



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, SEPTEMBER 11, 2019
CITY HALL COUNCIL CHAMBERS
100 CIVIC CENTER WAY, CALABASAS
www.cityofcalabasas.com**

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

CLOSED SESSION – 6:00 P.M.

1. Conference with Real Property Negotiator (Gov. Code § 54956.8)

Property Address: APN #2069-007-906

Agency Negotiator: Dr. Gary Lysik, City Manager
Negotiating Parties: Calabasas Union Corporation

Under Negotiation: Both Price and Terms of Payment

2. Conference with Legal Counsel; Initiation of Litigation
(Gov. Code § 54956.9(d)(4))
Number of Potential Cases: 1

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
911 Remembrance
Pledge of Allegiance by Girl Scout Brownie Troop 136
Approval of Agenda

PRESENTATIONS – 7:20 P.M.

- Introduction of new AHCCC Executive Director, Brianne Anderson
- Proclaiming September as Childhood Cancer and Blood Cancer Awareness Month
- From Los Angeles County Registrar Recorder's office regarding the new voting system, Voting Solutions for all People

ANNOUNCEMENTS/INTRODUCTIONS – 8:10 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 8:20 P.M.

CONSENT ITEMS – 8:30 P.M.

1. [Approval of meeting minutes from August 28, 2019](#)
2. [Adoption of Ordinance No. 2019-376, establishing a safe distance siting standards of 300 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children](#)
3. [Adoption of Resolution No. 2019-1646, establishing employee flex credit amount for 2020 and rescinding Resolution No. 2018-1603](#)
4. [Recommendation to approve a professional services agreement with Michael Baker International for the Mulholland Highway Corridor Study and the Community Development Block Grant Housing Rehabilitation Program Consulting in the amount not to exceed \\$254,456](#)

NEW BUSINESS – 8:40 P.M.

5. [Update on Homeless activity](#)
6. [Results of Cellular Satisfaction Survey](#)
7. [Updates on Electric Vehicle Charging Stations](#)

INFORMATIONAL REPORTS – 9:40 P.M.

8. Check Registers for the period of August 15-29, 2019

TASK FORCE REPORTS – 9:45 P.M.

CITY MANAGER’S REPORT – 9:50 P.M.

FUTURE AGENDA ITEMS – 9:55 P.M.

ADJOURN – 10:00 P.M.

The City Council will adjourn to their next regular meeting scheduled on Wednesday, September 25 , 2019, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, AUGUST 28, 2019**

Mayor Shapiro called the Closed Session to order at 6:00 p.m. in the Council Conference Room, 100 Civic Center Way, Calabasas, CA.

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

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

Mayor Shapiro called the Open Session to order at 7:02 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, CA.

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

Absent: None

Staff: Bartlett, Jordan, Hernandez, Howard, Lysik, Russo and Yalda

In regard to Closed Session Item No. 1, Mr. Howard reported that the Council would recess to continue this item after the regular meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Boy Scout Troop 642G.

APPROVAL OF AGENDA

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

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

PRESENTATIONS

- From the American Society of Civil Engineers for Las Virgenes Creek Restoration Project-Phase II

Mr. Yalda made a presentation to the City Council.

- Introduction of Deputy Fire Chief Anthony C. Marrone, Acting Assistant Chief Mike Brown and new Community Services Liaison, Megan Currier

Deputy Fire Chief Anthony C. Marrone, Acting Assistant Chief Mike Brown and new Community Services Liaison, Megan Currier introduced themselves.

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Gaines:

- Congratulated CHS Girls' Volleyball team on their first win of the season.
- Congratulated CHS Football team on their first win of the season against the Bakersfield Drillers.
- CHS Football team will play in Rancho Cucamonga on August 29 and Sierra High School on September 6.
- Mayor Shapiro and he will attend the San Fernando Valley Economic Alliance annual meeting on August 29.
- Extended an invitation to the Chamber's Government Affairs Committee meeting on September 9.
- Congratulated Mayor Shapiro and his family for appearing on the Calabasas Style Magazine cover.
- Wished everyone a Happy Labor Day.

Mayor pro Tem Weintraub:

- Expressed appreciation to Dr. Lysik, for improvements made at Founders Hall, the Library and the Senior Center for better Wi-Fi connectivity.
- Attended with Mayor Shapiro the Woolsey Fire Working Group. Additional information will be compiled in an After Action Report.

Councilmember Bozajian:

- Brianne Anderson was selected as the new Executive Director for the Agoura Hills/Calabasas Community Center. Ms. Anderson will be introduced at a future Council Meeting.

Councilmember Maurer:

- Calabasas City staff and members of the Council attended Emergency Operations Center training on August 27.

Mayor Shapiro:

- Attended with Councilmember Gaines the Courtyard Pharmacy and Angel Place Gymnastics ribbon cuttings.
- Attended the Chamber's ice cream social.
- Attended the Eagle Scout Court of Honor for Troops 642 and 127.

- Presented the City of Calabasas video for the America in Bloom (AIB) Award nomination.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Rudy Gonzales, Jeff Rudner, Bridget Karl and Natalie Shapiro spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from August 14, 2019
2. Adoption of Ordinance No. 2019-378, adding Chapter 9.37 related to safe storage of firearms

Mr. Howard announced a minor clerical correction for Consent Item No. 2.

Mayor pro Tem Weintraub moved, seconded by Councilmember Gaines to approve Consent Item Nos. 1-2. MOTION CARRIED 5/0 as follows:

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

NEW BUSINESS

3. Adoption of Resolution No. 2019-1645, authorizing the formation of the Mayor’s Youth Council; presentation regarding Youth Councils

Mr. Howard presented the report.
Mayor Shapiro presented a video.

Steven Weiss, Martha Fritz, Todd Gervis, Michael Brookman, and Dorian Esmailzadeh spoke on Item 3.

Mayor Shapiro moved, seconded by Mayor pro Tem Weintraub to approve Item No. 3. MOTION CARRIED 5/0 as follows:

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

4. Introduction of Ordinance No. 2019-376, establishing a safe distance siting standards of 300 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children

Mr. Bartlett presented the report.

Councilmember Bozajian moved, seconded by Mayor pro Tem Weintraub to approve Item No. 4. MOTION CARRIED 4/1 as follows:

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

NOES: Maurer

Councilmember Maurer opposed Ordinance No. 2019-376 as is, basing the placement of playgrounds for children on noise instead of science.

The meeting recessed at 8:07 p.m.

The meeting reconvened at 8:17 p.m.

5. Recommendation to approve the expansion of the Dial-A-Ride program by rescinding the existing contract between the City and Ideal General Services and awarding a new contract to Ideal General Services for the same term in an amount not to exceed \$208,444.50

Mr. Yalda presented the report.

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

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

INFORMATIONAL REPORTS

6. Check Register for the period of August 1-14, 2019

No action was taken on this item.

TASK FORCE REPORTS

Mayor Shapiro reported that Councilmember Gaines and he attended the VICA Congressional luncheon. Additionally, he announced that the SCAG Regional determination for RHNA numbers were released, which are 1.3 million housing units.

CITY MANAGER'S REPORT

Dr. Lysik reiterated his excitement of the EV-Charging stations at De Anza Park; which are expected to be completed soon. Additionally, he has voted for the AIB video and thanked PW Works Department staff for their work. Further, he reported that the cell service survey has been completed, which will be coming forward to the City Council at the September 11 meeting.

FUTURE AGENDA ITEMS

Mayor Shapiro requested the introduction of the new Lost Hills Sherriff's Captain at a future meeting.

Mayor Shapiro also requested the County's Woolsey Fire After Action Report be scheduled for a future meeting.

The meeting recessed to Closed Session at 8:30 p.m.

ADJOURN

Councilmember Gaines moved, seconded by Mayor Pro Tem Weintraub to adjourn the meeting at 9:51 p.m. to the next regular meeting scheduled on Wednesday, September 11, 2019, at 7:00 p.m. MOTION CARRIED 5/0 as follows:

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

Maricela Hernandez, City Clerk
Master Municipal Clerk
California Professional Municipal Clerk



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 3, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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



SUBJECT: ADOPTION OF ORDINANCE NO. 2019-376, AN AMENDMENT TO TITLE 8 (HEALTH AND SAFETY) OF THE CALABASAS MUNICIPAL CODE TO ESTABLISH A SAFE DISTANCE SITING STANDARD OF 300 FEET FROM THE VENTURA FREEWAY FOR PLAYGROUNDS AND OTHER OUTDOOR ACTIVITY AREAS FOR CHILDREN

MEETING

DATE: SEPTEMBER 11, 2019

SUMMARY RECOMMENDATION:

That the City Council adopt Ordinance No. 2019-376, amending Title 8 of the Calabasas Municipal Code (CMC), to establish a safe distance siting standard of 300 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children.

BACKGROUND:

Following a staff report, and based upon findings of consistency with the City of Calabasas 2030 General Plan, on August 28, 2019 the City Council introduced Ordinance No. 2019-376 to establish a minimum safe distance siting standard of 300 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children. The 300-foot siting standard will protect children from excessive exposure to freeway-related emissions and noise pollution.

FISCAL IMPACT/SOURCE OF FUNDING:

Staff efforts to implement this ordinance will be covered as part of standard Planning and Building and Safety services.

REQUESTED ACTION:

That the City Council adopt Ordinance No. 2019-376, amending Title 8 of the Calabasas Municipal Code (CMC), to establish a safe distance siting standard of 300 feet from the Ventura Freeway for playgrounds and other outdoor activity areas for children.

ATTACHMENTS:

- A. Ordinance No. 2019-376
- B. Figure 2-1 from *Guidance Document for Addressing Air Quality Issues in General Plans and Local Planning*, by the South Coast AQMD (2005).

ORDINANCE NO. 2019-376

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ESTABLISHING A SAFE DISTANCE SITING STANDARD OF 300 FEET FROM THE VENTURA FREEWAY FOR PLAYGROUNDS AND OTHER OUTDOOR ACTIVITY AREAS FOR CHILDREN.

WHEREAS, the City Council of the City of Calabasas has determined that it is a matter of critical concern to protect our children from undue and potentially harmful exposure to excessive noise, air pollution, and other health safety hazards; and,

WHEREAS, the purpose of the Calabasas 2030 General Plan Noise Element is “to limit the exposure of the community to excessive noise levels,” and that traffic along the Ventura Freeway corridor is described within the General Plan Noise Element as being “by far the greatest source of noise affecting Calabasas residents”, and further documents that noise levels within 300 feet of the Ventura Freeway reach or exceed 75 decibels (CNEL) on average (ref. General Plan Figure VIII-2); and,

WHEREAS, community noise exposure policies, as presented in Figure VIII-3 and Policy No. VIII-1 within the Calabasas 2030 General Plan Noise Element, stipulate that it is “clearly unacceptable” to locate or develop playgrounds within areas subjected to noise levels of 75 decibels and higher and that the City shall not approve any project which falls into the “Clearly Unacceptable” noise exposure category; and,

WHEREAS, the Calabasas 2030 General Plan Noise Element states in Policy VIII-3 that the City shall locate and design noise-sensitive land uses in such a manner that noise objectives will be maintained, and per Noise Element Policy VIII-9, that the City shall proactively address noise along the Ventura Freeway; and,

WHEREAS, the Calabasas 2030 General Plan Conservation Element identifies young children among the segments of the population particularly vulnerable to periodic exposure of poor air quality, and that automobile traffic is the primary source of air pollution in Calabasas; and,

WHEREAS, the Ventura Freeway accommodates more than 180,000 vehicles per day, a traffic volume nearly eight times greater than the volume carried by the next most heavily traveled roadway in the city; and,

WHEREAS, the Ventura Freeway, inclusive of the freeway segment traversing the City of Calabasas, is a designated hazardous materials haul route, which introduces the potential for additional health hazard exposure risks to vulnerable segments of the city’s population, including young children;

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

SECTION 1. CODE AMENDMENT. The following is hereby added to Title 8 of the Calabasas Municipal Code as a new chapter:

CHAPTER 8.07

Safe Siting of Playgrounds and Outdoor Activity Areas for Children

Section 8.07.010: Purpose. The purpose of this chapter is to protect children in the community – especially where they congregate and play outdoors, including on playgrounds and other outdoor activity spaces -- from undue and potentially hazardous exposure to excessive levels of noise, air pollution and other health hazard exposure risks associated with a major freeway.

Section 8.07.020: Definitions.

- A. Playground or Other Outdoor Activity Space. As used in this chapter, Playground or Other Outdoor Activity Space means any outdoor play space designed and constructed for use and enjoyment by groups of children 12 years of age or under for play and recreation (organized or unorganized), and which may include playground equipment and any combination of soft and hard surfaces.
- B. Freeway. As used in this chapter, Freeway means the Ventura Freeway, which is also known as U.S. Highway 101, for the entire length traversing the City, whether entirely or partially located within the city limits.
- C. Freeway Edge. As used in this chapter, the Freeway Edge means the outside limit of the outermost lane of traffic on the freeway, as delineated by the lane line. Freeway merge lanes, shoulders, walls, slopes and landscape areas fall outside of the freeway edge.

Section 8.07.030: Standards for the Safe Siting of Playgrounds and Outdoor Activity Areas for Children.

Any proposal to develop or locate a playground or outdoor activity area for children shall not develop or locate such facility on any site or in any manner that will result in any portion of the playground or outdoor activity area being closer than three hundred (300) feet from the nearest freeway edge.

Section 8.07.040. Exceptions.

The following types of playgrounds or outdoor activity areas for children shall be excepted from the requirements set out in Section 8.07.030:

- A. A playground or outdoor activity area for children 12 years of age or under which is proposed in association with, and on the same property as, a single-

family residence or mobile home, and which is accessory to that residence for customary use by household occupants and their guests;

- B. A playground or outdoor activity area for children 12 years of age or under which is a component of a land use governed by section 17.12.070 or section 17.12.090 of Title 17 in this municipal code.

SECTION 2. SEVERABILITY.

Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect and, to that end, the provisions hereof are declared to be severable.

SECTION 3. CONSTRUCTION.

The City Council intends this Ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this Ordinance shall be construed in light of that intent. To the extent the provisions of the Calabasas Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as it read prior to the adoption of this Ordinance, those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 4. EFFECTIVE DATE.

This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

SECTION 5. CERTIFICATION.

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

PASSED, APPROVED AND ADOPTED this 11th day of September 2019.

David J. Shapiro, Mayor

ATTEST:

Maricela Hernandez, City Clerk
Master Municipal Clerk
California Professional Municipal Clerk

APPROVED AS TO FORM:

Scott H. Howard
Colantuono, Highsmith & Whatley, PC
City Attorney

**Guidance Document for Addressing Air Quality
Issues in General Plans and Local Planning***

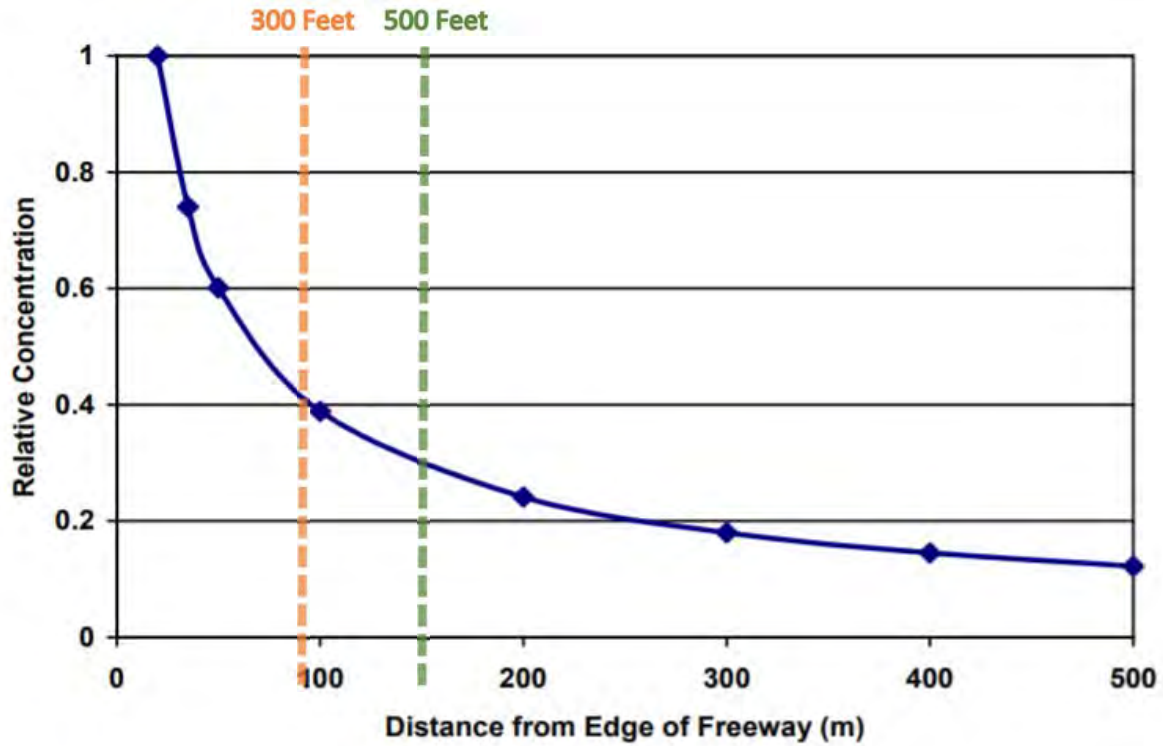


Figure 2-1

**Relative Concentration of Diesel Particulate Matter
in Relation to the Distance from The Edge of a Freeway**

- Produced by the Southern Coast Air Quality Management District, and adapted from the California Air Resources Board's Diesel Risk Reduction Plan. (2005)



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 30, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: DR. GARY LYSIK, CITY MANAGER 
RON AHLERS, CHIEF FINANCIAL OFFICER
JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER 

SUBJECT: ADOPTION OF RESOLUTION NO. 2019-1646, ESTABLISHING
EMPLOYEE FLEX CREDIT AMOUNTS FOR 2020 AND RESCINDING
RESOLUTION NO. 2018-1603

MEETING

DATE: SEPTEMBER 11, 2019

SUMMARY RECOMMENDATION:

That the City Council approve the adoption of Resolution No. 2019-1646, establishing employee flex credit amounts for 2020 benefits and rescinding Resolution No. 2018-1603.

BACKGROUND:

The City has traditionally chosen to provide the full cost of medical premiums, up to the mid-tier PERS Choice health plan, for full-time City employees and Councilmembers, plus any eligible dependents. The City has also provided for the full cost of dental insurance, vision insurance, 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 for the upcoming year will be increased based on the fact that the cost of health insurance premiums influencing our flex credit amounts are rising by 4.65% for calendar year 2020. The rates are based on the CalPERS Regions 2 and 3. There is no change in the vision premiums for 2020. The cost of dental premiums are decreasing by 3.4%.

FISCAL IMPACT/SOURCE OF FUNDING:

The cost for health benefits is already subsumed in the 2019-2020 operating budget.

REQUESTED ACTION:

It is requested that the City Council approve adoption of Resolution No. 2019-1646.

ATTACHMENTS:

Resolution No. 2019-1646

**ITEM 3 ATTACHMENT
RESOLUTION NO. 2019-1646**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, ESTABLISHING EMPLOYEE
FLEX CREDIT AMOUNTS FOR 2020 BENEFITS AND
RESCINDING RESOLUTION NO. 2018-1603.**

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, 2020.

For health insurance, the City contracts with the California Public Employee Retirement System regular health benefits program Region 2 and 3; 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 VOYA Financial.

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:

REGION 2:

<u>EMPLOYEE STATUS/PLAN ENROLLMENT</u>	<u>MONTHLY CREDIT AMOUNT</u>
Employee Only	\$789.28
Employee + One Dependent	\$1,564.16
Employee + Two or More Dependents	\$2,060.63

REGION 3:

<u>EMPLOYEE STATUS/PLAN ENROLLMENT</u>	<u>MONTHLY CREDIT AMOUNT</u>
Employee Only	\$763.29
Employee + One Dependent	\$1,512.18
Employee + Two or More Dependents	\$1,993.05

Health Insurance Cash Out 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 2020 for Region 2 is \$368.14 and Region 3 is \$355.15. 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 \$2,700; 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 VOYA Financial for which the benefit amount is three times the employees 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 VOYA Financial. 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. 2018-1603 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 September 2019.

David J. Shapiro, Mayor

ATTEST:

Maricela Hernandez, City Clerk
Master Municipal Clerk
California Professional Municipal Clerk

APPROVED AS TO FORM:

Scott H. Howard
Colantuono, Highsmith & Whatley, PC
City Attorney



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: AUGUST 30, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL, INC. FOR THE MULHOLLAND HIGHWAY CORRIDOR STUDY AND THE COMMUNITY DEVELOPMENT BLOCK GRANT HOUSING REHABILITATION PROGRAM CONSULTING IN THE AMOUNT NOT TO EXCEED \$254,456

MEETING

DATE: SEPTEMBER 11, 2019

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a Professional Services Agreement (PSA) with Michael Baker International, Inc. (MBI), for the Mulholland Highway Corridor Study and the Community Development Block Grant (CDBG) Housing Rehabilitation Program consulting in the amount not to exceed \$254,456.

DISCUSSION/ANALYSIS:

The Council previously approved a combined PSA with MBI, most recently on June 14, 2017, for the Lost Hills Interchange Design Support during construction for the project and the CDBG consulting for the Administrative Services Division. Since construction of the Lost Hills Interchange Project has since been completed, the design support for the project is no longer required. The CDBG consulting is still ongoing and averages approximately \$20,000 per year through September 15, 2021. A new PSA will include two remaining years of consulting for the amount

not to exceed \$40,000. The scope of work for the CDBG consulting project remains the same as previously approved by the City Council.

On May 2, 2019, Public Works Staff issued a "Request For Proposal" (RFP) to prepare the Mulholland Highway Corridor Study.

Three firms responded to the RFP. A committee comprised of Public Works Engineering staff reviewed, evaluated and rated all three firms. The rating criteria included the approach and understanding of the City's needs, conformance to the requirements of the technical specifications, prior experience with similar scopes of work, delivery and costs.

Based on the aforementioned criteria, Michael Baker International was ranked first. A copy of their proposal is included as Attachment A. Michael Baker International's proposed fee for this project is \$194,960. Staff recommends appropriating a 10% contingency of the total contract value of \$19,496 for any unforeseen and potential change orders that are typical with projects of this complexity. Staff is recommending total appropriations of \$214,456 to cover the costs associated with this study.

The Mulholland Highway Corridor Study includes a feasibility study for pedestrian pathway, possible widening and improvements of the shoulder area on Mulholland Highway between Old Topanga Canyon Road (E) and Old Topanga Canyon Road (W), a possible traffic signal at the intersection of Mulholland Highway and Old Topanga Canyon Road (E) and possible improvements of the shoulder on Mulholland Highway between Old Topanga Canyon Road (E) and the City Limits with Los Angeles County near Lyndon Drive. The study will include other safety improvements such as slope stabilization, sight distance and off-pavement emergency parking.

In addition, a traffic study will be conducted to include a warrant study on order to determine whether a traffic signal may be warranted.

Completion of this study will provide a conceptual design for the Mulholland Highway Corridor that will include road and safety improvements.

Staff has checked the references provided in their proposals and has received favorable reports in regards to the competency and reliability of the company. Michael Baker International has a good working relationship and history with the City. The proposal submitted by MBI was the most thorough, which included geotechnical, drainage, retaining wall(s), safety guardrail(s) and utility impact assessments. The proposed Professional Services Agreement is included as Attachment B.

Staff anticipates the study to commence in the Fall of 2019 with the estimated completion by the Fall of 2020.

FISCAL IMPACT/SOURCE OF FUNDING:

The Michael Baker International, Inc. Professional Services Agreement for the CDBG (Community Development Block Grant) Housing Rehabilitation Program is funded from Fund 35 and is reimbursed to the City by HUD (Housing and Urban Development).

The Mulholland Highway Corridor Study is funded through Measure M Funding.

REQUESTED ACTION:

Staff recommends that the City Council approve a Professional Services Agreement (PSA) with Michael Baker International, Inc. (MBI), for the Mulholland Highway Corridor Study and the Community Development Block Grant (CDBG) Housing Rehabilitation Program consulting in the amount not to exceed \$254,456.

ATTACHMENTS:

Attachment A: Michael Baker International Proposal for the Mulholland Highway Corridor Study

Attachment B: Professional Services Agreement



Scope of Work

This section describes our proposed scope of work that will fulfill the requirements outlined in the RFP.

Task 1: Project Initiation & Data Collection

1.1 Kick-Off and Scoping Meeting

Michael Baker will meet with City staff to verify the scope of work, the project schedule, and key project goals and milestones. The City will provide Michael Baker with existing project information, including right-of-way.

1.2 Site Visit

The project team will perform a field review to identify existing features and issues.

1.3 Aerial Mapping

Michael Baker will extract the most recently available aerial photograph from its team of Geographic Information Systems (GIS) experts and/or use aerial photograph and resources provided by the City to prepare base maps and exhibits for field visits, project reports, and meetings. Aerial topographic surveys are not included in this task.

1.4 Utility Research and Coordination

Early coordination with the utility owners within the project limits will be critical in understanding existing utility impacts and geometric limitations. Michael Baker will prepare Utility Request letters (on City letterhead), requesting utility owners to send their facility maps and as-built plans. Michael Baker will maintain a utility contact matrix including the following:

- Copies of utility notices sent
- Dates utility responses were received
- Copies of correspondence
- Atlases/plans received
- Dates utility notices were sent

1.5 As-Built Research (Roadway and Drainage)

The City will provide Michael Baker with all available as-built data for Mulholland Highway and Old Topanga Canyon Road including roadway, drainage, signal, and utility improvement plans. Michael Baker will review as-built data and verify improvements in field and underground utility locations.

Task 2: Traffic Study Report

2.1. Traffic Data Collection

Michael Baker will visit the traffic study area to document existing conditions including traffic signal phasing, speed limits, and intersection approach lanes. Observations will be conducted for the AM Peak, the School PM Peak, and the PM Peak. It is anticipated that City-provided traffic count data will be supplemented with the traffic counts listed below. It is assumed that the City will provide 24-hour automatic traffic recorder counts. Michael Baker may utilize a contractor to perform the traffic counts. Please note that traffic counts will need to be collected in fall of 2019, after school is back in session.

