



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, SEPTEMBER 25, 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 – 6:30 P.M.

1. Conference with Legal Counsel; Existing Litigation
(Gov. Code §54956.9(d)(1))
One Case: Brown et al. vs State, City of Calabasas, et al.
Los Angeles Superior Court Case Number BC689511

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Pack 333 Webelos 2 Den 1
Approval of Agenda

PRESENTATIONS – 7:20 P.M.

- Introduction of new AHCCC Executive Director, Brianne Anderson
- Proclamation to the Kevin Cordasco, Something Yellow Foundation in recognition of Childhood Cancer Awareness Month

ADJOURN IN MEMORY – 7:30 P.M.

- Albert “Bud” Marley

ANNOUNCEMENTS/INTRODUCTIONS – 7:40 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 7:45 P.M.

CONSENT ITEMS – 8:00 P.M.

1. [Approval of meeting minutes from September 11, 2019](#)
2. [Adoption of Resolution No. 2019-1648, recognizing October as Anti-Bullying Awareness Month in the City of Calabasas](#)
3. [Grant awards to Parent Faculty Clubs for schools in Calabasas](#)
4. [Recommendation to adopt Resolution No. 2019-1649, adopting the updated City of Calabasas Title VI Program in compliance with Federal Transit Administration \(FTA\) requirements](#)
5. [Approval of professional services agreement with California Civil Engineering Services in the amount of \\$68,112 for construction of two electric vehicle charging stations at the Tennis & Swim Center](#)
6. [Consideration and approval of appointment of Phillip Cardona \(Bozajian\) to the Environmental Commission](#)

NEW BUSINESS – 8:25 P.M.

7. [Sheriff’s Crime Report – August 2019](#)
8. [Adoption of Resolution No. 2019-1647, authorizing application for, and receipt of, SB 2 Planning Grants Program Funds](#)
9. [Report of expiration of affordable housing units](#)
10. [Informational report on sixth cycle of State of California’s Regional Housing Needs Assessment Process and the associated mandatory updates to the City’s General Plan Housing Element](#)
11. [Recommendation and approval of a Veterans’ Memorial](#)

12. Discussion of Resolutions before the League of California Cities (League) Annual Meeting on Friday, October 18, 2019

INFORMATIONAL REPORTS – 10:40 P.M.

13. Check Registers for the period of August 30-September 11, 2019

TASK FORCE REPORTS – 10:45 P.M.

CITY MANAGER’S REPORT – 10:50 P.M.

FUTURE AGENDA ITEMS – 10:55 P.M.

ADJOURN – 11:00 P.M.

The City Council will adjourn in memory of Bud Marley to their next regular meeting scheduled on Wednesday, October 23 , 2019, at 7:00 p.m.

**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, SEPTEMBER 11, 2019**

Mayor Shapiro called the Closed Session to order at 6:02 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. 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

Mayor Shapiro called the Open Session to order at 7:01 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: Ahlers, Bingham, Bartlett, Farassati, Hernandez, Howard, Lysik, McConville, Russo, Yalda and Zimmerman

In regard to Closed Session Item No. 1, Mr. Howard reported that the Council provided direction to commence negotiations. Councilmember Maurer abstained from this item.

In regard to Closed Session Item No. 2, Mr. Howard reported that the City Council unanimously agreed not to waive a possible conflict affecting the City and a prospective defendant.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Girl Scout Brownie Troop 136.

APPROVAL OF AGENDA

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

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

PRESENTATIONS

➤ 9/11 Remembrance Presentation

A video was shown in remembrance of 9/11. Members of the Council shared their thoughts.

➤ Proclaiming September as Childhood Cancer and Blood Cancer Awareness Month

Mayor Shapiro proclaimed September as Childhood Cancer and Blood Cancer Awareness Month in the City of Calabasas.

➤ From Los Angeles County Registrar Recorder's office regarding the new voting system, Voting Solutions for all People

Mr. Jeff Klein made a presentation to the City Council.

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Councilmember Gaines:

- Extended an invitation to the Chamber's monthly breakfast on September 12.
- CHS Football team will play against La Habra High School on September 13.
- Extended an invitation to the Annual Calabasas Film Festival September 18-22.
- The Calabasas Tennis and Swim Center will celebrate its 25th Anniversary on September 21.

Councilmember Bozajian:

- The Calabasas Historical Society will host a presentation on Railroad Depots of the San Fernando Valley on September 26.

Councilmember Maurer:

- A Hazardous Waste Collection Round Up to dispose of paint is scheduled on September 15.
- An Electronic Waste Recycling Round Up is scheduled on September 21.

- The Valley Women’s Center will host their Annual Fundraiser on September 22.
- The month of September is Suicide Awareness Month. Encouraged those in need to call the National Suicide Hotline.

Mayor Shapiro:

- Mayor Shapiro announced that a future Council meeting would be adjourned in memory of Karen Brown and Bud Marley.
- Wished Councilmember Gaines a Happy Birthday.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Natalie Backman, Tasha Backman, Bitu Backman, David Betschmud, Kelley Fries, Nicole Fries, and Tiffany Zeytounian spoke during public comment.

CONSENT ITEMS

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

Councilmember Maurer pulled Consent Item Nos. 2 and 4.

Councilmember Gaines moved, seconded by Councilmember Maurer to approve Consent Item Nos. 1, 3-4. MOTION CARRIED 5/0 as follows:

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

After discussion, Councilmember Gaines moved, seconded by Mayor pro Tem Weintraub to approve Consent Item No. 2. 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, basing the placement of playgrounds as harmful for children.

The meeting recessed at 8:39 p.m.

The meeting reconvened at 8:46 p.m.

NEW BUSINESS

5. Update on Homeless activity

Mr. McConville presented the update.

6. Results of Cellular Satisfaction Survey

Mr. Russo presented the update.

Carey Melcher spoke on Item. 6.

7. Updates on Electric Vehicle Charging Stations

Mr. Farassati presented the update.

INFORMATIONAL REPORTS

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

No action was taken on this item.

TASK FORCE REPORTS

Mayor Shapiro reported that he attended a SCAG meeting for the CHD Committee and Regional Council. An objection letter concerning RHNA numbers was submitted to SCAG.

CITY MANAGER'S REPORT

Dr. Lysik reported the he attended the Census meeting at UCLA, hosted by Congressman Lieu. Starting in 2020, households will receive a mailed invitation to participate in the census by April 1. All counts will be presented to the President of the United State by December 2020. Further, he reported that he met with the new Assistant Fire Chief, Mike Brown to discuss future needs for his department and requested adding a survey on the City's website for residents to complete. In

addition, Fire Chief Daryl Osby will present at a Town Hall meeting on October 1.

FUTURE AGENDA ITEMS

Councilmember Maurer requested a discussion for planning for every residential home to have the option for an EV charger.

Mayor Shapiro requested an update on affordable housing and the new RHNA numbers.

ADJOURN

Councilmember Maurer moved, seconded by Mayor Pro Tem Weintraub to adjourn the meeting at 10:18 p.m. to the next regular meeting scheduled on Wednesday, September 25, 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 17, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MARICELA HERNANDEZ, MMC, CPMC CITY CLERK *Mor*

SUBJECT: ADOPTION OF RESOLUTION NO. 2019-1648 RECOGNIZING OCTOBER AS BULLYING AWARENESS PREVENTION MONTH IN THE CITY OF CALABASAS

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

As it has been done in previous years, it is recommended that the City Council adopt Resolution No. 2019-1648 recognizing October as Bullying Awareness Prevention Month in the City of Calabasas.

BACKGROUND:

The Bullying Awareness Prevention campaign is held during the month of October and unites communities nationwide to educate and raise awareness of bullying prevention. National Bullying Prevention Awareness Month is recognized in communities across the United States, with hundreds of schools and organizations signing on as partners.

National Bullying Awareness Prevention was developed in response to the need to raise awareness of bullying, as it was historically viewed "a childhood rite of passage" and believed that bullying "made kids tougher", when the reality is that bullying has devastating effects such as school avoidance, loss of self-esteem, increased anxiety, and depression.

FISCAL IMPACT/SOURCE OF FUNDING:

None.

REQUESTED ACTION:

It is recommended that the City Council adopt Resolution No. 2019-1648 recognizing October as Bullying Awareness Prevention Month in the City of Calabasas.

ATTACHMENTS:

Resolution No. 2019-1648

RESOLUTION NO. 2019-1648

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, RECOGNIZING OCTOBER AS BULLYING PREVENTION AWARENESS MONTH IN THE CITY OF CALABASAS.

WHEREAS, school bullying involves someone or a group of individuals harming another by: hitting or threatening (physical), teasing and name calling (verbal), spreading rumors, hurting someone's reputation or excluding someone (social isolation), using online and social media platforms to support deliberate, repeated and hostile behavior that is intended to harm another (cyber bullying); and

WHEREAS, bullying occurs in neighborhoods, playgrounds, schools, and through technology, such as the Internet and cell phones; and

WHEREAS, various researchers have concluded that bullying is the most common form of violence, affecting millions of American children and adolescents annually; and

WHEREAS, thousands of California children and adolescents are affected by bullying annually; and

WHEREAS, targets of bullying are more likely to acquire physical, emotional, and learning problems and students who are repeatedly bullied often fear such activities as riding the bus, going to school, and attending community activities; and

WHEREAS, children who bully are at greater risk of engaging in more serious violent behaviors; and

WHEREAS, children who witness bullying often feel less secure, more fearful, and intimidated; and

WHEREAS, the City of Calabasas supports the Bullying Prevention Awareness efforts in the City by the Las Virgenes Unified School District, as well as through other organizations; and

WHEREAS, the City of Calabasas supports programs throughout the City to teach, educate, encourage and enlighten all our citizens on the positive ways to treat one another as well as the positive ways to enjoy our lives; and

WHEREAS, the City of Calabasas wishes to raise awareness in our community of this serious problem.

NOW, THEREFORE, BE IT RESOLVED that the Calabasas City Council hereby supports and recognizes October as Bullying Awareness Prevention Month in the City of Calabasas.

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 25th 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: SEPTEMBER 16, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RON AHLERS, CHIEF FINANCIAL OFFICER 

SUBJECT: GRANT AWARDS TO PARENT FACULTY CLUBS FOR SCHOOLS IN CALABASAS

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

Staff recommends the City Council authorize grants to Parent Faculty Clubs (PFCs) of Calabasas schools in the amount of \$250,000 for fiscal year (FY) 2019-20.

BACKGROUND:

During the month of September 2019, Mayor David Shapiro and Mayor Pro Tem Alicia Weintraub met with the City Manager and Chief Financial Officer to discuss how best to distribute these funds during FY 2019-20. It was decided to offer the education grants to Calabasas schools in varying amounts. The education grant amounts are as follows:

- \$ 32,000 per elementary school
- \$ 38,000 per middle school
- \$ 78,000 per high school

The total amount of the grants is \$250,000 which is the same total as it has been in the prior years. The \$250,000 is from the General Fund of the City. This year the methodology has changed as to the distribution to each school.

A short history of the amounts given to each school is shown in the table below.

<u>School Name</u>	<u>Fiscal Year</u>				
	<u>2019-20</u>	<u>2018-19</u>	<u>2017-18</u>	<u>2016-17</u>	<u>2015-16</u>
Chaparral Elementary School	32,000	23,437	28,984	28,474	32,429
Lupin Hill Elementary School	32,000	45,396	36,951	40,578	40,786
Bay Laurel Elementary School	32,000	24,352	21,226	22,086	20,357
A.E. Wright Middle School	38,000	37,587	43,210	46,586	48,571
A. C. Stelle Middle School	38,000	38,044	38,387	38,181	37,429
Calabasas High School	78,000	81,184	81,242	74,095	70,428
	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

These funds are granted to the PFC of each school listed in the table above. The use of the funds may be conditional, and year-end reporting is a requirement of acceptance of the funds.

FISCAL IMPACT:

None. These funds are already budgeted in the General Fund for FY 2019-20.

REQUESTED ACTION:

Staff requests the approval of the distribution of \$250,000 in education monies to the PFCs of the Calabasas schools as noted in the table above.

ATTACHMENTS:

None



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 12, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALLDA, P. E., T.E., PUBLIC WORKS DIRECTOR
HALI AZIZ, E.I.T., ASSISTANT TRANSPORTATION PLANNER**

**SUBJECT: RECOMMENDATION TO ADOPT RESOLUTION NO. 2019-1649,
ADOPTING THE UPDATED CITY OF CALABASAS TITLE VI PROGRAM
IN COMPLIANCE WITH FEDERAL TRANSIT ADMINISTRATION (FTA)
REQUIREMENTS.**


MEETING

DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

Staff recommends City Council to adopt resolution no. 2019-1649, adopting the updated City of Calabasas Title VI program report in compliance with federal transit Administration (FTA) requirements.

BACKGROUND:

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. As a recipient of FTA funding, the City of Calabasas is required to implement and update a Title VI Program that demonstrates that no transit program or service provided by the City creates discrimination toward any demographic of the population served by that program or service. A resolution adopting the City of Calabasas' Title VI Program is required to maintain federal funding eligibility. The City adopted Resolution No. 2017-1545 on April 26, 2017, adopting the 2016 City of Calabasas Title VI  am in compliance with FTA requirements. The City is now updating its Title VI program to remain in compliance with FTA requirements.

DISCUSSION/ANALYSIS:

The City engaged Moore & Associates, Inc., an independent public transportation consulting firm, to update the City of Calabasas' Title VI Program in accordance with FTA Circular 4702.1B, dated October 1, 2012. The Title VI Program provides the City's commitment to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color, or national origin.

Specifically, the Title VI Program includes the following contents:

- Title VI complaint filing procedures, forms, and records of any Title VI-related investigations, complaints, or inquiries;
- A Public Participation Plan identifying policies for public hearings, workshops and comment periods that encourage public input regarding fare increases or major service changes, and engage minority and limited English proficient populations in the public planning process;
- Environmental justice and service equity policies;
- A summary of the City's committees that are engaged in the decision-making process relevant to transit service and operations;
- Efforts to ensure sub-recipient compliance with Title VI requirements; and
- Transit service standards and policies related to vehicle load, headway, on-time performance, service availability, distribution of transit amenities, and vehicle assignment.

The updated Title VI Program will be submitted to Metro for final approval. Failure to provide this document could result in the loss of future FTA funds that the City needs to provide for its transit service.

FISCAL IMPACT/SOURCE OF FUNDING:

The cost of preparing the Title VI Report was funded utilizing Proposition A and Proposition C. No further cost is expected to be associated with this report.

REQUESTED ACTION:

Recommendation to adopt resolution no. 2019-1649, adopting the 2016 City of Calabasas Title VI program in compliance with Federal Transit Administration (FTA) requirements

ATTACHMENTS:

Attachment A: Title VI Report prepared by Moore & Associates, Inc.

Attachment B: Resolution No. 2019-1649

Attachment C: Calabasas Title VI Notice to the Public

Attachment D: Title VI Complaint Form

Attachment E: Reasonable Modification and Accommodation Request Form



DRAFT REPORT

City of Calabasas 2019 Transit Title VI Program Update September 2019



CITY OF CALABASAS CALABASAS TRANSIT SYSTEM 2019 Title VI Program

*** Draft Report ***

Developed September 2019

Adopted by the City of Calabasas City Council

September 25, 2019

Point of Contact

Ms. Hali Aziz-Goktapeh

Assistant Transportation Planner

City of Calabasas

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Prepared by

Moore & Associates, Inc.

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888.743.5977

2019 City of Calabasas Title VI Program

Calabasas Transit System

September 2019

Calabasas Transit System is a public transit program which serves residents and visitors within the city limits of Calabasas, in Los Angeles County, California.

This document was prepared by Moore & Associates, Inc., on behalf of the City of Calabasas. It has been adopted by the City of Calabasas City Council to comply with Title VI of the Civil Rights Act of 1964, including recent provisions detailed in U.S. Department of Transportation's FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients."

Draft Report

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Draft Report

1. Title VI Notice and Locations

Exhibit 1.1 Calabasas Transit System Title VI Notice to the Public



CITY of CALABASAS

Calabasas Transit System Title VI Notice to the Public

As a recipient of federal funds, the Calabasas Transit System has certified and provided assurances that it will fully comply with Title VI of the Civil Rights Act of 1964. The City is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services, on the basis of race, age, disability, religion, color, sex, or national origin.

No person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service that the City furnishes on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, age, disability, religion, color, sex, or national origin, in full compliance with Title VI.

- Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI while using City services may file a complaint with the City. All complaints will be fairly and objectively investigated.
- To file a complaint, you may contact the Calabasas Transit System Title VI Program Administrator by phone at (818) 224-1600 or by visiting the City of Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302.
- For more information about Calabasas Transit System's Title VI Program and complaint procedure, contact (818) 224-1600 or visit the website at www.cityofcalabasas.com/departments/traffic/shuttle.html.
- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Title VI Program Coordinator, FTA Office of Civil Rights, Attention: Complaint Team, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590.

If information is needed in another language, please call (818) 224-1600.
Si necesita información en otro idioma, por favor llame al (818) 224-1600.

برای دریافت اطلاعات به زبانی غیر از انگلیسی لطفاً با شماره تلفن (818) 224-1600 تماس بگیرید.

2019 City of Calabasas Title VI Program

Calabasas Transit System

September 2019

Title VI List of Locations Where Title VI Notice Is Posted

The Calabasas Transit System Title VI Notice to the Public is currently posted on notice boards at the following locations:

Exhibit 1.2 List of Locations Where Title VI Notice Is Posted

Location	Address
Onboard transit vehicles	-----
City website	www.cityofcalabasas.com/departments/traffic/shuttle.html
City Hall	100 Civic Center Way, Calabasas
Gelson's Market	22277 Mulholland Highway, Calabasas
Tennis and Swim Center	23400 Park Sorrento, Calabasas
Calabasas and Agoura Hills Community Center	27040 Malibu Hills Rd, Calabasas
De Anza Park	3701 Lost Hills Rd, Calabasas

The Calabasas Transit System Title VI Complaint Procedure/Form and program information are also provided on the City of Calabasas' transit website at:

www.cityofcalabasas.com/departments/traffic/shuttle.html.

2019 City of Calabasas Title VI Program

Calabasas Transit System

September 2019

2. Title VI Complaint Procedures and Form

Title VI Complaint Procedure

Any person who believes that he or she, individually, or as a member of any specific class or persons, has been subject to discrimination on the grounds of race, age, disability, religion, color, sex, or national origin with regard to any Calabasas Transit System service, program, or facility, may file a written complaint with the City of Calabasas.

A complaint must be filed with 180 days after the date of the alleged discrimination, unless the time for filing is extended by the City.

All complaints alleging discrimination should be submitted in writing directly to the Calabasas Transit System Title VI Program Administrator at the address listed below. The Calabasas Transit System Title VI Program Administrator or his/her designee shall be responsible for overseeing investigations and responses to complaints of discrimination.

City of Calabasas
Attn: Calabasas Transit System Title VI Program Administrator
100 Civic Center Way
Calabasas, CA 91302

All complaints should be completed and submitted on the Calabasas Transit System Title VI complaint form available online at www.cityofcalabasas.com/departments/traffic/shuttle.html, by phone request at (818) 224-1600, or in person at the City of Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302. Additional accessible formats of the form are also available upon request.

At a minimum, all complaints filed must provide the following information:

1. Complainant's name,
2. Complainant's address,
3. Complainant's phone number,
4. Complainant's email (if applicable),
5. Detailed description of complaint/incident,
6. Date of complaint/incident,
7. Time of complaint/incident,
8. Location of complaint/incident,
9. Route number (if applicable),
10. Name(s) and contact information of witnesses (if applicable),
11. Any other information relevant to the complaint, and
12. Signature (with date) of person submitting complaint.

Complaints received with incomplete information may result in delayed investigations and responses. The City will provide assistance in writing a complaint if the complainant is unable to do so. All complaints MUST be signed.

2019 City of Calabasas Title VI Program

Calabasas Transit System

September 2019

Within 10 business days of receiving the complaint, the City's Title VI Program Administrator (City of Calabasas' Assistant Transportation Planner) will review to determine if the City of Calabasas has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the City.

If the complaint submitted is within the City's jurisdiction and is complete, a case will be opened and a case number and investigator will be assigned.

If necessary, an investigation will be conducted and completed within 30 days of the receipt of the formal complaint (30-Day Rule).

- If a time extension to the 30-Day Rule is required, the complainant will be notified in writing of the reason for the extension.

If additional information is required to resolve the case, the City may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the Title VI Program Administrator investigator. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the City may administratively close the case.

A case may also be closed administratively if the complainant no longer wishes to pursue their case.

Following the investigation, the Title VI Program Administrator will issue one of two letters to the complainant:

1. Closure Letter; or
 2. Letter of Finding (LOF).
- A Closure Letter summarizes the complaint allegations and will state that there was no Title VI violation and that the case will be closed.
 - A LOF will summarize the complaint allegations and the investigation regarding the alleged incident. The LOF will also explain whether any disciplinary action, additional training of the staff member, or other action, will occur.

If the complainant is unsatisfied with the decision, he/she has 30 days from the date of the City's Closure Letter or the LOF to appeal to the Calabasas City Council or its designee. The complainant is entitled to review the denial, to present additional information and arguments, and to separation of functions (i.e. a decision by a person not involved with the initial decision to deny eligibility). The complainant is entitled to receive written notification of the decision of the appeal and the reasons for it.

