCE REPAIR	2,088.00	Tennis & Swim Center
85125	8/21/2013	KEISER	FITNESS EQUIPMENT	1,546.30	Tennis & Swim Center
85180	8/28/2013	GAYLENE CASCIONE DANCE	RECREATION INSTRUCTOR	1,384.60	Tennis & Swim Center
85113	8/21/2013	DEAN STEWART CONSTRUCTION	LUMBER	1,100.00	Tennis & Swim Center
85112	8/21/2013	COUNTY OF LOS ANGELES	PUBLIC HEALTH OPERATING PERMIT	887.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PHILADELPHIA INSURANCE	868.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- AMAZON.COM	750.47	Tennis & Swim Center
85115	8/21/2013	DSR AUDIO	AUDIO EQUIPMENT	738.53	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- NATIONAL GYM SUPPLY	641.35	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	637.87	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	627.55	Tennis & Swim Center
85218	8/28/2013	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	622.06	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PATIO WORLD	597.70	Tennis & Swim Center



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85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	595.14	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	587.51	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	579.88	Tennis & Swim Center
85156	8/21/2013	WELTER/FRANCES//	RECREATION INSTRUCTOR	534.54	Tennis & Swim Center
85114	8/21/2013	DNA ELECTRIC	ELECTRICAL REPAIRS	519.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- HOME DEPOT	518.08	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	503.97	Tennis & Swim Center
85109	8/21/2013	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	500.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- FRY'S ELECTRONICS	474.28	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PARTY CITY	462.45	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PACIFIC APPLIANCE	460.66	Tennis & Swim Center
85155	8/21/2013	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	454.53	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PATTERSON MEDICAL	432.90	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- OFFICE DEPOT	401.72	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- LESLIE'S POOL SUPPLY	378.74	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- TARGET	368.71	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SPORT CHALET	365.48	Tennis & Swim Center
85126	8/21/2013	KIEFER SPECIALTY FLOORING INC	REPLACEMENT MATS- T&SC	328.30	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- ORIENTAL TRADING CO	302.08	Tennis & Swim Center
85140	8/21/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 13	287.81	Tennis & Swim Center
85123	8/21/2013	ICE MACHINE SALES & SERVICE CO	ICE MACHINE SERVICE	283.55	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- BEST BUY	277.90	Tennis & Swim Center
85112	8/21/2013	COUNTY OF LOS ANGELES	PUBLIC HEALTH OPERATING PERMIT	277.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SMART & FINAL	264.49	Tennis & Swim Center
85143	8/21/2013	SECURAL SECURITY CORP	SECURITY- CAMPOUT	232.00	Tennis & Swim Center
85157	8/21/2013	ZACHARATOS/GERASSIMOS T//	RECREATION INSTRUCTOR	220.50	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- WALMART	213.84	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- RALPHS	197.11	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- XM SIRIUS	179.49	Tennis & Swim Center
85109	8/21/2013	CASAS ORAMAS/JORGE//	FITNESS EQUIPMENT REPAIRS	150.00	Tennis & Swim Center
85127	8/21/2013	KISHIMOTO/RAINE//	REIMB MILEAGE - JUN-JUL 2013	133.34	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SPORT CHALET	130.59	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SOLAR DISCOUNTERS	129.50	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- CANOGA ELECTRIC SUPPLY	119.63	Tennis & Swim Center
85099	8/21/2013	ACCURATE FIRST AID SERVICES	FIRST AID SUPPLIES	108.46	Tennis & Swim Center
85140	8/21/2013	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 13	104.83	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- ORCHARD SUPPLY	95.82	Tennis & Swim Center



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85159	8/22/2013	US BANK	VISA- TOYS R US	89.25	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- OFFICE DEPOT	87.55	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- RALPHS	82.77	Tennis & Swim Center
85134	8/21/2013	MILBRAND/KATHLEEN//	REIMB MILEAGE - JUL 2013	77.97	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- HOME DEPOT	76.25	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- FEDEX OFFICE	73.58	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SMART & FINAL	64.81	Tennis & Swim Center
85188	8/28/2013	JAM FIRE PROTECTION	FIRE EXTINGUISHER	61.38	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- CONSTANT CONTACT	60.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- PARTY CITY	59.94	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- LESLIES POOL SUPPLY	52.25	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- MICHAELS	50.37	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SHELL OIL	47.58	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- USTA TOURNAMENT	43.00	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- RADIO SHACK	40.68	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- SMART & FINAL	39.74	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- FRY'S ELECTRONICS	35.81	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- FRANKLINS HARDWARE	29.39	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- BUCKEYE FITNESS	26.00	Tennis & Swim Center
85163	8/28/2013	AIRGAS- WEST	TC HELIUM	25.68	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- TARGET	22.02	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- ADOLPH KIEFER	21.44	Tennis & Swim Center
85163	8/28/2013	AIRGAS- WEST	TC HELIUM	21.03	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- 99 CENTS STORE	20.71	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- TARGET	17.84	Tennis & Swim Center
85159	8/22/2013	US BANK	VISA- ATMOSPHERE EVENTS	9.00	Tennis & Swim Center
Total Amount for 78 Line Item(s) from Tennis & Swim Center				\$30,809.08	