- Mulholland Highway and Old Topanga Canyon Road (West) Intersection – 12-hour weekday count while school is in session, during a non-holiday week
- Mulholland Highway and Old Topanga Canyon Road (East) Intersection – 12-hour weekday count while school is in session, during a non-holiday week
- Mulholland Highway and Old Topanga Canyon Road (West) Intersection – 6-hour Saturday count during summer months
- Mulholland Highway and Old Topanga Canyon Road (East) Intersection – 6-hour Saturday count during summer months



Schools located on Mulholland Hwy affect traffic congestion in the Corridor. Michael Baker will analyze how traffic patterns change during peak times.



2.2. Crash Data Review

Michael Baker will review the most recent three years of comprehensive crash data (potentially years 2016, 2017, and 2018) along Mulholland Highway between the intersections of Old Topanga Canyon Road (West) and Old Topanga Canyon Road (East) and extending approximately 1,000 feet on all approaches to these intersections. The results of the crash data review will be summarized in tables, charts, and a crash cluster map. Detailed crash collision diagrams are not anticipated as part of this effort. Crashes involving bicycles or pedestrians will be highlighted as part of this analysis.

2.3. Traffic Volume Development

Michael Baker will utilize count data provided by the City and additional count data obtained by Michael Baker to document the Existing condition traffic volumes within the study area. Traffic volume projections will be developed by applying a growth rate provided by the City to the existing traffic volumes. Additionally, traffic volume projected for any planned or approved developments which have not yet been constructed will be added to the forecast volumes. Traffic volume development will include consideration of the planned community park.

2.4. Traffic Signal Warrant Analysis

Michael Baker will conduct a traffic signal warrant analysis for the existing Mulholland Highway and Old Topanga Canyon Road (West) stop-controlled intersection using the California 2014 Manual on Uniform Traffic Control Devices (MUTCD). The warrant analysis will be conducted for the Existing Year. Planning level volume warrant analysis will be conducted for the Design Year if a warrant is not met during the Existing Year.

2.5. Traffic Operations Analysis

Michael Baker will perform traffic operations analysis for the AM Peak Hour, the PM School Peak hour, and the PM Peak Hour conditions using Highway Capacity Manual, 6th edition methodologies for two study intersections: 1) Mulholland Highway and Old Topanga Canyon Road (West), and 2) Mulholland Highway and Old Topanga Canyon Road (East). Analysis will be conducted for the following scenarios:

- Existing Year
- Existing Year Plus Improvements (potential signalization)
- Design Year No Build
- Design Year Plus Improvements



Michael Baker will assess traffic operations at peak times and evaluate potential improvements.

The appropriate Design Year will be determined through coordination with the City. Opening Year analysis is not included in this scope of work. The traffic operations analysis will evaluate potential improvements such as a traffic signal, intersection lane configuration modifications, and/or roundabout during the Design Year. Detailed school pick-up and drop-off assessments on school property and operations analysis of individual driveways are not included in this scope of work.

2.6. Traffic Study Report

A Traffic Study Report will be prepared to document the methodologies, assumptions, findings, and conclusions. The traffic study will include the appropriate maps, exhibits, and tables required for comprehensive documentation. A preliminary draft will be submitted to the City for review and comment.

Task 3: Geometric Development and Alternatives

3.1. Prepare Geometric Concept Improvements & Cost Estimates

Michael Baker will plot the existing conditions in plan view and identify safety and operational deficiencies along the Mulholland Highway Corridor. After reviewing the existing conditions with the City, Michael Baker will prepare conceptual drawings for improvements on Mulholland Highway. Michael Baker will prepare one concept alternative which will be overlaid on existing aerial photo and will show recommended improvements. All improvements will be contained within City right-of-way.



Additionally, Michael Baker will prepare:

- Existing and proposed roadway typical sections including lanes and shoulder widths
- Proposed intersection layouts and improvements
- Extent and widths of sidewalks
- Existing right-of-way limits based on City and County provided data
- Existing utilities above and below ground
- Proposed slope stability improvement areas
- Drainage improvements and impacts
- Preliminary slope cutbacks and potential grading limits
- Identify key preservation areas

Key technical issues will include identifying sight distance issues, safety enhancements, and utility constraints. All roadway and intersection features will be designed in accordance with the latest City General Plan concept, Standard Plans, American Association of State Highway and Transportation Officials (AASHTO) Roadside Design Guide, AASHTO Greenbook, and the Standard Plans for Public Works Construction (SPPWC). Michael Baker will use the preliminary alternative concepts to develop the preliminary project cost estimate, identify environmental impacts, and provide an initial understanding for City staff and public outreach meetings. Michael Baker will prepare project exhibits on 11x17 color format prints to illustrate the proposed improvements and impacts.

3.2. Utility Impact Analysis

Michael Baker will utilize collected agency utility maps and as-built data to prepare an existing utility base map. Michael Baker will utilize the existing utility base map and the proposed geometric alternatives to identify impacts to existing utilities and to prepare preliminary relocation costs and geometry refinements. It is assumed that no powerpole relocation will be proposed along the corridor, per the City. Therefore, coordination with the electrical utility and dry utility companies for relocation costs will not be required.

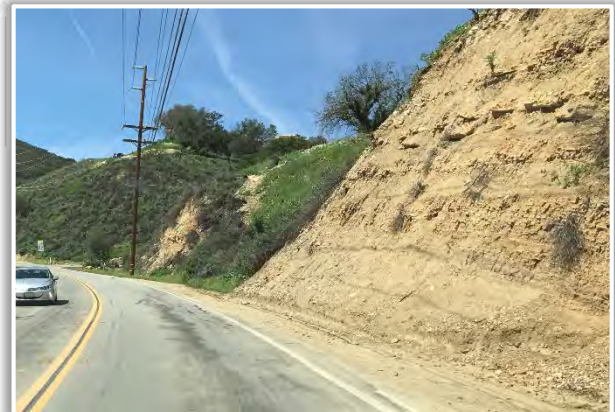
3.3. Safety/Metal Beam Guardrail Assessment and Design

Michael Baker will utilize as-built data, field data, and crash data analysis results to identify problem areas and roadside hazards, assess existing guardrail locations, and propose mitigation options.

3.4. Retaining Wall Assessment/Design

Michael Baker will work closely with City staff and the community to establish retaining wall criteria that meet the aesthetic look and feel of the City and the Mulholland Corridor. Michael Baker will reference the previously completed Mulholland Corridor Master Plan and develop feasible retaining wall designs and aesthetic options that seamlessly blend improvements into the natural Mulholland environment.

Michael Baker will establish limits of potential walls, preliminary costs, and recommend the appropriate wall types. Michael Baker will include in the Feasibility Study a summary of retaining wall recommendations.



Michael Baker will assess various locations for possible retaining walls to reduce debris that flows into the street during rainstorms.



3.5. Geotechnical Assessment

Michael Baker will utilize GeoSoils for geotechnical assessment needs. This assessment will include a discussion of regional geologic condition as well as slope stability and landslides in the Corridor; retaining wall design, type and other geotechnical considerations for wall construction; record search of USGS maps and data; and providing roadway cross-sections based on traffic index and regional geologic data. GeoSoils will perform the following tasks:

- Review and evaluate geotechnical reports prepared for the Corridor. Specific recommendations as to the acceptability of such reports will be provided.
- Recommend modifications/changes to the City’s guidelines to be in conformance with the latest State regulations, laws, and acceptable geotechnical engineering practices as needed.
- Review grading and retaining wall plans related to the project to ensure compliance with acceptable geotechnical recommendations.
- Review as-built geotechnical/geological reports for adequacy/completeness.
- Provide field observation for reviewing testing procedures, if requested by the City.
- Review geotechnical section of various EIR and Specific Plans for adequacy as requested by the City.
- Attend meetings as necessary to provide input and feedback regarding project reports, field work, and ongoing or anticipated construction.

3.6. Drainage Assessment

Michael Baker will utilize aerial, as-built, and field review data to identify existing drainage infrastructure including culvert locations and size of undercrossings. Preliminary culvert sizing will be prepared using the Federal Highway Administration (FHWA) HY-8 software, deficient culverts will be identified based upon preliminary assumptions. Preliminary estimates of probable construction costs will be developed for culvert relocations and improvements. Potential drainage improvements will be shown on the project color exhibits and included in the final Feasibility Study Report. This task excludes the preparation of design plans, profiles, or details regarding culverts or channels. No coordination with LACDPW is included in this scope of work. At this feasibility study stage, a Los Angeles County Low Impact Development (LID) plan (for water quality) is excluded from the scope of work.

Task 4: Public Outreach, Meetings, and Hearings

4.1. Prepare Presentation Materials and Large Format Exhibits

Michael Baker will prepare presentation material including agendas, PowerPoint presentations, exhibits, and memorandums summarizing findings for the purposes of outreach and general meetings. Our team will also prepare large format exhibits (up to seven feet long) for table top discussion of proposed improvements.

4.2. Community, Commission, and City Council Meetings

Michael Baker will attend and present a summary of the project at two community outreach meetings, one planning commission meeting, and one City Council meeting. Additional meetings are included in other tasks as described in the scope of work. We assume that the City will be responsible for public noticing and advertisement of these meetings. This can be provided by Michael Baker under a separate scope and fee, but is not included in this scope of work.

Our team will work with the City and Community to improve safety and mobility on Mulholland Hwy while maintaining the natural environment framed by the Santa Monica Mountains.

Task 5: Prepare Feasibility Study

5.1. Refine Geometric Improvements

Michael Baker will assess and discuss comments received from public outreach meetings with City Staff. Once agreed upon with City Staff, Michael Baker will refine the project concept improvements to address key comments received by the public, Planning Commission, or City Council.

5.2. Environmental Assessment (EA) of Recommended Improvements

Michael Baker’s environmental planners will review the proposed project improvement and identify key environmental issues and requirements under the California Environmental Quality Act (CEQA). Michael Baker will include a section in the Feasibility Study



that discusses: 1) baseline conditions for the proposed project site and adjacent areas; 2) environmental constraints focusing on air quality, greenhouse gases, noise, hydrology/water quality, cultural resources, and biological resources, among other topical areas; and 3) a recommendation regarding the appropriate form of CEQA clearance documentation that will be required for the project as part of a separate, future phase. Quantified technical analyses or technical studies (e.g., air quality, greenhouse gases, and/or noise) are specifically excluded from this task. This section of the Feasibility Study can be used by the City and Michael Baker team to identify key environmental constraints early in the planning process. This approach will allow for informed decisions regarding potential design alternatives and accommodate potential design features that may avoid or minimize environmental impacts.

5.3. Prepare Draft Feasibility Study

Michael Baker will prepare a draft feasibility study report to document the methodologies, assumptions, findings, and conclusions of the study and technical aspects discussed above. The feasibility study will include general recommendations, typical sections, signal warrants, recommended traffic safety improvements, erosion control and slope stability locations, pedestrian and bicycle facility accommodations, a milestone schedule for the timing of improvements, cost estimate, an executive summary, and appropriate supporting maps, exhibits, and tables required for comprehensive documentation of the project recommendations. A preliminary draft will be submitted to the City for review and comment.

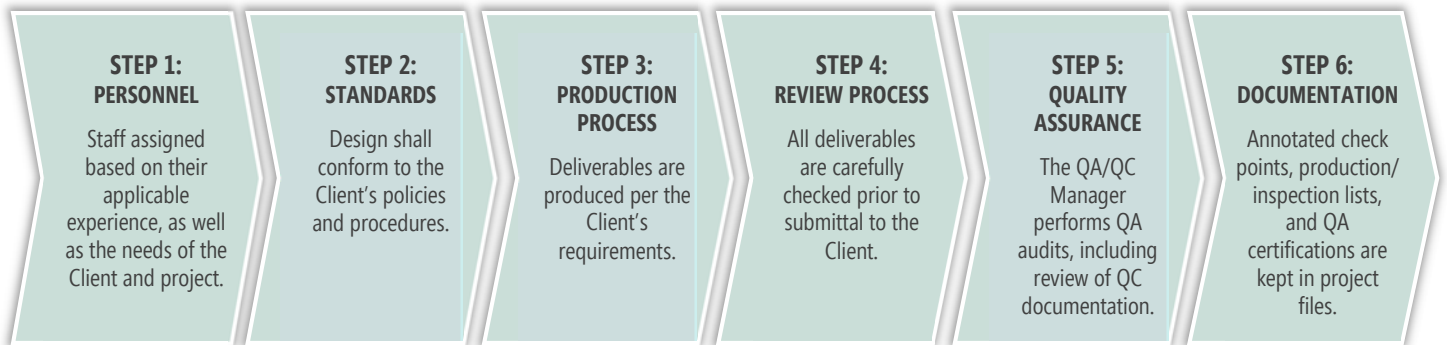
5.4. Prepare Final Feasibility Study

Michael Baker will collect City and public review comments and incorporate the comments into the final Feasibility Study Report.

Task 6: Project Management and Coordination

6.1. Project Management and Coordination

Michael Baker is responsible for project oversight, quality assurance and quality control (QA/QC). Michael Baker will coordinate with City Staff and our sub-consultant to deliver project tasks. **Michael Baker’s QA/QC process consists of the following six steps, each of which is critical to ensuring the project is delivered on time and within budget:**



6.2. Monthly Schedule Updates/Progress Reports

Michael Baker will prepare monthly status updates including schedule updates and provide progress reports and status of project tasks.

6.3. Additional Meetings with City Staff

Up to two project meetings are assumed with City staff, other than the initial project kick-off meeting and the public outreach meetings.

Hourly Rate Schedule Summary
Mulholland Highway Corridor Study - City of Calabasas
January 2019 through December 2019

Office Personnel

Senior Principal	\$315.00
Principal	\$290.00
Project Director	\$270.00
Program Manager	\$260.00
Senior Project Manager	\$260.00
Project Manager	\$250.00
Environmental Manager	\$240.00
Technical Manager	\$235.00
Structural Engineer	\$225.00
Principal Planner/Engagement Specialist	\$200.00
Senior Engineer	\$190.00
Senior Planner	\$190.00
Survey Analyst	\$185.00
Electrical Engineer	\$180.00
Biologist	\$180.00
Project Engineer	\$175.00
Landscape Architect	\$175.00
Design Engineer/Senior Designer/Traffic Engineer	\$170.00
Senior Environmental Analyst	\$165.00
Senior GIS Analyst	\$160.00
Project Planner / Civil Engineer II	\$160.00
GIS Analyst / Environmental Specialist/Landscape Specialist	\$155.00
Civil Engineer I	\$145.00
CADD Technician	\$140.00
Project Coordinator	\$130.00
Design Technician	\$120.00
Graphic Artist	\$120.00
Assistant Engineer/Assistant Planner	\$115.00
Environmental Analyst/Environmental Planner	\$110.00
Assistant Planner	\$110.00
Permit Processor	\$105.00
Engineering Aid/Planning Aide	\$98.00
Administrative Assistant	\$85.00

Survey Personnel

2-Person Survey Crew	\$290.00
1-Person Survey Crew	\$180.00
Licensed Surveyor	\$210.00
Field Supervisor	\$187.00

Note: Hourly rates shown will increase 3% annually effective one year from contract NTP, and annually thereafter. Vehicle mileage will be charged as an additional cost at the IRS approved rate. Printing & Reproduction costs will be charged at the cost rate with no mark-up.



CITY of CALABASAS

PROFESSIONAL SERVICES AGREEMENT
(Michael Baker International, Inc.)

CONTRACT SUMMARY

Name of Contractor:	Michael Baker International, Inc.
City Department in charge of Contract:	Public Works/Administrative Services
Contact Person for City Department:	Tatiana Holden/John Bingham
Period of Performance for Contract:	September 11, 2019 – September 15, 2021
Not to Exceed Amount of Contract:	Two Hundred Fifty Four Thousand Four Hundred Fifty Six Dollars(\$254,456)
Scope of Work for Contract:	Mulholland Highway Corridor Study/CDBG (Community Development Block Grant)

Insurance Requirements for Contract:

yes no - Is General Liability insurance required in this contract?

If yes, please provide coverage amounts:

yes no - Is Auto insurance required in this contract?

If yes, please provide coverage amounts:

yes no - Is Professional insurance required in this contract?

If yes, please provide coverage amounts:

yes no - Is Workers Comprehensive insurance required in this contract?

If yes, please provide coverage amounts:

Other:

PROFESSIONAL SERVICES AGREEMENT
(Michael Baker International, Inc.)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and **Michael Baker International, Inc. a Pennsylvania Corporation** (“Consultant”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a consultant: **Mulholland Highway Corridor Study and Community Block Grant Housing Rehabilitation Program Consulting.**
- 2.2 Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Consultant’s proposal for the Mulholland Highway Corridor Study and May 31, 2016 for the CDBG Project proposal to City attached hereto as Exhibit A and Exhibit B and incorporated herein by this reference.
- 3.2 “Commencement Date”: **September 1, 2016**
- 3.3 “Expiration Date”: **September 1, 2021**

4. TERM

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

5. CONSULTANT'S SERVICES

- 5.1 Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement. In no event shall the total compensation and costs payable to Consultant under this Agreement exceed the sum of **Two Hundred Fifty Four Thousand Four Hundred Fifty Six Dollars (\$254,456)** unless specifically approved in advance and in writing by City.
- 5.2 Consultant shall perform all work to the highest professional standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (**Government Code Section 81000 et seq.) and 2 CFR Part 200.318 (c) (1) (2).**
- 5.3 During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Consultant's performance of such work.
- 5.4 Consultant represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. **Eric Spangler, P.E., T.E. for the Mulholland Highway Corridor Study and Michael Neal, for the CDBG Project** shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

6. COMPENSATION

- 6.1 City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Consultant shall submit to City an invoice, on a monthly basis or less frequently, for the services performed pursuant to this Agreement. Each invoice shall itemize the services rendered during the billing period and the amount due. Within ten business days of receipt of each invoice, City shall notify Consultant in writing of

any disputed amounts included on the invoice. Within thirty calendar days of receipt of each invoice, City shall pay all undisputed amounts included on the invoice. City shall not withhold applicable taxes or other authorized deductions from payments made to Consultant.

- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Consultant by City on a time-and-materials basis using Consultant's standard fee schedule. Consultant shall be entitled to increase the fees in this fee schedule at such time as it increases its fees for its clients generally; provided, however, in no event shall Consultant be entitled to increase fees for services rendered before the thirtieth day after Consultant notifies City in writing of an increase in that fee schedule. Fees for such additional services shall be paid within sixty days of the date Consultant issues an invoice to City for such services.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

8. RELATIONSHIP OF PARTIES

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

9. CONFIDENTIALITY

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

10. INDEMNIFICATION

- 10.1 The parties agree that City, its officers, agents, employees and volunteers should, to the fullest extent permitted by law, be protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, or any other cost arising out of or in any way related to the performance of this Agreement. Accordingly, the provisions of this indemnity provision are intended by the parties to be interpreted and construed to provide the City with the fullest protection possible under the law. Consultant acknowledges that City would not enter into this Agreement in the absence of Consultant's commitment to indemnify and protect City as set forth herein.
- 10.2 To the fullest extent permitted by law, Consultant shall indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant or any of its officers, employees, servants, agents, or subcontractors in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.
- 10.3 City shall have the right to offset against the amount of any compensation due Consultant under this Agreement any amount due City from Consultant as a result of Consultant's failure to pay City promptly any indemnification arising under this Section 10 and related to Consultant's failure to either (i) pay taxes on amounts received pursuant to this Agreement or (ii) comply with applicable workers' compensation laws.
- 10.4 The obligations of Consultant under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 10 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required herein, Consultant agrees to be fully responsible and indemnify, hold harmless and defend City, its officers, agents, employees and volunteers from and against any and all claims and losses, costs or expenses for any damage due to death or injury to any person and injury to any property resulting from any alleged intentional, reckless, negligent, or otherwise wrongful acts, errors or omissions of Consultant's subcontractors or any other person or entity involved by, for, with or on behalf of

Consultant in the performance of this Agreement. Such costs and expenses shall include reasonable attorneys' fees incurred by counsel of City's choice.

- 10.6 City does not, and shall not waive any rights that it may possess against Consultant because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provision shall apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

11. INSURANCE

- 11.1 During the term of this Agreement, Consultant shall carry, maintain, and keep in full force and effect insurance against claims for death or injuries to persons or damages to property that may arise from or in connection with Consultant's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:
- 11.1.1 Comprehensive General Liability Insurance with coverage limits of not less than One Million Dollars (\$1,000,000) including products and operations hazard, contractual insurance, broad form property damage, independent consultants, personal injury, underground hazard, and explosion and collapse hazard where applicable.
 - 11.1.2 Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of One Million Dollars (\$1,000,000) per claimant and One Million dollars (\$1,000,000) per incident.
 - 11.1.3 Worker's Compensation insurance as required by the laws of the State of California.
 - 11.1.4 Professional Errors and Omissions Insurance with coverage limits of not less than One Million Dollars (\$1,000,000).
- 11.2 Consultant shall require each of its subcontractors to maintain insurance coverage that meets all of the requirements of this Agreement.
- 11.3 The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California and with a rating of at least A:VII in the latest edition of Best's Insurance Guide.
- 11.4 Consultant agrees that if it does not keep the aforesaid insurance in full force and effect, City may either (i) immediately terminate this Agreement; or (ii) take out

the necessary insurance and pay, at Consultant's expense, the premium thereon.

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

12. MUTUAL COOPERATION

- 12.1 City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.
- 12.2 In the event any claim or action is brought against City relating to Consultant's performance in connection with this Agreement, Consultant shall render any reasonable assistance that City may require.

13. RECORDS AND INSPECTIONS

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

14. PERMITS AND APPROVALS

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

15. NOTICES

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

If to City

City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
Attn: Tatiana Holden/John Bingham
Telephone: (818) 224-1600
Facsimile: (818) 225-7338

If to Consultant:

Michael Baker International, Inc.
3900 Kilroy Airport Way, Suite 120
Long Beach, CA 90806
Attn: Michael Tylman

With courtesy copy to:

Scott H. Howard
Colantuono, Highsmith & Whatley, PC
City Attorney
790 E. Colorado Blvd., Suite 850
Pasadena, CA 91101
Telephone: (213) 542-5700
Facsimile: (213) 542-5710

16. SURVIVING COVENANTS

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

17. TERMINATION

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

17.2 If City terminates this Agreement due to no fault or failure of performance by Consultant, then Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

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

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

18.3 The captions appearing at the commencement of the sections hereof, and in any

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

- 18.4 The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.
- 18.5 Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Consultant.
- 18.6 Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies. In the event legal action shall be necessary to enforce any term, covenant or condition herein contained, the party prevailing in such action, whether reduced to judgment or not, shall be entitled to its reasonable court costs, including accountants' fees, if any, and attorneys' fees expended in such action. The venue for any litigation shall be Los Angeles County, California.
- 18.7 If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.
- 18.8 This Agreement shall be governed and construed in accordance with the laws of

the State of California.

- 18.9 All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed by City and Consultant.
- 18.10 In consideration of this agreement, consultant (or artist(s), or performer(s) grants to city and its officers and employees, the right to film, through photography, video, or other media, the performance(s) contemplated under this agreement. The city is authorized to use of the performer(s) name(s) and/or Artist approved photographs. The city is also authorized, without limitation, to broadcast or re-broadcast the performance(s) on City CTV, through the city's website, news media, or through other forms of media (e.g. streaming).

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

“City”
City of Calabasas

“Consultant”
Michael Baker International, Inc.

By: _____
David J. Shapiro, Mayor

By: _____
Michael Tylman, Senior Vice President

Date: _____

Date: _____

By: _____
Robert Yalda, P.E., T.E.
Public Works Director/City Engineer

By: _____
John Bingham
Administrative Services Manager

Date: _____

Date: _____

By: _____
Dr. Gary J. Lysik, City Manager

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC, CPMC
City Clerk

Date: _____

Approved as to form:

By: _____
Scott H. Howard
Colantuono, Highsmith & Whatley, PC
City Attorney

Date: _____

EXHIBIT A



Scope of Work

This section describes our proposed scope of work that will fulfill the requirements outlined in the RFP.

Task 1: Project Initiation & Data Collection

1.1 Kick-Off and Scoping Meeting

Michael Baker will meet with City staff to verify the scope of work, the project schedule, and key project goals and milestones. The City will provide Michael Baker with existing project information, including right-of-way.

1.2 Site Visit

The project team will perform a field review to identify existing features and issues.

1.3 Aerial Mapping

Michael Baker will extract the most recently available aerial photograph from its team of Geographic Information Systems (GIS) experts and/or use aerial photograph and resources provided by the City to prepare base maps and exhibits for field visits, project reports, and meetings. Aerial topographic surveys are not included in this task.

1.4 Utility Research and Coordination

Early coordination with the utility owners within the project limits will be critical in understanding existing utility impacts and geometric limitations. Michael Baker will prepare Utility Request letters (on City letterhead), requesting utility owners to send their facility maps and as-built plans. Michael Baker will maintain a utility contact matrix including the following:

- Copies of utility notices sent
- Copies of correspondence
- Dates utility notices were sent
- Dates utility responses were received
- Atlases/plans received

1.5 As-Built Research (Roadway and Drainage)

The City will provide Michael Baker with all available as-built data for Mulholland Highway and Old Topanga Canyon Road including roadway, drainage, signal, and utility improvement plans. Michael Baker will review as-built data and verify improvements in field and underground utility locations.

Task 2: Traffic Study Report

2.1. Traffic Data Collection

Michael Baker will visit the traffic study area to document existing conditions including traffic signal phasing, speed limits, and intersection approach lanes. Observations will be conducted for the AM Peak, the School PM Peak, and the PM Peak. It is anticipated that City-provided traffic count data will be supplemented with the traffic counts listed below. It is assumed that the City will provide 24-hour automatic traffic recorder counts. Michael Baker may utilize a contractor to perform the traffic counts. Please note that traffic counts will need to be collected in fall of 2019, after school is back in session.

- Mulholland Highway and Old Topanga Canyon Road (West) Intersection – 12-hour weekday count while school is in session, during a non-holiday week
- Mulholland Highway and Old Topanga Canyon Road (East) Intersection – 12-hour weekday count while school is in session, during a non-holiday week
- Mulholland Highway and Old Topanga Canyon Road (West) Intersection – 6-hour Saturday count during summer months
- Mulholland Highway and Old Topanga Canyon Road (East) Intersection – 6-hour Saturday count during summer months



Schools located on Mulholland Hwy affect traffic congestion in the Corridor. Michael Baker will analyze how traffic patterns change during peak times.