The complainant may also file a complaint directly with the Federal Transit Administration, as follows: Title VI Program Coordinator, FTA Office of Civil Rights, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590

**Calabasas Transit System
Title VI Complaint Form**

Please print clearly or type responses.

Section 1			
Name:			
Address:			
Phone Number: ()			
Email:			
Accessible Format Requirements (circle if applicable):			
Large Print	Audio Tape	TDD	Other
If Other, specify:			
Section 2			
Are you filing this complaint on your own behalf? <input type="checkbox"/> Yes* <input type="checkbox"/> No			
*If you answered Yes, please skip to Section 3.			
What is the name of the person for whom you are filing the complaint?			
Name:			
What is your relationship to this person?			
Relationship:			
Please explain why you are filing on behalf of a third party.			
Please confirm that you have obtained permission of the aggrieved party to file on their behalf.			
<input type="checkbox"/> I HAVE obtained permission to file this complaint on behalf of the person named above.			
<input type="checkbox"/> I HAVE NOT obtained permission to file this complaint on behalf of the person named above.			
Section 3			
I believe the discrimination I experienced was based on (circle all that apply):			
Race	Age	Disability	Religion
Color	Sex	National origin	
Date of alleged discrimination (mm/dd/yyyy): ____ / ____ / ____			
Please explain as clearly as possible what occurred and why you believe you were discriminated against. Describe all persons who were involved and provide contact information of the person(s) if available/known. Please also provide the names and contact information of any witnesses involved. If additional space is needed, please attach pages as necessary.			

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Section 4	
Have you previously filed a Title VI complaint with the City of Calabasas? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? <input type="checkbox"/> Yes <input type="checkbox"/> No* *If no, please skip to Section 5.	
If yes, please indicate where you have filed this complaint:	
<input type="checkbox"/> Federal Agency	specify: _____
<input type="checkbox"/> State Agency	specify: _____
<input type="checkbox"/> Local Agency	specify: _____
<input type="checkbox"/> Federal Court	specify: _____
<input type="checkbox"/> State Court	specify: _____
Please provide contact information for the agency and/or court where this complaint was filed:	
Name: _____	
Title: _____	
Agency: _____	
Address: _____	
Phone number: (_____) _____	
Email: _____	
Section 5	
Please indicate who you are filing this complaint against:	
<input type="checkbox"/> Calabasas Transit System <input type="checkbox"/> City of Calabasas <input type="checkbox"/> Other agency and/or person (specify): _____	

You may attach any written materials or other information which you believe is relevant to your complaint.

Signature and date are required below to complete the form.

Signature _____ Date ____ / ____ / ____

Please submit this completed form in person or by mail to the address below.

Calabasas Transit System
Title VI Program Administrator
100 Civic Center Way
Calabasas, CA 91302

If information is needed in another language, please call (818) 224-1600.
Si necesita información en otro idioma, por favor llame al (818) 224-1600.
برای دریافت اطلاعات به زبانی غیر از انگلیسی لطفاً با شماره تلفن (818) 224-1600 تماس بگیرید.

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3. Summary of Complaints, Investigations, and Legal Actions

Per FTA Circular 4702.1B, “all recipients are required to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin”:

- Active investigations conducted by FTA and entities other than FTA;
- Lawsuits; and
- Complaints naming the recipient (i.e., City of Calabasas and/or the City of Calabasas Transit System).

To date, neither the Calabasas Transit System nor the City of Calabasas has been subject to any Title VI investigations, Title VI complaints, or Title VI lawsuits. Below is a matrix which will be utilized by City staff to internally track and report any and all future incidents:

Exhibit 3.1 Title VI Investigations, Lawsuits, and Complaints Summary Table

Case / Reference Number	Date MM/DD/YYYY (Month/Day/Year)	Summary (Include basis of complaint: race, color, or national origin)	Current Status	Action(s) Taken
Active Investigations				
XXX				
XXX				
Lawsuits				
XXX				
XXX				
Complaints				
XXX				
XXX				

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4. Public Participation Plan

The City of Calabasas has developed this Public Participation Plan as part of its Title VI Program. Calabasas Transit System is committed to ensuring it provides equal and equitable access to its services throughout Calabasas in the safest and most cost-effective manner possible. Through a combination of input and insight from community residents, current and prospective riders, community stakeholders, and City staff, the City of Calabasas has enhanced its methodologies of reaching the public within its service area and will be able to further refine its strategies in the future.

Approach to Public Participation

The public participation process will be considered at the earliest stages of any Calabasas Transit System project or service enhancement which may impact the surrounding communities, existing riders, and potential riders. As transit-related services and projects vary in scope and goals, the public participation process will be tailored to most effectively assist each. The following process outlines tools and strategies to ensure that public input is invited and all foreseeable impacts to the service area communities are considered.

The City has developed three prioritized categories of projects which guided the development of minimum public participation requirements. During the initial planning phase of each transit-related project or major service revisions, City of Calabasas staff will identify into which level the project falls and develop a tailored participation plan accordingly. At any time during a project's development and/or implementation process, the project may be reclassified to a higher level, if City of Calabasas staff deems appropriate. The levels of public participation are presented below.

- **Baseline** – Routine service, schedule, and system enhancements and revisions. Also includes short- (less than one year) term projects where potential impacts to the Calabasas Transit System and its customers should be considered during planning phases.

Examples include minor schedule revisions¹ and impacts to service due to routine maintenance or construction, as well as updates to service branding, fare media, and collateral.

- **Moderate** – Projects involving a year or longer of development and/or implementation where impacts to existing and future riders must be considered.

Examples include development and implementation of new/expanded services, any elimination of service (whether through elimination of service to a particular area or a decrease in the level of service), development of Short Range Transit Plans, Marketing Plans, and facility/storage construction projects, etc. Any project within this level to be conducted by a third-party (i.e., consultant or contractor) will include public participation requirements and criteria as part of the RFP process.

- **High** – Projects involving multiple years of development and/or implementation where impacts to existing and future riders must be considered.

¹ "Minor schedule revisions" generally refer to adjustments to existing schedules to improve on-time performance and schedule adherence. For example, it might include changing a trip departure time by two or three minutes so as to better accommodate a school bell schedule. It does not include the elimination or addition of trips.

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Examples include Comprehensive Operational Analyses, development and construction of transit center/facilities, transit system redesign (complete overhaul of existing system and operations), transition of administration of services, etc. Any project within this level to be conducted by a third-party (i.e., consultant or contractor) will include public participation requirements and criteria as part of the RFP process.

Outreach Requirements and Activities

The following activities are intended to serve as guidelines for each level of outreach to ensure existing and future riders of Calabasas Transit System services are provided with equal access and opportunity to participate in transit and transportation planning.

Baseline Level – Minimum Outreach

- Notice for public events may include car-cards, posters, email blasts, notices posted to City website, media releases to local papers, or radio announcements (as funding allows).
- Any notice will be posted no less than one week prior to the public event.
- Notices may be posted at the same locations used for posting of Title VI notifications.
- Whenever possible, information regarding public participation opportunities will also be posted on the City of Calabasas Transit System website at least two weeks prior to the event.
- Comments will be accepted at public outreach events and via email, mail, and phone to ensure that all populations have the opportunity to participate. The comment period will open no less than one week prior to the first outreach event and close no less than one week following the last outreach event.
- When feasible, the City will provide notification two weeks in advance of any change to the service.²
- All meeting/outreach locations will be ADA accessible.

Moderate Level – Minimum Outreach

- All applicable Baseline Level elements are included within Moderate Level projects.
- Unique notices/fliers will be developed and posted a minimum of two weeks in advance for the following outreach activities (as deemed appropriate for each project):
 - Focus group participation,
 - Stakeholder discussions,
 - Community surveying efforts, and
 - Customer survey efforts.
- Where more than one workshop or meeting open to the public is planned, the workshops shall be scheduled throughout all day-parts (i.e., mornings, afternoons, and evenings) as funding and resources allow to maximize opportunity for participation.
- Public participation events shall be held in central locations within walking distance of fixed-routes stops whenever feasible.
- Materials may be developed specifically for public participation including FAQ sheets, presentation slides, newsletters, and media releases.

² Two weeks' notice may not always be achievable, such as in cases where service is disrupted due to construction. In such cases, the City will provide notice as soon as is feasible.

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High Level – Minimum Outreach

- All applicable Baseline and Moderate Level elements are included within High Level projects.
- The City shall conduct expanded outreach to community stakeholders and its partners.
- The City shall investigate the formation of a transit-oriented committee to guide the development and implementation of the project and public participation.
- The City shall expand regional entity participation, including but not limited to Los Angeles County Metropolitan Transportation Authority (LACMTA), City of Thousand Oaks, Ventura County Transportation Commission, and other nearby transit operators by seeking comments and participation in project meetings and planning activities.

Currently, Farsi/Persian and Spanish are the two most frequently spoken languages by persons who speak English less than “very well.” However, neither of these populations is large enough to qualify under the Safe Harbor provision. The City of Calabasas will continue assessing the language needs of citizens in its service area through its Language Assistance Plan. Should any population with limited English proficiency reach or surpass population levels as defined by the FTA Title VI Circular (currently five percent of the total service area population or 1,000 persons, whichever is less), the City will reassess this element of its Title VI program and the strategies presented below.

Outreach Methods for Engaging Limited English Proficient Populations

Baseline Level – Minimum LEP Outreach

- The City will make event information available to community groups and agencies that work with LEP populations, if such contacts exist.
- When it is deemed appropriate or necessary, the City will ensure non-English interpretation in additional languages is made available.

Moderate Level – Minimum LEP Outreach

- All applicable Baseline Level elements are included within Moderate Level projects.
- The City will continue cultivating relationships with community agencies that serve LEP populations.
- Public outreach events may include attending already existing community meetings and gatherings, such as school meetings, farmers markets, faith-based events, and other community activities, in order to invite participation from LEP populations who may not attend City-hosted public events.

High Level – Minimum LEP Outreach

- All applicable Baseline and Moderate Level elements are included within High Level projects.
- The City will ensure that non-English language interpretation will be available at any public meeting or workshop associated with a High Level project as deemed appropriate and necessary.

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5. Summary of Outreach Efforts

There are two primary modes of outreach conducted with respect to the Calabasas Transit System, recurring and as-needed. Recurring outreach efforts focus on the sustaining and developing long-term relationships built with local organizations and communities, while as-needed outreach focuses on supporting and achieving near-term goals such as improving ridership, and promoting enhancements to service provision.

Recurring Outreach Efforts

- Customer Service Interactions – Calabasas Transit System drivers field questions and customer service requests from customers and the general public in both English and other languages several times per week.
- Public Noticing – Submitted as required to local paper of record. Notices are provided for significant transit-related developments, including planning studies, and revisions to existing services and/or policies.

Completed As-Needed Outreach Efforts

- Modifications to peak-hour services – In 2018, the City made an administrative decision to eliminate Line 6 and combine Line 6 stops into Line 3A. While this was presented to the Traffic and Transportation Commission, public outreach was not conducted given the seasonal nature of the routes.

In August 2019, the City identified changes that would impact four of the peak-hour routes. Consequently, the proposed changes were presented to the Commission for review, input, and approval at a regularly scheduled meeting which was open to the public. The Commission's comments and directions were used to make the necessary changes.

- City of Calabasas Staff/Driver Survey – During the development of this Title VI Program (August 2019) the City of Calabasas conducted a brief employee survey to identify available language resources, and potential language-based barriers to transit usage. A total of 17 surveys were completed. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.
- Stakeholder Survey – In August 2019 a service-area wide stakeholder survey was conducted to obtain insight from various governmental, social services, educational, and faith-based organizations, with respect to their clientele's ability to speak English and utilize public transit. The survey also identified the likelihood of language barriers to transit usage. A total of 26 organizations were contacted and 11 surveys were completed. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.

Stakeholders responding to the survey included Calabasas Klubhouse Preschool, Calabasas Las Virgenes Historical Society, Calabasas Pediatrics Wellness Center, Chabad of Calabasas, Church of the Canyon, Congregation Or Ami, Leonis Adobe Museum, Los Angeles Pierce College, Montessori of Calabasas, Muse School, and Temple Aliyah.

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- Customer Survey – in August 2019, a rider survey was conducted onboard the City’s transit system. Surveyors were positioned onboard Line 1 and Trolley routes, while drivers distributed surveys to Dial-A-Ride customers. Riders on the peak-period routes were given the opportunity to take the survey online. A total of 42 responses were received. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.

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6. Language Assistance Plan (LAP)

This Four Factor Analysis and Language Assistance Plan was developed concurrently with the City's Title VI Program to ensure its services are accessible to Limited English-Proficient (LEP) individuals. Title VI of the 1964 Civil Right Act is one of two federal mandates that guarantee the provision of meaningful access to federally funded transit services for LEP individuals:

- Title VI of the 1964 Civil Right Act prohibits federally funded agencies from discriminating against individuals based on race, color, and national origin and includes meaningful access to LEP customers.
- President's Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (August 11, 2000): Instructs federal agencies to improve access to services by mandating that any federally conducted or assisted programs of activities (e.g. recipients of federal funding) must provide meaningful access to LEP customers.

The Calabasas Transit System Title VI Program was prepared in September 2019 in accordance with FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients, October 1, 2012.

The City's Title VI Program Administrator is:

Ms. Hali Aziz-Goktapeh
Assistant Transportation Planner
City of Calabasas
100 Civic Center Way
Calabasas, CA 91302
(818) 224-1673

Email: hazizgoktapeh@cityofcalabasas.com

Additional information regarding the Title VI Program is available at:

www.cityofcalabasas.com/departments/traffic/shuttle.html

Calabasas Transit System Service Area and Services

The city of Calabasas is located in the northern portion of California's Los Angeles County. It is an area primarily residential in character, with pockets of retail located on the outer edge of the city. Calabasas is accessible via U.S. Highway 101 on the northern boundary of the City, and Malibu Highway along the southern boundary. The fixed-route service primarily serves the city of Calabasas.

The Calabasas Transit System operates one general public, fixed-route citywide route Monday through Friday, 6:30 a.m. to 6:00 p.m., and four peak-hour routes Monday through Friday, 7:07 a.m. to 8:40 a.m. and 2:15 p.m. to 3:57 p.m. (as well as 12:35 p.m. to 1:07 p.m. on Wednesdays). The City also offers a weekend shuttle service that operates Saturday between 10:00 a.m. and 10:00 p.m. (with a break from 3:00 p.m. to 4:00 p.m.). Two Dial-A-Ride vehicles are available Monday through Thursday from 8:00 a.m. to 6:30 p.m. and Friday from 8:00 a.m. to 5:00 p.m. One vehicle is available on Saturday from 9:00 a.m. to 5:00 p.m. and on Sunday from 10:00 a.m. to 4:00 p.m.

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Paratransit services are provided by Access Services and Cityride (LADOT.)

Exhibit 6.1 Calabasas Transit System Fleet Inventory

Vehicle Number	Make	Year	Pax	WC	Length	Fuel	Mileage (as of August 2019)
1	Ford	2003	20	2	20'	Gas	284,570
2	Ford	2003	20	2	20'	Gas	316,898
3	Ford	2003	20	2	20'	Gas	281,747
4	Ford	2003	34	2	34'	Gas	307,639
5	Chevrolet	2005	30	2	30'	Diesel	241,826
6	Eldorado	2005	30	2	30'	Diesel	202,984
7	Eldorado	2006	16	2	16'	Gas	261,267
8	Ford	2009	30	0	30'	Gas	164,508
9	Ford	2009	30	0	30'	Gas	176,723
10	Ford	2016	30	2	33'	CNG	25,498
11	Ford	2016	30	2	33'	CNG	28,058

The City's transit program is headquartered at Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302.

Language Assistance Goals

One of the overarching goals of the Calabasas Transit System Title VI Program is to ensure meaningful access for LEP customers to transit services, information, and materials through the development of a Language Assistance Plan and by regular evaluation of the developed methods and strategies.

6a. Four-Factor Analysis

The U. S. Department of Transportation (USDOT) requires transit funding recipients to take reasonable steps to ensure meaningful access to programs by limited English proficient (LEP) persons. As a recipient, the City performed a Four Factor Analysis to assess language needs and determine what steps it will take to ensure LEP persons can effectively access and utilize transit services. The four factors analyzed are described below.

Factor 1: The number or proportion of Limited English Proficiency (LEP) persons eligible to be served or likely to be encountered by Calabasas Transit System services.

Estimating the number or proportion of LEP individuals that may be encountered by the Calabasas Transit System will help identify the populations covered by the USDOT's Safe Harbor Provision. This provision stipulates that if an LEP group speaking a non-English language constitutes five percent or 1,000 persons, whichever is less, of the total population of persons likely to be encountered by transit services, then the service provider must make the following materials and services available to speakers of that language:

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- Documents critical for accessing recipient’s services or benefits,
- Letters requiring response from customer,
- Informing customers of free language assistance,
- Complaint forms, and
- Notification of rights.

Service Area Demographics

The service area demographic analysis describes potential Title VI-protected populations residing within Calabasas Transit System’s service area, including their approximate size and geographic distribution. Title VI-protected populations within the service area include LEP persons. Specific groups considered include:

1. Potential LEP Language Groups

- Spanish
- Farsi/Persian
- Russian
- Chinese

The American Community Survey (ACS) provides information at various levels on multiple topics. For the purposes of this Title VI program, our assessment utilized the population estimates provided in the City of Calabasas geographic boundaries.

Exhibit 6.2 Racial Breakdown of Total Population of Service Area

Race or Ethnicity	Calabasas		Los Angeles County		California	
	Estimate	Percent of Total	Estimate	Percent of Total	Estimate	Percent of Total
White	19,960	82.6%	5,232,835	51.8%	23,607,242	60.6%
Black or African American	227	0.9%	828,981	8.2%	2,263,222	5.8%
Asian	2,383	9.9%	1,460,508	14.5%	5,503,672	14.1%
Native Hawaiian/Pacific Islander	8	0.0%	27,691	0.3%	152,027	0.4%
American Indian/Alaska Native	35	0.1%	68,211	0.7%	292,018	0.7%
Some other race alone	245	1.0%	2,101,084	20.8%	5,329,952	13.7%
Two or more races	1,311	5.4%	386,412	3.8%	1,834,714	4.7%
Hispanic or Latino	1,794	7.4%	4,893,579	48.4%	15,105,860	38.8%
Total	24,169	100.0%	10,105,722	100.0%	38,982,847	100.0%

American Community Survey 2013 - 2017 five-year estimates

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The American Community Survey data presents language spoken at home for persons five years of age and older. ACS 2015 estimates revealed 72.7 percent of Calabasas Transit System service area residents spoke only English at home, while approximately 2.1 percent spoke Farsi, making it the most commonly spoken language other than English found within the service area. In comparison, less than one percent of both Los Angeles County and the State of California spoke Persian (0.3 percent and 0.2 percent, respectively). The next most cited language spoken at home was Spanish with 1.2 percent and Chinese and Russian with 0.8 percent each.