Transportation

85220	8/28/2013	TAFT ELECTRIC COMPANY	TRAFFIC SIGNALS	89,493.74	Transportation
85161	8/28/2013	A2B TRANSPORTATION COMPANY LLC	DIAL-A-RIDE AUG 2013	10,135.71	Transportation
85184	8/28/2013	HUITT-ZOLLARS INC	CONSTRUCTION SVCS-LOST HILLS	9,979.97	Transportation
85133	8/21/2013	MALIBU CANYON SHELL	FUEL CHARGES- JUL 2013 (2/2)	5,005.65	Transportation
85198	8/28/2013	MALIBU CANYON SHELL	FUEL CHARGES- AUG 2013 (1/2)	3,780.04	Transportation
85096	8/15/2013	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,298.31	Transportation
85102	8/21/2013	AMERICAN HONDA FINANCE CORP	LEASE PAYMENT- SEPT 2013	2,964.78	Transportation



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85128	8/21/2013	KOA CORPORATION	CALABASAS ON-CALL SERVICES	2,070.00	Transportation
85144	8/21/2013	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	1,690.00	Transportation
85224	8/28/2013	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- CIP	1,250.67	Transportation
85205	8/28/2013	NATIONAL DATA & SURVEYING SVCS	TRAFFIC COUNTERS	920.00	Transportation
85199	8/28/2013	MANERI SIGN, INC.	TRAFFIC SIGNS	699.94	Transportation
85144	8/21/2013	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	474.73	Transportation
85199	8/28/2013	MANERI SIGN, INC.	TRAFFIC SIGNS	464.02	Transportation
85205	8/28/2013	NATIONAL DATA & SURVEYING SVCS	TRAFFIC COUNTERS	390.00	Transportation
85159	8/22/2013	US BANK	VISA- HONDA OF TO	287.50	Transportation
85159	8/22/2013	US BANK	VISA- HONDA OF TO	240.47	Transportation
85195	8/28/2013	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	199.68	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	194.92	Transportation
85199	8/28/2013	MANERI SIGN, INC.	TRAFFIC SIGNS	140.62	Transportation
85194	8/28/2013	LA DWP	METER SERVICE - TRAFFIC LIGHT	132.04	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	89.01	Transportation
85159	8/22/2013	US BANK	VISA- EXXON MOBIL	88.65	Transportation
85199	8/28/2013	MANERI SIGN, INC.	TRAFFIC SIGNS	70.41	Transportation
85159	8/22/2013	US BANK	VISA- USA PETRO	65.77	Transportation
85159	8/22/2013	US BANK	VISA- CHEVRON	60.05	Transportation
85159	8/22/2013	US BANK	VISA- SHELL OIL	54.05	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	47.20	Transportation
85159	8/22/2013	US BANK	VISA- RABI INC	46.66	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	43.29	Transportation
85159	8/22/2013	US BANK	VISA- RABI INC	43.01	Transportation
85159	8/22/2013	US BANK	VISA- CHEVRON	40.00	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	39.91	Transportation
85159	8/22/2013	US BANK	VISA- CHEVRON	39.32	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	34.09	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	16.99	Transportation
85159	8/22/2013	US BANK	VISA- SHELL OIL	16.00	Transportation
85159	8/22/2013	US BANK	VISA- EXXON MOBIL	16.00	Transportation
85159	8/22/2013	US BANK	VISA- UNION 76	15.99	Transportation
85159	8/22/2013	US BANK	VISA- CLEAN ENERGY	15.67	Transportation
85159	8/22/2013	US BANK	VISA- PINNACLE CNG	12.49	Transportation
85159	8/22/2013	US BANK	VISA- SHELL OIL	8.00	Transportation



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			Total Amount for 42 Line Item(s) from Transportation	\$134,675.35	
			GRAND TOTAL for 421 Line Items	\$804,522.93	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

25-Sep

CC	Consent	Public Safety Commission Appointment
CD	New Business	Quimby approval for the Horizon 55 project on Malibu Hills Road
PW	New Business	Electric vehicle charging stations
CD	New Business	Introduction of Ordinance No. 2013-306, amending Calabasas Municipal Code, Chapter 5.18, 5.18.110, 8.20.110 and 5.18.130 related to tobacco retailer registration.
CC	New Business	Adoption of Resolution No. 2013-1387, approving a citywide records retention/destruction schedule, and rescinding Resolution No. 200-1148.

Future Items:

CD	New Business	Horizon 55 – Final Map Approval 10/9
CC	Consent	Environmental Commission Appointment 10/9
CC	Introductions	Rotary Club 25th anniversary celebration 10/9
CC	Introductions	October 24, 2013 as World Polio Day 10/9
CD	New Business	Craftman's Corner Annexation Resolution
CD	Consent	Community Development annual report
PW	New Business	Recommendation from TTC regarding ideas for information dissemination
CC	Introductions	Recognition to outgoing Commissioners
CM	New Business	Public outreach
CC	Consent	Notice of completion delegation of authority
CD	New Business	Briefing/direction regarding communication to/from outside agencies
PW	New Business	Round abouts update
PS	New Business	Recommendation from PSC regarding Solicitation ordinance
PW	New Business	Bus/trolley weekend ridership
CD	Public Hearing	Fee schedule for scanning of documents
CC	New Business	6th member on PRE, Historic Preservation, and Public Safety Commissions
CC	New Business	Voter outreach program
PW	Presentation	Los Hills project updates
CD	New Business	Housing funds discussion
PW	New Business	Stormwater permit quarterly update
Council	New Business	Council Protocols
MOD	New Business	Wireless Ordinance RF Monitoring Recommendation from CTC
PW	New Business	Survey of City streets for missing address numbers
PW	New Business	Waste collection contracts

2013 CITY COUNCIL MEETING DATES

9-Oct	27-Nov - Cancelled - First Day of Hanukkah
23-Oct	11-Dec
13-Nov	25-Dec - Cancelled