2.2. Crash Data Review

Michael Baker will review the most recent three years of comprehensive crash data (potentially years 2016, 2017, and 2018) along Mulholland Highway between the intersections of Old Topanga Canyon Road (West) and Old Topanga Canyon Road (East) and extending approximately 1,000 feet on all approaches to these intersections. The results of the crash data review will be summarized in tables, charts, and a crash cluster map. Detailed crash collision diagrams are not anticipated as part of this effort. Crashes involving bicycles or pedestrians will be highlighted as part of this analysis.

2.3. Traffic Volume Development

Michael Baker will utilize count data provided by the City and additional count data obtained by Michael Baker to document the Existing condition traffic volumes within the study area. Traffic volume projections will be developed by applying a growth rate provided by the City to the existing traffic volumes. Additionally, traffic volume projected for any planned or approved developments which have not yet been constructed will be added to the forecast volumes. Traffic volume development will include consideration of the planned community park.

2.4. Traffic Signal Warrant Analysis

Michael Baker will conduct a traffic signal warrant analysis for the existing Mulholland Highway and Old Topanga Canyon Road (West) stop-controlled intersection using the California 2014 Manual on Uniform Traffic Control Devices (MUTCD). The warrant analysis will be conducted for the Existing Year. Planning level volume warrant analysis will be conducted for the Design Year if a warrant is not met during the Existing Year.

2.5. Traffic Operations Analysis

Michael Baker will perform traffic operations analysis for the AM Peak Hour, the PM School Peak hour, and the PM Peak Hour conditions using Highway Capacity Manual, 6th edition methodologies for two study intersections: 1) Mulholland Highway and Old Topanga Canyon Road (West), and 2) Mulholland Highway and Old Topanga Canyon Road (East). Analysis will be conducted for the following scenarios:

- Existing Year
- Existing Year Plus Improvements (potential signalization)
- Design Year No Build
- Design Year Plus Improvements



Michael Baker will assess traffic operations at peak times and evaluate potential improvements.

The appropriate Design Year will be determined through coordination with the City. Opening Year analysis is not included in this scope of work. The traffic operations analysis will evaluate potential improvements such as a traffic signal, intersection lane configuration modifications, and/or roundabout during the Design Year. Detailed school pick-up and drop-off assessments on school property and operations analysis of individual driveways are not included in this scope of work.

2.6. Traffic Study Report

A Traffic Study Report will be prepared to document the methodologies, assumptions, findings, and conclusions. The traffic study will include the appropriate maps, exhibits, and tables required for comprehensive documentation. A preliminary draft will be submitted to the City for review and comment.

Task 3: Geometric Development and Alternatives

3.1. Prepare Geometric Concept Improvements & Cost Estimates

Michael Baker will plot the existing conditions in plan view and identify safety and operational deficiencies along the Mulholland Highway Corridor. After reviewing the existing conditions with the City, Michael Baker will prepare conceptual drawings for improvements on Mulholland Highway. Michael Baker will prepare one concept alternative which will be overlaid on existing aerial photo and will show recommended improvements. All improvements will be contained within City right-of-way.



Additionally, Michael Baker will prepare:

- Existing and proposed roadway typical sections including lanes and shoulder widths
- Proposed intersection layouts and improvements
- Extent and widths of sidewalks
- Existing right-of-way limits based on City and County provided data
- Existing utilities above and below ground
- Proposed slope stability improvement areas
- Drainage improvements and impacts
- Preliminary slope cutbacks and potential grading limits
- Identify key preservation areas

Key technical issues will include identifying sight distance issues, safety enhancements, and utility constraints. All roadway and intersection features will be designed in accordance with the latest City General Plan concept, Standard Plans, American Association of State Highway and Transportation Officials (AASHTO) Roadside Design Guide, AASHTO Greenbook, and the Standard Plans for Public Works Construction (SPPWC). Michael Baker will use the preliminary alternative concepts to develop the preliminary project cost estimate, identify environmental impacts, and provide an initial understanding for City staff and public outreach meetings. Michael Baker will prepare project exhibits on 11x17 color format prints to illustrate the proposed improvements and impacts.

3.2. Utility Impact Analysis

Michael Baker will utilize collected agency utility maps and as-built data to prepare an existing utility base map. Michael Baker will utilize the existing utility base map and the proposed geometric alternatives to identify impacts to existing utilities and to prepare preliminary relocation costs and geometry refinements. It is assumed that no powerpole relocation will be proposed along the corridor, per the City. Therefore, coordination with the electrical utility and dry utility companies for relocation costs will not be required.

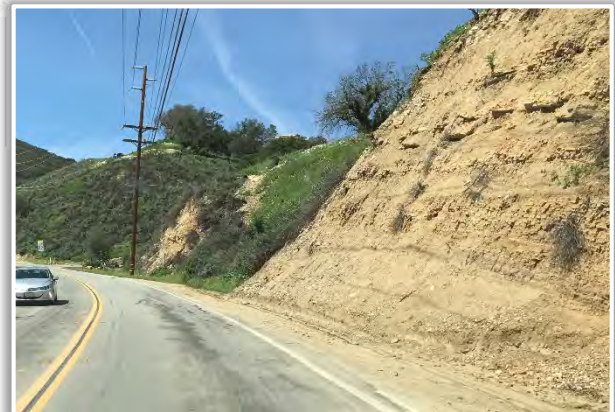
3.3. Safety/Metal Beam Guardrail Assessment and Design

Michael Baker will utilize as-built data, field data, and crash data analysis results to identify problem areas and roadside hazards, assess existing guardrail locations, and propose mitigation options.

3.4. Retaining Wall Assessment/Design

Michael Baker will work closely with City staff and the community to establish retaining wall criteria that meet the aesthetic look and feel of the City and the Mulholland Corridor. Michael Baker will reference the previously completed Mulholland Corridor Master Plan and develop feasible retaining wall designs and aesthetic options that seamlessly blend improvements into the natural Mulholland environment.

Michael Baker will establish limits of potential walls, preliminary costs, and recommend the appropriate wall types. Michael Baker will include in the Feasibility Study a summary of retaining wall recommendations.



Michael Baker will assess various locations for possible retaining walls to reduce debris that flows into the street during rainstorms.



3.5. Geotechnical Assessment

Michael Baker will utilize GeoSoils for geotechnical assessment needs. This assessment will include a discussion of regional geologic condition as well as slope stability and landslides in the Corridor; retaining wall design, type and other geotechnical considerations for wall construction; record search of USGS maps and data; and providing roadway cross-sections based on traffic index and regional geologic data. GeoSoils will perform the following tasks:

- Review and evaluate geotechnical reports prepared for the Corridor. Specific recommendations as to the acceptability of such reports will be provided.
- Recommend modifications/changes to the City’s guidelines to be in conformance with the latest State regulations, laws, and acceptable geotechnical engineering practices as needed.
- Review grading and retaining wall plans related to the project to ensure compliance with acceptable geotechnical recommendations.
- Review as-built geotechnical/geological reports for adequacy/completeness.
- Provide field observation for reviewing testing procedures, if requested by the City.
- Review geotechnical section of various EIR and Specific Plans for adequacy as requested by the City.
- Attend meetings as necessary to provide input and feedback regarding project reports, field work, and ongoing or anticipated construction.

3.6. Drainage Assessment

Michael Baker will utilize aerial, as-built, and field review data to identify existing drainage infrastructure including culvert locations and size of undercrossings. Preliminary culvert sizing will be prepared using the Federal Highway Administration (FHWA) HY-8 software, deficient culverts will be identified based upon preliminary assumptions. Preliminary estimates of probable construction costs will be developed for culvert relocations and improvements. Potential drainage improvements will be shown on the project color exhibits and included in the final Feasibility Study Report. This task excludes the preparation of design plans, profiles, or details regarding culverts or channels. No coordination with LACDPW is included in this scope of work. At this feasibility study stage, a Los Angeles County Low Impact Development (LID) plan (for water quality) is excluded from the scope of work.

Task 4: Public Outreach, Meetings, and Hearings

4.1. Prepare Presentation Materials and Large Format Exhibits

Michael Baker will prepare presentation material including agendas, PowerPoint presentations, exhibits, and memorandums summarizing findings for the purposes of outreach and general meetings. Our team will also prepare large format exhibits (up to seven feet long) for table top discussion of proposed improvements.

4.2. Community, Commission, and City Council Meetings

Michael Baker will attend and present a summary of the project at two community outreach meetings, one planning commission meeting, and one City Council meeting. Additional meetings are included in other tasks as described in the scope of work. We assume that the City will be responsible for public noticing and advertisement of these meetings. This can be provided by Michael Baker under a separate scope and fee, but is not included in this scope of work.

Our team will work with the City and Community to improve safety and mobility on Mulholland Hwy while maintaining the natural environment framed by the Santa Monica Mountains.

Task 5: Prepare Feasibility Study

5.1. Refine Geometric Improvements

Michael Baker will assess and discuss comments received from public outreach meetings with City Staff. Once agreed upon with City Staff, Michael Baker will refine the project concept improvements to address key comments received by the public, Planning Commission, or City Council.

5.2. Environmental Assessment (EA) of Recommended Improvements

Michael Baker’s environmental planners will review the proposed project improvement and identify key environmental issues and requirements under the California Environmental Quality Act (CEQA). Michael Baker will include a section in the Feasibility Study



that discusses: 1) baseline conditions for the proposed project site and adjacent areas; 2) environmental constraints focusing on air quality, greenhouse gases, noise, hydrology/water quality, cultural resources, and biological resources, among other topical areas; and 3) a recommendation regarding the appropriate form of CEQA clearance documentation that will be required for the project as part of a separate, future phase. Quantified technical analyses or technical studies (e.g., air quality, greenhouse gases, and/or noise) are specifically excluded from this task. This section of the Feasibility Study can be used by the City and Michael Baker team to identify key environmental constraints early in the planning process. This approach will allow for informed decisions regarding potential design alternatives and accommodate potential design features that may avoid or minimize environmental impacts.

5.3. Prepare Draft Feasibility Study

Michael Baker will prepare a draft feasibility study report to document the methodologies, assumptions, findings, and conclusions of the study and technical aspects discussed above. The feasibility study will include general recommendations, typical sections, signal warrants, recommended traffic safety improvements, erosion control and slope stability locations, pedestrian and bicycle facility accommodations, a milestone schedule for the timing of improvements, cost estimate, an executive summary, and appropriate supporting maps, exhibits, and tables required for comprehensive documentation of the project recommendations. A preliminary draft will be submitted to the City for review and comment.

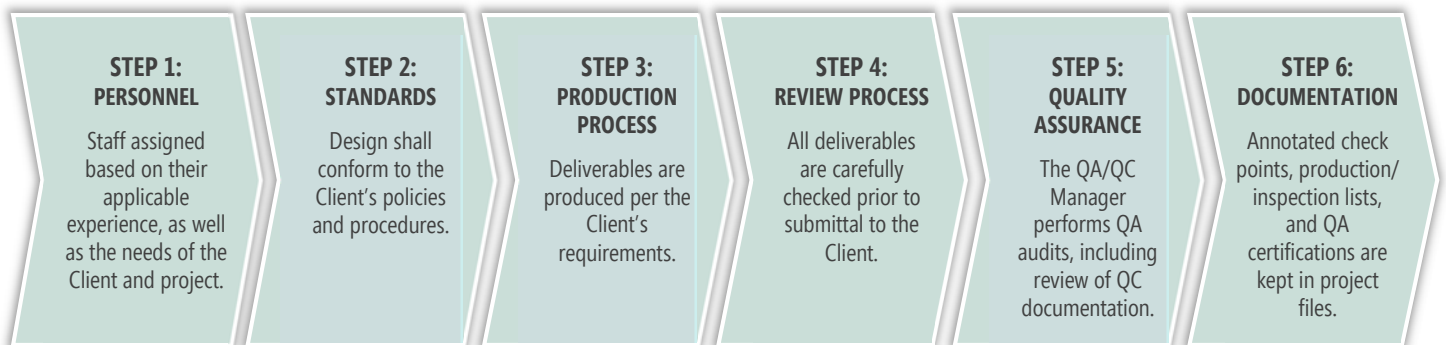
5.4. Prepare Final Feasibility Study

Michael Baker will collect City and public review comments and incorporate the comments into the final Feasibility Study Report.

Task 6: Project Management and Coordination

6.1. Project Management and Coordination

Michael Baker is responsible for project oversight, quality assurance and quality control (QA/QC). Michael Baker will coordinate with City Staff and our sub-consultant to deliver project tasks. **Michael Baker’s QA/QC process consists of the following six steps, each of which is critical to ensuring the project is delivered on time and within budget:**



6.2. Monthly Schedule Updates/Progress Reports

Michael Baker will prepare monthly status updates including schedule updates and provide progress reports and status of project tasks.

6.3. Additional Meetings with City Staff

Up to two project meetings are assumed with City staff, other than the initial project kick-off meeting and the public outreach meetings.

Mullholland Highway Corridor Study

Task No.	TASK DESCRIPTION	Michael Baker International										Subconsultants / Vendors		Total Cost			
		Project Manager	Environ. Manager	Structural Engineer	Civil Engineer I	Traffic Engineer / Senior Designer	Assistant Engineer	Senior Environmental Analyst	Environmental Planner	Michael Baker Total Hours	Michael Baker Total Cost	Traffic Count Vendor	Geosoils				
Hourly Rates		\$250	\$240	\$225	\$145	\$170	\$115	\$165	\$120								
1	Project Initiation and Data Collection															\$10,950	\$10,950
1.1	Kick Off and Scoping Meeting	4			4					8	\$1,580					\$1,580	\$1,580
1.2	Site Visit	4			4					8	\$1,580					\$1,580	\$1,580
1.3	Aerial Mapping				2					2	\$290					\$290	\$290
1.4	Utility Research and Coordination				16			32		48	\$6,000					\$6,000	\$6,000
1.5	As-Built Research (Roadway & Drainage)				4			8		12	\$1,500					\$1,500	\$1,500
2	Traffic Study Report															\$17,130	\$18,780
2.1	Traffic Data Collection				2			6		8	\$980	\$ 1,650.00				\$2,630	\$2,630
2.2	Crash Data Review				2			14		16	\$1,900					\$1,900	\$1,900
2.3	Traffic Volume Development				4			16		20	\$2,420					\$2,420	\$2,420
2.4	Traffic Signal Warrant Analysis				8		4	18		30	\$3,910					\$3,910	\$3,910
2.5	Traffic Operations Analysis	2			10			32		44	\$5,630					\$5,630	\$5,630
2.6	Traffic Study Report	2			6			8		16	\$2,290					\$2,290	\$2,290
3	Geometric Development and Alternatives															\$71,600	\$89,600
3.1	Prepare Geometric Concept Improvements & Cost Estimate	24			96			120		240	\$33,720					\$33,720	\$33,720
3.2	Utility Impact Assessment				8			8		16	\$2,080					\$2,080	\$2,080
3.3	Safety / Metal Beam Guard Rail Assessment / Design	4			24					28	\$4,480					\$4,480	\$4,480
3.4	Retaining Wall Assessment / Design	12		8				60	24	104	\$17,760					\$17,760	\$17,760
3.5	Geotechnical Assessment	4			8					12	\$2,160		\$18,000			\$20,160	\$20,160
3.6	Drainage Assessment	4			40			40		84	\$11,400					\$11,400	\$11,400
4	Public Outreach, Meetings, and Hearings															\$15,120	\$15,120
4.1	Prepare Strip Plots of Geometric Alternatives & Presentation Materials	2			4			16		22	\$2,920					\$2,920	\$2,920
4.2	Community (2), Commission (1), and City Council Meetings (1)	24			24			16		64	\$12,200					\$12,200	\$12,200
5	Prepare Feasibility Study															\$40,870	\$40,870
5.1	Refine Geometric Improvements	4			32			16		52	\$7,480					\$7,480	\$7,480
5.2	Environmental Assessment of Recommended Improvements		4						12	16	\$2,940					\$2,940	\$2,940
5.3	Prepare Draft Feasibility Study	20			100			32		152	\$23,180					\$23,180	\$23,180
5.4	Prepare Final Feasibility Study	8			30			8		46	\$7,270					\$7,270	\$7,270
6	Project Management and Coordination															\$17,140	\$17,140
6.1	Project Management and Coordination	32			8					40	\$9,160					\$9,160	\$9,160
6.3	Monthly Schedule Updates / Progress Reports				16			8		24	\$3,240					\$3,240	\$3,240
6.4	Additional Meetings with City Staff (2)	12			12					24	\$4,740					\$4,740	\$4,740
	Subtotal Task	162	4	8	464	80	406	12	0	1136							
	PROFESSIONAL LABOR FEE	\$ 40,500	\$ 960	\$ 1,800	\$ 67,280	\$ 13,600	\$ 46,690	\$ 1,980	\$ -		\$ 172,810	\$ 1,650	\$ 18,000			\$ 192,460	\$ 192,460
	MICHAEL BAKER MILEAGE, REPRODUCTION, and OTHER DIRECT COSTS										\$2,500					\$2,500	\$2,500
	TOTAL PROJECT FEE															\$194,960	\$194,960

Hourly Rate Schedule Summary
Mulholland Highway Corridor Study - City of Calabasas
January 2019 through December 2019

Office Personnel

Senior Principal	\$315.00
Principal	\$290.00
Project Director	\$270.00
Program Manager	\$260.00
Senior Project Manager	\$260.00
Project Manager	\$250.00
Environmental Manager	\$240.00
Technical Manager	\$235.00
Structural Engineer	\$225.00
Principal Planner/Engagement Specialist	\$200.00
Senior Engineer	\$190.00
Senior Planner	\$190.00
Survey Analyst	\$185.00
Electrical Engineer	\$180.00
Biologist	\$180.00
Project Engineer	\$175.00
Landscape Architect	\$175.00
Design Engineer/Senior Designer/Traffic Engineer	\$170.00
Senior Environmental Analyst	\$165.00
Senior GIS Analyst	\$160.00
Project Planner / Civil Engineer II	\$160.00
GIS Analyst / Environmental Specialist/Landscape Specialist	\$155.00
Civil Engineer I	\$145.00
CADD Technician	\$140.00
Project Coordinator	\$130.00
Design Technician	\$120.00
Graphic Artist	\$120.00
Assistant Engineer/Assistant Planner	\$115.00
Environmental Analyst/Environmental Planner	\$110.00
Assistant Planner	\$110.00
Permit Processor	\$105.00
Engineering Aid/Planning Aide	\$98.00
Administrative Assistant	\$85.00

Survey Personnel

2-Person Survey Crew	\$290.00
1-Person Survey Crew	\$180.00
Licensed Surveyor	\$210.00
Field Supervisor	\$187.00

Note: Hourly rates shown will increase 3% annually effective one year from contract NTP, and annually thereafter. Vehicle mileage will be charged as an additional cost at the IRS approved rate. Printing & Reproduction costs will be charged at the cost rate with no mark-up.

EXHIBIT B

May 31, 2016

John Bingham, Senior Management Analyst

CITY OF CALABASAS

Administrative Services Department

100 Civic Center Way

Calabasas, CA 91302

RE: PROPOSAL TO IMPLEMENT AND MANAGE THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDED HOUSING REHABILITATION PROGRAM

Dear Mr. Bingham:

Michael Baker International (Michael Baker) is pleased to submit this proposal to implement and manage the City's CDBG-funded Housing Rehabilitation Program. Michael Baker is a Pennsylvania corporation that provides planning, environmental, engineering, and other municipal services to public agencies, special districts, and public-oriented organizations. Kurt Bergman is the firm's President, Brian Lutes is Chief Financial Officer, Michael Tylman is Assistant Secretary, and Albert Warot is Manager and Agent for Service of Process.

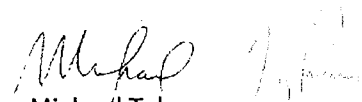
This proposal is based on the information provided in the City's Request for Proposals (RFP), as well as our familiarity with applicable federal and county regulations and our considerable experience in administering housing rehabilitation programs for cities across California and particularly in the City of Calabasas.

We are pleased to offer the services of our skilled and dedicated staff, extensive experience with housing programs, and knowledge of the City of Calabasas. Michael Baker is proposing to provide all of the services required for the continued successful implementation of the City's Housing Rehabilitation Program at a cost that falls within the activity delivery fee allowed by the Los Angeles County Community Development Commission for such services. Micheal Neal, Michael Baker's designated project manager, will be responsible for administering the program and is uniquely qualified to serve in this capacity. He is intimately familiar with local housing conditions, the City's program guidelines, and the City's procedures and expectations, having managed the program for the last six years.

We believe that our proposal is fully responsive to the City's RFP and that the services being offered by Michael Baker will fulfill the City's needs in a comprehensive, well-integrated, and cost-effective manner.

We sincerely appreciate the opportunity to submit this proposal and look forward to assisting the City with the implementation and management of its CDBG-funded Housing Rehabilitation Program. If you have any questions regarding this proposal, please contact Micheal Neal at (909) 261-2770 or mneal@mbakerintl.com.

Sincerely,


Michael Tylman
Senior Vice President


Albert V. Warot
Managing Director

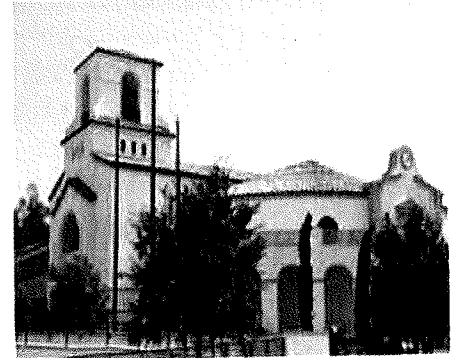
TABLE OF CONTENTS

1. Technical Approach.....	1-1
2. Management and Staffing.....	2-1
3. Related Experience.....	3-1
4. Cost and Pricing.....	4-1

TECHNICAL APPROACH

Michael Baker's project approach will efficiently and effectively assist the City of Calabasas with the continued successful implementation of its CDBG-funded Housing Rehabilitation Program.

Michael Baker International's (Michael Baker) extensive experience with creating and implementing housing and community development programs will allow us to readily implement the program to the City's complete satisfaction. Michael Baker will administer the City's programs in accordance with all applicable regulations and the City's adopted program guidelines.



Michael Baker will provide added value by making all information needed to comply with annual CDBG reporting and general grant administration requirements readily available to the City's Senior Management Analyst. Our project manager will serve as an extension of City staff and will require no orientation since he is already quite familiar with the City's procedures and expectations. In administering the program, he will exhibit the customer service attitude that characterizes all assignments undertaken by Michael Baker.

The following is a description of Michael Baker's approach to administering and implementing the City's Housing Rehabilitation Program.

HOUSING REHABILITATION PROGRAM SERVICES

PROGRAM GUIDELINES

Michael Baker will manage the Housing Rehabilitation Program in accordance with the policies and procedures in the City's adopted program guidelines. Michael Baker will review and update the guidelines as needed to reflect desired changes and to conform to any changes in applicable US Department of Housing and Urban Development (HUD) or County of Los Angeles Community Development Commission (CDC) regulatory requirements.

MARKETING

Michael Baker will initiate marketing and promotional efforts to compile a list of potential participants, while also working from any current waiting list. All marketing collateral will conform to fair housing and equal opportunity lending requirements and display the equal housing logo. If requested, Michael Baker will participate in informational community meetings with residents interested in the program.

CLIENT INTAKE AND APPLICATION ASSESSMENT

Michael Baker will respond to all program inquiries from homeowners and other interested parties. We will log all contacts and provide the City with an interest list and a report on inquiries. We will accept and review applications for rehabilitation grants and provide assistance to applicants who need help completing applications or who may have questions about the process.

Michael Baker will review applications for completeness and will request and compile information required to complete the application. Michael Baker will qualify applicants for participation in the program based on verification of the applicant's annual income, ownership of the unit, and condition of the unit and desired improvements. Comprehensive project files will be established that will ultimately contain all of the information relevant to each rehabilitation project.

ENVIRONMENTAL REVIEW

Any environmental documentation required to provide clearance for the program activities pursuant to the National Environmental Policy Act will be prepared by the environmental consultant retained by the CDC to prepare such documentation. However, Michael Baker will coordinate Section 106 historic preservation reviews with the architectural historian retained by the CDC to perform such reviews and provide her with the information to make the necessary determinations regarding the historical significance of the homes to be rehabilitated.

SCOPE OF WORK AND BIDDING

Scope of Work

Michael Baker will consult with the homeowner and inspect the property to determine the needed repairs. Specialized reports may need to be ordered such as a structural/pest inspection or lead-based paint or asbestos testing. If required, such reports will be prepared by outside specialists already under contract to the City or to be selected by Michael Baker.

Michael Baker will prepare detailed work specifications for all projects. The work specifications will include all labor and materials needed to complete the rehabilitation, as well as a line item cost estimate of the work to be performed. Michael Baker will review the scope of work with the homeowner and obtain homeowner approval of the work and cost estimate.

Bid Solicitation and Development

Once accepted by the homeowner, Michael Baker will use the scope of work as the bid specifications. We will provide bidders' instructions and a bid solicitation packet. The bid solicitation will be sent to all contractors on the qualified list. Michael Baker will conduct a "bid walk" at the home with all interested bidders to review the requested scope of work and respond to any clarifying questions. Bids must be submitted using the bid forms provided by Michael Baker.

Technical Approach

Once bids are returned, Michael Baker will assist the homeowner with reviewing the bids. Michael Baker staff will, when necessary, help the homeowner to select a contractor who is able to responsibly complete the rehabilitation work and who provides a good value to the homeowner and to the City. As discussed later in this section, Michael Baker will confirm that contractors are not debarred from performing federally funded work and are appropriately licensed and bonded prior to bidding, thereby avoiding unnecessary delays at this point in the process.

GRANT DOCUMENT PROCESSING

After the homeowner has selected a contractor, Michael Baker will prepare the rehabilitation grant documents for execution by the homeowner and the contractor. Michael Baker will ensure that both the homeowner and the contractor fully understand all the provisions in the grant agreement and construction contract. After the necessary documents are signed, a Notice to Proceed will be issued, allowing rehabilitation work to commence.

PROJECT MANAGEMENT (CONSTRUCTION)

Pre-Construction

Michael Baker will develop all construction documents, including the scope of work, specifications, and construction contract. Prior to issuing the Notice to Proceed, Michael Baker will conduct a pre-construction conference with the contractor and the homeowner. We will ensure that both the contractor and the homeowner fully understand all the provisions in their agreements and the construction process, including the roles and responsibilities of all parties. Michael Baker will require the contractor to obtain building permits and local approvals as necessary.

Inspection and Compliance

Michael Baker will closely monitor construction progress and be in regular contact with the homeowner and the contractor. We will ensure work is completed consistent with the industry-wide standard of care and in accordance with the construction contract. Photographs of the work progress will be taken and maintained in the project file.