Exhibit 6.3 Languages Spoken at Home By Community

Language Spoken at Home	Calabasas		Los Angeles County		California	
	Estimate	Percent of Total	Estimate	Percent of Total	Estimate	Percent of Total
Total Population	23,293	100.0%	9,396,753	100.0%	35,909,688	100.0%
Total Speak only English	16,934	72.7%	4,062,062	43.2%	20,142,054	56.1%
Total Speak language other than English	6,359	27.3%	5,334,691	56.8%	15,767,634	43.9%
Total Speak English "very well"	4,682	20.1%	2,954,892	31.4%	9,001,561	25.1%
Total Speak English less than "very well"	1,677	7.2%	2,379,799	25.3%	6,766,073	18.8%
Speak English less than "very well" - breakdown						
Speak Persian	491	2.1%	30,929	0.3%	75,896	0.2%
Speak Spanish	289	1.2%	1,627,354	17.3%	4,430,740	12.3%
Speak Chinese	178	0.8%	219,912	2.3%	633,043	1.8%
Speak Russian	196	0.8%	25,344	0.3%	72,109	0.2%

American Community Survey 2011 - 2015 five-year estimates (most recent data available)

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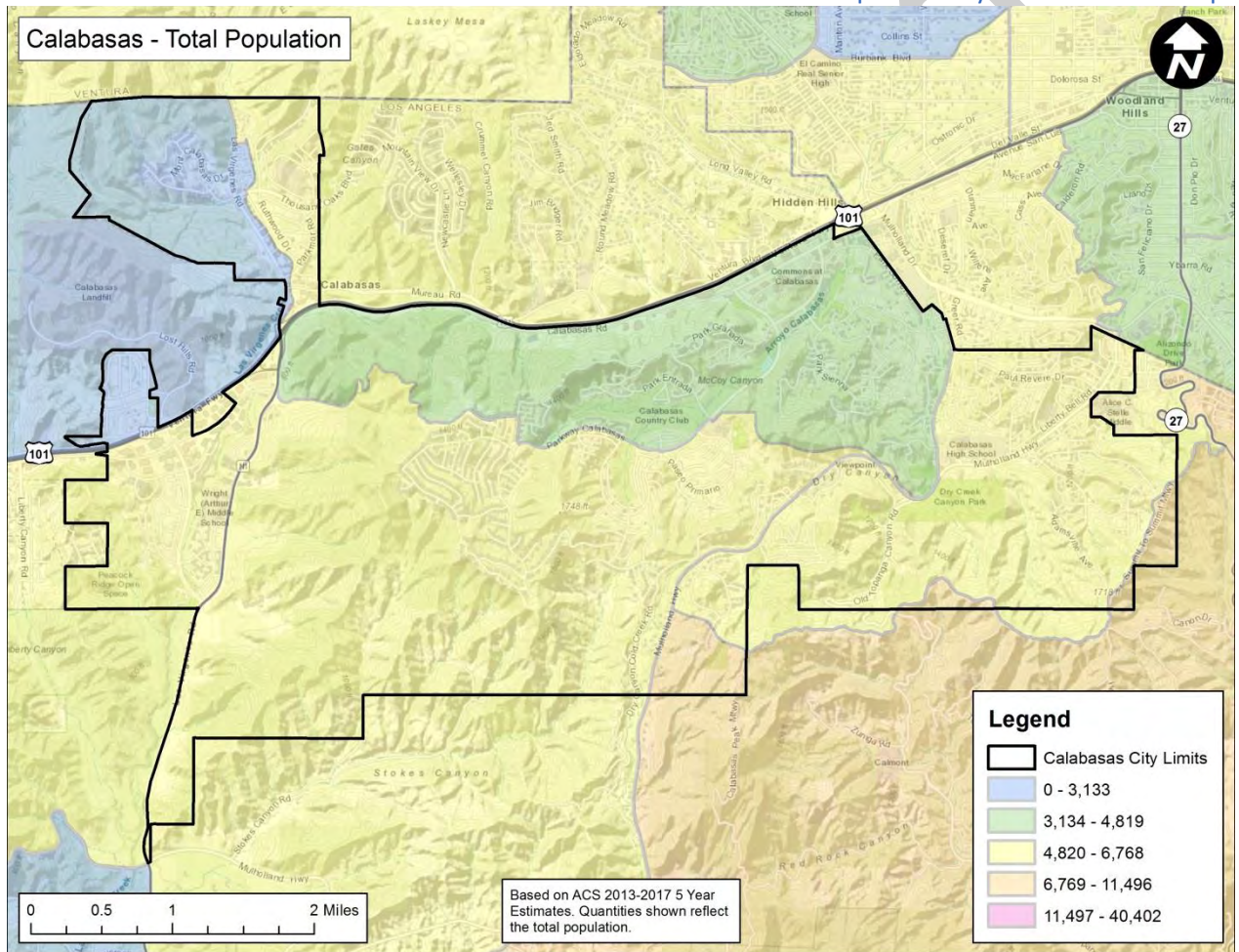
Demographics by Census Block Group

This section takes a closer look at the overall demographic characteristics discussed in the previous section, using block group-level American Community Survey data to show the geographic distribution of various populations.

Total Population

The greatest concentration of the approximately 24,000 people in the Calabasas Transit System service area lives in the northern Calabasas neighborhoods of Bellagio, Calabasas Ridge, Calabasas Park, Lake Creekside, Las Villas Calabasas, Vista Point, and Westridge.

Exhibit 6.4 Total Population by Census Block Group



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Race/Ethnicity

The 2017 American Community Survey reveals the White population makes up the largest group at 82.6 percent, followed by Asian at 9.9 percent. Persons of Hispanic or Latino heritage comprise approximately 7.4 percent of the total service area population.

Exhibits 6.5 and 6.6. illustrate the concentration of Asian and Hispanic or Latino individuals residing in each census block group within Calabasas.

Exhibit 6.5 Asian Population by Census Block Group

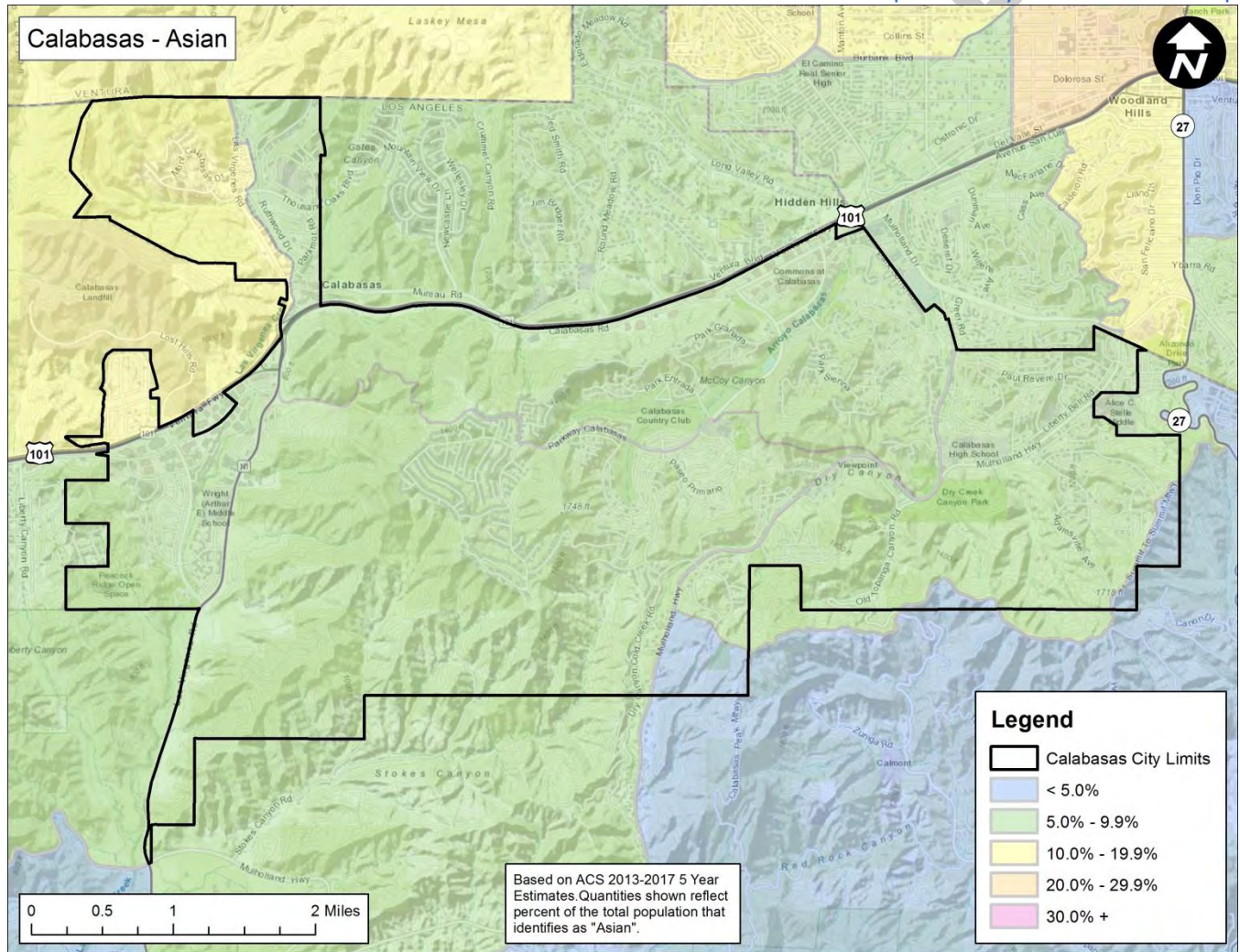
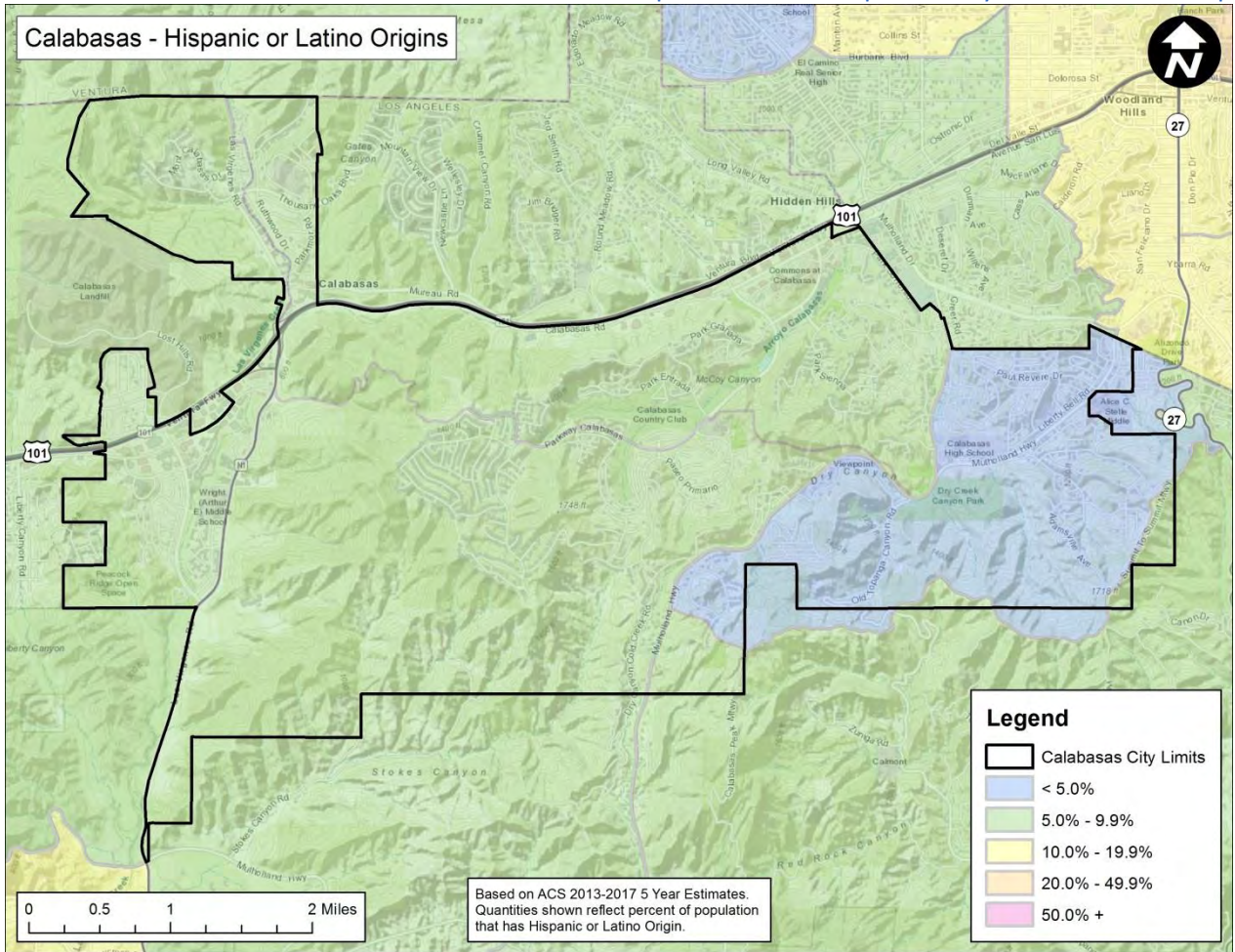


Exhibit 6.6 Hispanic or Latino Population by Census Block Group



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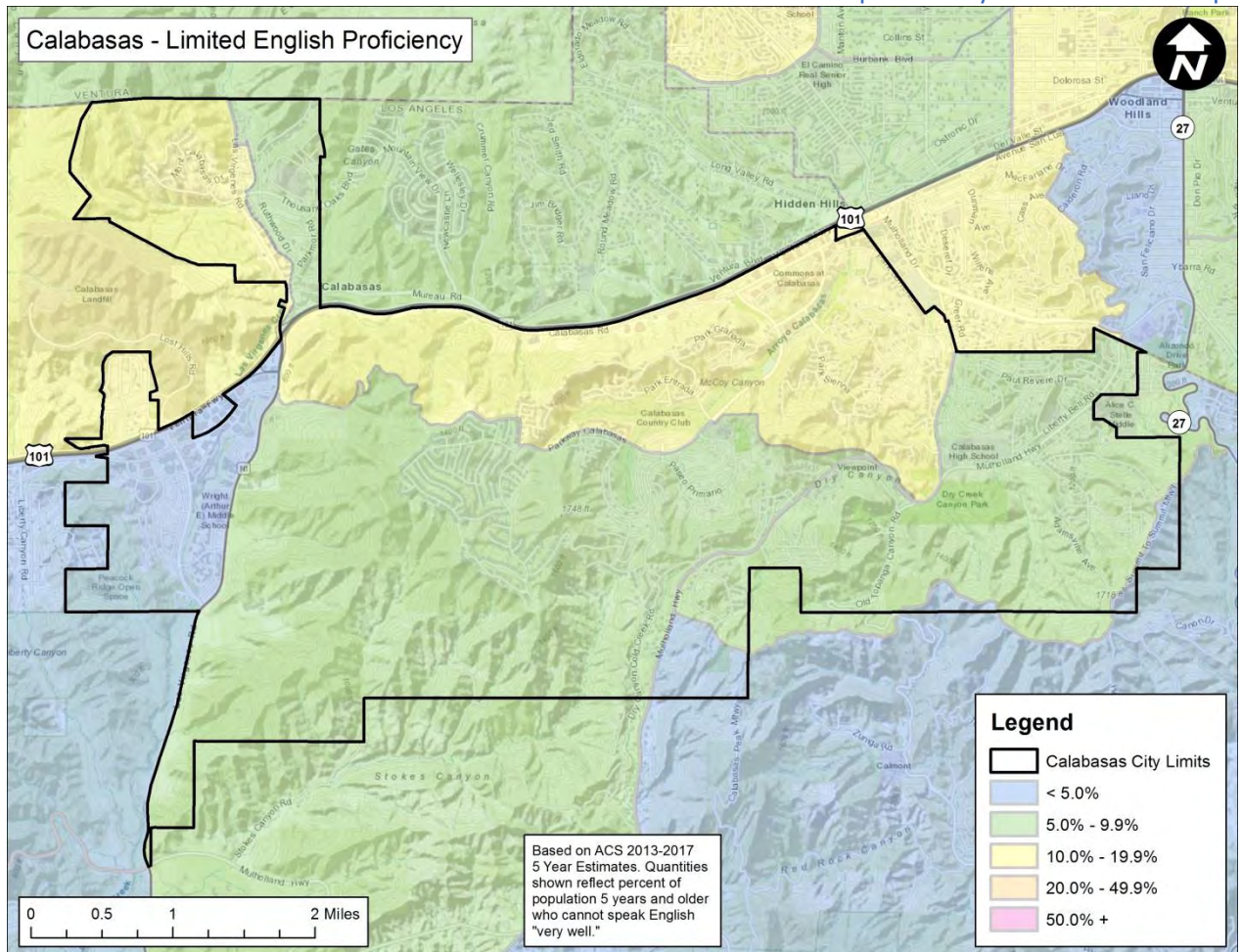
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LEP Populations

The greatest concentration of the approximately 1,700 LEP individuals in the Calabasas Transit System service area lives in the northern Calabasas neighborhoods of Bellagio, Calabasas Ridge, Calabasas Park, Lake Creekside, Las Villas Calabasas, Vista Point, and Westridge and the western neighborhoods of Saratoga Hills and Saratoga Ranch.

Exhibit 6.7 LEP Population by Census Block Group



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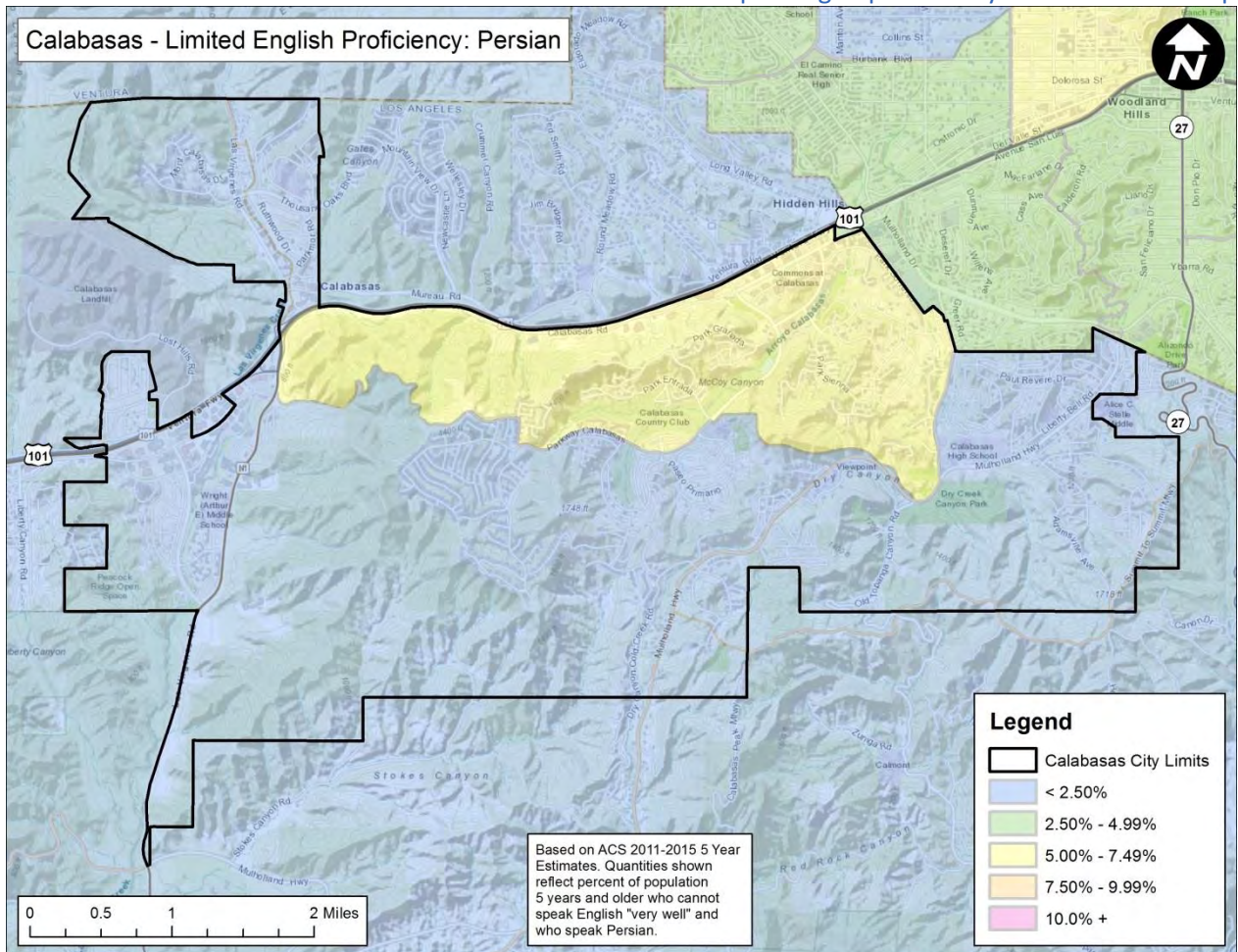
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Farsi/Persian-Speaking

Exhibit 6.8 presents the distribution of people who do not speak English “very well” but speak other Farsi/Persian at home in the Calabasas Transit service area. Given there are 1,571 Farsi/Persian speakers in the service area, of which 491 speak English less than “very well,” Title VI does not require the City to provide vital documents in Farsi/Persian under the Safe Harbor provision.

Exhibit 6.8 Persian-Speaking Population by Census Block Group



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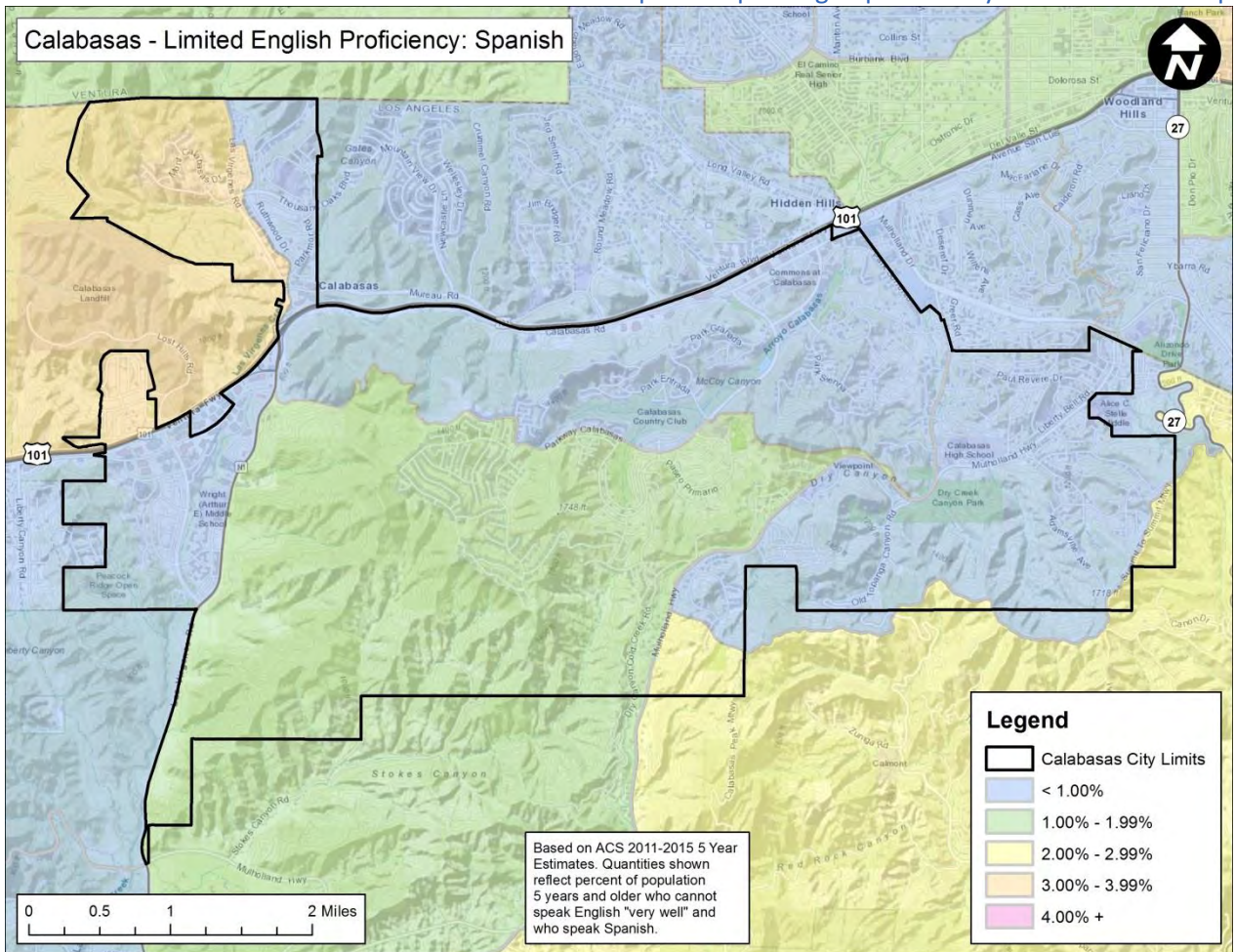
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Spanish-Speaking

Exhibit 6.9 presents the distribution of people who do not speak English “very well” but speak Spanish at home in the Calabasas Transit service area. Given there are 1,121 Spanish speakers in the service area, of which 289 speak English less than “very well,” Title VI does not require the City to provide vital documents in Spanish under the Safe Harbor provision.