Progress Payments

Michael Baker will review progress payment requests. Michael Baker will inspect the work claimed as complete and will ensure all lien waivers, warranty commitments, and the homeowner's approval are obtained prior to release of payment. Michael Baker will review all change order requests.

Prior to final payment or release of retention, Michael Baker will make a final inspection of the work to confirm completion. We will ensure all local conditions have been met, the building permit is closed, a Notice of Completion has been recorded, and there are no liens pending on the property. Michael Baker will also assist homeowners in securing warranties from contractors for construction defects for one year from the date of final approval by the City's Building and Safety Division.

Dispute Resolution

Michael Baker will take primary responsibility for dispute resolution between the contractor and the homeowner. Michael Baker will work to prevent disputes by reviewing program requirements and expectations early and often. Michael Baker will use the pre-bid and pre-construction conferences to communicate expectations and develop the contractor-homeowner relationship. Michael Baker will check in regularly on project progress to avert disputes.

RECRUITMENT AND QUALIFICATION OF CONTRACTORS

To supplement the contractors who have previously participated in the program, Michael Baker will solicit interest on the part of additional contractors. Michael Baker will target recruitment of minority- and women-owned businesses and Section 3 firms. Michael Baker will ensure all contractors are not included on the Federal Debarred List, that they are licensed and bonded through the State Contractor's License Board, and that they meet any additional qualifications stipulated by the City. Qualified contractors will be included on the City's roster of contractors qualified to receive program bid solicitations.

MAINTAIN RECORDS AND REPORTING

As previously indicated, Michael Baker will maintain comprehensive files for each rehabilitation project. Michael Baker will submit the files to the City upon project completion. Michael Baker staff will ensure that the program is administered in accordance with applicable HUD and CDC regulations and will complete all required quarterly, semi-annual, and annual reports to the CDC within the stipulated time frames. Our project manager will attend program-related public meetings or hearings, when requested, and will assist the City in preparing for and coordinating the monitoring of program activities by the CDC. He will also assist the City in preparing documentation required for the continued funding of the program by the CDC.

MANAGEMENT AND STAFFING

Michael Baker will use our experience, knowledge, and familiarity with the City of Calabasas to assist the City with the administration of its Housing Rehabilitation Program as a seamless extension of City staff.

PROJECT TEAM

Michael Baker has assembled a well-qualified project team that possesses all of the skills required to successfully provide housing rehabilitation consulting services to the City of Calabasas. Our staff is prepared to perform all of the tasks associated with the operation of the City's Housing Rehabilitation Program identified in the City's RFP. Our project team has considerable experience in developing and implementing housing rehabilitation programs. Our designated project manager has established working relationships with local contractors as the City's prior program administrator and will reach out to those relationships for continuing success. The proposed project team members are listed below.

MICHEAL NEAL, PROJECT MANAGER

Mr. Neal will serve as project manager and be responsible for the day-to-day operation of the housing rehabilitation program by receiving and processing grant applications, determining the eligibility of applicants, conducting initial inspections and preparing work write-ups and cost estimates, assisting applicants with the selection of contractors, coordinating the packaging and approval of grants, and conducting progress inspections and authorizing the disbursement of progress payments to contractors.

Mr. Neal will serve as Project Manager and will be directly responsible for the operation of the program. He will be the primary contact for the City.

Mr. Neal is uniquely qualified to serve in this capacity with 20 years of experience administering housing rehabilitation programs. He has operated housing rehabilitation programs for 14 Southern California cities using a variety of federal, state, and local funding sources. Most importantly, he successfully administered the City's CDBG-funded Housing Rehabilitation Program for the past six years and, consequently, is very familiar with local housing conditions, the City's CDC-approved Housing Rehabilitation Program Guidelines, and the City's internal procedures and expectations. Moreover, he has worked extensively with local homeowners, contractors, and City staff.

ALBERT WAROT, PROJECT DIRECTOR

Mr. Warot will serve as project director and be responsible for corporate oversight of the housing rehabilitation services to be provided to the City of Calabasas. He will also be available to provide technical assistance to the project manager, if needed, and assist with meeting reporting requirements and preparing documentation required for the continued funding of the program by the CDC. Mr. Warot has over 40 years of experience in the planning field in California that spans every aspect of planning. Much of his career has been spent administering CDBG, HOME, and other state/federal grant-funded projects and programs for cities across California, including oversight of numerous housing rehabilitation programs. He is quite familiar with the procedures and expectations of the CDC, having served as a member and chairman of the CDC's former City Advisory Committee and as CDBG coordinator for six of the Urban County participating cities.

Mr. Warot will be responsible for corporate oversight of the program and will provide support for Mr. Neal as necessary.

Resumés are presented on the pages that follow.

Micheal Neal

Project Manager

Mr. Neal has 20 years of experience in administering Community Development Block Grant (CDBG)/Home Investment Partnerships (HOME) grants, assisting with the implementation of residential rehabilitation programs, conducting Section 8 Housing Quality Standards inspections, and interpreting and applying provisions of the US Department of Housing and Urban Development rules and regulations pertinent to housing rehabilitation programs and other CDBG/HOME-funded activities.

Team Member since 2013

Education

BA, Liberal Studies | California State Polytechnic University, Pomona

Relevant Project Experience

City of Hawaiian Gardens. Administered the City's annual CDBG grant.

City of Norco. Administered a housing trust/bond-funded housing rehabilitation program.

City of La Habra. Assisted the City with the administration of a HOME-funded housing rehabilitation program and managed a CDBG-funded housing rehabilitation program for the City.

City of Lomita. Administered the City's CDBG program and managed the housing rehabilitation program.

City of Signal Hill. Administered the City's CDBG program and implemented funded projects and programs.

City of Redondo Beach. Managed the City's CDBG-funded Mobility Access/Emergency Repair Program.

City of Westlake Village. Administered the City's CDBG-funded housing rehabilitation program.

City of Calabasas. Administered the City's CDBG-funded housing rehabilitation program.

City of Temple City. Assisted with the operation of CDBG, CDBG-R, and Energy Efficiency and Conservation Block Grant (EECBG)-funded housing rehabilitation programs.**City of Beverly Hills.** Administered the City's CDBG program and managed the housing rehabilitation program.

City of Calimesa. Assisted the City with the administration of a HOME-funded housing rehabilitation program and managed a CDBG-funded housing rehabilitation program for the City.

City of San Bernardino. Served as project coordinator for the City's EECBG-funded Green Home Makeover Program, working with homeowners and scheduling energy audits and energy efficiency improvements.

City of Bell Gardens. Managed the operation of a Redevelopment Agency-funded Housing Rehabilitation Loan and Grant Program.

City of San Gabriel. Performed the general administration of the City's annual CDBG program and managed the operation of CDBG-funded housing and commercial rehabilitation programs.

City of Rosemead. Performed general administration of the City's CDBG and HOME programs, including compliance with reporting requirements and the management of projects. Assisted with the operation of CDBG-funded public service and residential and commercial rehabilitation programs.

City of Goleta. Provided technical assistance in monitoring public services agencies to ensure compliance with federal requirements.

City of Culver City, Culver City Housing Authority. Conducted housing quality inspections for the Housing Authority's Section 8 program.

City of Hawthorne, Hawthorne Housing Authority. Conducted housing quality inspections for the Housing Authority's Section 8 program.

Albert V. Warot **Project Director**

Mr. Warot has more than 43 years of professional planning experience involving both public and private sector employment. His experience spans all aspects of planning, including current, advance, and environmental planning, as well as housing and community development. As a managing director, Mr. Warot is responsible for managing and overseeing numerous projects in a number of Michael Baker International's service areas.

Education

BS, Geography | Northern Arizona University

Relevant Project Experience

City of Blythe. Currently managing the provision of on-call planning services to the City, which has included the updating of the General Plan Housing Element. Previously oversaw the preparation of California Environmental Quality Act (CEQA) documents for a variety of land development projects and managed a project that involved the conversion of existing Riverside County addresses on approximately 2,100 residences and 100 businesses, which had been annexed into the city, to a new city property address numbering system.

City of Hanford. Directed the operation of housing rehabilitation programs funded by Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME).

City of Greenfield. Directed the administration of a HOME-funded housing rehabilitation program.

City of Barstow. Managed the updating of the Housing Element of the City's General Plan.

Professional Affiliations and Service

- American Planning Association
- Association of Environmental Professionals
- National Association of Housing and Redevelopment Officials
- Sustainable City Committee, City of Signal Hill
- Oversight Board, City of Signal Hill
- Los Cerritos Wetlands Restoration Advisory Committee, City of Long Beach
- Chairman, City Advisory Committee, Los Angeles Urban County CDBG Program

Awards and Honors

- Distinguished Leadership Award from the Los Angeles Section of the American Planning Association

City of Westlake Village. Managed two updates of the Housing Element of the City's General Plan.

City of Tehama. Managed a series of CDBG-funded housing studies for the City, which included household income and housing condition surveys and an investigation of potential funding sources to assist low-income residents with housing costs.

Tulare County. Managed a CDBG-funded urbanization and blight analysis for the County's Redevelopment Agency that involved approximately 600 parcels in the community of Tipton.

City of Ontario Redevelopment Agency. Managed a survey of physical blight conditions for a proposed amendment to the Cimarron Redevelopment Project Area Plan. Managed the provision of on-call redevelopment and planning services to the City and its Redevelopment Agency and Housing Authority.

City of San Gabriel. Assisted the City with the administration of its CDBG program.

City of Marysville. Assisted the City in securing HOME funding for and subsequently administering a housing rehabilitation program.

Humboldt County. Managed a CDBG-funded urbanization and blight analysis involving eight redevelopment survey areas containing approximately 2,200 parcels.

City of La Puente. Assisted the City with the administration of its CDBG program. Managed the updating of the General Plan Housing Element.

City of Bell Gardens. Assisted the City with the administration of its annual CDBG as needed. Responsible for training City staff in the administration of the grant, providing direction in the formulation and implementation of projects, and satisfying federal reporting requirements. The City has been recognized by the County's Community Development Commission for overall program performance and for the Project of the Year in the Urban County of Los Angeles.

City of Calimesa. Managed two prior updates of the City's General Plan Housing Element. Assisted the City with the procurement and general administration of multiple CDBG/HOME grants and the implementation of various CDBG- and HOME-funded activities, including the initiation of a housing rehabilitation program, a park feasibility study, and household income and housing condition surveys.

City of Cudahy. Assisted the City with the administration of its CDBG program.

City of Agoura Hills. Conducted a community development needs assessment that resulted in the establishment of a CDBG-funded housing rehabilitation program. Coordinated the preparation of guidelines and all other materials needed for the operation of the program.

Placer County. Directed the administration of CDBG- and HOME-funded housing rehabilitation programs.

City of Susanville. Assisted the City in procuring \$1 million in state CDBG funds for housing rehabilitation purposes and subsequently oversaw the operation of the housing rehabilitation program.

City of Colusa. Responsible for oversight of a \$1 million housing rehabilitation program. As a prerequisite to using state CDBG funds, updated the General Plan Housing Element, a process that was completed in a period of five months, including certification by the California Department of Housing and Community Development. Prepared a successful application for \$500,000 in state CDBG funds for continued operation of the program.

Los Angeles County. As chairman of the City Advisory Committee for the L.A. Urban County CDBG Program, served as spokesperson for the 48 cities that make up the country's largest urban county program. Served in this position for several years while representing the County's First Supervisorial District as CDBG coordinator from the City of Rosemead.

City of Torrance. As the associate planner in charge of community development, responsible for administering an annual CDBG entitlement of \$1.3 million, a rental assistance program involving 254 Section 8 certificates, and the implementation of a redevelopment program consisting of three project areas.

RELATED EXPERIENCE

Michael Baker is actively engaged in providing an ever-expanding array of housing and community development services to cities across California. The considerable experience of our staff in administering housing rehabilitation programs funded by HUD and the CDC will help to ensure the timely and effective implementation of the City's Housing Rehabilitation Program.

HOUSING AND COMMUNITY DEVELOPMENT CAPABILITIES

Michael Baker is a leading global provider of engineering, planning, and other consulting services. The firm, which is a corporation, was founded in 1940 and provides a comprehensive range of innovative services and solutions to support federal, state, and municipal government agencies and other diverse clients. The firm has more than 6,000 employees in over 90 offices located across the United States and internationally. Michael Baker is not a small, minority-owned, or woman-owned business.

In February 2015, Michael Baker acquired Pacific Municipal Consultants (PMC). PMC, a California corporation, was a recognized leader in the provision of comprehensive municipal services to clients across California and elsewhere since 1995. As a result of PMC's acquisition, Michael Baker can now offer its clients a full array of housing and community development services, in addition to its extensive urban and environmental planning and engineering capabilities, including housing rehabilitation.

Michael Baker staff is experienced in carrying out a wide range of housing and community development projects using a variety of funding sources. These include local, state, and federal sources such as CDBG, Home Investment Partnerships (HOME), Neighborhood Stabilization Program (NSP) and CalHome grants, tax credits, Redevelopment Agency Low and Moderate Income Housing funds, and tax-exempt bond financing. Due to our long-term involvement in administering housing and community programs, we have developed a thorough understanding of the program requirements of the funding agencies involved and have established sound practices

Housing and Community Development Services

- First-time homebuyer, housing rehabilitation, and façade improvement program implementation
- Preparation of grant applications
- Administration of state and federal grant programs
- Housing policy development, implementation, and administration
- Program and project compliance monitoring – CDBG, HOME, LIHTC, NSP
- Relocation services
- Affordable housing portfolio and trust fund management
- Housing elements and affordable housing strategies
- Housing need assessments
- Housing condition and household income surveys
- Labor compliance – Davis-Bacon Act and State Prevailing Wage Law
- Economic development services

and standard procedures to maintain a high level of accuracy and productivity. We have developed excellent working relationships with the respective funding agencies, including HCD, HUD, and the CDC. Our staff regularly attends workshops and training sessions sponsored by these agencies in order to remain current with their changing regulations and procedures. Michael Baker's staff are extremely well qualified to provide the services being requested by the City based on their education, career training, and work experience.

RELEVANT EXPERIENCE

Michael Baker staff have considerable experience in designing and administering housing rehabilitation programs. The government agencies for which our staff have set up and/or administered such programs are shown in the table below. The funding source for each program is identified. As the title of the table indicates, all programs cited involved the rehabilitation of owner-occupied homes. Additionally, as a result of prior work in Calabasas, Calimesa, Citrus Heights, Elk Grove, Lomita, Rancho Cordova, Westlake Village, and Monterey County, our staff have extensive experience in dealing with the rehabilitation of mobile homes.

Owner-Occupied Housing Rehabilitation Experience

Agency	Funding Source
City of Beverly Hills*	CDBG
City of Calabasas*	CDBG
City of Calimesa	HOME
City of Citrus Heights	CDBG, CalHome
City of Corona	NSP
City of Elk Grove	CDBG
City of Fort Bragg	HOME
City of Gonzales	HOME
City of Greenfield	HOME, CalHome, RDA
City of La Habra	HOME
City of Lomita*	CDBG
City of Norco	RDA, Tax-Exempt Bonds
City of Rancho Cordova	CDBG, CalHome
City of Redondo Beach	CDBG
City of Seaside	RDA
City of Soledad	HOME, RDA
City of Westlake Village*	CDBG
County of Monterey	CDBG, HOME

* Jurisdictions that receive funding through CDC

Related Experience

Brief descriptions of some the above assignments are provided below.

Housing Rehabilitation Program Implementation and Grant Administration, City of Calabasas

Michael Baker performs all tasks associated with the implementation of the City's CDBG-funded housing rehabilitation loan and grant program and assists with the general administration of the City's annual CDBG grant received through the Los Angeles County Community Development Commission (CDC).

Housing Rehabilitation Program Implementation and Grant Administration, City of La Habra

Michael Baker assisted with the setup and implementation of the City's HOME-funded housing rehabilitation program. The City was awarded the HOME grant by HCD.

Housing Rehabilitation Program Implementation and Grant Administration, City of Westlake Village

Michael Baker performs all tasks associated with the implementation of the City's CDBG-funded housing rehabilitation grant program and assists with the general administration of the City's annual CDBG grant received through the CDC.

Grant Administration and Housing Rehabilitation Programs Implementation, City of Beverly Hills

Michael Baker administers the City's annual CDBG grant received through the CDC and performs all tasks associated with the implementation of the City's CDBG-funded single-family housing rehabilitation and multi-family handyworker programs.

Grant Administration and Program Implementation, City of Lomita

Michael Baker administers the City's annual CDBG grant received through the CDC and performs all tasks associated with the implementation of the City's CDBG-funded single-family housing rehabilitation program. Michael Baker also performs subrecipient monitoring for CDBG-funded public service programs.

References for several of the above on-going assignments involving the services requested by the City of Calabasas are listed below.

James Latta, Human Services Administrator
City of Beverly Hills
(310) 285-2535

Services Provided: Administration of annual CDBG grant and operation of CDBG-funded single-family housing rehabilitation and multi-family handyworker programs.

Dates of Service: 2013-present

Roger Grody, Economic Development Consultant

City of Norco

(951) 270-5644

Services Provided: Development of program guidelines and application materials for housing asset and tax-exempt bond-financed housing rehabilitation and first-time homebuyer programs and subsequent administration of programs.

Dates of Service: 2014-present

Gary Sugano, Assistant City Manager/Community Development Director

City of Lomita

(310) 325-7110, ext. 121

Services Provided: Administration of annual CDBG grant, operation of CDBG-funded single-family housing rehabilitation program, and oversight of management of Lomita Manor conventional public housing project and associated HUD reporting.

Dates of Service: 2013-present

Kerry Kallman, Administrative Analyst

City of Westlake Village

(818) 706-1613

Services Provided: Administration of CDBG-funded housing rehabilitation program and assistance with general administration of annual CDBG grant.

Dates of Service: 2013-present

Daisy Perez, Housing Specialist/Associate Planner

City of La Habra

(562) 383-4111

Services Provided: Setup and administration of state HOME-funded housing rehabilitation program.

Dates of Service: 2014-present

COST AND PRICING

FEE

Michael Baker is proposing to provide all of the services requested by the City for a fee not to exceed \$17,000, based on a total program budget of \$85,000. In the event that additional funds are allocated to the program during the course of the fiscal year, our fee would increase, but in no case will exceed the maximum amount allowed for housing rehabilitation activity delivery by the CDC.

BILLING RATE

Mr. Neal's services would be provided on an hourly basis at a rate of \$105.00, for the not-to-exceed fee stated above. This rate is fully burdened and the City will not be charged extra for travel, supplies, or other non-personnel costs. The City will be billed monthly for services rendered, with an itemization of the hours worked per week by Mr. Neal.



CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 30, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: DR. GARY J. LYSIK, CITY MANAGER
MICHAEL MCCONVILLE, MANAGEMENT ANALYST**

SUBJECT: UPDATE ON HOMELESSNESS ACTIVITY

**MEETING
DATE: SEPTEMBER 11, 2019**

SUMMARY RECOMMENDATION

That the City Council receive and file this update regarding homelessness activity in the City of Calabasas.

SUMMARY INFORMATION

According to the Department of Housing and Urban Development (HUD), a homeless individual is a person who lacks a fixed, regular, and adequate nighttime residence, living in a temporary location or shelter not fit for human habitation. The most common examples fitting this definition include open space encampments, cars, and abandoned buildings.

The Los Angeles Homeless Services Authority (LAHSA) released its annual Homeless Count in June 2019 which estimated that five (5) homeless individuals are currently residing within the City of Calabasas. Attachment A provides a brief summary of LAHSA's Homeless Count results for the City, while Attachment B provides statistics of their activity during fiscal year 2018/2019.

According to an estimate from the Lost Hills Sheriff Station, from January 1, 2019 to August 19, 2019, LHS deputies handled two (2) calls per week regarding transients/homeless requests in the City of Calabasas.

Secural estimates that they handled 15 calls related to homeless concerns dating back one year from August 2019. It should be noted that some of these calls most likely overlapped with those also being managed in conjunction with Lost Hills Sheriff deputies.

The table below provides a current snapshot of recent homelessness activity being monitored internally by City staff, with Attachment C offering a map based representation of this activity.

Encampment	Location	Description	Last Date of Activity	Last Update
A: One Individual	Parkway Calabasas	Calabasas Hills HOA open space	08/07/2019	Encampment removed by HOA
B: At Least One Individual	Agoura Rd.	Bridge behind Starbucks	08/23/2019	LAHSA made contact with one individual, none on follow up visits
C: At Least One Individual	Mulholland Hwy.	Open space across from CHS	08/25/2019	Original encampment found to be vacant, still seen but unable to make contact
D: One Individual	Park Capri	Behind Oak Park HOA, Adjacent to creek	08/07/2019	Encampment removed by HOA
E: One Individual	Agoura Rd.	Good Nite Inn and adjacent properties	08/30/2019	Notified LAHSA and asked Secural to provide info. card
F: One Individual	300 Civic Center Way	Calabasas Senior Center	08/22/2019	Notified LAHSA, who made contact with individual

COOPERATION WITH EXTERNAL AGENCIES

The City of Calabasas partners with the providers listed below when assisting individuals experiencing homelessness. Instead of direct contact with each individual provider, the agencies coordinate their services through Los Angeles County’s Coordinated Entry System (CES), which facilitates and manages the County’s crisis response resources to efficiently and effectively connect people to interventions that will rapidly end their homelessness.

Los Angeles Homeless Services Authority (LAHSA)

An independent, joint powers authority responsible for the regional planning that coordinates \$300 million in annual housing and homeless services for families and individuals in Los Angeles County. Requests for homelessness assistance are made through LAHSA's LA-HOP portal, which can also be reached via the City of Calabasas' website. This request is submitted with a description of the individual, last known location, and types of assistance required, and can be sent from a Calabasas constituent or City staff member. LAHSA evaluates this request and dispatches partners trained to aid in: law enforcement, first aid, mental health treatment, trauma evaluation, substance abuse treatment, and identification card origination, amongst other services.

Los Angeles County Sheriff - Homeless Outreach Services Team (HOST)

Operates in conjunction with LAHSA when dispatched to encampment sites and when the circumstance calls for law enforcement to be present. The HOST team will only assist when there is a significant homeless encampment, defined as homeless individuals numbering five (5) or more.

Los Angeles County Sheriff - Lost Hills Station

Assists when a notification is received of a homeless individual, or individuals numbering less than five (5), and who may also be violating laws or are a threat to themselves or members of the public. This request can be made utilizing LA-HOP or by contacting the Lost Hills Sheriff Station directly.

LA Family Housing

Designated as the City's Lead Agency to manage the coordination efforts for an individual's entry into the County's CES. Once successfully entered, those experiencing homelessness can be engaged and enrolled in crisis response services from participating agencies with the goal of assisting with housing and supportive services.

RESPONSES FROM CITY DEPARTMENTS

City Manager's Office

Las Virgenes-Malibu Council of Governments

The LVMCOG Homeless Working Group convenes to share ideas, best practices, and resources to collaborate in addressing homelessness in the greater Las Virgenes area. Information pamphlets for both members of the public and staff have been produced as a result, which allow for a more uniform response amongst participating cities.

City of Calabasas Homeless Task Force

On July 31, 2019, the City's Homeless Task Force met with members from LAHSA, LA Family Housing, and Los Angeles County Sheriff staff to discuss

the City's current homelessness concerns. This meeting allowed both the Task Force and City staff to:

1. Provide a brief overview of current City policies related to assisting those experiencing homelessness
2. Better understand how each agency compliments each other when coordinating housing and supportive assistance
3. Properly utilize the services of each organization effectively, efficiently, and in the most compassionate manner possible
4. Expand, improve, and further formalize the City's own internal policies

Administrative Services Department

Secural Security Services Provider

Supplements LA-HOP outreach requests by directly contacting those experiencing homelessness within a fraction of the time it would normally take County and Sheriff partners. A Calabasas Homeless Assistance Card is distributed to each individual, resulting in both a proactive and informative dialogue to occur before service agencies are able to assist. Aside from field contact, Secural also provides information to those experiencing homelessness for all Civic Center buildings. This includes patrons during the day, as well as those visiting after operating hours when contact with those experiencing homelessness is more likely to occur. Finally, Secural recently started tracking homelessness specific calls with address locations electronically so that a basic Compstat report can be presented at request to the City.

Communications Department

City of Calabasas Homeless Information Page

The City created a Homeless Information Page (<https://www.cityofcalabasas.com/homeless.html>) that provides instructions and information to those seeking homelessness assistance. Phone and email contacts are listed for individuals, families, youth, and veterans, in addition to those struggling with homelessness as a result of domestic violence, substance abuse, or sexual assault. Information is also provided to the public regarding what actions can be taken to assist a homeless individual, as well as when it is appropriate to contact law enforcement.

Connect with Calabasas App

Staff added a new *Homeless Encounter* request on the Connect with Calabasas App that allows members of the public to notify the City of individuals who may be experiencing homelessness. A precise location as well as a description of the individual is emailed to staff and logged automatically. This request is for non-emergency purposes only.

Public Safety & Emergency Preparedness Department

Homeless Assistance Card

Staff created a new Homeless Assistance Card that is provided to those who have made contact with City staff either in the field or at one of the City's facilities. This double-sided, colored card provides contact information related to emergency shelter, bridge housing, and food banks.

Public Works Department

Encampment Cleanup

Staff removed trash, graffiti, and other non-personal belongings left from encampments that posed as potential hazards to the public. As a result, the Department has purchased headwear, gloves, goggles and other protective gear to better mitigate against the risk of exposure. Additionally, field staff will be trained on how to properly identify, handle, and dispose of items that may contain blood borne pathogens, biohazards and aerosol transmissible diseases. Lastly, the Dept. is utilizing a new pickup truck that will allow for larger bulky items to be transported to the City's storage yard in less trips than typically made in the past.

Landscape Maintenance also continues to coordinate brush clearing with HOAs in areas of known homelessness activity.

ATTACHMENTS:

Attachment A: 2019 LAHSA Homeless Count, City of Calabasas

Attachment B: FY 18-19 LAHSA Activity, City of Calabasas

Attachment C: Locations of Homelessness Activity Monitored by City Staff



Greater Los Angeles 2019 Homeless Count Results: Calabasas

Estimated total number of persons experiencing homelessness during the PIT Count:
5 people (100% Unsheltered, 0% in shelters)

There were 5 persons on the Street on the night of the PIT Count.

Vehicles and dwellings counted

0 0 0 0 0

There were zero people recorded in shelters on the night of the PIT Count.

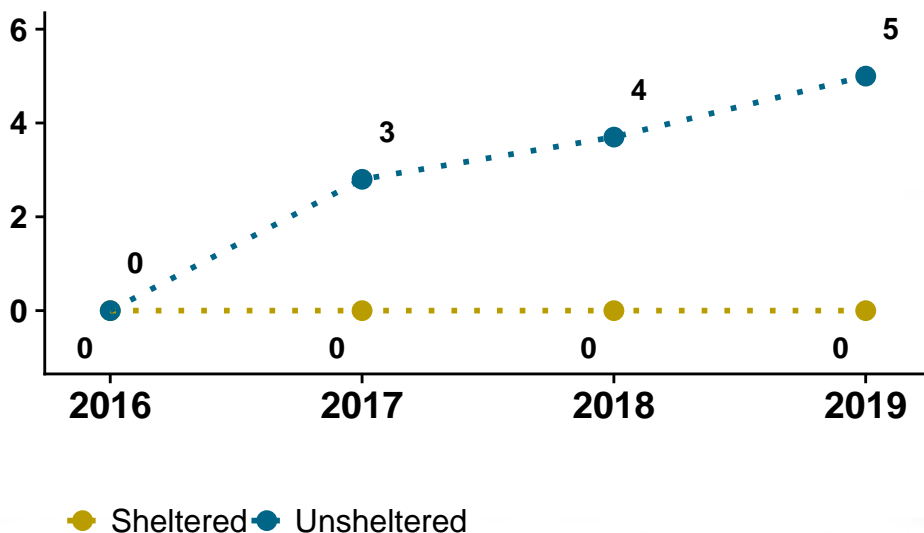
Cars
Vans
Campers/RVs
Tents
Makeshift shelters

Note: Some data are excluded from totals, specifically unsheltered unaccompanied minors (under 18 years old), unsheltered transitional age youth (18 – 24 years old), persons in domestic violence shelters, and persons receiving motel vouchers.

Unsheltered: The total number of people experiencing homelessness who slept on the street or in a dwelling not meant for human habitation was estimated for each dwelling type (car, van, camper/RV, tent, or makeshift shelter) and at the SPA-level for individual and for family households. 3,873 demographic survey interviews were conducted with persons experiencing unsheltered homelessness from December 2018 to March 2019 to describe the population’s demographics and approximate the number of people in each dwelling.

In shelter: The total number of people experiencing homelessness who slept in an emergency shelter, transitional housing, or safe haven program was reported to LAHSA by each provider and assigned to a census tract.

Sheltered and Unsheltered population PIT estimates 2016–2019



The city and community level data was refined based on community requests so that the data are more precisely mapped to the political boundaries of cities, and the historical data was amended accordingly.



HOMELESSNESS STATISTICS BY CITY
CALABASAS

Calabasas	SPA 2	City Share of SPA
-----------	-------	-------------------

Point-in-Time Homeless Count Data			
On January 24th, 2018:			
Total Persons	4	7,478	0%
On January 23rd, 2019:			
Total Persons	5	7,730	0%

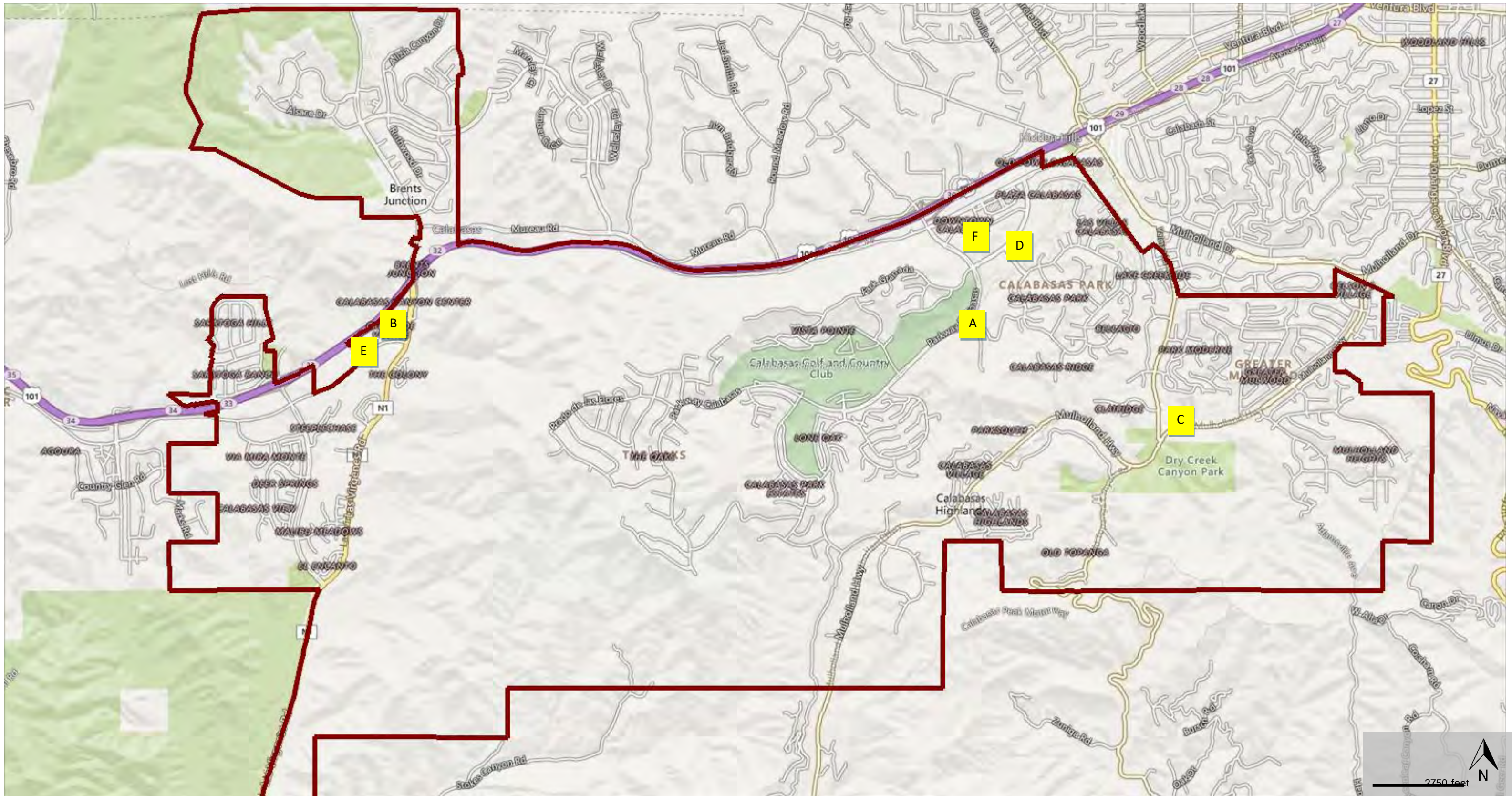
Cumulative CES Statistics from HMIS - 7/1/2018 to 6/30/2019			
CES Assessments			
Total Persons Assessed	11	7,031	0%
Individuals Assessed	2	4,405	0%
Youth Assessed	1	619	0%
Families Assessed	8	2,092	0%
Veterans Assessed	-	393	0%
Persons Aged 62+ Assessed	-	531	0%
Types of Services Provided to those Assessed			
Interim Housing	7	2,760	0%
Rapid Re-Housing	4	3,155	0%
Street Outreach (Contacts)	2	1,666	0%
Street Outreach (Engagements)	2	1,227	0%
Other (Non-Permanent)	3	2,759	0%

Permanent Housing Placements - 7/1/2018 to 6/30/2019			
Persons Placed into Permanent Housing	-	1,524	0%

Point-in-Time Homeless Count Data – Taken from the 2018 and 2019 Greater Los Angeles Homeless Count totals.

Cumulative CES Statistics from HMIS – This data includes all persons that were assessed through CES and received homeless services in the date range. For households with more than one person (including families), the assessment of the head of household is applied to all members.

Permanent Housing Placements – Includes persons that have moved into permanent housing during the report period (through either rapid re-housing, permanent supportive housing, or other permanent destinations).



**Locations of Homelessness Activity
Monitored by City Staff
Updated 08/30/2019**





CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 3, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MICHAEL RUSSO, COMMUNICATIONS DIRECTOR

SUBJECT: RESULTS OF CELLULAR SATISFACTION SURVEY

MEETING
DATE: SEPTEMBER 11, 2019

SUMMARY RECOMMENDATION:

Staff recommends the City Council receives this report to decide next steps.

BACKGROUND AND DISCUSSION:

At the direction of the City Manager, the Communications Department conducted a citywide survey to assess community opinions regarding the nature and quality of cellular wireless services provided in Calabasas. The survey results were received starting of July 1 through August 8, 2019.

A total of 835 responses to the survey were received. After culling responses from outside of the City, and test responses to validate the survey, a total of 784 in-City responses were evaluated and are reflected in this report.

The survey consisted of the following core questions:

1. "Are you a Calabasas resident?" (Possible responses: "Yes", "No")
A total of 784 responses from within the City were received. The breakdown of the communities within the City from which responses were received is shown in the next question.

2. "In which community do you live in Calabasas?" (57 possible responses)

The top responding areas in the City were Mulwood (106 responses); Calabasas Park Estates (73 responses); The Oaks of Calabasas (52 responses); Calabasas Hills (47 responses); Calabasas Park (37 responses); Malibu Canyon Apartments (37 responses); Mulholland Heights (37 responses); All other remaining communities had 21 or fewer responses.

3. "Number of people in your household?" (Possible responses: 1 person to 6 persons where 6 persons also include household with more than 6 persons).

The results of this question from most to least of the percentage of homes responding are:

Households with 2 persons = 31.1%
Households with 4 persons = 25.5%
Households with 3 persons = 20.7%
Households with 5 persons = 10.4%
Households with 1 person = 9.6%;
Households with 6 or more persons = 2.7%

4. "Who is your cellular service provider?" (Possible responses: "AT&T", "Boost Mobile", "Cricket", "MetroPCS", "Spectrum", "Sprint", "T-Mobile", "TracFone", "U.S. Cellular", "Verizon Wireless", "Virgin Mobile", "I do not have a cell provider", and "Other").

Respondents with AT&T = 49.1%
Respondents with Verizon = 31.0%
Respondents with T-Mobile = 10.4%
Respondents with Sprint = 8.2%
Respondents with 'other' providers = 1.3%
Respondents with no cell provider = 0%

5. "How many cellular phone lines do you have?" (Possible responses: 1 cell phone to 6 cell phone s where 6 cell phones also include a household with more than 6 cell phone lines).

The top three responses were two cell phone lines (36.2%), then three cell phone lines (19.8%) closely followed by four cell phone lines (19.3%). Together, those top three answers amounted to 75.3% of the total responses (n = 781).

6. "Do you have a land line telephone (wired telephone) in your home?"
(Possible responses: "Yes" or "No")

The number of City respondents (n = 782) with wired home telephones, in addition to cell phones, was 65.1%.

The City-results materially differ from the U.S. national trend of 'cord-cutting'. According to the National Center for Health Statistics (NCHS), a division of the CDC, in the second half of 2016 fewer than 50% of U.S. homes had wired home telephones. By mid-2018, just 18 months later, that number had risen to 55.2% (See: <https://www.cdc.gov/nchs/data/nhis/earlyrelease/wireless201705.pdf> and <https://www.cdc.gov/nchs/data/nhis/earlyrelease/wireless201812.pdf>)

7. "On a scale of 1-5, how satisfied were you with your cellular service delivery during the recent Woolsey Fire?" (Possible responses 1 to 5 where 1 is least satisfied, and 5 is most satisfied).

Of the respondents who answered the question (n = 602) 66.5% of the respondents were least satisfied or less than satisfied with cellular service delivery during the Woolsey Fire.

8. "On a scale of 1-5, how satisfied are you with your cellular service at your home?" (Possible responses 1 to 5 where 1 is least satisfied, and 5 is most satisfied).

Of the respondents who answered the question (n = 617) 67.7% of the respondents are less than or least satisfied with the adequacy of cellular service at their home.

9. "On a scale of 1-5, is cellular service level adequate in Calabasas?" (Possible responses 1 to 5 where 1 is least satisfied, and 5 is most satisfied).

Of the respondents who answered the question (n = 579) 61.2% of the respondents are less than or very dissatisfied with the adequacy of cellular service in Calabasas.

10. "On a scale of 1 to 5, how willing are you to have new cellular sites and facilities throughout the city in order to improve service?" (Possible responses 1 to 5 where 1 is least willing, and 5 is most willing).

Of the respondents who answered the question (n = 750) 83.3% of the respondents were willing or very willing to have new cellular sites and facilities throughout the city in order to improve service.

11. “On a scale of 1 to 5, how willing are you to have new cellular sites and facilities in your immediate neighborhood?” (Possible responses 1 to 5 where 1 is least willing, and 5 is most willing).

Of the respondents who answered the question (n = 726) 68.9% of the respondents were willing or very willing to have new cellular sites and facilities **in their neighborhood** in order to improve service.

- **Conclusion**

There appears to be substantial dissatisfaction with the quality of cell service throughout the City, and substantial dissatisfaction with the reliability of the service during the recent Woolsey Fire, coupled with an apparent willingness to accept new cell sites throughout the City, including in neighborhoods, to improve that service.

FISCAL IMPACT/SOURCE OF FUNDING:

N/A

REQUESTED ACTION:

That the City Council receives this report to decide next steps.

ATTACHMENTS:

PowerPoint Presentation



CITY *of* CALABASAS

CELLULAR SERVICE SURVEY

City of Calabasas, CA
Michael Russo – Communications Director

CELLULAR SERVICE SURVEY

Background:

- The Good, Bad & the Ugly of Calabasas Cell Service
- Conducted July 1, 2019 through August 8, 2019
- 835 Total Responses
- 784 Inside City Limits



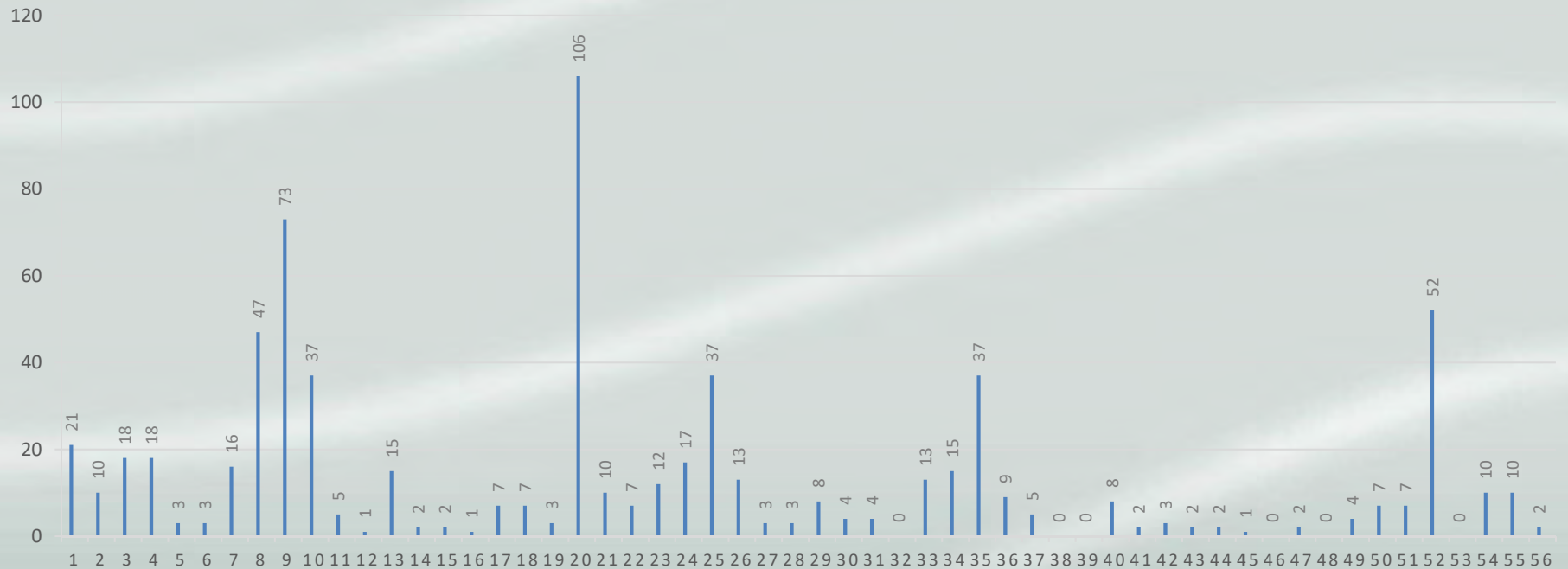
CELLULAR SERVICE SURVEY

- Question 1: Are you a Calabasas resident?
- Responses: Yes or No



CELLULAR SERVICE SURVEY

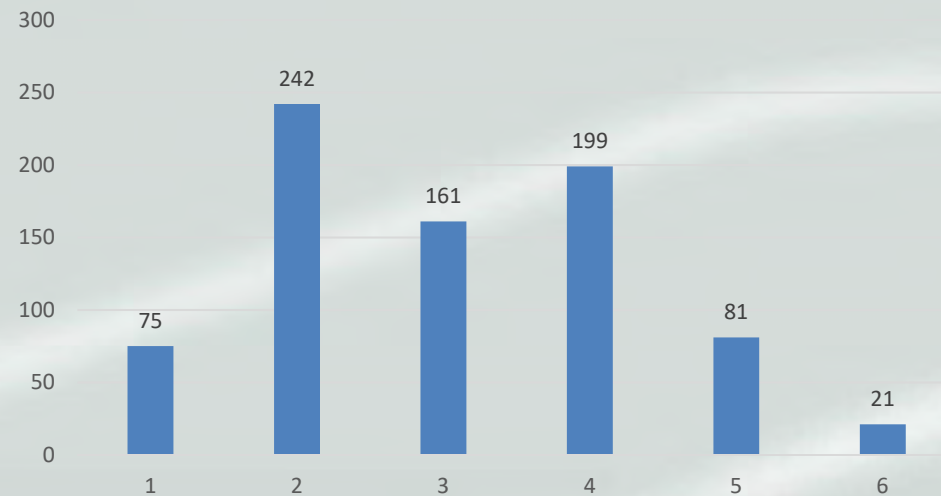
- Question 2: In which Calabasas community do you live?



CELLULAR SERVICE SURVEY

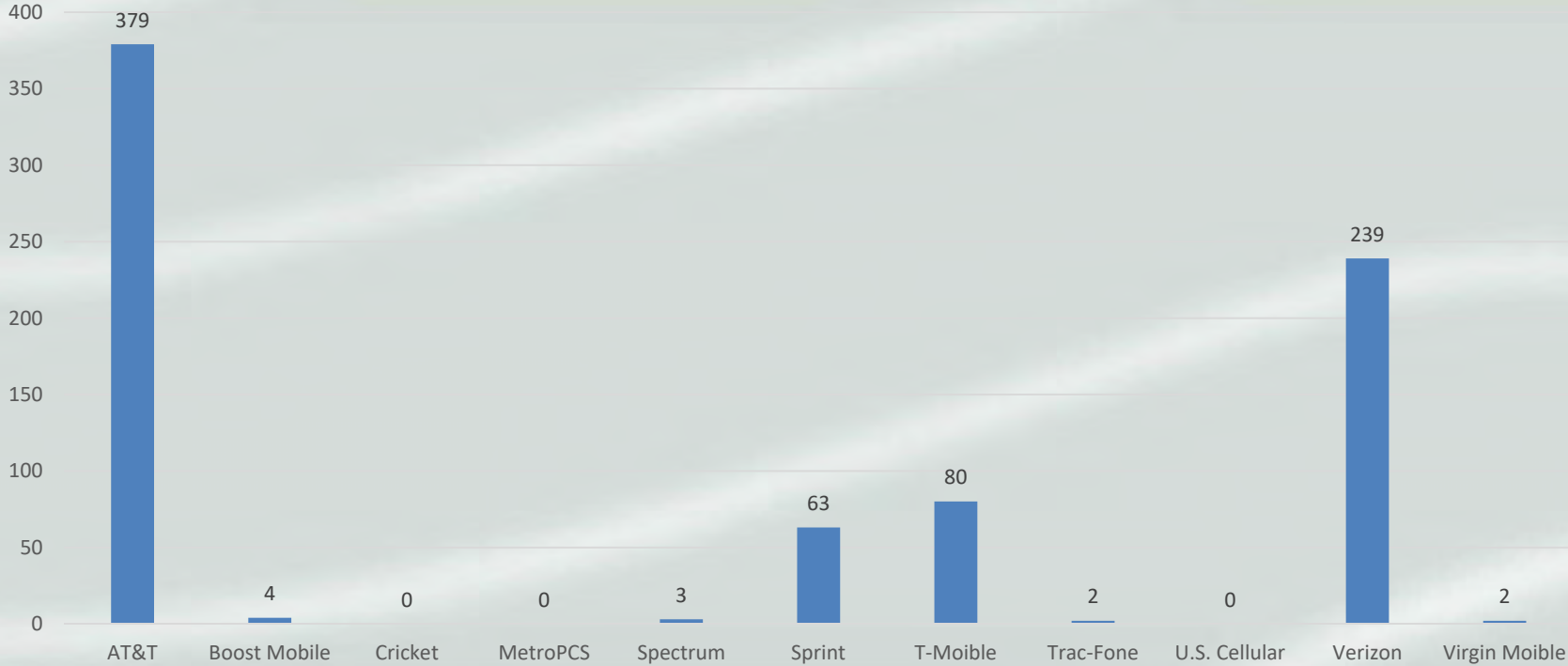
Question 3: Number of people in your household?

- 2 Persons = 31.1%
- 4 Persons = 25.5%
- 3 Persons = 20.7%
- 5 Persons = 10.4%
- 1 Person = 9.6%
- 6+ Persons = 2.7%



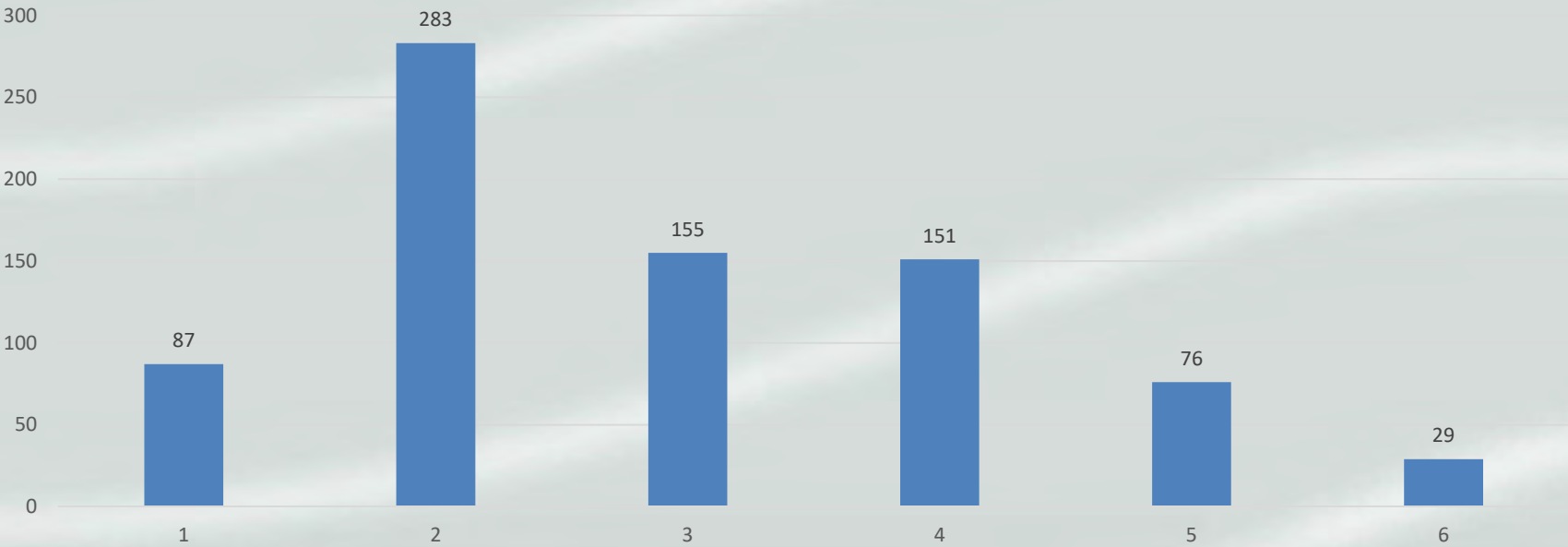
CELLULAR SERVICE SURVEY

Question 4: Who is your cellular service provider?



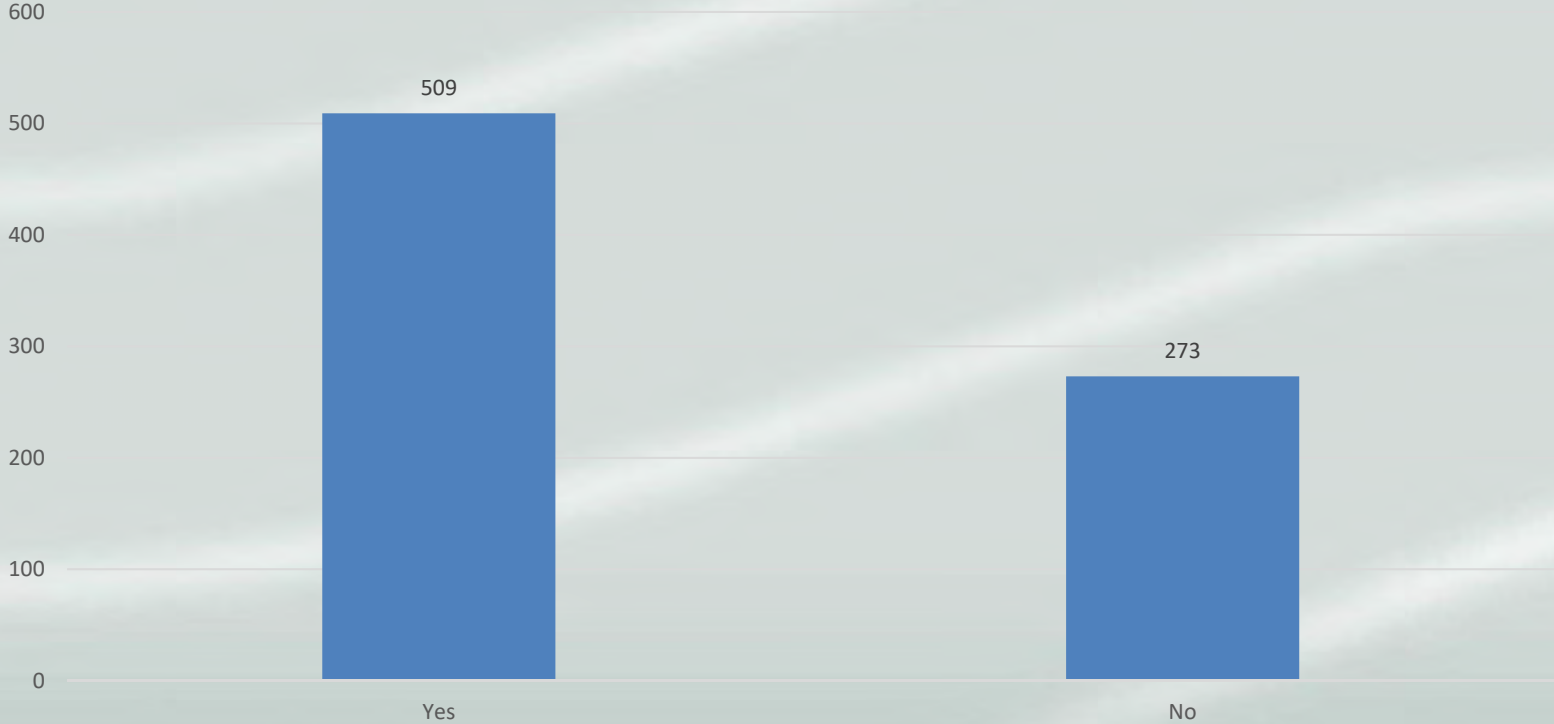
CELLULAR SERVICE SURVEY

Question 5: How many cellular phone lines do you have?