Exhibit 6.9 Spanish-Speaking Population by Census Block Group



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As discussed in the Service Area Demographics section, the two largest LEP populations in the Calabasas Transit System service area are identified as speaking Farsi or Spanish. As of the 2015 ACS (the most recent year for which this data is available), there were 491 Farsi speakers, comprising 2.1 percent of the service area population, who reported speaking English less than “very well.” There were also 289 Spanish speakers, comprising 1.2 percent of the service area population, who reported speaking English less than “very well.”

Given the size of these populations, the Safe Harbor Provision does not apply to the Persian-speaking or Spanish-speaking populations of Calabasas. Therefore, the City is not obligated to provide the materials listed above in alternate languages. However, it is important the City monitor increases in these populations. Should the populations of Farsi- or Spanish-speaking LEP persons rise above 1,000, the City may need to provide the translation services and written documents translated into Farsi or Spanish as listed above. It should be noted that the Safe Harbor Provision does not automatically trigger when one of the City’s LEP populations reaches 1,000 or five percent, but when the LEP population for that language reaches that threshold *and* frequently comes into contact with the transit program. This is determined through the use of the Four-Factor Analysis.

City of Calabasas English Learner Data

To effectively identify the LEP populations within the Calabasas Transit System service area, and to begin monitoring/tracking changes in those groups, the City reviewed English Learner (EL) statistics for students within the city of Calabasas. Public schools within the California Department of Education (CDE) must report on their students who are English Learners – students whose native tongue is a language other than English – as well as which language is their mother tongue. This data is available online via CDE’s DataQuest website, dq.cde.ca.gov/dataquest/.

The City accessed the available EL data for the 2017/2018 school year to complete its comprehensive assessment of the populations it provides service to, including what LEP populations exists and where these groups may be concentrated. Periodically reviewing this data will enable the City to monitor which non-English languages are growing in order to provide appropriate language assistance services.

Consistent with data from the 2015 American Community Survey, the highest concentrations of EL students within Calabasas speak Farsi/Persian, Spanish, or Russian. In addition, Hebrew is spoken by English Learners with the same frequency as Spanish. Detailed counts and relative percentages are presented in the table below. (It should be noted that not all schools within the Las Virgenes Unified School District are located within Calabasas. As such, only schools located in Calabasas were examined in detail.)

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Exhibit 6.10 School English Learner (EL) Population

School	Farsi (Persian)	Hebrew	Spanish	Russian	Mandarin (Putonghua)	Other non-English languages	Total English Learners	Total School Population
Bay Laurel Elementary School	11	4	4	8	1	8	36	579
Chaparral Elementary School	19	20	16	10	2	18	85	600
Lupin Hill Elementary School	17	10	19	15	7	41	109	559
Alice C. Stelle Middle School	2	5	4	2	2	4	19	830
Arthur E. Wright Middle School	5	5	2	5	1	4	22	801
Calabasas High School	5	6	5	2	0	3	21	2,005
Total all Calabasas schools	59	50	50	42	13	78	292	5,374
Percentage of Calabasas student population	1.10%	0.93%	0.93%	0.78%	0.24%	1.45%	5.43%	100.00%
All Las Virgenes USD	98	87	181	72	24	161	623	11,138
Percentage of LVUSD student population	0.88%	0.78%	1.63%	0.65%	0.22%	1.45%	5.59%	100.00%

Factor 2: The frequency with which LEP persons come into contact with the City's transit services.

In order to estimate how often LEP populations come into contact with the City's transit services, surveys were conducted of both riders and City staff.

Customer Survey

The customer survey was conducted in August 2019. Surveyors were positioned onboard Line 1 and Trolley routes, while drivers distributed surveys to Dial-A-Ride customers. Riders on the peak-period routes were given the opportunity to take the survey online. A total of 42 responses were received. The survey was available in English and Spanish.

The majority of surveys (78.6 percent) were completed in English. No surveys were complete online. Sixty-nine percent of surveys were from Line 1, 7.1 percent from the Trolley, and 23.8 percent from Dial-A-Ride.

The primary languages spoken by respondents at home were generally English (71.4 percent) or Spanish (21.4 percent). Three additional languages were specified, with one respondent each: Armenian, Chinese, and French. Twenty-seven respondents (64.3 percent) said they were a native English speaker or spoke English "very well," while the remainder spoke English less than "very well" (31 percent) or not at all (4.8 percent). No riders indicated being aware of any difficulties using the City's transit programs due to a language barrier.

More than half of respondents indicated a minority race or ethnicity, either alone or combined with another race/ethnicity. The most frequently cited minority ethnicity was Hispanic/Latino (13 responses), followed by Asian (five responses) and African American/Black (three responses).

Staff Survey

City staff and drivers were surveyed regarding their customer interactions. As drivers and customer service staff are typically on the "front lines" and most frequently come into contact with transit patrons, their observations and insights provide an informative picture of how many LEP persons use the Calabasas Transit System.

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Data from the 17 completed City staff/driver surveys generally corroborate the findings described in the Service Area Demographics section. Specific highlights from the driver survey are detailed below.

- More than 41 percent of staff encounter Spanish-speaking customers, while 35.3 percent said they encounter Farsi/Persian-speaking customers. Another 35.3 percent said they encounter no languages other than English. Other languages encountered include French, Urdu, and Punjabi.
- No drivers indicated transporting passengers that either do not speak English or do not speak English very well. One-quarter of customer service staff said they encounter fewer than five unique LEP customers in a given week, while 16.7 percent said they encounter five to ten.
- Nearly 30 percent of City staff surveyed indicated having occasional problems when communicating with individuals who do not speak English or do not speak English very well, while 11.8 percent said they have frequent problems.
- All City staff indicated that their personal language capabilities either improve (12.5 percent) or have no impact on (87.5 percent) their ability to communicate with Calabasas transit riders.
- When asked what materials/services would be of most benefit to riders who do not speak English or do not speak English well, 58.8 percent of City staff said onboard notices in other languages would be beneficial, followed by 52.9 percent who indicated translated service brochures.
- The two most common areas/topics indicated by all City staff to have language/communication barriers were how to use the Calabasas Transit System, and basic directions/instructions.

A copy of the staff survey instrument is provided in the Appendix.

Factor 3: The nature and importance of the City's transit services to affected LEP populations.

To better understand the Calabasas Transit System's role among LEP populations, 26 local stakeholders (comprised of social service agencies, senior centers, faith-based organizations, and educational institutions) were contacted regarding the nature of the populations they serve. These stakeholders were selected because they were deemed likely to act as representatives for, or come into frequent contact with, LEP populations in Calabasas. Of the groups contacted, 11 completed our stakeholder survey (survey instrument is provided in the Appendix). Together, these stakeholders provided important insight into the City's public transit service area's key LEP groups. As representatives who serve as leaders for these communities, they are attuned to the needs and potential language barriers members of these communities may face when using the Calabasas Transit System.

- More than half of all stakeholders (54.5 percent) reported having clients or members who speak Spanish or Farsi/Persian. While other languages were indicated, they were only encountered by one or two stakeholders.
- When stakeholders come into contact with non-native English-speakers, the non-native English-speakers speak English either somewhat well or very well (though some stakeholders were unable to make such a characterization). When asked how well non-native English-speakers read English, nearly 64 percent of stakeholders indicated non-

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native English-speakers were able to read English either somewhat well or very well (again, some stakeholders were unable to make such a characterization).

- Stakeholders were also asked about the City of Calabasas transit usage of their members or clients. Only one stakeholder indicated its members/clients use the City's transit services. However, the majority (63.6 percent) said they were unaware as to whether their members/clients use the City's transit services.
- Overall, stakeholders said they were not aware of language being a barrier to using City of Calabasas' transit services for non-native English-speakers.

Factor 4: Resources available to the recipient for LEP outreach and the associated costs.

As the section covering demographics demonstrates, no single LEP population is sufficiently large that the City must take measures to minimize language barriers. While the City may wish to provide staff, written materials, and online and phone services in other languages, it is not required to do so.

Spanish- and Farsi-Speaking Staff

According to the staff survey, there are four City employees that speaks Spanish and three that speak Farsi/Persian. Each of these employees notes these language skills are helpful in assisting non-English-speaking customers. In addition, one employee speaks Aramaic and one speaks Turkish.

Cost: No additional cost anticipated.

Written Materials Translated into Other Languages

Currently, no written materials have been translated into other languages. Given the concentration of Spanish- and Farsi-speaking residents, a sentence should be included on all Title VI documents stating, "If information is needed in another language, please call..." with the City's customer service phone number cited. This sentence should be provided in English, Farsi, and Spanish. Given the number of Spanish- and Farsi-speaking City staff, information can likely be provided in those languages over the phone. Should the City determine it wishes to offer informational materials and the Title VI notice in Spanish or Farsi as a goodwill gesture, it will consider contracting with a professional translator.

Cost: Depends upon language and amount of material to be translated.

Phone Services

Current City staff (including drivers and other staff members likely to come into contact with transit customers) speak four languages other than English (Spanish, Farsi, Aramaic, and Turkish). While provision of interpretation services is not necessary due to the modest numbers of LEP persons, should a need be observed, the City may consider contracting with a live on-demand translation service (such as Telelanguage, Language Select, or LanguageLink). The telephonic interpretation service could be made available to all persons interacting with the City (not just related to transit), and will also allow for real-time assistance to customers at City Hall or those who call into the customer service phone number. Initial contact is made with a City employee who then determines if language assistance is required. The City employee dials the service, enters the appropriate PIN or code, and can reach a live translator for over 200 languages. As it is an on-demand service, the City would only pay for the minutes it actually uses.

Cost: Estimated annual cost of \$711 or less. Assumes \$3.95 per minute for live translation and an average of 15 minutes of translation per month.

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Web Services

The City of Calabasas does not currently provide any translation of its website content. The City is posting all applicable Title VI documents and notices to its transit webpage as a part of this program. Should the City desire to make the website available in additional language, it will consider use of a Google Translate widget on the page. This will provide access to the website for little cost.

Cost: No additional cost anticipated.

Event Interpretation

The City does not anticipate requiring translation at transit events. However, should a High Level outreach event regarding transit be held (e.g., a significant service change or elimination of service), the City will consider whether it is necessary to offer real-time interpretation in one or more languages. The City will provide an interpreter any time it receives a request to do so.

Cost: Variable, depending upon languages needed and length and frequency of events.

Language Service Provision

Interpretation Protocol

1. As discussed in the Service Area Demographics section, there are no LEP populations meeting the Safe Harbor threshold identified within Calabasas Transit System's service area using 2015 American Community Survey data, nor were any identified via outreach efforts as described in Chapter 5. As such, the City is not required to offer vital documents in any languages other than English.

In the driver and staff survey, various staff indicated speaking Spanish, Aramaic, Farsi/Persian and Turkish. Given both most common non-English languages in the service area are spoken by staff members, this will likely be sufficient for communication with customers. Should additional language support be desired, the City may choose to engage an on-demand telephone interpretation service such as TeleLanguage, Language Select, or LanguageLink.

2. Real-time interpretation at public events is not generally required. However, should a need be expressed by a member of the community, the decision to provide interpretation will be determined on a case-by-case basis by examining several factors, such as:
 - The type and size of event,
 - The availability of a City staff member to interpret, or
 - The availability of a staff member of a host organization to interpret.

The City does not have an existing policy regarding real-time interpretation, and may use multi-lingual staff to translate when the need arises. For High Level public outreach events, where an express need has been identified, the City may choose to arrange for a professional interpreter through a local or regional service.

Translation of Vital Documents

Based on the results of the Four Factor Analysis, the City is not required to translate any vital documents into Farsi or Spanish. However, per the results of the driver and staff survey in Section 6A, the City may consider

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providing Spanish and Farsi translations of its service brochure at City Hall and on its website. If service information is provided in Spanish and Farsi, Title VI notices will also be provided in Spanish and Farsi.

City of Calabasas Website

The Calabasas Transit System-specific web page is hosted on the City of Calabasas website. All Title VI documents will be posted and available for download on the City's transit web page. Any additional documents available in other languages should also be posted on the transit web page.

As an alternative to providing a translation of its transit web page, the City features the statement, "If information is needed in another language, please call..." (with the City's customer service phone number cited) in the Title VI section of its web page.

Monitoring, Evaluating, and Updating the LAP

A thorough review of this Language Assistance Plan will be undertaken every three years concurrent with updating and submitting the City's public transit Title VI Program. At that time, the LEP population will be reassessed, to ensure all significant LEP languages are included in Calabasas Transit System language assistance efforts. The following reoccurring reporting and evaluation measures will be used to update the Language Assistance Plan.

The City of Calabasas will regularly assess the effectiveness of how it communicates with LEP individuals by:

- Including questions about language assistance and information needs on any community surveys;
- Conversations with stakeholders, organizations, and entities which work with LEPs; and
- As-needed outreach with LEP groups.

Calabasas Transit System will monitor its language assistance efforts, including:

- Recording and reporting on customer service interactions with LEP individuals,
- Incorporating discussion of Title VI into regular operations meetings, and
- Updating the Language Assistance Plan based on feedback received.

Staff Training

Depending on what interpretation services are offered, the City may incorporate basic training on the use of such services, including:

- How to inform customers of language assistance resources,
- How to provide assistance to customers with Limited English Proficiency,
- Which staff members are key resources for various languages,
- How to use an on-demand telephone interpretation service (if implemented),
- How and when to document interactions with LEP customers, and
- How to respond to civil rights complaints.

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Implementation Plan

The matrix below presents an implementation Plan for ensuring the Language Assistance Plan is quickly and efficiently implemented.

Exhibit 6.11 Implementation Plan

Goal	Task	Anticipated Completion
Assess LEP population in the Calabasas Transit System service area	Four Factor Analysis	September 2019
	Stakeholder Survey	September 2019
	Driver/Staff Survey	September 2019
	Customer Survey	September 2019
	Demographics Analysis	September 2019
Develop Language Assistance Procedures	Develop Title VI Customer Service Procedures for Title VI complaints and concerns	FY 2020
	If desired, translate service brochure and Title VI notice into Spanish and Persian and post to the City's transit website	FY 2020
Staff Training	Train City transit staff regarding in-house language resources	FY 2020
	Train City staff regarding use of on-demand telephone interpretation service (if applicable)	FY 2020
	Train City staff regarding how and when to document interactions with LEP customers	FY 2020
	Train City Staff how to respond to civil rights complaints	FY 2020
Notification of Title VI Rights and Materials	Post Title VI notices in specified public locations	September 2019
Monitor and Update Language Assistance Plan	Assign administration of Title VI Program	September 2019
	Regularly review ACS and census demographic data	FY 2022
	Incorporate discussion of Title VI into regular staff meetings and trainings	FY 2020; ongoing

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7. Summary of Non-Elected Committee Membership

The City has a Traffic and Transportation Commission made up of five residents of the City of Calabasas who are appointed by members of the City Council. Commissioners are appointed for a term of two years and are voting members of the Commission. A high school student may also be appointed as a non-voting commissioner for a one-year term.

While the Traffic and Transportation Commission’s primary focus is on traffic and circulation within the city, it does monitor transit service improvements and consider recommendations specific to transit. As such, it has been included within the City’s Title VI Program.

A summary of the committee members reflective of ethnicity/race is provided below.

Exhibit 6.1 Non-Elected Committee Membership Table

Race/Ethnicity	Service Area Population (Percentage)	Commission (Percentage)
Caucasian	82.6%	100.0%
Hispanic/Latino	7.4%	0.0%
African American	0.9%	0.0%
Asian	9.9%	0.0%
Native American	0.1%	0.0%
Native Hawaiian	0.0%	0.0%

Given appointees are considered in part based on their familiarity with traffic and transportation topics, rather than simply a willingness to serve, this may result in less diversity within the Commission. Member participation and selection will be monitored by the City’s Title VI Program Administrator.

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8. Fixed-Route Service Standards and Policies

The FTA requires all fixed-route transit providers to develop quantitative standards for all fixed-route modes of operation for the indicators listed below. Providers of public transportation may set additional standards as appropriate or applicable to the type of service they provide. Transit service standards are public rules and guidelines used to make decisions about where transit vehicles should run and how often.

The City has developed the following service standards.

Vehicle load

Vehicle load is a capacity guideline that the number of passengers will not exceed the maximum load factor at the maximum load point in the prevailing direction. The City employs a maximum load standard of 1.5 of the total seated capacity. For example, if the seated capacity is 20, the standee capacity is 10, for a maximum loaded capacity of 30. The average of all loads during the peak operating period should not exceed the vehicle's capacities.

Vehicle headway

Vehicle headway is the amount of time between two vehicles traveling in the same direction on a given line or combination of lines.

Line 1 offers six trips each day, Monday through Friday. A full round-trip takes nearly two hours. As such, vehicle headway on this line is approximately every two hours.

Peak hour services (Lines 2-5) typically offer one trip during the morning peak period and one trip during the afternoon peak period. They are primarily designed to serve local schools, and schedules may vary by day per route to serve an individual school's late start or early release day. These seasonal routes are also subject to change in the summer and during the school year due to school and program schedules. Lines may be combined or eliminated based on demand, which is assessed prior to each summer and school year. Headways and trip durations for peak-hour routes are described below.

- Line 2 – in the morning, headways range from six minutes to 62 minutes, with the full trip taking between 20 minutes (partial trip) and 40 minutes. In the afternoon, when there is more than one trip, headways are approximately 25 minutes. The full trip takes 68 minutes.
- Line 3 – in the morning, there is a single trip which takes 45 minutes. In the afternoon, headways range from 30 minutes to 2 hours 35 minutes depending on the day of the week. The full trip takes approximately 30 minutes.
- Line 4 – in the morning, there is a single trip which takes 25 minutes. In the afternoon, there is a single trip which takes 32 minutes.
- Line 5 – in the morning, there is a single trip which takes 45 minutes. In the afternoon, there is a single trip which takes 45 minutes.

The Calabasas Trolley offers service on Saturday, operating from 10 am to 3 pm and from 4 pm to 10 pm with one hour-headways. (A temporary Sunday service, introduced due to lack of pedestrian access on the Lost Hills Bridge, was discontinued in August 2018.)

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On-time performance

The City's goal for the on-time performance of runs completed as scheduled is 95 percent. A trip is considered on-time if it leaves a stop no more than one minute before the scheduled departure time and no later than five minutes after the scheduled departure time.

Service availability

Service availability is a general measure of the distribution of routes within a transit provider's service area. The City's transit service area includes the area within the city limits of Calabasas. Approximately 71 percent of the City's residents live within one-quarter mile of a transit stop. The presence of a number of gated communities that are not served by the City's transit program contributes to this statistic.

Current operating hours:

- Line 1 – Monday through Friday, 6:30 a.m. – 6:00 p.m.
- Line 2 – Monday through Friday, 7:07 a.m. – 8:40 a.m. and 2:15 p.m. – 3:48 p.m. (a 12:30 p.m./2:20 p.m. trip is offered on Wednesdays only).
- Line 3 – Monday through Friday, 7:15 a.m. – 8:00 a.m. and 2:40 p.m. – 3:46 p.m. (except Wednesday, which operates 12:35 p.m. – 1:06 p.m.).
- Line 4 – Monday through Friday, 7:15 a.m. – 7:40 a.m. and 2:40 p.m. – 3:12 p.m. (except Wednesday, which operates 12:35 p.m. – 1:07 p.m.).
- Line 5 – Monday through Friday, 7:10 a.m. – 7:55 a.m. and 3:15 p.m. – 3:57 p.m.
- Calabasas Trolley – Saturday from 10 am to 10 pm, with no service between 3 pm and 4 pm.