CELLULAR SERVICE SURVEY

Question 6: Do you have a land line telephone (wired telephone) in your home?



CELLULAR SERVICE SURVEY

Question 7: On a scale of 1-5, how satisfied were you with your cellular service delivery during the Woolsey Fire?



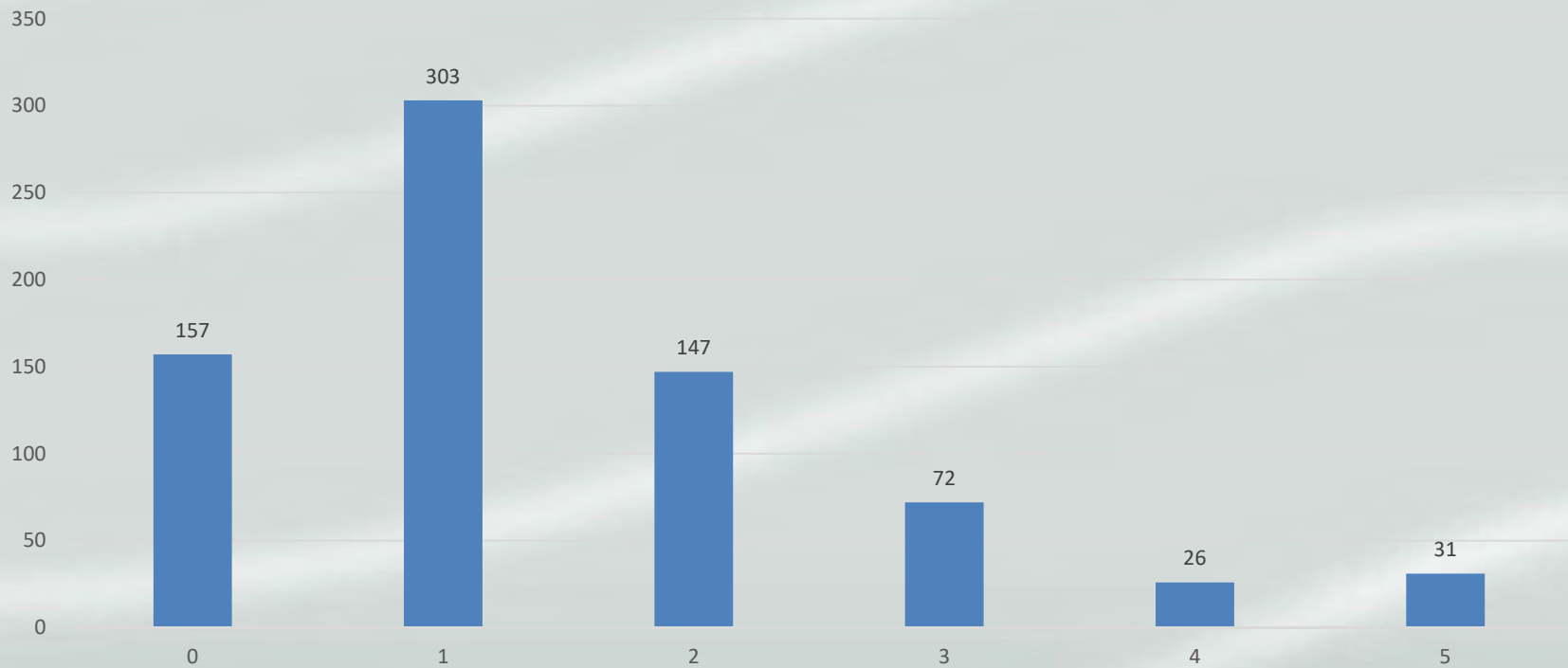
CELLULAR SERVICE SURVEY

Question 8: On a scale of 1-5, how satisfied are you with your cellular service at your home?



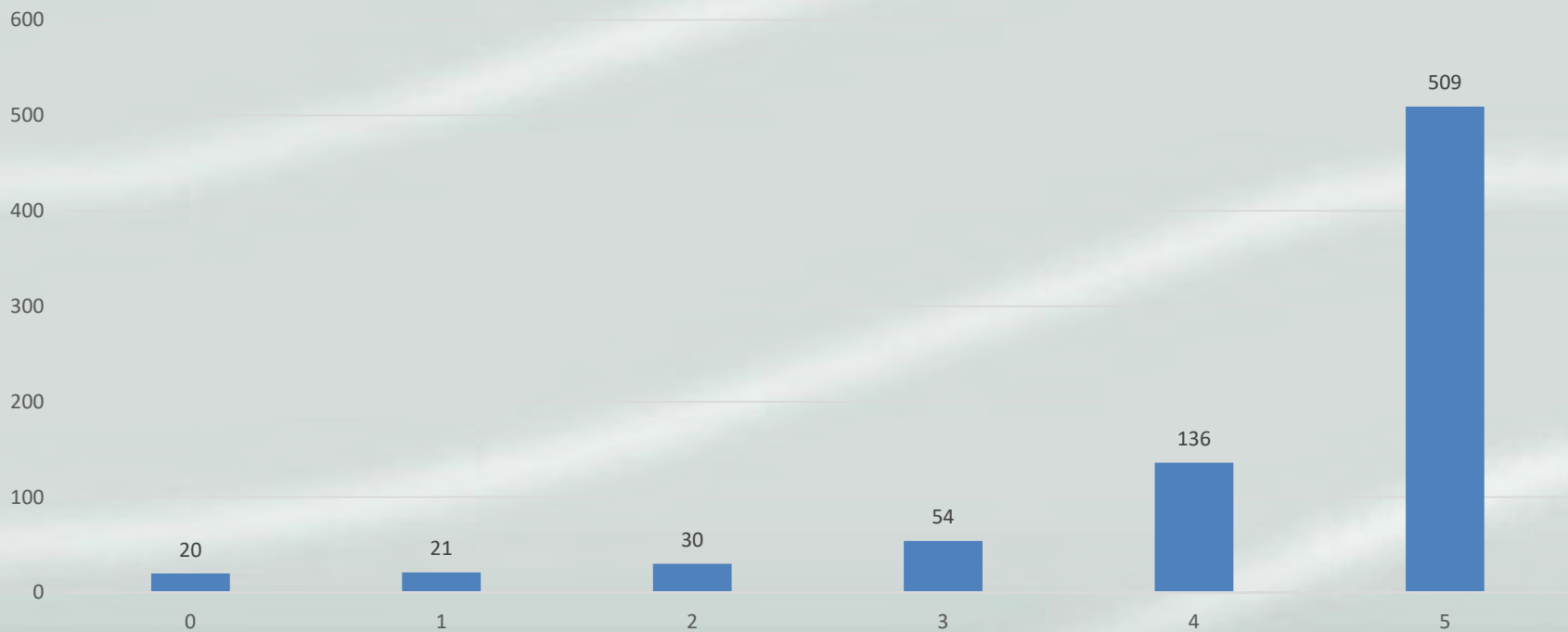
CELLULAR SERVICE SURVEY

Question 9: On a scale of 1-5, is cellular service level adequate in Calabasas?



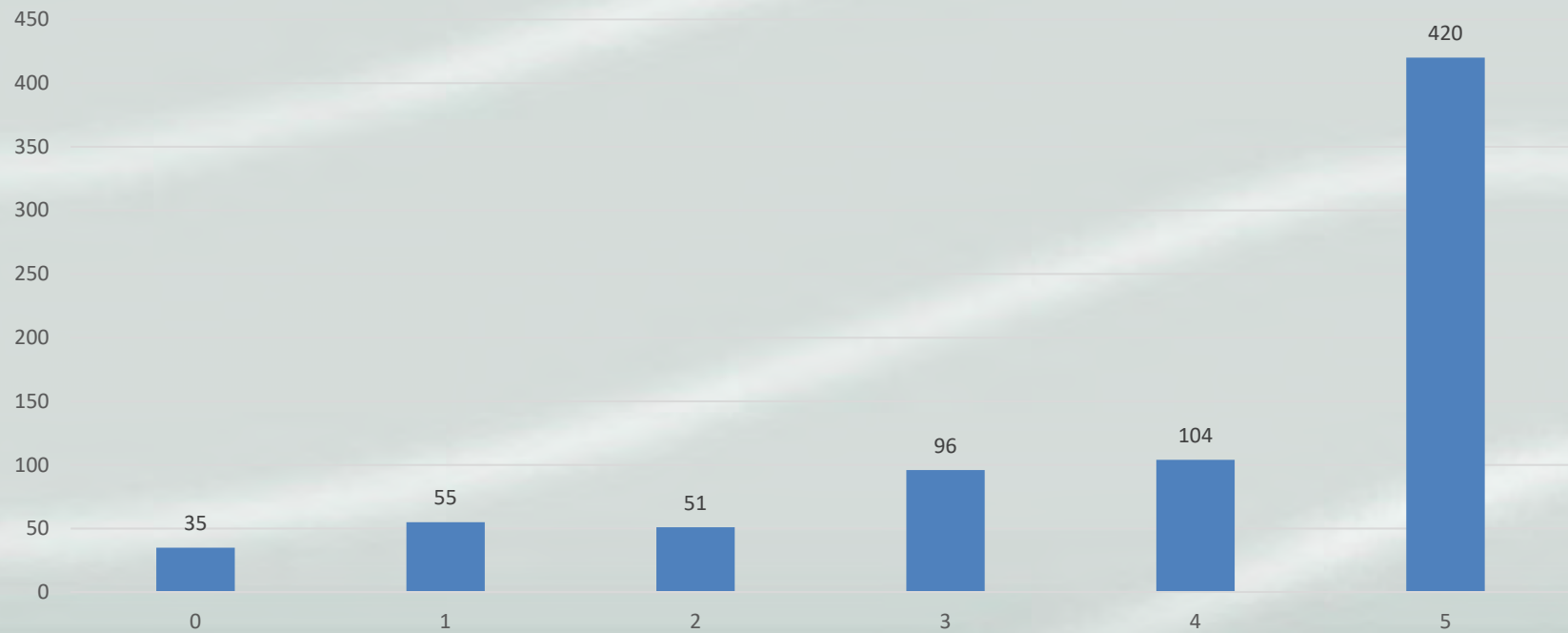
CELLULAR SERVICE SURVEY

Question 10: On a scale of 1-5, how willing are you to have new cellular sites and facilities throughout the city in order to improve service?



CELLULAR SERVICE SURVEY

Question 11: On a scale of 1-5, how willing are you to have new cellular sites and facilities in your immediate neighborhood?



CELLULAR SERVICE SURVEY

Conclusion:

- Much dissatisfaction with the quality of cell service throughout the City.
- Much dissatisfaction with the reliability of the service during the Woolsey Fire.
- Community seems willing to accept new cell sites throughout the City – including in neighborhoods – to improve that service.






CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: AUGUST 30, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: UPDATES ON ELECTRIC VEHICLE CHARGING STATIONS

MEETING DATE: SEPTEMBER 11, 2019

SUMMARY RECOMMENDATION:

Staff recommends that the City Council receive and file this informational report.

BACKGROUND AND DISCUSSION:

Through a collaborative effort between the City of Calabasas, South Coast Air Quality Management District and California Energy Commission, a fast dual charging station was installed at the Calabasas City Hall parking lot in August 2016. The site has been frequently used by local residents and other commuters.

City of Calabasas installed two EV charging stations in the City's Park and Ride facility located at Old Town Calabasas in 2017. With the increase in popularity of electric vehicles, many City residents have requested additional charging stations in City facilities and public streets.

After careful evaluation and coordination with the Community Services Department, one park on each side of Calabasas was identified for the installation of new EV charging stations: Tennis & Swim Center on the Eastside and De Anza Park on the Westside.

Staff communicated with several EV charging station service providers and EVGo agreed to install two EV fast chargers in De Anza Park at no cost to the City. City entered into agreement with EVGo for long-term maintenance of the stations.

Contractor was initially ready to start the construction in June 2019 but due to summer camp in De Anza Park, the project was postponed to the end of August. EVGo contractor has mobilized and began construction in the last week of August and is expected to complete the civil work within 3 weeks. The Southern California Edison Company (SCE) will then inspect the work and will schedule the delivery and installation of a new transformer to meet the load requirements of the new fast chargers.

For the Tennis & Swim Center, several design options have been explored to avoid any impact to the mature oak tree located at the entrance to the Center parking lot. Final design is being prepared for bidding. The project is expected to be completed by the end of October 2019. EVGo has agreed to install two fast chargers at no cost to the city and will maintain the equipment similar to the other site.

FISCAL IMPACT/SOURCE OF FUNDING:

City staff secured two sources of funding for civil works and securing new transformers from the SCE:

1. MSRC's Clean Transportation Program
2. Southern California Incentive Project (SCIP)

The purpose of the MSRC program is to partner with cities that already participate in the AB 2766 Subvention Fund Program and to offer MSRC Clean Transportation Funding, also known as AB 2766 Discretionary Funding, as a means to leverage both funds to implement 2016 AQMP measures.

The Southern California Incentive Project (SCIP) promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible public electric vehicle (EV) chargers in Los Angeles, Orange, Riverside and San Bernardino Counties. Final rebate amounts are determined by the total eligible project costs.

REQUESTED ACTION:

That the City Council receive and file this informational report.

ATTACHMENT:

Powerpoint Presentation.



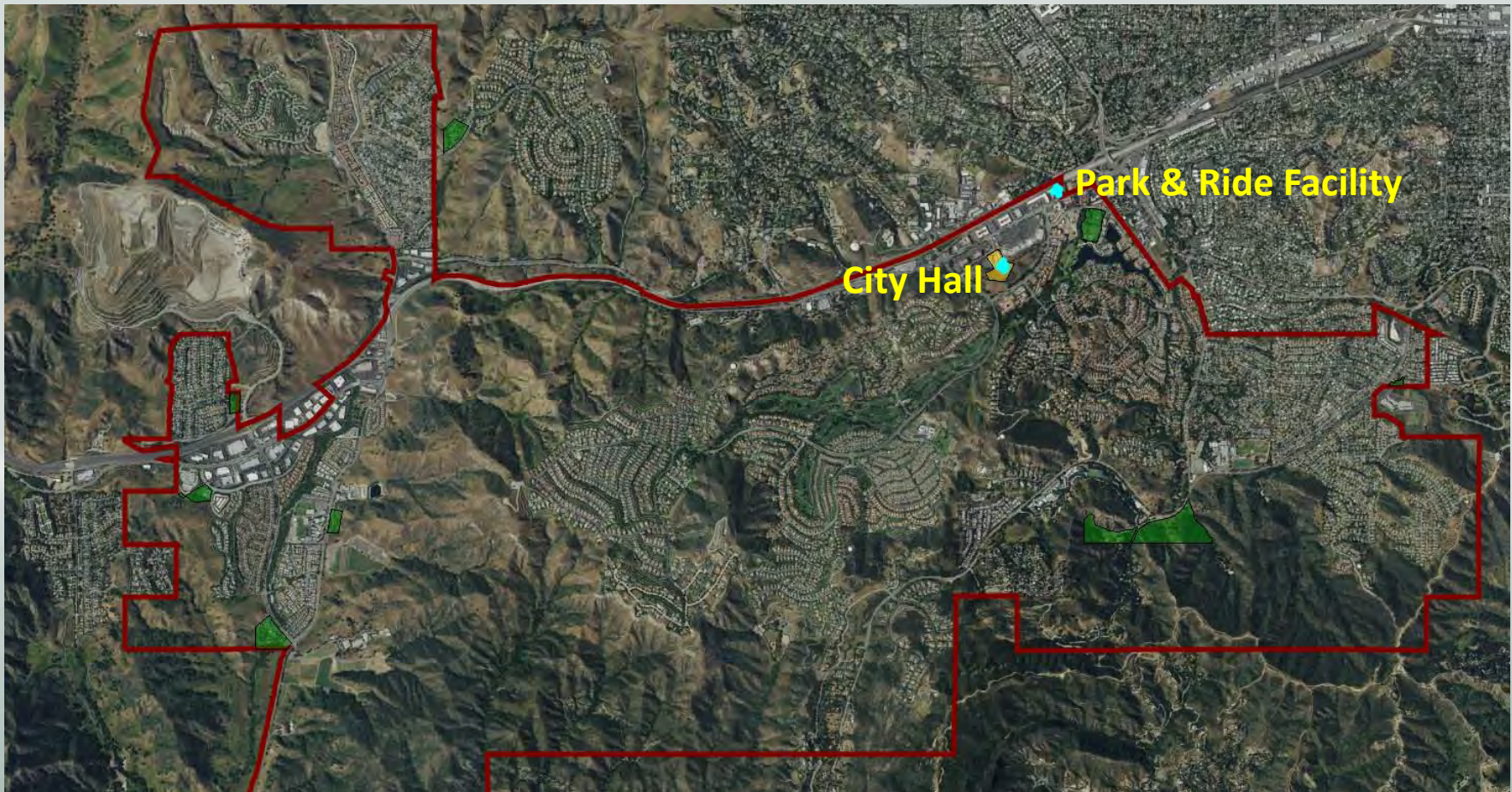
CITY *of* CALABASAS
Public Works Department

**UPDATES ON CITY'S
ELECTRIC VEHICLE CHARGING STATIONS**

Existing EV Charging Stations

Currently, City operates EV charging station at:

1. City Hall
2. Park & Ride Facility on Calabasas Road



City Hall EV Charging Station

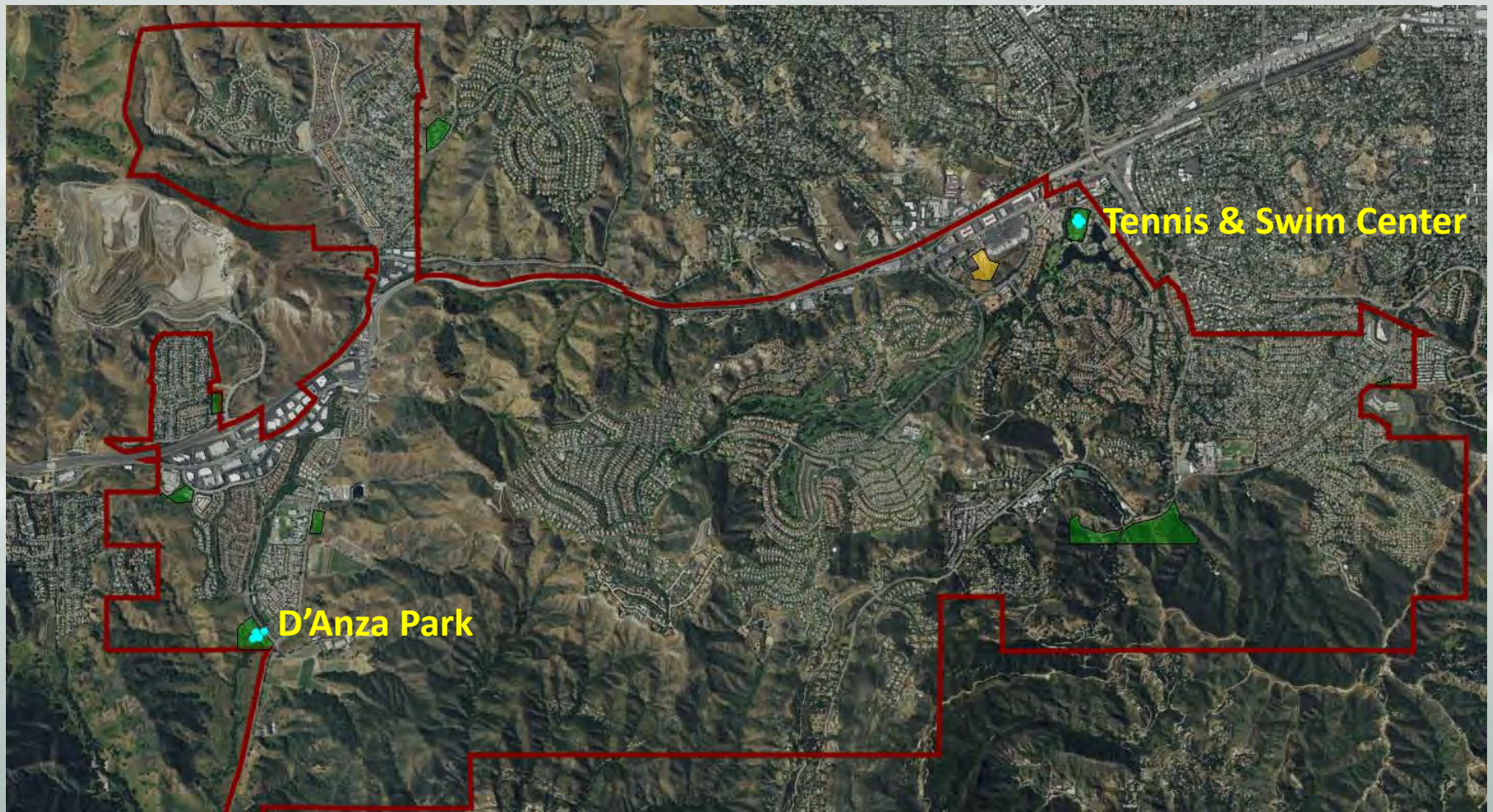


Park & Ride EV Charging Station



Two New EV Charging Stations

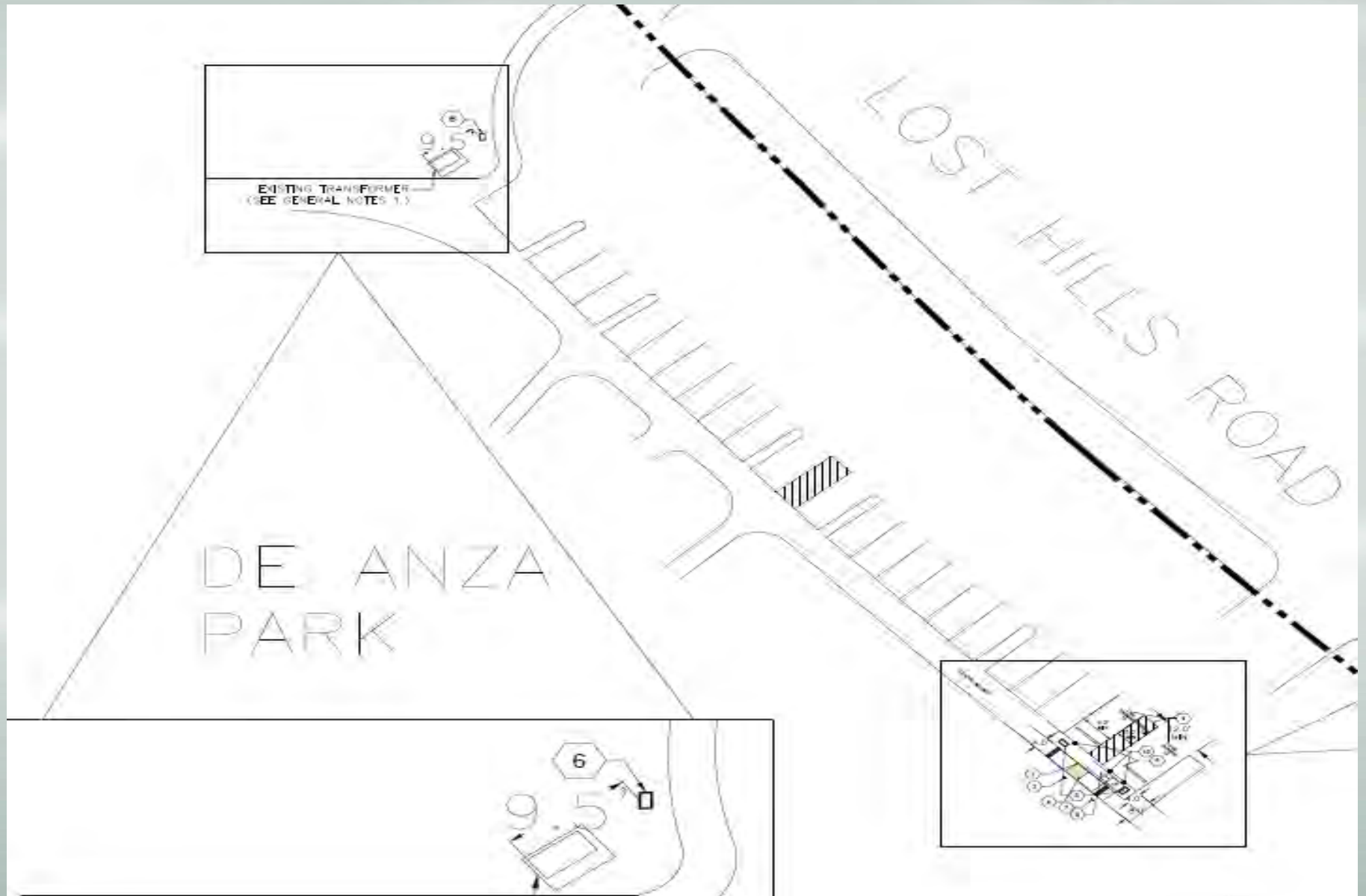
- D'Anza Park
- Tennis & Swim Center

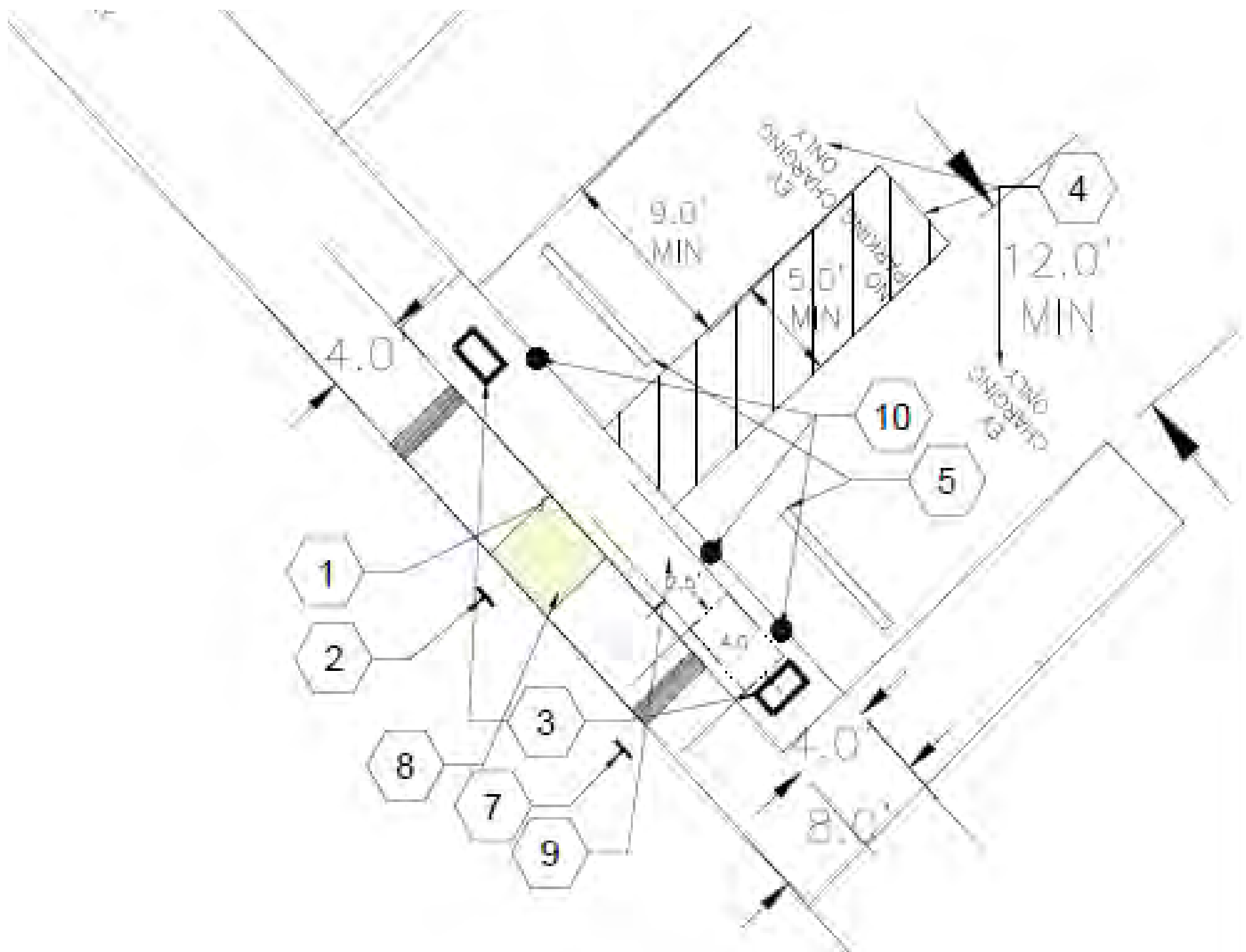


D'Anza Park EV Charging Station



D'Anza Park EV Charging Station Design





D'Anza Park EV Charging Station Under Construction



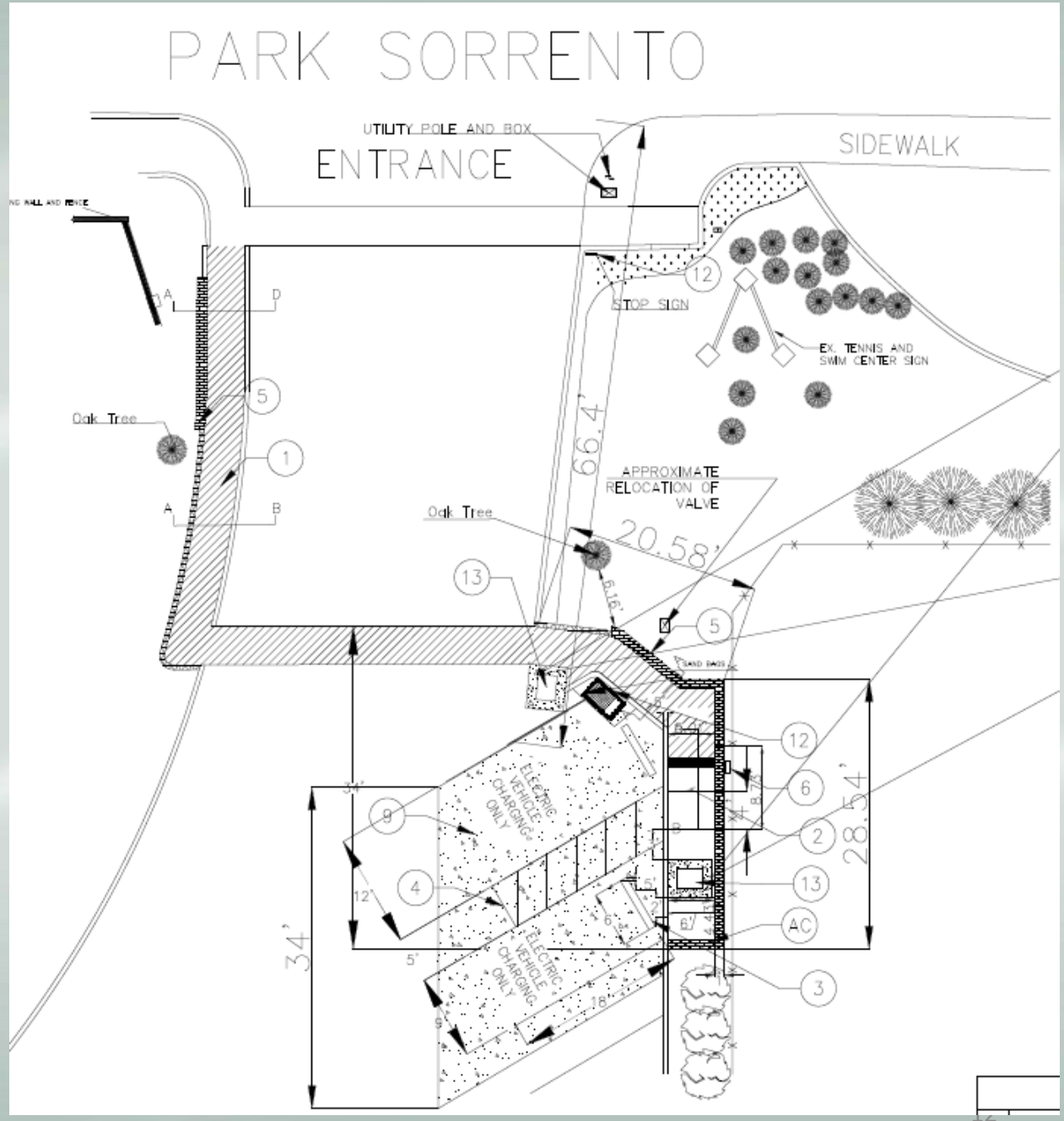
D'Anza Park EV Charging Station Under Construction



Tennis & Swim Center EV Charging Station



Tennis & Swim Center EV Charging Station Design



Tennis & Swim Center EV Charging Station Design

FINAL DESIGN
APPROVED FOR CONSTRUCTION

CUSTOMER-OWNED CONDUIT MATERIAL* AND CONCRETE ENCASUREMENT ARE TO BE INSTALLED IN ACCORDANCE WITH EDISON ELECTRICAL SERVICE REQUIREMENTS.
 *SUBJECT TO APPROVAL BY LOCAL INSPECTION AUTHORITIES

T14: Rev. 04/08

NOTE: Customer to Confirm Location of EX 16 KV Primary Line, via Dig Alert PRIOR to any Excavation or construction activities

ABDN: 129' - CIC
 V5024284 TO X5736651
RM: 129' 3-#2 JCN 16kV
 AFTER INTERCEPT

1 15"
 1 133'
 VLT TO PB
 IN: 172' 3-1/0 JCN 16kV
 TEN Str 1 to Str 2 - 128 LBS
 TEN Str 2 to Str 1 - 146 LBS

EX: 117' - CIC
 X5736651 TO X5024499
EX: 117' 3-#2 JCN 16kV
 EX CIC TO REMAIN AFTER INTERCEPT

EX: 250' - CIC
 V5024284 TO X5024499
EX: 250' 3-#2 JCN 16kV
 PRIOR TO INTERCEPT

EX: X5024499 PULLBOX
 FOR REFERENCE ONLY

2 15"
 2 191'
 PAD TO PB
 IN: 212' 3-1/0 JCN 16kV
 TEN Str 1 to Str 2 - 482 LBS
 TEN Str 2 to Str 1 - 177 LBS

CI: X5736651 PULL BOX
 3'x5'x4' CONCRETE PKWY
 CI: 1- S SPL BOX PB 3'X5'X4' CONC PKWY
 CF: 1- SS TAX EXCV CST FOR BD/PAD/PB/PME/SB/SCE
 IN: 3-1/0 JCN 212' (1 runs)
 CF: 191- CM DUCT 5"
 CF: 185- CM DUCT FOR EXCAVATION
 IN: 3- JJ LB JUNC BAR 3WY 200A 25KV
 IN: 6- JJ LBE 1/0 200A 16KV
 IN: 3- JJ LBE #2 200A 16KV

EX: V5024284 VAULT
 6'x10'x9'4" TUNNEL STYLE
 RM: 3- JJ DBE #2 200A W/BUSH EXT #2 600A
 RM: 129- CBL #2 AL 3-1/0 17KV CLP RJ
 RM: 129- CM DUCT CIC 2" FOR CIC REPL CBL ONLY
 IN: 3- JJ DB EXT 1/0 600A W/LBE 1/0 200A 25KV
 IN: 3-1/0 JCN 172' (1 runs)
 CF: 133- CM DUCT 5"
 CF: 133- CM DUCT FOR EXCAVATION

VD=0.16%
 200AMP PANEL
 277/480V 3PHASE
 100KW 0TON

23400 PARK SORRENTO CITY EV CALABASAS CA 91302

3 CI: P5736652 PAD
 72'x94" CONCRETE
 CI: 1- S PRECAST PAD 72" X 94"
 CF: 1- SS TAX EXCV CST FOR BD/PAD/PB/PME/SB/SCE
 IN: 1- TR PM F DE 150KVA 16KV 277/480V 3P+
 SN:
 IN: 1- CNN HYLJCS PM 3-4/0 1-1/0 12/16KV 3P
 IN: 1- CNN BOLTS PM 4/0 AND UP 12/16KV 3P
 IN: 3-4/0 1-1/0 CLP 19' (1 runs)
 MI: 3-4/0 1-1/0 CLP 13' (1 runs)
 IN: 1- MTR KWH/KVARH 30A 277/480 3P 4W

T.L.M. DATA:

SIZE	KVA	CUST	% LOAD
EXIST. N/A	N/A	N/A	N/A
PROP. 150	112.6	1	78.4

VOLTAGE DROP: 0.16%
 FLICKER FACTOR: N/A
 PRI. CIRCUIT: Valdez Sub

WARNING
 THE EXCAVATOR MUST TAKE ALL STEPS NECESSARY TO AVOID CONTACT WITH UNDERGROUND FACILITIES WHICH MAY RESULT IN HARM TO PERSONS OR DAMAGE TO FACILITIES IN THE AREA. THE INDICATED LOCATIONS OF EDISON UNDERGROUND FACILITIES, AS PROVIDED, ARE BELIEVED TO BE ACCURATE. HOWEVER, THE FINAL DETERMINATION OF EXACT LOCATIONS AND THE COST OF REPAIR TO DAMAGED FACILITIES IS THE RESPONSIBILITY OF THE EXCAVATOR.



SCALE: 1" = 40'
 0 40 80

SCE Inspection
 Contact SCE 48 Hours in advance for a Pre-Construction meeting and/or inspection.
 Email: NDFPCS@SCE.COM

DISTRICT 35 - THOUSAND OAKS	PROJ. MGR. SKILLERN, CORY PHONE (909) 357-6249	PLANNER REYES, PAUL DURAN PHONE (805) 450-9323	DESIGNER
PROJECT NO. 1624422	SERVICE REQUEST 2532747	MSR NO. 8150476	PROJECT-1 146400B-EV - LINE EXTENSION
CIRCUIT / VOLTAGE Sorrento, 16 KV	CHRYSLER CODE	PROJECT-2	ASSOC DESIGN
SUB / FIG NO. Valdez Sub	J.P.A. NO. N/A	PROJECT-3	ASSOC DESIGN
INVENTORY MAP 77-50B-7	PROPOSED CONSTRUCTION (LOCATION) City of Calabasas Park Sorrento EV Site 23400 PARK SORRENTO CALABASAS, CA 91302		
F 11/7/16	S. Dantin	P. Reyes	P. Reyes 78579
P 11/1/16	S. Dantin	P. Reyes	P. Reyes 78579
TYPE	DATE	APPROVED BY	CHECKED BY
Southern California Edison Company			
SHEET 2 of 2			DESIGN/DRWG NO. 1085092_0.01

Tentative Schedule

Completion of D'Anza Park Charging Stations:
By Mid-October

Completion of Tennis & Swim Center Charging Stations:
By Mid-November



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
 Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019
 Time: 11:03:21AM
 Page 1 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Administrative Services					
106185	8/20/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	150.00	Administrative Services
106148	8/14/2019	US BANK	VISA- IIMC	110.00	Administrative Services
106148	8/14/2019	US BANK	VISA- CPRS	100.00	Administrative Services
106185	8/20/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	75.00	Administrative Services
106185	8/20/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	75.00	Administrative Services
106185	8/20/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	75.00	Administrative Services
106148	8/14/2019	US BANK	VISA- CCAC	55.00	Administrative Services
106148	8/14/2019	US BANK	VISA- MARMALADE CAFE	42.10	Administrative Services
106148	8/14/2019	US BANK	VISA- COGNITO	32.00	Administrative Services
106148	8/14/2019	US BANK	VISA- ITUNES.COM	6.99	Administrative Services
Total Amount for 10 Line Item(s) from Administrative Services				\$721.09	
Boards and Commissions					
106148	8/14/2019	US BANK	VISA- FRESH BROTHERS	138.58	Boards and Commissions
106148	8/14/2019	US BANK	VISA- BAJA FRESH	126.99	Boards and Commissions
106148	8/14/2019	US BANK	VISA- RALPHS	44.18	Boards and Commissions
Total Amount for 3 Line Item(s) from Boards and Commissions				\$309.75	
City Attorney					
106249	8/28/2019	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	27,621.49	City Attorney
106249	8/28/2019	COLANTUONO, HIGHSMITH &	CRLA & ED FUND	19,569.20	City Attorney
106285	8/28/2019	THOMPSON COE	LEGAL SERVICES	4,218.71	City Attorney
106249	8/28/2019	COLANTUONO, HIGHSMITH &	BROWN PETITION	4,002.85	City Attorney
106263	8/28/2019	HOPKINS & CARLEY	LEGAL SERVICES	448.00	City Attorney
Total Amount for 5 Line Item(s) from City Attorney				\$55,860.25	
City Council					
106231	8/20/2019	UNITED STATES CONFERENCE OF	MEMBERSHIP DUES FY19/20	996.00	City Council
106222	8/20/2019	SHAPIRO/DAVID//	REIMB TRAVEL EXP- MAYORS YTH	538.20	City Council
106287	8/28/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	282.01	City Council
106148	8/14/2019	US BANK	VISA- CORNER BAKERY	271.80	City Council
106148	8/14/2019	US BANK	VISA- CALABASAS SELF STORAGE	199.00	City Council
106261	8/28/2019	FOUNDATION FOR LAS VIRGENES	DONATION	125.00	City Council
106260	8/28/2019	FOUNDATION FOR LAS VIRGENES	DONATION	125.00	City Council



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 2 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106260	8/28/2019	FOUNDATION FOR LAS VIRGENES	DONATION	125.00	City Council
106260	8/28/2019	FOUNDATION FOR LAS VIRGENES	DONATION	125.00	City Council
106260	8/28/2019	FOUNDATION FOR LAS VIRGENES	DONATION	125.00	City Council
106148	8/14/2019	US BANK	VISA- IMATHLETE.COM	34.88	City Council
Total Amount for 11 Line Item(s) from City Council				\$2,946.89	
City Management					
106148	8/14/2019	US BANK	VISA- AMERICA IN BLOOM	410.00	City Management
106287	8/28/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	177.09	City Management
106148	8/14/2019	US BANK	VISA- TOSCANOVA	52.99	City Management
106148	8/14/2019	US BANK	VISA- LCC	50.00	City Management
Total Amount for 4 Line Item(s) from City Management				\$690.08	
Civic Center O&M					
106190	8/20/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	2,923.07	Civic Center O&M
106238	8/20/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,037.25	Civic Center O&M
106171	8/20/2019	CIRCULATING AIR, INC.	HVAC MAINTENANCE	996.27	Civic Center O&M
106171	8/20/2019	CIRCULATING AIR, INC.	HVAC MAINTENANCE	996.27	Civic Center O&M
106171	8/20/2019	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
106171	8/20/2019	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
106221	8/20/2019	SECURAL SECURITY CORP	PATROL CAR SERVICES- SCE	320.45	Civic Center O&M
106223	8/20/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	252.86	Civic Center O&M
106223	8/20/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	204.45	Civic Center O&M
106238	8/20/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	174.00	Civic Center O&M
106148	8/14/2019	US BANK	VISA- HOME DEPOT	52.00	Civic Center O&M
106148	8/14/2019	US BANK	VISA- HOME DEPOT	39.35	Civic Center O&M
106148	8/14/2019	US BANK	VISA- ALLIED ELECTRONICS	31.88	Civic Center O&M
106148	8/14/2019	US BANK	VISA- ALLIED ELECTRONICS	31.88	Civic Center O&M
106148	8/14/2019	US BANK	VISA- LESLIE'S POOL	26.11	Civic Center O&M
106148	8/14/2019	US BANK	VISA- LESLIE'S POOL	26.10	Civic Center O&M
106148	8/14/2019	US BANK	VISA- HARBOR FREIGHTS	17.48	Civic Center O&M
Total Amount for 17 Line Item(s) from Civic Center O&M				\$8,246.42	
Community Development					
106254	8/28/2019	DIGITAL MAP PRODUCTS	GIS SUBSCRPT/COMM VIEW	30,520.00	Community Development



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 3 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106206	8/20/2019	M6 CONSULTING, INC.	PERMIT SERVICES	18,265.00	Community Development
106219	8/20/2019	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	16,899.79	Community Development
106206	8/20/2019	M6 CONSULTING, INC.	INSPECTION SERVICES	15,119.21	Community Development
106206	8/20/2019	M6 CONSULTING, INC.	PLAN CHECK SERVICES	11,182.98	Community Development
106247	8/28/2019	CALABASAS CREST LTD	R.A.P.- SEP 2019	7,056.00	Community Development
106219	8/20/2019	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	2,842.50	Community Development
106179	8/20/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	1,911.51	Community Development
106254	8/28/2019	DIGITAL MAP PRODUCTS	GIS SUBSCRPT/COMM VIEW	1,693.44	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	1,125.24	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	1,014.36	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	630.00	Community Development
106148	8/14/2019	US BANK	VISA- OUTBACK FOOTWEAR	563.07	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	494.08	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	453.89	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	450.00	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	360.00	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	357.92	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	292.50	Community Development
106148	8/14/2019	US BANK	VISA- LANDSEND	289.96	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	270.00	Community Development
106256	8/28/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	270.00	Community Development
106259	8/28/2019	FLEYSHEMAN/ALBERT//	R.A.P.- SEP 2019	240.00	Community Development
106272	8/28/2019	MEDVETSKY/LINA//	R.A.P.- SEP 2019	240.00	Community Development
106278	8/28/2019	RASCOE/JOAN//	R.A.P.- SEP 2019	240.00	Community Development
106269	8/28/2019	LEVY/ESTHER//	R.A.P.- SEP 2019	240.00	Community Development
106291	8/28/2019	YAZDINIAN/SUSAN//	R.A.P.- SEP 2019	240.00	Community Development
106179	8/20/2019	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	221.30	Community Development
106184	8/20/2019	DUDEK & ASSOCIATES INC	EIR CONSULTING	165.00	Community Development
106287	8/28/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	158.62	Community Development
106235	8/20/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	146.73	Community Development

Total Amount for 31 Line Item(s) from Community Development

\$113,953.10

Community Services

106252	8/28/2019	CUSTOM PRINTING, INC.	RECREATION BROCHURE	16,959.66	Community Services
106255	8/28/2019	DMH ENTERPRISES	PERFORMANCE- CONCERT	4,600.00	Community Services
106267	8/28/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- FIREWORKS	3,613.53	Community Services
106251	8/28/2019	CUSTOM MAILING SOLUTIONS, INC.	POSTAGE	3,372.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 4 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106227	8/20/2019	THORNTON/JOHN PAUL//	RECREATION INSTRUCTOR	3,290.00	Community Services
106284	8/28/2019	SWAN-MCDONALD/DEBORAH//	RECREATION INSTRUCTOR	3,283.00	Community Services
106275	8/28/2019	NICHOLSON/TRISSA//	RECREATION INSTRUCTOR	3,074.40	Community Services
106183	8/20/2019	DSR AUDIO	SOUND/POWER- CONCERT	2,750.00	Community Services
106148	8/14/2019	US BANK	VISA- SUPERIOR AWNING	2,630.00	Community Services
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,618.97	Community Services
106148	8/14/2019	US BANK	VISA- FACILITRON	2,578.61	Community Services
106274	8/28/2019	MONAHAN/ANN//	RECREATION INSTRUCTOR	2,177.70	Community Services
106164	8/20/2019	BARRY KAY ENTERPRISES, INC.	BASKETBALL AWARDS	2,142.37	Community Services
106270	8/28/2019	LUCINDA LITERARY LLC	SPEAKER SERIES	1,500.00	Community Services
106190	8/20/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,363.05	Community Services
106148	8/14/2019	US BANK	VISA- PASADENA SYMPHONY	1,188.00	Community Services
106207	8/20/2019	MCCORMICK AMBULANCE	AMBULANCE SERVICE	1,182.50	Community Services
106246	8/28/2019	BLUM/ELIZABETH//	RECREATION INSTRUCTOR	1,011.50	Community Services
106289	8/28/2019	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	798.00	Community Services
106148	8/14/2019	US BANK	VISA- ALADIN JUMPERS	775.50	Community Services
106148	8/14/2019	US BANK	VISA- CALABASAS SELF STORAGE	748.00	Community Services
106266	8/28/2019	JACKMAN/ANITA//	RECREATION INSTRUCTOR	705.60	Community Services
106148	8/14/2019	US BANK	VISA- Y2H	698.61	Community Services
106148	8/14/2019	US BANK	VISA- COSTCO	694.88	Community Services
106148	8/14/2019	US BANK	VISA- CORNER BAKERY	682.50	Community Services
106182	8/20/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	677.75	Community Services
106148	8/14/2019	US BANK	VISA- STONE FIRE	623.61	Community Services
106148	8/14/2019	US BANK	VISA- HOME DEPOT/DIY	606.67	Community Services
106276	8/28/2019	PACIFIC PLATINUM SERVICES, INC	TRANSPORT SERVICES	588.75	Community Services
106148	8/14/2019	US BANK	VISA- COSTCO	498.28	Community Services
106186	8/20/2019	FEDAK II/NICHOLAS//	RECREATION INSTRUCTOR	483.00	Community Services
106245	8/28/2019	BELSLEY/JAMES//	RECREATION INSTRUCTOR	476.00	Community Services
106290	8/28/2019	WILLIAMS/KYLA PAGE//	RECREATION INSTRUCTOR	455.00	Community Services
106210	8/20/2019	MONTGOMERY/MICHAEL//	BASKETBALL OFFICIAL	450.00	Community Services
106283	8/28/2019	SUZDALTSEV/JENNY//	RECREATION INSTRUCTOR	420.00	Community Services
106230	8/20/2019	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	419.60	Community Services
106148	8/14/2019	US BANK	VISA- SV CULTURAL CTR	396.00	Community Services
106148	8/14/2019	US BANK	VISA- SIGNS & SHAPES	380.00	Community Services
106232	8/20/2019	VAROL/DIANA//	RECREATION INSTRUCTOR	357.00	Community Services
106148	8/14/2019	US BANK	VISA- 7 ELEVEN	334.21	Community Services
106160	8/20/2019	AT&T	TELEPHONE SERVICE	312.54	Community Services
106148	8/14/2019	US BANK	VISA- LI JING	288.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 5 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106148	8/14/2019	US BANK	VISA- TARGET	278.61	Community Services
106248	8/28/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
106148	8/14/2019	US BANK	VISA- TRADER JOE'S	250.00	Community Services
106288	8/28/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	230.37	Community Services
106148	8/14/2019	US BANK	VISA- FIRST CHOICE	226.15	Community Services
106148	8/14/2019	US BANK	VISA- GANNA WALSKA	210.00	Community Services
106281	8/28/2019	SENDOWSKI/SHULAMIT//	RECREATION INSTRUCTOR	210.00	Community Services
106148	8/14/2019	US BANK	VISA- VONS	205.29	Community Services
106148	8/14/2019	US BANK	VISA- AMAZON.COM	202.39	Community Services
106148	8/14/2019	US BANK	VISA- HOME DEPOT/DIY	183.58	Community Services
106148	8/14/2019	US BANK	VISA- HOME DEPOT	183.38	Community Services
106148	8/14/2019	US BANK	VISA- CORNER BAKERY	175.00	Community Services
106148	8/14/2019	US BANK	VISA- JUDSON STUDIO	160.00	Community Services
106148	8/14/2019	US BANK	VISA- EAST COAST BAGEL	155.07	Community Services
106148	8/14/2019	US BANK	VISA- DIRECT TV	151.66	Community Services
106148	8/14/2019	US BANK	VISA- WALMART	151.02	Community Services
106172	8/20/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	150.00	Community Services
106192	8/20/2019	HINES/LEONARDO//	BASKETBALL OFFICIAL	150.00	Community Services
106193	8/20/2019	IMBER/GIL//	BASKETBALL OFFICIAL	150.00	Community Services
106224	8/20/2019	SUMILANG/MICHAEL//	BASKETBALL OFFICIAL	150.00	Community Services
106244	8/28/2019	BARRY KAY ENTERPRISES, INC.	STAFF T-SHIRTS	141.80	Community Services
106148	8/14/2019	US BANK	VISA- BRILLIANT PROMOS	137.71	Community Services
106148	8/14/2019	US BANK	VISA- EL POLLO LOCO	125.31	Community Services
106148	8/14/2019	US BANK	VISA- ROADSIDE LUMBER/FF	113.73	Community Services
106148	8/14/2019	US BANK	VISA- BAJA FRESH	99.72	Community Services
106243	8/28/2019	AT&T	TELEPHONE SERVICE	99.58	Community Services
106181	8/20/2019	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	96.00	Community Services
106148	8/14/2019	US BANK	VISA- GELSONS	93.93	Community Services
106157	8/20/2019	ALLEN/HARVEY//	BASKETBALL OFFICIAL	90.00	Community Services
106197	8/20/2019	ISRAEL/BOB//	BASKETBALL OFFICIAL	90.00	Community Services
106148	8/14/2019	US BANK	VISA- STAPLES	84.83	Community Services
106223	8/20/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	80.71	Community Services
106148	8/14/2019	US BANK	VISA- DS SERVICE	76.49	Community Services
106148	8/14/2019	US BANK	VISA- FACILITRON	75.00	Community Services
106148	8/14/2019	US BANK	VISA- MALIBU LAUNDRY	66.00	Community Services
106198	8/20/2019	KELLER/MICHAEL//	BASKETBALL OFFICIAL	60.00	Community Services
106216	8/20/2019	PATTERSON/DAVID//	BASKETBALL OFFICIAL	60.00	Community Services
106226	8/20/2019	TEMPLE/BRET//	BASKETBALL OFFICIAL	60.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
 Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019
 Time: 11:03:25AM
 Page 6 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106148	8/14/2019	US BANK	VISA- RALPHS	46.38	Community Services
106148	8/14/2019	US BANK	VISA- CONSTANT CONTACT	45.00	Community Services
106148	8/14/2019	US BANK	VISA- TUESDAY MORNING	42.47	Community Services
106148	8/14/2019	US BANK	VISA- RITE AID	39.92	Community Services
106148	8/14/2019	US BANK	VISA- COSTCO	26.97	Community Services
106148	8/14/2019	US BANK	VISA- CANVA	23.00	Community Services
106204	8/20/2019	LIVESCAN USA, INC.	FINGERPRINTING SERVICES	22.00	Community Services
106148	8/14/2019	US BANK	VISA- TRADER JOE'S	15.47	Community Services
106148	8/14/2019	US BANK	VISA- HOME DEPOT	1.34	Community Services
106148	8/14/2019	US BANK	VISA- ITUNES.COM	0.99	Community Services
106148	8/14/2019	US BANK	VISA- OTC BRANDS	-168.12	Community Services
Total Amount for 91 Line Item(s) from Community Services				\$77,791.52	
Finance					
106154	8/20/2019	ADP, INC	PAYROLL PROCESSING	5,621.57	Finance
106235	8/20/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	194.10	Finance
Total Amount for 2 Line Item(s) from Finance				\$5,815.67	
Library					
106166	8/20/2019	BIBLIOTHECA, LLC	E-BOOKS	3,081.65	Library
106162	8/20/2019	BAKER & TAYLOR, LLC	BOOKS-LIBRARY	1,669.79	Library
106257	8/28/2019	ENVISIONWARE INC	LIBRARY- SOFTWARE MAINTENANCE	942.55	Library
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	797.39	Library
106213	8/20/2019	OCLC, INC.	MEMBERSHIP DUES- JUL 2019	760.48	Library
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	691.98	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	600.52	Library
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	550.83	Library
106253	8/28/2019	DEMCO, INC.	LIBRARY SUPPLIES	499.09	Library
106218	8/20/2019	RECORDED BOOKS, LLC	BOOKS ON CD	487.94	Library
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	437.26	Library
106264	8/28/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	429.48	Library
106235	8/20/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	385.94	Library
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	382.90	Library
106264	8/28/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	308.53	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	260.80	Library
106180	8/20/2019	DEMCO, INC.	LIBRARY SUPPLIES	212.55	Library