Vehicle assignment

It is the City's policy to equitably assign vehicles to each route and the City does not discriminate on assigning vehicles to routes. The City does take into account passenger volume and street design when assigning vehicles. The City's current vehicles are between three and 16 years old. Vehicles are rotated so that the same bus is not given a certain route for an extended period of time.

Distribution of transit amenities

Transit amenities refer to items of comfort, convenience, and safety that are available to the general riding public. Fixed-route transit providers must set a policy to ensure equitable distribution of transit amenities across the system.

Currently, transit amenities include bus stop signage, benches, and a modest number of shelters. For future amenity placements, the City will adhere to the following guidelines:

- All bus stops shall display a clearly visible sign denoting it as a Calabasas bus stop.
- Placement of shelters and benches will be based on stop usage.
 - Only the stops with the highest level of traffic will be considered for a shelter.
 - Benches will be placed at high traffic stops on an as-available basis.

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Fare change policy

The City currently offers fare-free service on its Line 1 Shuttle and Trolley service. Riders on peak hour routes (Lines 2-5) may purchase a school year pass for \$128 or purchase \$1.00 tickets at city hall and the Calabasas and Agoura Hills Community Center. Cash is not accepted onboard the fixed-route vehicles; all fares must be purchased in advance.

It is the policy of the City to engage the public in any fare change and address any adverse effects of those changes. Fare changes include both increases and decreases in fare types and cost of fare media. Promotional fare and temporary fare reductions for mitigating measures that are less than six months are exempt from this policy.

At a minimum, the City will:

- Develop and implement a public participation plan to engage underserved populations including minorities, low income, LEP, and the disabled;
- Provide a method for the public to provide comments on both the proposed fare changes; and
- Conduct a public hearing.

Proposed fare changes are subject to the approval of the Calabasas City Council.

Major service change policy

It is the policy of the City to engage the public in service changes. Service changes include both increases and decreases in service levels. A major service change is designated as any proposed change in route miles of 50 percent or greater on the service in question. This does not apply to the introduction of summer lines, unless those lines have changed more than 50 percent over the prior year.

At a minimum, the City will:

- Develop and implement a public participation plan to engage underserved populations including minorities, low income, LEP, and the disabled;
- Provide a method for the public to provide comments on both the proposed service changes; and
- Conduct a public hearing.

Proposed service changes are subject to the approval of the Calabasas City Council.

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9. Subrecipient Monitoring and Schedule of Subrecipient Title VI Program Submissions

The Calabasas Transit System does not have any subrecipients of Federal funding at this time and does not anticipate expanding to include subrecipients.

If in the future the City of Calabasas elects to expand its transit program and begins contracting with subrecipients, the City will ensure compliance with Title VI regulations by updating this element of its Title VI program to include the monitoring methodology and reporting schedules for all subrecipients.

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10. Title VI Equity Analysis

Title VI regulations require the completion of an Equity Analysis whenever a recipient or subrecipient begins planning the locating and construction of a new transit facility (not including bus shelters, transit stations, power substations, or other facilities already evaluated through NEPA).

The City of Calabasas has not undertaken any construction projects for facilities at a new location in recent years. Therefore, no Equity Analysis is required at this time.

If in the future the City of Calabasas begins planning for the development and construction of a new transit facility, the City will conduct an equity analysis prior to the selection of a construction site inclusive of the Title VI requirements below:

- a. The City of Calabasas shall complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. The City shall engage in outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis shall compare the equity impacts of various siting alternatives, and the analysis shall occur before the selection of the preferred site.
- b. When evaluating locations of facilities, the City shall give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis shall be done at the Census tract or block group where appropriate to ensure that proper perspective is given to localized impacts.
- c. If the City of Calabasas determines that the location of the project will result in a disparate impact on the basis of race, color, or national origin, the City may only locate the project in that location if there is a substantial legitimate justification for locating the project there, and when there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. The City shall show how both tests are met. It is important to understand that in order to make this showing, the City shall consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

The equity analysis of the development and construction of any such facility shall be completed and submitted as part of the City's subsequent Title VI program update.

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11. City Council Adoption of Title VI Program

Exhibit 11.1 City of Calabasas Adopting Resolution

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Appendix: Survey Instruments

Exhibit A.1 2019 Stakeholder Survey

**City of Calabasas / Calabasas Transit System
FTA Title VI Compliance
Stakeholder Survey**

1	Organization Name:		
2	Type of Organization (example: healthcare, education, social services, faith-based, etc.):		
3	Your name/title:		
4	Contact information (email/phone):		
5	Approximate number of members/clients in/represented by your organization: <input type="checkbox"/> 1-10 <input type="checkbox"/> 11-20 <input type="checkbox"/> 21-50 <input type="checkbox"/> 51+		
6	What languages are spoken by members/clients in/represented by your organization? <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Yiddish <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Spanish <input type="checkbox"/> Italian <input type="checkbox"/> Russian <input type="checkbox"/> Japanese <input type="checkbox"/> Tagalog/Filipino <input type="checkbox"/> Farsi/Persian <input type="checkbox"/> German <input type="checkbox"/> Armenian <input type="checkbox"/> Korean <input type="checkbox"/> Hebrew <input type="checkbox"/> Gujarati <input type="checkbox"/> Thai <input type="checkbox"/> Hungarian <input type="checkbox"/> Arabic <input type="checkbox"/> Other:		
7	With respect to non-native English-speakers you come into contact with, how would you characterize their ability to... <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <i>Speak English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know </td> <td style="width: 50%; vertical-align: top;"> <i>Read English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know </td> </tr> </table>	<i>Speak English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know	<i>Read English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know
<i>Speak English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know	<i>Read English?</i> <input type="checkbox"/> Not well <input type="checkbox"/> Somewhat well <input type="checkbox"/> Very well <input type="checkbox"/> I don't know		
8	Do members/clients of your organization utilize City of Calabasas transit services? <input type="checkbox"/> Yes (<i>please answer Question 9</i>) <input type="checkbox"/> No (<i>skip to Question 10</i>) <input type="checkbox"/> I don't know (<i>skip to Question 10</i>)		
9	Approximately what percent of current transit riders are non-native English-speakers? <input type="checkbox"/> Less than 25 percent <input type="checkbox"/> 51 to 75 percent <input type="checkbox"/> 25 to 50 percent <input type="checkbox"/> More than 75 percent		
10	With respect to non-native English-speakers, does language present a barrier to their use of the City of Calabasas' transit program? <input type="checkbox"/> Yes (<i>please answer Question 11</i>) <input type="checkbox"/> No <input type="checkbox"/> I don't know		
11	Which language(s) other than English do these members/clients speak?		

Thank you for your participation. Please return your completed survey by faxing it to 661.253.1208 or email your scanned survey to Kathy@moore-associates.net (put "Calabasas Stakeholder Survey" in the subject line). Please return your survey no later than September 6, 2019.

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FTA Title VI Compliance – City Staff Survey

1. For all staff: Please indicate all languages you speak.

2. For all staff: With respect to transit customers, please indicate the most common languages you encounter other than English. (check all that apply)

<input type="checkbox"/> Spanish	<input type="checkbox"/> French	<input type="checkbox"/> Yiddish	<input type="checkbox"/> Chinese	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> Farsi/Persian	<input type="checkbox"/> Italian	<input type="checkbox"/> Russian	<input type="checkbox"/> Japanese	<input type="checkbox"/> Tagalog/Filipino
<input type="checkbox"/> Hebrew	<input type="checkbox"/> German	<input type="checkbox"/> Armenian	<input type="checkbox"/> Korean	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Gujarati	<input type="checkbox"/> Thai	<input type="checkbox"/> Hungarian	<input type="checkbox"/> Arabic	<input type="checkbox"/> No languages other than English

3. For drivers: In a typical week, how many unique riders board your vehicle that either do not speak English or do not speak English very well? Please count unique riders only. If you encounter the same rider multiple times during the week, only count them once.

<input type="checkbox"/> None	<input type="checkbox"/> Less than 5	<input type="checkbox"/> 5 to 10	<input type="checkbox"/> More than 10
-------------------------------	--------------------------------------	----------------------------------	---------------------------------------

4. For customer service staff: In a typical week, how many individuals do you interact with that either do not speak English or do not speak English very well? If you know you encounter the same individual multiple times during the week, only count them once.

<input type="checkbox"/> None	<input type="checkbox"/> Less than 5	<input type="checkbox"/> 5 to 10	<input type="checkbox"/> More than 10
-------------------------------	--------------------------------------	----------------------------------	---------------------------------------

5. For all staff: How would you rate your ability to communicate with individuals who do not speak English or do not speak English very well?

<input type="checkbox"/> No issues or problems	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Frequent problems
--	--	--

6. For all staff: How do your personal language capabilities impact your ability to interact with Calabasas Transit riders?

<input type="checkbox"/> They <u>improve</u> my ability to communicate.	<input type="checkbox"/> They <u>hinder</u> my ability to communicate.
<input type="checkbox"/> Not applicable/no impact.	

7. For all staff: In your opinion, what type of materials/services would be of most benefit to riders who do not speak English or do not speak English very well?

<input type="checkbox"/> Translated service brochure	<input type="checkbox"/> Onboard notices in other languages
<input type="checkbox"/> Translation services through call center/dispatch	<input type="checkbox"/> Translated online materials
<input type="checkbox"/> Common phrases cards (translated into various languages)	
<input type="checkbox"/> Other: _____	

8. For all staff: In terms of language/communication barriers, please identify the most common areas or topics (specific to Calabasas transit riders). Is it...?

<input type="checkbox"/> How to use the Calabasas Transit System	<input type="checkbox"/> How to pay for the Calabasas Transit System
<input type="checkbox"/> Basic directions/instructions	<input type="checkbox"/> Other: _____

9. For all staff: For data collection purposes only, please include your name, position, and department below.

Name/Position: _____

Department: _____

Please return the completed to survey to Hali Aziz-Goktapeh, Assistant Transportation Planner, 818-224-1673, no later than Tuesday, September 3, 2019. You may also email your scanned survey to kathy@moore-associates.net (please put "Calabasas Staff Survey" in your subject line). Thank you for your input.

2019 City of Calabasas Title VI Program

Calabasas Transit System

September 2019

Exhibit A. 3 2019 Customer Survey



CITY of CALABASAS

Thank you for participating in today's survey. Your feedback will help the City of Calabasas update its Title VI Plan, which ensures equal access to public transit services regardless of race, color, or national origin.

1. What route/service are you currently riding?

- Line 1
- Line 2
- Line 3
- Line 4
- Line 5
- Trolley
- Dial-A-Ride

2. How did you pay your fare today?

- Free fare (Line 1 and Trolley only)
- Transit pass
- Transit ticket
- Cash (Dial-A-Ride only)
- Other (specify): _____

3. What types of trips do you typically take using Calabasas Shuttle, Trolley, or Dial-A-Ride? (Select up to three)

- Work
- School
- Healthcare
- Shopping
- Entertainment/recreation/social activities
- Personal business/errands
- Other (specify): _____

4. How would you travel if Calabasas Shuttle, Trolley, or Dial-A-Ride were not available? (select only one)

- I would drive myself
- I would walk, ride a bicycle, or use another form of active transportation
- I would get a ride with someone
- I would take a taxi, Uber, or Lyft
- I would not make the trip

5. What is the primary language spoken in your home? (Select only one)

- English
- Spanish
- Persian/Farsi
- Russian
- Chinese
- Korean
- Other (specify): _____

6. How well do you speak English?

- Very well or native speaker
- Less than very well
- Not at all

7. Have you or has anyone you know had difficulty using Calabasas Shuttle, Trolley, or Dial-A-Ride due to a language barrier?

- No
- Yes – please explain in the box below:

8. What is your annual household income?

- \$15,000 or less
- \$15,001 - \$19,999
- \$20,000 - \$29,999
- \$30,000 - \$39,999
- \$40,000 - \$49,999
- \$50,000 - \$74,999
- \$75,000 - \$99,999
- \$100,000 +

9. How many individuals (including yourself) live in your household?

- 1
- 2
- 3
- 4
- 5
- 6 or more

10. What is your race/ethnicity? (check all that apply)

- White
- Middle Eastern or North African
- African American/Black
- Hispanic/Latino
- Asian
- Native American/Alaska Native
- Native Hawaiian/Pacific Islander
- Other (specify): _____

Thank you for your participation!

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Draft Report

RESOLUTION NO. 2019-1649

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, ADOPTING THE 2019 CITY OF CALABASAS TITLE VI PROGRAM IN COMPLIANCE WITH FEDERAL TRANSIT ADMINISTRATION (FTA) REQUIREMENTS.

WHEREAS, pursuant to Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d *et seq* and 49 CFR Part 21, the U.S. Department of Transportation and the Federal Transit Administration prohibit discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and

WHEREAS, as a recipient of FTA funding, the City of Calabasas is required to implement a Title VI Program that demonstrates the City's commitment to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on the basis of race, color, or national origin.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CALABASAS AS FOLLOWS:

SECTION 1. The City Council of the City of Calabasas hereby adopts the proposed Title VI program, titled City of Calabasas Transit System Title VI Program. The Title VI Program will be conducted in compliance with all requirements imposed by or pursuant to the FTA regulations, including but not limited to 49 CFR Part 21.

SECTION 2. The Title VI Program includes, but is not limited to, the following contents:

- Title VI complaint filing procedures, forms, and records of any Title VI-related investigations, complaints, or inquiries;
- A Public Participation Plan identifying policies for public hearings, workshops and comment periods that encourage public input regarding fare increases or major service changes, and engage minority and limited English proficient populations in the public planning process;
- Environmental justice and service equity policies;
- Efforts to ensure sub-recipient compliance with Title VI requirements; and
- Transit service standards and policies related to vehicle load, headway, on-time performance, service availability, distribution of transit amenities, and vehicle assignment.

SECTION 3. 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 25th 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

Calabasas Transit System Title VI Notice to the Public

As a recipient of federal funds, the Calabasas Transit System has certified and provided assurances that it will fully comply with Title VI of the Civil Rights Act of 1964. The City is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services, on the basis of race, age, disability, religion, color, sex, or national origin.

No person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service that the City furnishes on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, age, disability, religion, color, sex, or national origin, in full compliance with Title VI.

- Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI while using City services may file a complaint with the City. All complaints will be fairly and objectively investigated.
- To file a complaint, you may contact the Calabasas Transit System Title VI Program Administrator by phone at (818) 224-1600 or by visiting the City of Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302.
- For more information about Calabasas Transit System's Title VI Program and complaint procedure, contact (818) 224-1600 or visit the website at www.cityofcalabasas.com/departments/traffic/shuttle.html.
- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Title VI Program Coordinator, FTA Office of Civil Rights, Attention: Complaint Team, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590.

If information is needed in another language, please call (818) 224-1600.

Si necesita información en otro idioma, por favor llame al (818) 224-1600.

برای دریافت اطلاعات به زبانی غیر از انگلیسی لطفاً با شماره تلفن (818) 224-1600 تماس بگیرید.

Calabasas Transit System Title VI Complaint Form

Please print clearly or type responses.

Section 1

Name:

Address:

Phone Number: ()

Email:

Accessible Format Requirements (circle if applicable):

Large Print

Audio Tape

TDD

Other

If Other, specify:

Section 2

Are you filing this complaint on your own behalf? Yes* No

*If you answered Yes, please skip to Section 3.

What is the name of the person for whom you are filing the complaint?

Name:

What is your relationship to this person?

Relationship:

Please explain why you are filing on behalf of a third party.

Please confirm that you have obtained permission of the aggrieved party to file on their behalf.

I HAVE obtained permission to file this complaint on behalf of the person named above.

I HAVE NOT obtained permission to file this complaint on behalf of the person named above.

Section 3

I believe the discrimination I experienced was based on (circle all that apply):

Race

Age

Disability

Religion

Color

Sex

National origin

Date of alleged discrimination (mm/dd/yyyy): _____ / _____ / _____

Please explain as clearly as possible what occurred and why you believe you were discriminated against. Describe all persons who were involved and provide contact information of the person(s) if available/ known. Please also provide the names and contact information of any witnesses involved. If additional space is needed, please attach pages as necessary.

Section 4

Have you previously filed a Title VI complaint with the City of Calabasas? Yes No

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? Yes No* *If no, please skip to Section 5.

If yes, please indicate where you have filed this complaint:

- Federal Agency specify: _____
- State Agency specify: _____
- Local Agency specify: _____
- Federal Court specify: _____
- State Court specify: _____

Please provide contact information for the agency and/or court where this complaint was filed:

Name: _____
 Title: _____
 Agency: _____
 Address: _____
 Phone number: (_____) _____
 Email: _____

Section 5

Please indicate who you are filing this complaint against:

- Calabasas Transit System
- City of Calabasas
- Other agency and/or person (specify): _____

You may attach any written materials or other information which you believe is relevant to your complaint.

Signature and date are required below to complete the form.

Signature _____ Date ____ / ____ / ____

Please submit this completed form in person or by mail to the address below.

**Calabasas Transit System
 Title VI Program Administrator
 100 Civic Center Way
 Calabasas, CA 91302**

**If information is needed in another language, please call (818) 224-1600.
 Si necesita información en otro idioma, por favor llame al (818) 224-1600.**

برای دریافت اطلاعات استبه زلی غیر از گیس ملی طفلبا ش ملتو فن 818(224-1600)تم اس بیگی ود.



CITY of CALABASAS

City of Calabasas Public Works Department Reasonable Modification/Accommodation Request Form Civil Rights Programs Compliance

Please complete this form to request a reasonable modification/accommodation of Calabasas Public Transportation and Dial-A-Ride services. Submit the completed form to Assistant Transportation Planner via email at hazizgoktapeh@cityofcalabasas.com or via mail at 100 Civic Center Way, Calabasas, CA 91302.

Name: _____

Today's Date: _____ Phone Number: _____

Email Address: _____

Address: _____

Description of Request:

Location (if applicable):

Is this request related to a disability? Yes ___ No ___

Are you able to fully use Calabasas Public Transportation and Dial-A-Ride services without this accommodation? Yes ___ No ___




CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 16, 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: APPROVAL OF PSA WITH CALIFORNIA CIVIL ENGINEERING SERVICES IN THE AMOUNT OF \$68,211 FOR CONSTRUCTION OF TWO ELECTRIC VEHICLE CHARGING STATIONS IN TENNIS & SWIM CENTER

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a PSA with California Civil Engineering Services in the amount of \$68,211 for construction of two electric vehicle charging stations in Tennis & Swim Center.

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 East side and De Anza Park on the West side.

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. The City entered into agreement with EVGo for long-term maintenance of the stations. The project is under construction and shall be completed by mid-October.

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. The final plans and specifications were sent to several qualified contractors for bidding. Two proposals were received as follows:

- | | |
|--|-----------|
| 1. West Coast Construction Services | \$110,840 |
| 2. California Civil Engineering Services, Inc. | \$68,211 |

The second proposal does not include electrical works. A separate proposal from another city contractor was received from DNA Electric in the amount of \$8,695. The two contractors will team up to perform the work. The total cost of the second proposal is **\$76,906** and it represents the lowest proposal.

FISCAL IMPACT/SOURCE OF FUNDING:

City staff secured two sources of funding from

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.

Funding for the project including SCE charges shall be paid through Account No. 40-339-6503-41 and it will be fully reimbursed by the above-mentioned funding sources.

REQUESTED ACTION:

That the City Council approve a PSA with California Civil Engineering Services in the amount of \$68,211 for construction of two electric vehicle charging stations in the Tennis & Swim Center.

ATTACHMENT:

PSA with California Civil Engineering Services, Inc.



CITY of CALABASAS

PROFESSIONAL SERVICES AGREEMENT

CONTRACT SUMMARY

Name of Contractor:	California Civil Engineering Services, Inc.
City Department in charge of Contract:	Public Works
Contact Person for City Department:	Robert Yalda
Period of Performance for Contract:	September 25, 2019 thru September 24, 2020
Not to Exceed Amount of Contract:	\$68,211
Scope of Work for Contract:	Construction of 2 EV charging stations in Tennis & Swim Center

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:

Proper documentation is required and must be attached.

Initials: (City) _____ (Contractor) _____

**PROFESSIONAL SERVICES AGREEMENT
Providing for Payment of Prevailing Wages**

(City of Calabasas/California Civil Engineering Services, Inc.)

1. IDENTIFICATION

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is entered into by and between the City of Calabasas, a California municipal corporation (“City”), and California Civil Engineering Services, Inc. a California corporation (“Contractor”).

2. RECITALS

- 2.1 City has determined that it requires the following professional services from a contractor: construction of two electric vehicle charging stations in Tennis & Swim Center
- 2.2 Contractor 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. Contractor further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

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

3. DEFINITIONS

- 3.1 “Scope of Services”: Such professional services as are set forth in Contractor’s September 12, 2019 proposal to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.2 “Approved Fee Schedule”: Such compensation rates as are set forth in Contractor’s September 12, 2019 fee schedule to City attached hereto as Exhibit A and incorporated herein by this reference.
- 3.3 “Commencement Date”: September 25, 2019.
- 3.4 “Expiration Date”: September 24, 2019.

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.

Initials: (City) _____ (Contractor) _____

5. CONTRACTOR'S SERVICES

- 5.1 Contractor shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. 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 Contractor under this Agreement exceed the sum of sixty eight thousand and two hundred and eleven Dollars (\$68,211) unless specifically approved in advance and in writing by City.
- 5.2 Contractor shall perform all work to the highest professional standards of Contractor's profession and in a manner reasonably satisfactory to City. Contractor shall comply with all applicable federal, state and local laws and regulations, including the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*).
- 5.3 During the term of this Agreement, Contractor shall not perform any work for another person or entity for whom Contractor was not working at the Commencement Date if both (i) such work would require Contractor to abstain from a decision under this Agreement pursuant to a conflict of interest statute and (ii) City has not consented in writing to Contractor's performance of such work.
- 5.4 Contractor represents that it has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Ray Ranjkesh shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.
- 5.5 To the extent that the Scope of Services involves trenches deeper than 4', Contractor shall promptly, and before the following conditions are disturbed, notify the City, in writing, of any:
- (1) Material that the contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.
- (2) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids.

(3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

City shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in the contractor's cost of, or the time required for, performance of any part of the work, the City shall issue a change order under the procedures described in the contract.

6. COMPENSATION

- 6.1 City agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept in full satisfaction for such services, payment in accordance with the Approved Fee Schedule.
- 6.2 Contractor 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 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 Contractor.
- 6.3 Payments for any services requested by City and not included in the Scope of Services shall be made to Contractor by City on a time-and-materials basis using Contractor's standard fee schedule. Contractor 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 Contractor be entitled to increase fees for services rendered before the thirtieth day after Contractor 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 Contractor issues an invoice to City for such services.
- 6.4 This Agreement is further subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to the contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with this Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.
- 6.5 To the extent applicable, at any time during the term of the Agreement, the Contractor may at its own expense, substitute securities equivalent to the amount withheld as retention (or the retained percentage) in accordance with Public

Contract Code section 22300. At the request and expense of the contractor, securities equivalent to the amount withheld shall be deposited with the public agency, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to the Contractor. Upon satisfactory completion of the contract, the securities shall be returned to the Contractor.

7. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material (“written products” herein) developed by Contractor 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. Contractor 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 Contractor.

8. RELATIONSHIP OF PARTIES

Contractor is, and shall at all times remain as to City, a wholly independent contractor. Contractor 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 Contractor or any of Contractor’s employees, except as set forth in this Agreement. Contractor 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 Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Contractor 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. Contractor acknowledges that City would not enter into this Agreement in the absence of Contractor’s commitment to indemnify and protect City as set forth herein.

10.2 To the fullest extent permitted by law, Contractor 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 Contractor 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 due to counsel of City's choice.

- 10.3 City shall have the right to offset against the amount of any compensation due Contractor under this Agreement any amount due City from Contractor as a result of Contractor's failure to pay City promptly any indemnification arising under this Section 10 and related to Contractor'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 Contractor under this Section 10 will not be limited by the provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.
- 10.5 Contractor 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 Contractor in the performance of this Agreement. In the event Contractor fails to obtain such indemnity obligations from others as required herein, Contractor 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 Contractor's subcontractors or any other person or entity involved by, for, with or on behalf of Contractor 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 Contractor 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, Contractor 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 Contractor's performance of this Agreement. Such insurance shall be of the types and in the amounts as set forth below:

Initials: (City) _____ (Contractor) _____

[The risk for each agreement should be evaluated and the insurance limits should correspond to such risk as determined by the City's Risk Manager.]

- 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 contractors, 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, including but not limited to California Labor Code § 1860 and 1861 as follows:

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

- 11.2 Contractor 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 Contractor 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 Contractor's expense, the premium thereon.
- 11.5 At all times during the term of this Agreement, Contractor 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. Contractor shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).
- 11.6 Contractor 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. Contractor 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 Contractor 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 Contractor's insurance and shall not contribute with it.
- 11.9 All insurance coverage provided pursuant to this Agreement shall not prohibit Contractor, and Contractor's employees, agents or subcontractors, from waiving the right of subrogation prior to a loss. Contractor 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, Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond or other security acceptable to the City guaranteeing payment of losses and expenses.
- 11.11 Procurement of insurance by Contractor shall not be construed as a limitation of Contractor's liability or as full performance of Contractor's duties to indemnify,

hold harmless and defend under Section 10 of this Agreement.

12. MUTUAL COOPERATION

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

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

13. RECORDS AND INSPECTIONS

Contractor 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 with respect to this Agreement.

14. PERMITS AND APPROVALS

Contractor 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 the addressee'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: Robert Yalda
Telephone: (818) 224-1600
Facsimile: (818) 225-7338

If to Contractor:

California Civil Engineering Services Inc.
6201 Glide Avenue,
Woodland Hills, CA 91367
Attn: Ray Ranjkesh
Telephone: (818) 825-4985

With courtesy copy to:

Initials: (City) _____ (Contractor) _____

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 Contractor. Contractor shall have the right to terminate this Agreement for any reason on sixty calendar days' written notice to City. Contractor 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 Contractor, then Contractor shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the services required by this Agreement.

18. GENERAL PROVISIONS

- 18.1 Contractor 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 Contractor.
- 18.2 In the performance of this Agreement, Contractor 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, medical condition or any other unlawful basis.
- 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 Contractor 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 Contractor unless in writing.
- 18.5 Contractor shall not be liable for any failure to perform if Contractor 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 Contractor.
- 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 and actual 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 shall be enforceable in its amended form. 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 Contractor 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 Contractor.

- 18.10 This Agreement is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by the contractor, for the response to such claims by the contracting public agency, for a mandatory meet and confer conference upon the request of the contractor, for mandatory nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the failure to resolve the dispute through mediation. This Agreement hereby incorporates the provisions of Article 1.5 as though fully set forth herein.
- 18.11 This Agreement is further subject to the provisions of California Public Contracts Code § 6109 which prohibits the Contractor from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to §§ 1777.1 or 1777.7 of the Labor Code.

19. PREVAILING WAGES

- 19.1 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is subject to prevailing wage law, including, but not limited to, the following:

19.1.1 The Contractor shall pay the prevailing wage rates for all work performed under the Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification. The Contractor shall forfeit as a penalty to City \$50.00 or any greater penalty provided in the Labor Code for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the Agreement employed in the execution of the work by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Contractor.

19.1.2 Contractor shall comply with the provisions of Labor Code Section

1777.5 concerning the employment of apprentices on public works projects, and further agrees that Contractor is responsible for compliance with Section 1777.5 by all of its subcontractors.

19.1.3 Pursuant to Labor Code § 1776, Contractor and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

19.2 To the extent that the estimated amount of this Agreement exceeds \$1,000, this Agreement is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

19.2.1 Contractor shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by Contractor or by any Subcontractor of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the provisions of the Labor Code.

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**

**“Contractor”
California Civil Engineering Services, Inc.**

By: _____
David Shapiro, Mayor

By: _____
Ray Ranjkesh, President

Date: _____

Date: _____

By: _____
Dr. Gary Lysik, City Manager

By: _____
Co-Authorized Signer, Level of Officer

Date: _____

Date: _____

By: _____
Ron Ahler, Chief Financial Officer

Attest:

By: _____
Maricela Hernandez, MMC, CPMC
City Clerk

Date: _____

Approved as to form:

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

Date: _____

Initials: (City) _____ (Contractor) _____

California Civil Engineering Services

CA License Number: 961823

September 12, 2019

City of Calabasas
Public Works Department
100 Civic Center Way
Calabasas, CA 91302
Attn: Robert Valda, Director

**SUBJECT: CONSTRUCTION 2 ELECTRIC VEHICLE CHARGING STATIONS
IN TENNIS & SWIM CENTER**

California Civil Engineering Services is pleased to provide the following proposal for construction of two electric vehicle charging stations in Tennis and Swim Center per city provided plans. The scope of work includes:

- Trenching and running 3" conduit from the existing SCE vault to future transformer
- Construction of transformer and charging station pads
- Trenching and running conduit from transformer to EV charging stations
- Building ADA ramp and path of travel from charging station to sidewalk
- Stripping, signage, and landscaping of trenched areas

The following items are excluded from the scope of work:

- Design
- Running new irrigation lines from the existing valve to trees outside of the charging stations
- Electrical connection to pedestal
- Installation of EV charging stations

The cost of performing the above tasks is **\$68,112**.

California Civil Engineering Services will begin the work as soon as a contract is awarded and expect to complete the work within 6 weeks.

Sincerely,
Ray Ranjkesh
President

*6201 Glide Avenue, Woodland Hills, CA 91367
Telephone: (818) 825-4985*

Initials: (City) _____ (Contractor) _____

NON-COLLUSION AFFIDAVIT

State of California)
) ss.
County of Los Angeles)

_____, being first duly sworn, deposes and says that he or she is _____ of _____, the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.”

Signature of Bidder

Business Address

Place of Residence

Subscribed and sworn to before me this ___ day of _____, 20__.

Notary Public in and for the County
of
State of California.

My Commission Expires _____, 20__.

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The Contractor shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

(Contractor)

By:

(Signature)

(Title)

Attest:

By:

(Signature)

(Title)

Initials: (City) _____ (Contractor) _____



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 17, 2019
TO: HONORABLE MAYOR AND COUNCILMEMBERS
FROM: MARICELA HERNANDEZ, MMC, CPMC CITY CLERK *Marc*
SUBJECT: CONSIDERATION AND APPROVAL OF APPOINTMENT OF PHILLIP CARDONA (BOZAJIAN) TO THE ENVIRONMENTAL COMMISSION
MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

That the Council approve appointment of Phillip Cardona to the Environmental Commission for a term expiring in November 2020.

BACKGROUND:

Pursuant to the Calabasas Municipal Code, the Environmental Commission consists of five members with terms lasting for the lesser of two years or until the expiration of the term of the councilmember who nominated that commissioner. Councilmember Bozajian has nominated Phillip Cardona to fill a current vacancy.

REQUESTED ACTION:

That the City Council approve the appointment of Phillip Cardona to the Environmental Commission for a term expiring in November 2020.

ATTACHMENTS:

- a. Commission application



CITY of CALABASAS

RECEIVED

SEP 03 2019

CITY OF CALABASAS
CITY CLERKS OFFICE

APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

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

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

If yes, when:

NAME: **Phillip Cardona**

ADDRESS:

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

HOME TELEPHONE:

CELL PHONE:

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS? YES NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Healthcare Consultant** EMPLOYER: **Change Healthcare**

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Healthcare Information Technology**

EDUCATION: **2000 - Agoura High School**
2004 - University of Arizona, B.S
2013 - University of Southern California, M.S.

CIVIC AFFILIATIONS:

n/a

COMMUNITY INTERESTS:

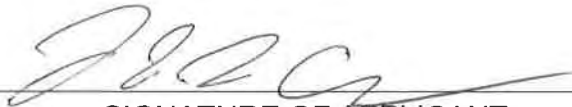
I'm interested in the long-term success and prosperity of Calabasas and it's surrounding communities

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

I'm interested in becoming more involved in city government and participating in the legislative process. The environment is a precious resource and impacts all residents. There is ample opportunity to put programs in place the reduce unnecessary waste and ensure that public and private entities are doing everything they can to reduce our carbon footprint.

DATE:

8/30/19



SIGNATURE OF APPLICANT

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

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



OFFICE OF THE SHERIFF

COUNTY OF LOS ANGELES

HALL OF JUSTICE

ALEX VILLANUEVA, SHERIFF
(818) 878-1808



September 10, 2019

Dr. Gary J. Lysik, City Manager
City of Calabasas
100 Civic Center Way
Calabasas, CA 91302

Dear Dr. Lysik:

Listed below are the year-to-date crime statistic comparisons for the City of Calabasas for the month of August 2019.

I. CRIME STATISTICS

CRIME	CURRENT MTH	YTD 2019	YTD 2018	CHANGE
Homicide	0	1	0	1
Rape	0	0	7	-7
Robbery				
Armed	0	4	1	3
Strong-Arm	0	3	1	2
Assault	0	1	8	-7
Burglary				
Residential	4	29	26	3
Business	3	14	7	7
Garage/Out-Building	1	10	7	3
Vehicle (locked)	11	47	49	-2
Theft				
Grand (\$950 +)	5	34	27	7
Petty	4	46	64	-18
Vehicle (unlocked)	7	18	47	-29
Grand Theft Vehicle	2	15	12	3
Arson	0	1	0	1
Domestic Violence Felony	1	3	2	1
Total Part I Crimes	38	226	258	-32
Percent Change				-12.4%
Domestic Violence Misdemeanor	2	24	15	9
Swatting	0	1	0	1

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

A Tradition of Service
Since 1850

II. NOTEWORTHY INCIDENTS

Two residential burglaries occurred in the 24900 block of Palmilla Drive during the same date and time frames. Both locations had their rear windows smashed to gain entry and rooms were ransacked. U.S. currency, a safe and jewelry were stolen. No suspect(s) seen or heard. (19-04481, 04482)

A commercial burglary was reported in the 4500 block of Las Virgenes Road. A window on the east side of the location was smashed to gain entry. The office was ransacked and the liquor room door was kicked open. Video surveillance showed three suspects wearing hoodies and gloves making forced entry into the business. Alcoholic beverages were stolen. Another business was burglarized during the same date and time frames in the 23700 block of Calabasas Road. The sliding glass door was smashed to gain entry. No property was stolen from this location. (19-04879)

Seven vehicle burglaries occurred in the 4700 block of Commons Way in the parking lot area. The vehicles windows were smashed to gain entry. Property stolen consisted of backpacks, jewelry, purse, wallet, clothing, laptops, iPads, U.S. currency and leather bags. No suspect(s) seen. (19-04443, 04528, 04563, 04598, 04599, 04600, 04614)

III. TRAFFIC

See attached.

IV. AGENDIZED CAR

See attached

V. CRIME PREVENTION

See attached

VI. JUVENILE INTERVENTION TEAM

See attached.

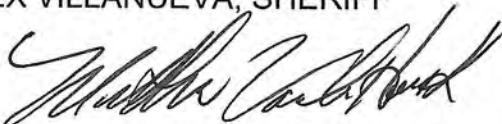
VII. ARREST STATISTICS

The numbers of arrests listed below are the most current available.

	YEAR TO DATE 2019		CURRENT MONTH AUGUST	
	ADULT	JUVENILE	ADULT	JUVENILE
Criminal Homicide	0	0	0	0
Forcible Rape	1	0	0	0
Robbery	1	0	0	0
Aggravated Assault	2	0	0	0
Burglary	3	0	0	0
Larceny Theft	3	0	0	0
Grand Theft Auto	3	0	0	0
Arson	0	0	0	0
Forgery	0	0	0	0
Fraud and NSF checks	10	0	1	0
Sex Offenses, Felonies	0	0	0	0
Sex Offenses, Misdemeanors	0	0	0	0
Non-Aggravated Assaults	5	0	0	0
Domestic Violence, Felony	0	0	0	0
Domestic Violence, Misd.	16	0	1	0
Weapon Laws	3	0	0	0
Offenses Against Family	2	0	0	0
Narcotics	42	2	0	0
Liquor Laws	0	0	0	0
Drunk/Alcohol/Drugs	7	0	1	0
Disorderly Conduct	1	0	0	0
Vagrancy	0	0	0	0
Gambling	0	0	0	0
Drunk Driving Vehicle/Boat	16	0	3	0
Vehicle/Boating Laws	74	0	4	0
Vandalism	0	0	0	0
Warrants	65	0	10	0
Receiving Stolen Property	2	0	0	0
Federal Offenses W/O Money	0	0	0	0
Federal Offenses With Money	2	0	0	0
Felonies, Miscellaneous	0	0	0	0
Misdemeanors, Miscellaneous	12	0	1	0
ARREST TOTALS	270	2	21	0

Sincerely,

ALEX VILLANUEVA, SHERIFF



Matthew S. Vander Horck, Captain
Malibu/Lost Hills Station

**LOST HILLS JUVENILE INTERVENTION UNIT
ACTIVITY REPORT FOR AUGUST 2019
CALABASAS**

A. SCHOOL ISSUES

First day of LVUSD School 08-21-2019
Follow up re: Vandalism at Muse School

B. INTERVENTIONS

Contacted LVUSD schools re: first day of school
Follow up over phone with Calabasas parent re: active shooter info.
Parent intervention over phone re: 16 year old son in Calabasas area.

C. COMMUNITY / CRIMINAL ISSUES

1. We conducted a monthly parental resource class at Lost Hills Sheriff's Station. This program was developed by our unit and is designed to educate parents about: 1) The current trends in juvenile behavior and delinquency, 2) Alcohol/narcotic awareness and recognition, 3) School policy and campus issues, 4) Gang awareness and negative peer relations, 5) Parental rights and responsibilities and, 6) Parental responses to incorrigible and/or delinquent behavior. We also address the specific concerns relating to the minor's behavior. We educate the minor and their parents of possible criminal behavior and the legal consequences. We offer suggestions and make recommendations to improve the minor's quality of life.
2. Spoke with numerous citizens and parents who called to question various juvenile concerns and issues in the community. We also provide the parents with various juvenile resource programs within our community.
3. We met with the Sylmar Juvenile Court District Attorney regarding the investigation and filing of criminal charges against juvenile offenders.
4. Met with Acting Captain Salvador Becerra throughout the month in order to keep him up to date regarding our unit's investigations and current juvenile issues within our city.
5. Entered juveniles into the Juvenile Automated Index system for various violations.
6. Made court appearances to testify as witnesses on the part of the People of the State of California and attended court proceedings in cases generated from the City of Calabasas. We also investigated, prepared, and filed cases with the District Attorney's office. We additionally assisted other investigators in the preparation of cases for court.
7. Met with station narcotic detectives on a regular basis to exchange information regarding juvenile and drug related issues. We have worked with the narcotic detectives on several narcotic cases directly and indirectly involving juveniles.
8. Handled the processing and follow-up of various juvenile referrals brought to the attention of this unit (i.e., Juvenile Information Forms, Field Interview Cards, Juvenile Automated Index, and citations for

various juvenile contacts with uniform personnel).

9. Conducted our normal checks of juvenile problem areas in the city during weekend evenings and responded to juvenile related calls for service.
10. Updated the Gang Book and briefed the captain on criminal activity trends.
11. Registered 4 sexual predators and updated information in database.
12. Participated in the SST program.
13. 290 paperwork, follow-ups, home checks.
14. Assist OSS re: assault suspect.
15. Subpoena Service re: juvie witness.
16. File three cases at Sylmar.
17. Pick up new J-Team inspired brochures/pamphlets (anti bullying, social media, drug use)
18. Assisted Sylmar Juvenile Hall re: 459 Subject
19. Assisted Detective Bureau re: supplemental reports/filing at Sylmar Court.
20. Assisted patrol units re: uniforms.
21. Assisted Detective Bureau re: theft victim follow up.
22. Assisted Sylmar DA re: old case.
23. Assisted patrol re: hit and run case.
24. Assisted Detective Bureau re: search for weapon thrown from vehicle.
25. Assisted Narcotics Unit Re: search warrant.
26. Completed mandated Pursuit Training.
27. Pepperdine Threat Assessment Training.
28. Active Shooter training at Wayside.
29. Assist LHS station re: range set up.
30. Junior Deputy Star sticker order
31. Wayside re: Beach Team M4/transition training for TEAM.

32. New trainee briefing re: J-Team protocol
33. Publish and submit STAR news article.
34. Assist Dean of Student Health and Safety.
35. Traffic Deposition re: old TC case.
36. Range Qualification with DB Lieutenant.
37. Collaborate with Tobacco Taskforce.
38. PDC-NCCF re: pick up J-Team Pamphlets
39. Introduce J Team with Community 360 re: new school year.
40. School Visits/JIT pamphlet distribution (anti bullying, social media, drug use)
41. Assist Calabasas city re: info on Tobacco stings.
42. Assisted DB/Major Crimes Detectives re: attempt kidnapping Calabasas case.



COLLISION SUMMARY*	This Month	Month Year Prior	Total YTD	Total Prior YTD	Change +/-
Total Collisions - Excluding Private Property	17	14	116	139	-23
Fatal Collisions	0	0	0	0	0
Injury Collisions	2	4	32	41	-9
Property Collisions	14	10	83	98	-15
Private Property Collisions	3	1	25	23	+2
DUI Collisions with Injuries	0	1	2	3	-1
DUI Collisions with Property Damage	0	0	0	3	-3
Total Pedestrian Collisions	0	0	1	5	-4
Pedestrians Killed	0	0	0	0	0
Pedestrians Injured	0	0	1	5	-4
Total Hit & Run Collisions	4	3	22	21	+1
Hit & Run Fatalities	0	0	0	0	0
Hit & Run Injuries	0	0	4	3	+1
Hit & Run Property Only	4	3	18	18	0
CITATION SUMMARY*	This Month	Month Year Prior	Total YTD	Total Prior YTD	Change +/-
Traffic Total	197	186	1878	2227	-349
Hazardous Violations	73	104	791	1091	-300
Non-Hazardous Violations	40	29	335	324	+11
Parking Violations	81	52	736	800	-64
DUI Arrests	3	1	16	12	+4

*Collision Summary and Citation Summary does not reflect all collisions and citations which were not entered into the database.