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 7 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	204.21	Library
106160	8/20/2019	AT&T	TELEPHONE SERVICE	200.25	Library
106148	8/14/2019	US BANK	VISA- SCHOLASTIC EDUCATION	190.73	Library
106238	8/20/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	183.27	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	155.55	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	151.62	Library
106167	8/20/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
106167	8/20/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	145.00	Library
106148	8/14/2019	US BANK	VISA- ULV	125.00	Library
106279	8/28/2019	RECORDED BOOKS, LLC	BOOKS ON CD	114.09	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	80.73	Library
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	80.73	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	76.80	Library
106279	8/28/2019	RECORDED BOOKS, LLC	BOOKS ON CD	73.74	Library
106148	8/14/2019	US BANK	VISA- RALPHS	64.60	Library
106264	8/28/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	59.06	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
106218	8/20/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	55.00	Library
106218	8/20/2019	RECORDED BOOKS, LLC	BOOKS ON CD	47.45	Library
106218	8/20/2019	RECORDED BOOKS, LLC	BOOKS ON CD	45.55	Library
106279	8/28/2019	RECORDED BOOKS, LLC	BOOKS ON CD	45.55	Library
106264	8/28/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	42.65	Library
106218	8/20/2019	RECORDED BOOKS, LLC	BOOKS ON CD	35.43	Library
106208	8/20/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	28.29	Library
106273	8/28/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	27.48	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	26.62	Library
106279	8/28/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	23.99	Library
106264	8/28/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.70	Library
106195	8/20/2019	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	19.04	Library
Total Amount for 48 Line Item(s) from Library				\$15,235.37	

LMD #22

106152	8/20/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	14,500.00	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,429.13	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	10,175.03	LMD #22



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 8 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106161	8/20/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,727.85	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,631.67	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,465.17	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,632.16	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,276.41	LMD #22
106152	8/20/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,800.00	LMD #22
106152	8/20/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,178.00	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,064.12	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,289.36	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	608.96	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	595.90	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	540.00	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	526.71	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	428.00	LMD #22
106212	8/20/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	410.00	LMD #22
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	348.33	LMD #22
106152	8/20/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	320.00	LMD #22
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	213.00	LMD #22
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	132.66	LMD #22
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	129.70	LMD #22
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	82.11	LMD #22

Total Amount for 24 Line Item(s) from LMD #22

\$73,504.27

LMD #24

106161	8/20/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	7,304.60	LMD #24
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	867.30	LMD #24
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	102.03	LMD #24
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	9.26	LMD #24
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	5.86	LMD #24

Total Amount for 5 Line Item(s) from LMD #24

\$8,289.05

LMD #27

106161	8/20/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,457.63	LMD #27
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	42.42	LMD #27
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	2.32	LMD #27
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	1.47	LMD #27



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 9 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Total Amount for 4 Line Item(s) from LMD #27				\$1,503.84	
LMD #32					
106161	8/20/2019	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	3,177.34	LMD #32
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	2.32	LMD #32
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	1.47	LMD #32
Total Amount for 3 Line Item(s) from LMD #32				\$3,181.13	
LMD 22 - Common Benefit Area					
106203	8/20/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,531.31	LMD 22 - Common Benefit Area
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	889.66	LMD 22 - Common Benefit Area
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	586.98	LMD 22 - Common Benefit Area
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	360.73	LMD 22 - Common Benefit Area
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	177.93	LMD 22 - Common Benefit Area
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	141.01	LMD 22 - Common Benefit Area
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	93.93	LMD 22 - Common Benefit Area
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	9.58	LMD 22 - Common Benefit Area
Total Amount for 8 Line Item(s) from LMD 22 - Common Benefit Area				\$3,791.13	
Media Operations					
106196	8/20/2019	INSIGHT PUBLIC SECTOR	COMPUTER SOFTWARE	26,726.05	Media Operations
106234	8/20/2019	VERIZON WIRELESS	TELEPHONE SERVICE	4,214.65	Media Operations
106225	8/20/2019	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	2,350.00	Media Operations
106148	8/14/2019	US BANK	VISA- LOGMEIN.COM	1,588.00	Media Operations
106173	8/20/2019	CLIENTFIRST CONSULTING GRP LLC	IT CONSULTING SERVICES	1,575.00	Media Operations
106148	8/14/2019	US BANK	VISA- PLURAL INSIGHT	1,158.00	Media Operations
106148	8/14/2019	US BANK	VISA- NATOA	825.00	Media Operations
106148	8/14/2019	US BANK	VISA- MISAC	550.00	Media Operations
106228	8/20/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	489.46	Media Operations
106148	8/14/2019	US BANK	VISA- SOUTHWEST AIRLINES	341.00	Media Operations
106228	8/20/2019	TIME WARNER CABLE	CABLE MODEM- CITY HALL	289.98	Media Operations
106148	8/14/2019	US BANK	VISA- AMAZON.COM	224.14	Media Operations
106148	8/14/2019	US BANK	VISA- AMAZON.COM	197.99	Media Operations
106148	8/14/2019	US BANK	VISA- MISAC	130.00	Media Operations
106148	8/14/2019	US BANK	VISA- B&H PHOTO	123.63	Media Operations



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 10 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106187	8/20/2019	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	102.78	Media Operations
106148	8/14/2019	US BANK	VISA- CREATIVE CLOUD	52.99	Media Operations
Total Amount for 17 Line Item(s) from Media Operations				\$40,938.67	

Non-Departmental - Finance

106163	8/20/2019	BARCO PRODUCTS COMPANY	EMERGENCY- WOOLSEY FIRE 11/18	23,422.86	Non-Departmental - Finance
106151	8/15/2019	GLENDALE NISSAN	TRUCK PURCHASE	21,852.59	Non-Departmental - Finance
106233	8/20/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	4,147.00	Non-Departmental - Finance
106233	8/20/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	3,945.00	Non-Departmental - Finance
106148	8/14/2019	US BANK	EMERGENCY- WOOLSEY FIRE 11/18	2,389.54	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- LIFE STORAGE	1,371.00	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- OFFICE SUPPLY	776.38	Non-Departmental - Finance
106248	8/28/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	742.64	Non-Departmental - Finance
106248	8/28/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	659.79	Non-Departmental - Finance
106190	8/20/2019	HAYNES BUILDING SERVICES, LLC	EMERGENCY- WOOLSEY FIRE 11/18	557.20	Non-Departmental - Finance
106235	8/20/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	360.74	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- COSTCO	336.91	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- COFFEE WHOLSALE USA	249.95	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- AMAZON.COM	249.67	Non-Departmental - Finance
106258	8/28/2019	FENCE FACTORY	EMERGENCY- WOOLSEY FIRE 11/18	228.75	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- COFFEE WHOLESALE USA	146.26	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- IIMC	110.00	Non-Departmental - Finance
106168	8/20/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	64.00	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- RALPHS	37.00	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- CONEJO AWARDS	28.96	Non-Departmental - Finance
106175	8/20/2019	CONEJO AWARDS	NAME BADGES	28.96	Non-Departmental - Finance
106148	8/14/2019	US BANK	VISA- AMAZON.COM	25.99	Non-Departmental - Finance
106175	8/20/2019	CONEJO AWARDS	NAME BADGES	14.48	Non-Departmental - Finance
106175	8/20/2019	CONEJO AWARDS	NAME BADGES	14.48	Non-Departmental - Finance
106234	8/20/2019	VERIZON WIRELESS	TELEPHONE SERVICE	10.78	Non-Departmental - Finance
Total Amount for 25 Line Item(s) from Non-Departmental - Finance				\$61,770.93	

Payroll

106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	7,008.98	Payroll
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	4,216.82	Payroll
106158	8/20/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	918.40	Payroll



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 11 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106242	8/28/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	918.40	Payroll
106170	8/20/2019	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106176	8/20/2019	COROALLES/ANTHONY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106188	8/20/2019	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106191	8/20/2019	HILL/BOB//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106205	8/20/2019	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106215	8/20/2019	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106236	8/20/2019	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	720.82	Payroll
106214	8/20/2019	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- SEPT 19	76.50	Payroll
Total Amount for 12 Line Item(s) from Payroll				\$18,184.84	
Police / Fire / Safety					
106201	8/20/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUL 2019	383,533.02	Police / Fire / Safety
106201	8/20/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUL 2019	9,733.43	Police / Fire / Safety
106201	8/20/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- JUL 2019	387.50	Police / Fire / Safety
Total Amount for 3 Line Item(s) from Police / Fire / Safety				\$393,653.95	
Public Safety & Emergency Preparedness					
106148	8/14/2019	US BANK	VISA- AMAZON.COM	471.77	Public Safety & Emergency Preparedness
106148	8/14/2019	US BANK	VISA- HAM RADIO OUTLET	374.79	Public Safety & Emergency Preparedness
106148	8/14/2019	US BANK	VISA- STAPLES DIRECT	343.07	Public Safety & Emergency Preparedness
106148	8/14/2019	US BANK	VISA- MACKAY COMMUNICATION	233.58	Public Safety & Emergency Preparedness
106148	8/14/2019	US BANK	VISA- AMAZON.COM	164.20	Public Safety & Emergency Preparedness
Total Amount for 5 Line Item(s) from Public Safety & Emergency Preparedness				\$1,587.41	
Public Works					
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	5,815.21	Public Works
106194	8/20/2019	IMS	PAVEMENT MGMT SYSTEM	3,336.75	Public Works
106265	8/28/2019	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,150.00	Public Works
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,152.00	Public Works
106240	8/20/2019	YIN/JULIE//	CONSULTING SERVICES	985.50	Public Works
106152	8/20/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	982.00	Public Works
106240	8/20/2019	YIN/JULIE//	CONSULTING SERVICES	972.00	Public Works
106262	8/28/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106262	8/28/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
 Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019
 Time: 11:03:25AM
 Page 12 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106262	8/28/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106262	8/28/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106189	8/20/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106189	8/20/2019	HAJZADEH/HOUMAN//	CONSULTING SERVICES	875.00	Public Works
106148	8/14/2019	US BANK	VISA- AMAZON.COM	852.21	Public Works
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	660.45	Public Works
106212	8/20/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	595.00	Public Works
106199	8/20/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	472.00	Public Works
106199	8/20/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	472.00	Public Works
106239	8/20/2019	WILLDAN ASSOCIATES INC.	LOT MERGER	451.00	Public Works
106148	8/14/2019	US BANK	VISA- LANDSEND	441.22	Public Works
106148	8/14/2019	US BANK	VISA- TRACTOR SUPPLY	396.81	Public Works
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	360.00	Public Works
106153	8/20/2019	ACORN NEWSPAPER	WORKSHOP ADVERTISING	346.80	Public Works
106148	8/14/2019	US BANK	VISA- HARBOR FREIGHTS	323.44	Public Works
106239	8/20/2019	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	316.00	Public Works
106148	8/14/2019	US BANK	VISA- MOUNT IT	241.30	Public Works
106148	8/14/2019	US BANK	VISA- LANDSEND	138.47	Public Works
106148	8/14/2019	US BANK	VISA- LANDSEND	103.97	Public Works
106148	8/14/2019	US BANK	VISA- APWA	90.00	Public Works
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	71.86	Public Works
106148	8/14/2019	US BANK	VISA- CAPCA	70.00	Public Works
106159	8/20/2019	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	63.79	Public Works
106148	8/14/2019	US BANK	VISA- SHIRINS RESTAURANT	45.17	Public Works
106148	8/14/2019	US BANK	VISA- ACE T.O.	40.00	Public Works
106234	8/20/2019	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
106159	8/20/2019	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	28.79	Public Works
106148	8/14/2019	US BANK	VISA- ACE T.O.	25.46	Public Works
106148	8/14/2019	US BANK	VISA- CVS PHARMACY	16.41	Public Works
Total Amount for 38 Line Item(s) from Public Works				\$27,303.62	

Recoverable / Refund / Liability

106280	8/28/2019	ROSALES BROS ROOFING	REFUND BUILDING PERMIT	301.78	Recoverable / Refund / Liability
106214	8/20/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
106292	8/28/2019	YEGER/SOLLI//	REFUND- TENNIS CLASS	95.00	Recoverable / Refund / Liability
106271	8/28/2019	MARION/LUCILLE//	RECREATION REFUND	40.00	Recoverable / Refund / Liability
106148	8/14/2019	US BANK	VISA- AMAZON.COM	-27.86	Recoverable / Refund / Liability



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 13 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106178	8/20/2019	CROSSTOWN ELECTRICAL	TRAFFIC LIGHTING SERVICES	-32,576.38	Recoverable / Refund / Liability
Total Amount for 6 Line Item(s) from Recoverable / Refund / Liability				<u>\$-31,975.15</u>	

Tennis & Swim Center

106286	8/28/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,720.94	Tennis & Swim Center
106268	8/28/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,528.86	Tennis & Swim Center
106217	8/20/2019	PEAK PROGRAMS	RECREATION INSTRUCTOR	2,460.50	Tennis & Swim Center
106209	8/20/2019	MITY-LITE, INC.	TABLES	2,111.54	Tennis & Swim Center
106229	8/20/2019	TOP SEED TENNIS ACADEMY, INC.	RECREATION INSTRUCTOR	1,361.50	Tennis & Swim Center
106223	8/20/2019	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	1,212.80	Tennis & Swim Center
106174	8/20/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	750.80	Tennis & Swim Center
106169	8/20/2019	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	637.00	Tennis & Swim Center
106250	8/28/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	570.85	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- AMAZON.COM	555.18	Tennis & Swim Center
106174	8/20/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	539.83	Tennis & Swim Center
106237	8/20/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	512.60	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- HOME DEPOT	471.02	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- OFFICE DEPOT	357.42	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- SMART & FINAL/RALPHS	333.84	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- PERFORMANCE HEALTH	328.41	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- INDEED	323.14	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- LESLIE'S POOLMART	303.30	Tennis & Swim Center
106241	8/20/2019	ZACHARATOS/GERASSIMOS T//	RECREATION INSTRUCTOR	281.40	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- SMART & FINAL	281.27	Tennis & Swim Center
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	228.25	Tennis & Swim Center
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	222.60	Tennis & Swim Center
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	213.39	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- CAP LEASING	192.00	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- RALPHS	155.03	Tennis & Swim Center
106233	8/20/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	155.00	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- BOBS GARDEN EQUIPMENT	153.48	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- AMAZON.COM	145.14	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- POWER SYSTEMS	141.78	Tennis & Swim Center
106156	8/20/2019	ALLEGIAN FIRE PROTECTION, INC	FIRE PROTECTION SERVICES	135.00	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- MCCALLA COMPANY	130.02	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- ULINE	111.11	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- CONSTANT CONTACT	100.00	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 14 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106148	8/14/2019	US BANK	VISA- SMART & FINAL	90.72	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- AMAZON.COM	87.68	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- WALMART	79.72	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- PYRAMID PIPE & SUPPLY	73.44	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- OFFICE DEPOT	59.50	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- RALPHS	53.89	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- FEDEX	32.41	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- MALIBU LAUNDRY	30.00	Tennis & Swim Center
106277	8/28/2019	PREFERRED BENEFIT	VISION/DENTAL PREMIUM- AUG 19	27.48	Tennis & Swim Center
106155	8/20/2019	AIRGAS- WEST	TC HELIUM	26.17	Tennis & Swim Center
106165	8/20/2019	BCC	LIFE & DISABILITY INS- AUG 19	21.98	Tennis & Swim Center
106268	8/28/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7.50	Tennis & Swim Center
106148	8/14/2019	US BANK	VISA- POSTAL ANNEX	7.22	Tennis & Swim Center
Total Amount for 46 Line Item(s) from Tennis & Swim Center				\$22,322.71	

Transportation

106178	8/20/2019	CROSSTOWN ELECTRICAL	TRAFFIC LIGHTING SERVICES	651,527.60	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUL 19	14,660.21	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUL 19	14,200.33	Transportation
106200	8/20/2019	KOA CORPORATION	CONSULTING SERVICES	10,588.46	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUL 19	8,221.67	Transportation
106282	8/28/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,605.21	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUL 19	2,510.73	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- JUL 19	1,807.40	Transportation
106177	8/20/2019	COUNTY OF MARINICAL-SLA	STREETLIGHT ASSESSMENT	945.00	Transportation
106220	8/20/2019	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	825.62	Transportation
106211	8/20/2019	MV TRANSPORTATION, INC.	SHUTTLE SERVICES- JUL 19	783.68	Transportation
106220	8/20/2019	SAFEWAY SIGN COMPANY	TRAFFIC SIGNS	573.09	Transportation
106148	8/14/2019	US BANK	VISA- MOUNT IT	482.60	Transportation
106148	8/14/2019	US BANK	VISA- SHELL OIL/SINCLAIR	285.76	Transportation
106148	8/14/2019	US BANK	VISA- MOUNT IT	241.30	Transportation
106148	8/14/2019	US BANK	VISA- UNION 76/CHEVRON	194.80	Transportation
106148	8/14/2019	US BANK	VISA- DIY/HOME DEPOT	178.40	Transportation
106202	8/20/2019	LA DWP	TRAFFIC METER SERVICE	170.73	Transportation
106148	8/14/2019	US BANK	VISA- PEPBOYS	105.84	Transportation
106148	8/14/2019	US BANK	VISA- 7 ELEVEN	83.65	Transportation
106148	8/14/2019	US BANK	VISA- USA PETRO	68.60	Transportation



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:03:25AM

Page 15 of 15

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106148	8/14/2019	US BANK	VISA- EXXON MOBIL	62.27	Transportation
106148	8/14/2019	US BANK	VISA- CALABASAS SINCLAIR	62.00	Transportation
106148	8/14/2019	US BANK	VISA- CHEVRON	61.63	Transportation
106148	8/14/2019	US BANK	VISA- EXXON MOBIL	56.60	Transportation
106148	8/14/2019	US BANK	VISA- AMAZON.COM	39.73	Transportation
106148	8/14/2019	US BANK	VISA- UNION 76/CHEVRON	34.99	Transportation
106148	8/14/2019	US BANK	VISA- UNION 76	34.00	Transportation
106148	8/14/2019	US BANK	VISA- CHEVRON	33.92	Transportation
106148	8/14/2019	US BANK	VISA- DIY/HOME DEPOT	26.79	Transportation
106148	8/14/2019	US BANK	VISA- UNION 76	21.99	Transportation
106148	8/14/2019	US BANK	VISA- EXXON MOBIL	18.00	Transportation
Total Amount for 32 Line Item(s) from Transportation				\$713,512.60	
GRAND TOTAL for 450 Line Items				\$1,619,139.14	



Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 08/15/2019 to 08/29/2019

Date: 9/3/2019

Time: 11:05:21AM

Page 1 of 1

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Recoverable / Refund / Liability					
13664	8/22/2019	YAMAMOTO/SUZIE//	REFUND- TENNIS CLASS	85.00	Recoverable / Refund / Liability
Total Amount for 1 Line Item(s) from Recoverable / Refund / Liability				\$85.00	
Tennis & Swim Center					
13657	8/22/2019	ATMOSPHERE EVENTS & CATERING	PROMOTION/SOCIALS	1,480.81	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,352.76	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,172.80	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	1,123.79	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	939.64	Tennis & Swim Center
13659	8/22/2019	CI SOLUTIONS	ADMINISTRATIVE EXPENSES	683.95	Tennis & Swim Center
13661	8/22/2019	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	572.21	Tennis & Swim Center
13660	8/22/2019	COLLINS COMPANY	FACILITY EXPENSE	480.09	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	472.06	Tennis & Swim Center
13662	8/22/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	418.10	Tennis & Swim Center
13656	8/22/2019	AT&T	TELEPHONE SERVICE	370.13	Tennis & Swim Center
13658	8/22/2019	BLUE SHIELD OF CA	INSURANCE EXPENSE	314.90	Tennis & Swim Center
13663	8/22/2019	XEROX FINANCIAL SERVICES	ADMINISTRATIVE EXPENSES	288.97	Tennis & Swim Center
Total Amount for 13 Line Item(s) from Tennis & Swim Center				\$9,670.21	
GRAND TOTAL for 14 Line Items				\$9,755.21	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

25-Sep

1	CC	Presentation	Introduction of Lost Hills Sheriff Captain
2	CC	Presentation	Anti-bullying proclamation/program
3	CC	Presentation	Proclamation to the Kevin Cordasco, Something Yellow Foundation in recognition of Childhood Cancer Awareness Month
4	CD	New Business	Report on expiration of affordable housing entitlements
5	CD	New Business	Film permit ordinance
6	CC	New Business	Discussion of Resolutions before the League of California Cities (League) Annual Meeting on Friday, October 18, 2019

Future Items

7	AS/HR	New Business	Hiring freeze explanation/process
8	PW	Consent	Approval of a Professional Services Agreement with Prevailing Wages to ____ in the Amount of \$ __ for Construction of 3 Medians on Malibu Hills Road as part of City's Green Street Projects
9	CD	New Business	Introduction of Ordinance No. 2019-380, adoption of State new Building Codes
10	CC	Presentation	To Senior Center's Savvy Singers
11	PW	New Business	Recommendation from the Environmental Commission regarding anticoagulants ordinance
12	AS	New Business	Evaluation of private security est. Jan 2020
13	AS	Presentation	Clean Power Alliance update Jan 2020
14	CS	New Business	Commemorative plaques for City facilities
15	PS	New Business	County's Woolsey Fire After Action Report
16	PW	New Business	Recommendation from the Environmental Commission regarding San Jose Ordinance and other ideas for further reduction of plastics including plastic bags
17	CD/Finance	New Business	Annexation updates
18	CD	Public Hearing	West Village Project
19	CA	New Business	Closed session regarding State's mandate for affordable housing
20	CA/CC	New Business	Report/timeline on a cannabis tax initiative
21	AS/HR	New Business	Salary adjustments policy

2019 Meeting Dates

Oct 9 Canceled - Yom Kippur	Nov 27 - Canceled -
Oct 23	Dec 11 - Council Reorganization
Nov 13	Dec 25 - Canceled - Christmas