COUNTY OF LOS ANGELES
SHERIFF'S DEPARTMENT
"A Tradition of Service"
OFFICE CORRESPONDENCE

DATE: 09-11-19

FROM: David Huelsen, Traffic Investigator TO: Matthew S. Vander Horck, Captain
Malibu/Lost Hills Station Malibu/Lost Hills Station

SUBJECT: August Motor Activity Report City of Calabasas

During the month of August the motorcycle officers wrote 72 citations. The citations break down into the following categories:

Unsafe Speed	15
Other Hazard	16
Other Non-Hazard	23
Signs and Signals	16
Fail to Yield	1
Unsafe Turning	1

DHH:

**L.A. County Sheriff's Department
Lost Hills & Malibu Station
Monthly Traffic Safety Management Report**

*City of CALABASAS
Date Range Reported: 8/1/2019 to 8/31/2019*

Total No. of Collisions: 17 Injury: 2 Non-Injury: 14 Fatal: 0 Private Property: 3

Total No. of Citations: 113 Hazardous Cites: 73 Non-Hazardous Cites: 40

Collisions by Reporting Districts

<u>Reporting District</u>	<u>No.</u>	<u>Location</u>
2241	2	at Agoura Rd and Las Virgenes Rd
2242	4	at Separate Locations
2243	2	at Las Virgenes Rd and Lost Hills Rd
2244	1	at Calabasas Rd and Parkway Calabasas
2245	5	at Separate Locations
2246	1	at Ariella Dr and Parkway Calabasas
2248	1	at Calabasas High Rd and Mulholland Hwy
2249	1	at Dardenne St and Eddingham Av

Collision Occurred Most Frequently On:

<u>Street Name</u>	<u>Number of Collisions</u>
Calabasas Rd	5
2 at Parkway Calabasas	
3 at at Separate Locations	
Las Virgenes Rd	5
2 at Agoura Rd	
2 at Lost Hills Rd	
1 at Estrella Dr	
Dardenne St	1
1 at Eddingham Av	
Lost Hills Rd	1
1 at Cold Springs St	

Mulholland Hwy		1
	1 at Calabasas High Rd	
Parkway Calabasas		1
	1 at Ariella Dr	

Primary Collision Factors:

<u>Violations</u>	<u>Description</u>	<u>Number of Collisions</u>
22107	Unsafe Turning Movement	4
22106	Unsafe Start Or Backing	3
21804(a)	Failure To Yield Exiting Private Property Or Alley	2
21801(a)	Left Turns Or U-Turns Yield To Other Vehicles	2
21703	Following Too Closely	2
		2
22450(a)	Failure To Stop For Posted Stop Sign	1
		0

Violations Most Frequently Cited:

<u>Violations</u>	<u>Description</u>	<u>Number of Citations</u>
22450(a)	Failure To Stop For Posted Stop Sign	17
5200(a)	License Plates, Two On A Vehicle Front/Rear	17
16028(a)	Proof Of Financial Liability-Traffic Accident	14
22350	Unsafe Speed	13
23123.5(a)	Texting While Driving	13
21461(a)	Obey Traffic Control Sign	7
12500(a)	Unlicensed Driver	6
23123(a)	Using Wireless Hand Held Phone While Driving	5
24252(a)	Maintain Required Lighting	4
4000(a)(1)	Vehicle Registration Required	4
14601.1(a)	Driving With Suspended License	3
22349(b)	Exceeding 55 Mph Speed Limit	3
38300	Off-Highway Vehicle, Disobey Signs	3
12951(a)	Drivers License, Not In Possession	2
14601.2(b)	Violation Of Driver License Restrictions	2
26710	Defective Windshield & Rear Windows	2
14600(a)	Change Of Address Notification To Dmv Required	1
14601.2(a)	Driving With Suspended License, Dui	1
21453(a)	Red Signal; Failure To Stop	1
21460(a)	Double Yellow Lines; Drive To The Left Of	1
21651(a)(1
21804(a)	Failure To Yield Exiting Private Property Or Alley	1
22100(b)	Left Turn At Intersections, Improper Position	1
22101(d)	Req'd Or Prohibited Turn; Fail To Obey Sign	1
23112(b)	Depositing Rocks Or Dirt On Highway	1

23152(a)	Dui; Alcohol	1
23152(b)	Dui, .08 Bac Or Greater	1
23152(f)	Dui-Combined Alcohol And Drugs	1
23152(g)	Dui-Combined Alcohol And Drugs	1
23247(a)	Ignition Interlock Device, Rent/Lend Vehicle	1
24601	License Plate Lamp White Only, Vis 50'	1
24603(d)	Stoplamps: Mounting Requirements	1
25620(a)	Open Alcohol Container	1
26708(a)(1
27153	Exhaust Products	1

Collisions Involving Pedestrians: 0

Most Frequent Violations

Collisions Involving Bicyclists: 0

Most Frequent Violations

L.A. County Sheriff's Department
Lost Hills & Malibu Station

Monthly Traffic Collision Report

9/11/2019 *City of CALABASAS*

Date Range Reported: 8/1/2019 to 8/31/2019

Collisions

Total Non-Injury Collisions	15
Total Injury and Fatal Collisions	2
Total Collisions (Injury + Non-Injury)	17

DUI Collisions

Number of DUI Collisions with Fatalities	0
Number of DUI Collisions with Injuries	0
Number of DUI Collisions Involving Property Damage	0
Total Number of DUI Collision Deaths	0
Total Number of DUI Collision injuries	0
Total Number of DUI Collisions	0
Total Actual Number of DUI Arrests	3

Non-DUI Collisions

Number of Non-DUI Collisions with Fatalities	0
Number of Non-DUI Collisions with Injuries	2
Number of Non-DUI Collisions Involving Property Damage	15
Total Number of Non-DUI Collision Deaths	0
Total Number of Non-DUI Collision injuries	2

Vehicle/Pedestrian Collisions

Number of Vehicle/Pedestrian Collisions with Fatalities	0
Number of Vehicle/Pedestrian Collisions with Injuries	0
Total Number of Pedestrian Fatalities	0
Total Number of Pedestrian Injuries	0

Vehicle/Bicycle Collisions

Number of Vehicle/Bicycle Collisions with Fatalities	0
Number of Vehicle/Bicycle Collisions with Injuries	0
Total Number of Vehicle/Bicycle Collision Fatalities	0
Total Number of Vehicle/Bicycle Collision Injuries	0

Hit & Run Collisions

Total Number of Hit & Run Fatalities	0
Total Number of Hit & Run Injuries	0
Total Number of PDO Hit & Run Collisions	4

Traffic Citations

Total Number of Radar Citations Issued	10
Total Number of Bicycle Citations Issued	0
Total Number of Pedestrian Citations Issued	0
Total Number of Safety Belt Citations Issued	0
Total Number of Child Restraint Citations Issued	0
Total Number of Financial Responsibility Citations Issued	14
Total Number of Hazardous Citations Issued	73
Total Number of Non-Hazardous Citations Issued	40
Total Number of Citations Issued	113

Parking Citations

Total Number of Parking Citations Issued	0
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Miscellaneous

Child in Passenger Seat or Belts, Number of Fatalities	
Child in Passenger Seat or Belts, Number of Injuries	
Child Not in Passenger Seat or Belts, Number of Fatalities	
Child Not in Passenger Seat or Belts, Number of Injuries	
Number of Code 3 or Pursuit Collision Fatalities	
Number of Code 3 or Pursuit Collision Injuries	
Number of Patrol Vehicle Rear-End Collisions with Amber On	

Enforcement Index

Enforcement Index	36.5
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**L.A. County Sheriff's Department
Lost Hills & Malibu Station**

From 8/1/2019 to 8/31/2019

Total Collisions: 17

Injury Collisions: 3

Fatal Collisions: 0

Collision Summary Report

9/11/19

Page 1 of 3

919-04308-2241-472	8/2/2019	09:57	Friday	LAS VIRGENES RD - AGOURA RD	1056'	Direction: North	Daylight	Clear	Pty at Fault:1
	Hit Object		Fixed Object	Other Improper Driving		Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	South	Parking Maneuver	Female Age: 67	2011 DODGE	RAM	Pickups & Panels		No Injury
	Veh Type: Pickup Truck		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04366-2245-472	8/5/2019	11:16	Monday	CALABASAS RD - PARKWAY CALABASAS	0'	Direction: Not Stated	Daylight	Clear	Pty at Fault:1
	Rear-End		Other Motor Vehicle	Unsafe Starting or Backing	22106	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	East	Proceeding Straight	Male Age: 58	1990 INTERNATIONAL	VA	Two Axle Truck		No Injury
	Veh Type: Truck		Sobriety: Impairment Not Kno	Assoc Factor: Other		Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver	East	Stopped In Road	Female Age: 64	2019 FORD	ESCAPE	Sport Utility Vehicle		No Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 3	Driver	East	Stopped In Road	Female Age: 46	2016 VOLVO	XC90	Sport Utility Vehicle		No Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04376-2242-471	8/5/2019	16:07	Monday	LOST HILLS RD - COLD SPRINGS ST	0'	Direction: Not Stated	Daylight	Clear	Pty at Fault:1
	Broadside		Other Motor Vehicle	Traffic Signals and Signs	22450(a)	Hit & Run: No	Complaint of Pain	# Inj: 1	# Killed: 0
Party 1	Driver	South	Proceeding Straight	Female Age: 39	2016 JEEP	WRANGLER	Sport Utility Vehicle		No Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver	East	Making Left Turn	Female Age: 53	2009 VOLVO	XC90	Sport Utility Vehicle		Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04414-2244-472	8/7/2019	16:40	Wednesday	CALABASAS RD - PARKWAY CALABASAS	300'	Direction: West	Daylight	Clear	Pty at Fault:1
	Broadside		Other Motor Vehicle	Auto R/W Violation	21801(a)	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	East	Making Left Turn	Female Age: 16	2018 TOYOTA	PRIUS	Passenger Car, Station Wagon, Jeep		No Injury
	Veh Type: Passenger Car		Sobriety: HNBD	Assoc Factor: Entering - Leaving		Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver	West	Proceeding Straight	Male Age: 68	2019 DODGE	RAM 1500	Pickups & Panels		No Injury
	Veh Type: Pickup Truck		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04529-2249-250	8/13/2019		Tuesday	DARDENNE ST - EDDINGHAM AV	293'	Direction: West	Daylight	Clear	Pty at Fault:1
	Other		Parked Motor Vehicle	Unsafe Starting or Backing	22106	Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver		Backing	Age:					No Injury
	Veh Type:		Sobriety: Impairment Not Kno	Assoc Factor: None Apparent			Not Stated		
Party 2	Parked Vehicle	West	Parked	Age:	1995 LEXUS	SC400	Passenger Car, Station Wagon, Jeep		No Injury
	Veh Type: Passenger Car		Sobriety: Not Applicable	Assoc Factor: None Apparent			Cell Phone Not In Use		
919-04567-2245-472	8/15/2019	10:00	Thursday	23901 CALABASAS RD - PRIVATE PROPERTY	'	Direction:	Daylight	Clear	Pty at Fault:1
	Sideswipe		Parked Motor Vehicle	Other Hazardous Movement		Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0

Party 1	Parked Vehicle	West	Stopped In Road	Age: 2019 HONDA	ACCORD	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: Inattention		Cell Phone Not In Use	
Party 2	Driver	West	Parking Maneuver	Female Age: 56 2006 BMW	325I	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-04672-2245-471	8/19/2019	20:18	Monday	CALABASAS RD - RT 101 SBOFF/R (E)	0'	Direction: Not Stated	Dark - Street Lig Clear Pty at Fault:1
	Broadside		Other Motor Vehicle	Auto R/W Violation	21801(a)	Hit & Run: No	Complaint of Pain # Inj: 1 # Killed: 0
Party 1	Driver	East	Making Left Turn	Female Age: 25 2019 BMW	X3	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: Entering - Leaving	Lap/Shoulder Harness Used	Cell Phone Not In Use	
Party 2	Driver	West	Proceeding Straight	Female Age: 63 2007 HONDA	CIVIC	Passenger Car, Station Wagon, Jeep	Complaint of Pain
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-04684-2246-472	8/20/2019	14:06	Tuesday	PARKWAY CALABASAS - ARIELLA DR	568'	Direction: South	Daylight Clear Pty at Fault:1
	Rear-End		Other Motor Vehicle	Following Too Closely	21703	Hit & Run: No	Property Damage Only # Inj: 0 # Killed: 0
Party 1	Driver	South	Slowing/Stopping	Male Age: 42 2019 TOYOTA	RAV4	Sport Utility Vehicle	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
Party 2	Driver	South	Stopped In Road	Female Age: 42 2019 BMW	750IL	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-04736-2245-250	8/22/2019	17:40	Thursday	CALABASAS RD - COMMONS WAY	300'	Direction: West	Daylight Clear Pty at Fault:1
	Rear-End		Other Motor Vehicle	Other Improper Driving		Hit & Run: No	Property Damage Only # Inj: 0 # Killed: 0
Party 1	Driver		Proceeding Straight	Male Age: CHEVROLET	SILVERADO	Sport Utility Vehicle	No Injury
Veh Type:	Passenger Car		Sobriety: Impairment Not Kno	Assoc Factor: None Apparent		Not Stated	
Party 2	Driver	East	Stopped In Road	Female Age: 37 2007 HONDA	ACCORD	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-04743-2243-472	8/23/2019	00:01	Friday	LAS VIRGENES RD - LOST HILLS RD	70'	Direction: North	Dark - Street Lig Clear Pty at Fault:1
	Hit Object		Fixed Object	Improper Turning	22107	Hit & Run: No	Property Damage Only # Inj: # Killed: 0
Party 1	Driver	North	Proceeding Straight	Male Age: 26 2018 NISSAN	KICKS	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: Inattention	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-04766-2242-472	8/23/2019	17:30	Friday	3964 CEANOTHUS PL -	'	Direction:	Daylight Clear Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Unsafe Starting or Backing	22106	Hit & Run: No	Property Damage Only # Inj: 0 # Killed: 0
Party 1	Driver	East	Backing	Male Age: 32 2004 HONDA	CR-V	Sport Utility Vehicle	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
Party 2	Driver	North	Proceeding Straight	Male Age: 20 2019 MERCEDES-BENZ	C63S	Passenger Car, Station Wagon, Jeep	No Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
919-05165-2243-471	8/24/2019	20:58	Saturday	LAS VIRGENES RD - LOST HILLS RD	1584'	Direction: South	Dark - No Street Clear Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Auto R/W Violation	21804(a)	Hit & Run: No	Other Visible Injury # Inj: 0 # Killed: 0
Party 1	Driver	North	Entering Traffic	Male Age: 24 2016 DODGE	CHARGER	Passenger Car, Station Wagon, Jeep	Complaint of Pain
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
Party 2	Driver	North	Proceeding Straight	Male Age: 24 2015 LEXUS	CT200	Passenger Car, Station Wagon, Jeep	Other Visible Injury
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	
Party 3	Driver	South	Slowing/Stopping	Female Age: 17 2014 AUDI	Q7	Sport Utility Vehicle	Complaint of Pain
Veh Type:	Passenger Car		Sobriety: HNBD	Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use	

919-04816-2241-250	8/26/2019	14:00	Monday	LAS VIRGENES RD - AGOURA RD	380'	Direction: North	Daylight	Clear	Pty at Fault:2
	Broadside		Other Motor Vehicle	Auto R/W Violation	21804(a)	Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	South	Proceeding Straight	Male	Age: 60	1989 FORD ESCORT	Passenger Car, Station Wagon, Jeep	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver		Making Right Turn		Age:			No Injury	
	Veh Type:		Sobriety: Impairment Not Kno		Assoc Factor: None Apparent		Not Stated		
919-04818-2248-472	8/26/2019	17:00	Monday	MULHOLLAND HWY - CALABASAS HIGH RD	48'	Direction: East	Daylight	Clear	Pty at Fault:2
	Sideswipe		Other Motor Vehicle	Improper Turning	22107	Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	East	Proceeding Straight	Female	Age: 16	2018 LAND ROVER EVOQUE	Sport Utility Vehicle	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04915-2242-250	8/30/2019	13:00	Friday	4240 LOST HILLS RD -		Direction:	Dark - Street Lig	Clear	Pty at Fault:1
	Sideswipe		Parked Motor Vehicle	Improper Turning	22107	Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver		Parking Maneuver		Age:			No Injury	
	Veh Type:		Sobriety: Impairment Not Kno		Assoc Factor: Inattention		Cell Phone Not In Use		
Party 2	Parked Vehicle	East	Slowing/Stopping		Age:	2011 HYUNDAI ELANTRA	Passenger Car, Station Wagon, Jeep	No Injury	
	Veh Type: Passenger Car		Sobriety: HBD Impairment Un		Assoc Factor: None Apparent		Cell Phone Not In Use		
919-04912-2245-472	8/30/2019	14:27	Friday	CALABASAS RD - PARK GRANADA	200'	Direction: West	Daylight	Clear	Pty at Fault:1
	Head-On		Other Motor Vehicle	Improper Turning	22107	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	South	Making Left Turn	Male	Age: 78	2019 HYUNDAI SANTA FE	Sport Utility Vehicle	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: Inattention	Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver	West	Proceeding Straight	Male	Age: 22	2013 HYUNDAI ELANTRA	Passenger Car, Station Wagon, Jeep	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 3	Driver	East	Making Left Turn	Male	Age: 46	2017 TESLA S	Passenger Car, Station Wagon, Jeep	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use		
919-04934-2242-472	8/31/2019	18:39	Saturday	LAS VIRGENES RD - ESTRELLA DR	190'	Direction: North	Daylight	Clear	Pty at Fault:1
	Rear-End		Other Motor Vehicle	Following Too Closely	21703	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	North	Proceeding Straight	Male	Age: 49	2016 HONDA ODYSSEY	Mini Van	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: Inattention	Lap/Shoulder Harness Used	Cell Phone Not In Use		
Party 2	Driver	North	Stopped In Road	Female	Age: 23	2017 LEXUS IS200T	Passenger Car, Station Wagon, Jeep	No Injury	
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used	Cell Phone Not In Use		

Settings for Query:

City: CALABASAS
Sorted By: Date and Time



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 18, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR, AICP
MICHAEL KLEIN, SENIOR PLANNER *MAK*

SUBJECT: ADOPTION OF RESOLUTION NO. 2019-1647, AUTHORIZING APPLICATION FOR, AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2019-1647 authorizing application for, and receipt of, up to \$160,000 from SB 2 (Accelerated Housing Efforts) Grant funding from the California State Department of Housing and Community Development.

BACKGROUND:

On March 28, 2019, the CA Department of Housing and Community Development released a Notice of Funding Availability (NOFA) for SB 2 Planning Grants Program (PGP). SB 2 (2017) is part of a 15 bill housing package aimed at addressing the state's housing shortage by establishing a permanent source of revenue intended to increase the housing stock in California. The NOFA specifies that approximately \$123 million of funding is available to all local governments under the PGP. Funds from the PGP are intended to be used by local government for the preparation, adoption and implementation of efforts that streamline housing approvals and/or accelerate housing production.

DISCUSSION/ANALYSIS:

The PGP is a one-time component of SB 2 that provides financial and technical assistance to local governments to update planning documents/process in order to streamline the permit process for affordable housing and accelerate the production of new housing stock. Funding is available to every local government on a non-competitive basis, and has been allocated by jurisdiction size based on population. With a population of approximately 24,000, Calabasas has been allocated \$160,000 from the PGP. Pursuant to the PGP Guidelines, eligible applicants are local governments that meet the following threshold requirements: 1) have a housing element that has been adopted by the governing body, and is subsequently determine to be in substantial conformance with state housing element law, and 2) have submitted their Annual Progress Report of the housing element to HCD for 2017 and 2018. The City has complied with the above mentioned thresholds, and is therefore eligible for up to \$160,000 of funding from the PGP.

As stated above, funds received from the PGP shall be used by a local government for the preparation, adoption and implementation of efforts that accelerate the production of housing. The following list includes specific efforts, "Priority Policy Areas", for which the City is eligible to use the funds:

- a) Accessory Dwelling Unit (ADU) or Other Low-Cost Building Strategies: Encouraging ADUs and other low-cost building types through actions above state law such as, outreach, fee waivers, pre-approved plans, website zoning clearance assistance, and other homeowner tools or finance tools. Also, establishing other approaches to intensify existing lower density residential areas and "missing model" typologies to encourage more residential development in lower density residential areas.
- b) Expedited Processing: Speeding up approvals and permit processing, including instituting programs that streamline or consolidate the review process or create a separate process for expedited review of housing projects.
- c) Rezone to Permit By-right: Rezoning for additional housing capacity without, or lesser, discretionary review, or establish zoning to permit residential development by-right, particularly multi-family, without discretionary review.
- d) Objective Design and Development Standards: Developing objective design standards or pre-approved site and architectural plans that facilitate non-discretionary permitting.
- e) Specific Plans or Form Based Codes Coupled with CEQA Streamlining: Designating and rezoning for additional housing capacity or preparing specific plans or form based codes that include zoning and development standards and plan level environmental analysis that can be used to streamline future housing projects and facilitate affordability.

- f) Housing Related Infrastructure Financing and Fee Reduction Strategies: Develop and implement approaches to local related infrastructure financing. Create plans and programs to finance and increase infrastructure with accompanying additional housing capacity.

In addition to the Priority Policy Areas identified above, the City may use funds from the PGP to update the Housing Element of the General Plan, as long as the City demonstrates that the update would have a significant positive effect on accelerating housing production. For example, the City could use these funds to pay for a portion of the upcoming Housing Element update, if the update is coupled with one of the Priority Policy Areas (i.e. adoption of a specific plan or form based code).

Based on the Guidelines, Staff recommends that the City seek \$100,000 to provide enhanced technology to expedite the building permit process. This effort would require upgrading the City's new permit database to include public access to allow online permit submittals, e-plan check and mobile building inspections. The remaining \$60,000 could be used for the Housing Element update coupled with one of the other Priority Policy Areas, such as By-Right zoning, Specific Plans or Form Based Codes that streamline the entitlement process and CEQA. These efforts would be initiated based on the Planning Commission's recommendations for the Housing Element update and Council approvals.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact from the filing of the grant application. Should the application result in a grant award, the City would receive up to \$160,000 to be used for the preparation, adoption and implementation of efforts that streamline housing approvals and/or accelerate housing production.

REQUESTED ACTION:

Adopt Resolution No. 2019-1647 authorizing application for, and receipt of, up to \$160,000 from SB 2 Grant funding from the California State Department of Housing and Community Development.

ATTACHMENTS:

- Attachment A: Resolution No. 2019-1647
- Attachment B: Notice of Funding Availability – SB 2 Planning Grants Program

RESOLUTION NO. 2019-1647

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AUTHORIZING APPLICATION FOR, AND RECEIPT OF, SB 2 PLANNING GRANTS PROGRAM FUNDS.

WHEREAS, The State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the City Council of the City of Calabasas desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB2)) related to the PGP Program.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CALABASAS RESOLVES AS FOLLOWS:

SECTION 1. The City Council of the City of Calabasas is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application in the amount of \$160,000.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the Community Development Director is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$160,000, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligation related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The City shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees the use the funds for eligible uses in

the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The Community Development Director is authorized to execute the City of Calabasas Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City as required by the Department for receipt of the PGP Grant.

SECTION 5. 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 25th 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

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2771 / FAX (916) 263-2763
www.hcd.ca.gov



March 28, 2019

MEMORANDUM FOR: All Potential Applicants

FROM: Zachary Olmstead, Deputy Director
Division of Housing Policy Development

SUBJECT: NOTICE OF FUNDING AVAILABILITY -
SB 2 PLANNING GRANTS PROGRAM

The Department of Housing and Community Development (Department) is pleased to announce the release of this Notice of Funding Availability (NOFA) for approximately \$123 million under the Senate Bill 2 (SB 2, 2017) Planning Grants Program (PGP). SB 2 established a permanent source of funding intended to increase the affordable housing stock in California. The legislation directs the Department to use 50 percent of the first year's revenue to establish a program that provides financial and technical assistance to local governments to update planning documents and land-use ordinances. The PGP is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production.

In order to be eligible for grant funding, an applicant must submit a complete, signed original application and an electronic copy on CD or USB flash drive. OTC applications will be accepted for an eight-month period ending on **November 30, 2019**. The Department will only accept applications through a postal carrier service that provides date stamp verification confirming delivery to the Department's office, such as the U.S. Postal Service, UPS, FedEx, or other carrier services. No facsimiles, late applications, incomplete applications, application revisions, electronic submittals, or walk-in application packages will be accepted. All applications must be submitted to the Department at the following address:

**Department of Housing and Community Development
Division of Housing Policy Development
2020 West El Camino Ave, Suite 500
Sacramento, CA 95833**

PGP applications and forms are available on the Department's [website](#). Please refer to the [Planning Grants Program Guidelines](#) for detailed information on eligible activities, applicants, and awards. If you have questions regarding this NOFA, please email the Department at sb2planninggrant@hcd.ca.gov.

Attachment

PLANNING GRANTS PROGRAM (SB 2, 2017) 2019 NOTICE OF FUNDING AVAILABILITY



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

**Zachary Olmstead, Deputy Director
Department of Housing and Community Development
Division of Housing Policy Development**

2020 West El Camino Avenue, Suite 500
Sacramento, CA 95833
Telephone: (916) 263-2771

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>

Email: sb2planninggrant@hcd.ca.gov

March 29, 2019



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 18, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: MAUREEN TAMURI, COMMUNITY DEVELOPMENT DIRECTOR, AICP
MICHAEL KLEIN, SENIOR PLANNER *MAK*

SUBJECT: REPORT ON EXPIRATION OF AFFORDABLE HOUSING UNITS

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

This is an informational item, no action required at this time.

BACKGROUND:

The purpose of this report is to provide the City Council with information regarding current affordable housing options in the City of Calabasas. The report will also include a discussion of expired affordable housing.

DISCUSSION/ANALYSIS:

Number of Restricted Units for Affordable Housing

According to the 2015 US Census, Calabasas is home to approximately 24,000 residents living in approximately 9,200 housing units. There are approximately 6,900 single-family units, 2,100 multi-family units, and 230 mobile home units within the City. In 2018, approximately 23% of households (2,100 homes) earned less than \$50,000 annually (US Census American Survey). In comparison, the Area Median Income for a family of four in Los Angeles County is \$73,100. The

following tables identify restricted units within the City available to households that earn less than 120% of the County median income:

Existing Affordable Housing:

Name	Address	No. of Units	Income Level	Expiration Date
Avanti	23500 Park Sorrento	8	Very Low Income	2046
Canyon Creek	4803 El Canon	74	Very Low Income	2066
Avalon Bay	3831 Orchid Lane	120	Very Low/Moderate Income	2020*
Total: 202 units				

* The LACDC Bond requiring the affordable units was paid off in September of 2018, and is no longer in effect. The County Board of Supervisors approved \$600,000 in funding to provide a temporary rent subsidy to remaining tenants until the end of 2019. As a result, these units may be rented at market rate on January 1, 2020, unless new funds are committed.

Approved – Pending Construction/Completion:

Name	Address	No. of Units	Income Level	Expiration Date
Paxton	4240 Las Virgenes Rd	4	Very Low Income	2048
Raznick	23480 Park Sorrento	5	Very Low Income	2075 (est)
Total: 9				

Applications in Process:

Name	Address	No. of Units	Income Level	Expiration Date
West Village	4790 Las Virgenes Rd	27	Very Low Income	55 years
Total: 27				

Expired:

Name	Address	No. of Units	Income Level	Expiration Date
Malibu Canyon	5757 Las Virgenes	140	Very Low/Moderate Income	2016
Malibu Creek	4201 Las Virgenes	14	Moderate Income	2013
Total: 154				

Affordable Housing Trends

In 2014, during the adoption of the City's current Housing Element, there were 334 deed restricted affordable housing units within the City. Since then, 140 affordable units, or 42% of all affordable units in the City, have been lost due to expiration of bonds or deed restrictions enforced by LA County. With the expiration of County funding to subsidize rents at Avalon Bay, another 120 affordable units (60% of the remaining affordable units in the City) are at risk of expiring at the end of 2019. With the completion of Paxton, four new deed restricted affordable units will be available. Although Raznick has approved entitlements to construct 42 units (5 of which would be deed restricted for Very Low Income tenants), the City has been advised that the current construction climate may render the project infeasible.

The City's Inclusionary Housing Ordinance requires all residential projects with five or more units to provide 5-20% of the number of units in the project at affordable rent or sales levels. The Ordinance allows for a range of affordable units depending on whether the units are reserved for very low, low or moderate income households. Where the Planning Commission determines that onsite affordable units are not feasible, the Commission may approve alternatives such as offsite construction, conversion of existing market rate units to affordable rates (via deed restrictions), or payment of in-lieu fees to be deposited into the City's Affordable Housing Trust Fund.

The Housing Element of the 2030 General Plan includes the following policies with the objective of providing a variety of housing types to address the needs of all economic segments of the community:

- Policy V-12 Continue to require new housing development to set-aside a portion of units for lower and moderate income households through the Inclusionary Housing Ordinance. Only if that is not economically feasible, allow for payment of an in-lieu fee, but this is considered the less desirable alternative.
- Policy V-13 Support the provision of affordable housing to employees in Calabasas through the Commercial/Industrial Development Impact Fee Program.
- Policy V-14 Provide financial and/or regulatory incentives to facilitate the development of affordable housing

Policy V-17 Offer regulatory incentives and concessions, including density bonuses, to offset or reduce the costs of developing affordable housing.

Policy V-18 Promote the timely processing and approval of residential projects that meet General Plan policies and City regulatory requirements.

City's Affordable Housing Trust Fund

The City's Affordable Housing Fund, generated from Commercial Impact and Inclusionary Housing fees, serves as the primary source of funds to support the production or retention of affordable housing in the City. Money from this fund may be used to purchase land and/or build affordable units, purchase existing market rate units or provide a rent subsidy to retain affordable housing rates. There is currently a balance of \$1,662,666 in City's Affordable Housing fund as of the end of August, 2019. The amount of \$500,000 from this fund was reserved by the Council in April 2012 for a dilapidated home repair program for low and moderate income residents, and further expanded in April 2019 to include financial assistance for the construction of ADUs for low and moderate income residents. As such, there is approximately \$1,160,000 from the Affordable Housing fund which remains to be programmed. There are no anticipated sources of new revenue for the City's Affordable Housing fund because there are no approved projects that are required to pay the City's Affordable Housing Impact Fee.

Housing Element Update / Regional Housing Needs Allocation (RHNA)

California law requires that each city develop local housing programs to meet its fair share of existing and future housing needs for all income groups. The Southern California Association of Governments (SCAG) is responsible for developing and assigning Regional Housing Needs Assessment (RHNA) to each jurisdiction. While state law used to require cities to only plan for additional housing units, recent legislation penalizes cities that have not issued building permits to construct units in accordance with their RHNA allocation. The current RHNA cycle started in 2014 and ends in 2021, and has the following housing allocation for Calabasas:

2014-2021 RHNA	
Income Category	Assigned RHNA
Very Low	88
Low	54
Moderate	57
Above Moderate	131
TOTALS:	330

By law, the City will need to update the Housing Element of the 2030 General Plan, by November 2021 in order to accommodate the RHNA allocation for the next cycle (2022-2030). Staff anticipates receipt of draft RHNA allocation in February 2020.

FISCAL IMPACT/SOURCE OF FUNDING:

None at this time.

REQUESTED ACTION:

Receive and file.

ATTACHMENTS: None



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 16, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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



SUBJECT: INFORMATIONAL REPORT ON SIXTH CYCLE OF STATE OF CALIFORNIA'S REGIONAL HOUSING NEEDS ASSESSMENT PROCESS AND THE ASSOCIATED MANDATORY UPDATES TO THE CITY'S GENERAL PLAN HOUSING ELEMENT

MEETING

DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

That the City Council receive and file this report.

BACKGROUND:

Every seven to eight years the California Department of Housing and Community Development (HCD) reevaluates the status of the housing market throughout the State, and then develops a new set of housing production goals for the State and for the various regions throughout the State. These allocated housing production targets are called "Regional Housing Needs Assessments", or RHNA. Each official regional government, which in our case is the Southern California Association of Governments (SCAG), then distributes to all of the member counties and cities sub-allocations of the RHNA. The last time this process took place was in 2012-2013, and the result was that SCAG assigned to the City of Calabasas a RHNA allocation totaling 330 dwelling units. The table below summarizes the City's allocation from the last RHNA cycle, to include the specified numbers of affordable housing units.

5th RHNA Cycle – Units Allocated to Calabasas

INCOME CATEGORY	HOUSING UNITS
Very Low Income	88
Low Income	54
Moderate Income	57
Above Moderate	131
Total	330

Immediately following the RHNA allocation process, Planning Staff worked with Karen Warner and Associates (a specialist consulting firm focused almost exclusively on California housing issues), and updated the General Plan Housing Element, as required under California law. On September 11, 2013 the City Council approved the 2014 – 2021 Housing Element update, after which HCD certified the updated Housing Element as being compliant with State law and responsive to the City’s RHNA goals. The City’s on-going implementation and reporting efforts over the past six years have likewise met with HCD approval.

We have now reached the point where the sixth RHNA cycle is repeating the process, and even with widespread awareness of the state-wide housing crisis, many Southern Californians were quite surprised to learn HCD had preliminarily assigned more than 1.34 million new housing units to the SCAG region (see below).

HCD REGIONAL HOUSING NEED DETERMINATION		
SCAG: June 30, 2021 – October 15, 2029 (8.3 years)		
<u>Income Category</u>	<u>Percent</u>	<u>Housing Unit Need</u>
Very-Low*	26.1%	350,998
Low	15.3%	206,338
Moderate	16.7%	225,152
Above-Moderate	41.8%	562,252
Total	100.0%	1,344,740
* Extremely-Low	14.5%	Included in Very-Low Category

If this number holds, it would be the largest allocation for SCAG ever, and it would undoubtedly lead to extra-large sub-allocations of RHNA to the various cities and counties, including Calabasas. On September 5th SCAG's Community Economic and Human Development Committee directed SCAG staff to file with HCD a written objection to the preliminary allocation (the SCAG report is Attachment B). In the well-reasoned objection, SCAG proposes that HCD consider an alternative regional RHNA allocation of between 821,000 and 924,000 total housing units.

THE PROCESS GOING FORWARD:

As shown in the attached timeline (Attachment A), HCD will determine the final RHNA for the SCAG region by the end of October. SCAG anticipates issuing draft local jurisdictional RHNA figures in February 2020, with the final local RHNAs to be accomplished by August. Even if HCD is receptive and responsive to the objections raised by SCAG, and the agency issues a final regional RHNA number that is lower than the preliminary 1.34 million units allocation, Planning Staff does not expect to see a substantially lower final number from HCD. A final RHNA for the region of at least one million units may cause the City to receive a RHNA sub-allocation of 1,000 total new housing units or more.

When adopted in 2008, the City's 2030 General Plan had incorporated the 4th RHNA in the Housing Element; but our award-winning plan did much more than that -- it had also anticipated future RHNA cycles. Included in the Land Use Element are sufficient future housing sites and overall capacity to accommodate housing allocations for at least two additional RHNA cycles, provided those RHNA allocations would not be excessive. This explains why -- when accomplishing the 2014 – 2021 Housing Element update, we did not have to amend the Land Use Element, nor did we re-zone any property for additional housing development. Planning Staff had originally hoped to accommodate the City's 6th cycle RHNA allocation similarly, based on an expectation that the sub-allocation would stay below 300 total new units. However, due to the extraordinarily large RHNA allocation for the region, Staff now anticipates that the Housing Element update process for Calabasas will likely require a future housing sites analysis, as well as consideration of associated land use re-designations in the Land Use Element.

RAMPING UP FOR THE HOUSING ELEMENT UPDATE:

All jurisdictions within the SCAG region are expected to have accomplished their respective Housing Element updates and to have submitted the final plans to HCD no later than October, 2021. City Council has allocated in the 2019-2020 budget

funding for initiating work on the Housing Element update, and Staff is gearing up for that effort now.

With the prospect of having to consider additional new housing sites and/or revised housing densities in certain locations, there may also be a companion need to update and amend the Land Use Element (as already mentioned), as well as other aspects of the General Plan, particularly the Circulation Element. In the meantime, due to an entirely different new State law (SB 743), Calabasas Public Works Department is undertaking a re-write of the City's traffic impact analysis guidelines and methodologies to conform to a newly mandated vehicle-miles-traveled (VMT) approach. Just this month Planning staff learned that the mandated change to VMT based analyses will likely precipitate needed updates to the Circulation Element. Consequently, because of the coincidental update mechanisms applicable to the Circulation Element, Staff's work on the Housing Element update will have to be closely coordinated with Public Works Department staff.

The Housing Element update process will involve substantial community outreach, with the Planning Commission serving as the steering committee for the process, as we have done for the two previous Housing Element updates. Furthermore, and also as we've done for prior updates, we plan to contract with housing consultant Karen Warner & Associates for much needed technical assistance. Staff is working up a draft scope of work and PSA for this purpose, and we plan to bring the PSA to the City Council for consideration in October.

FISCAL IMPACT/SOURCE OF FUNDING:

This is an informational report only. There are no fiscal impacts.

REQUESTED ACTION:

That the City Council receive and file this report.

ATTACHMENTS:

- A. Timeline for 6th Cycle of RHNA.
- B. Written Objection from SCAG to HCD, dated Sept. 5, 2019.
- C. Letter from Calabasas Mayor David Shapiro to SCAG, dated Sept. 4, 2019.

DEVELOPMENT TIMELINE

6TH CYCLE RHNA *(subject to change)*



The 6th RHNA cycle covers the housing element planning period of October 2021 through October 2029. Major milestones for jurisdictions include the development of the RHNA methodology, distribution of the draft RHNA allocation, the appeals process, and the adoption of the final RHNA allocation. Housing elements for the 6th cycle RHNA are due to HCD in October 2021.

Public Participation: Stakeholders and members of the public are welcome to attend all public hearings and meetings, including the RHNA Subcommittee, and provide comments throughout the RHNA process. Meetings of the RHNA Subcommittee are held on the first Monday of each month unless otherwise noted. Comments and questions regarding RHNA can also be emailed to housing@scag.ca.gov.



SUPPLEMENTAL REPORT

Southern California Association of Governments
900 Wilshire Boulevard, Suite 1700, Los Angeles, California 90017
September 5, 2019

To: Community Economic & Human Development Committee
(CEHD)
Regional Council (RC)

EXECUTIVE DIRECTOR'S
APPROVAL

From: Kome Ajise, Executive Director, Executive Management, 213-236-1835, Ajise@scag.ca.gov

Kome Ajise

Subject: SCAG OBJECTION TO HCD 6TH CYCLE REGIONAL HOUSING
NEEDS DETERMINATION

RECOMMENDED ACTION:

Authorize the Executive Director to file an Objection to HCD on regional housing need determination pursuant to Government Code Section 65584.01 (c).

STRATEGIC PLAN:

This item supports the following Strategic Plan Goal 1: Produce innovative solutions that improve the quality of life for Southern Californians. 2: Advance Southern California's policy interests and planning priorities through regional, statewide, and national engagement and advocacy.

EXECUTIVE SUMMARY:

On August 22, 2019, the state Department of Housing and Community Development (HCD) transmitted their Regional Housing Needs Assessment (RHNA) determination of 1,344,740 units for the SCAG region. This number reflects the number of housing units that local jurisdictions in the region must plan for during the period from October 2021 to October 2029 and is split across four (4) income categories. Per statute, SCAG has 30 days to file an objection with HCD. HCD's determination was issued after a consultation process during which SCAG and HCD shared data and analysis which form the basis of determining regional housing need. While SCAG staff agrees that we have a dire need for housing production in the region, ultimately, HCD's determination does not reflect SCAG's Growth Forecast, data inputs, or analysis which was developed collaboratively during the consultation process. SCAG staff recommends an objection in order to arrive at a more 'reasonable' determination of regional housing needs in keeping with the SCAG's regional planning basis and the importance of collaboration in alleviating the state's housing crisis. Staff believes the regional housing need determination should be consistent with the Regional Transportation Plan and the region's population, housing and employment projections that are the basis of our State and federal mandates for regional planning.

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California's Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous

BACKGROUND:

On August 22, 2019, the state Department of Housing and Community Development (HCD) transmitted their Regional Housing Needs Assessment (RHNA) determination of 1,344,740 units for the SCAG region. This number reflects the number of housing units that local jurisdictions in the region must plan for during the period from October 2021 to October 2029 and is split across four income categories:

- Very Low: 350,998
- Low: 206,338
- Moderate: 225,152
- Above Moderate: 562,252

Since spring 2019, SCAG staff, under guidance from SCAG's RHNA Subcommittee, have outlined a framework to guide the development of the consultation process between SCAG and HCD which included the following goals:

- Follow the 2020 Connect SoCal RTP/SCS Integrated Growth Forecasting process, procedure, methodology, and results including local review and input
- Provide a robust analysis of housing needs in the SCAG region using the best available data and technical methodology and meet the requirements of the law
- Research the appropriate factors and causes associated with "existing housing needs"
- Develop policy responses for a long-term, robust, stable supply of sites and zoning for housing construction

Per state statute, SCAG has 30 days after receipt of the RHNA determination to accept or to file an objection. HCD would be required to make a final written determination within 45 days after receiving an objection. Specifically, per Government Code Section 65584.01(c)(2)(A) and (B):

(2) The objection shall be based on and substantiate either of the following:

(A) The department failed to base its determination on the population projection for the region established pursuant to subdivision (a), and shall identify the population projection which the council of governments believes should instead be used for the determination and explain the basis for its rationale.

(B) The regional housing need determined by the department is not a reasonable application of the methodology and assumptions determined pursuant to subdivision (b). The objection shall include a proposed alternative determination of its regional housing need based upon the determinations made in subdivision (b), including analysis of why the proposed alternative would be a more reasonable application of the methodology and assumptions determined pursuant to subdivision (b).

Staff recommends an objection based on (A) and (B) above. Analysis of SCAG's proposed alternative follows, and is based on:

- Use of SCAG's population forecast
-

-
- Use of comparable regions
 - Improved vacancy rate comparison
 - Additional considerations

Use of SCAG's Population Forecast

First, HCD did not base its determination on SCAG's RTP/SCS Growth Forecast, which was provided in the original consultation package and via follow-up email to HCD. Government Code 65584.01(a) indicates [emphasis added]:

*“(a) The department’s determination shall be based upon population projections produced by the Department of Finance and regional population forecasts used in preparing regional transportation plans, in consultation with each council of governments. **If the total regional population forecast for the projection year, developed by the council of governments and used for the preparation of the regional transportation plan, is within a range of 1.5 percent of the total regional population forecast for the projection year by the Department of Finance, then the population forecast developed by the council of governments shall be the basis from which the department determines the existing and projected need for housing in the region.** If the difference between the total population projected by the council of governments and the total population projected for the region by the Department of Finance is greater than 1.5 percent, then the department and the council of governments shall meet to discuss variances in methodology used for population projections and seek agreement on a population projection for the region to be used as a basis for determining the existing and projected housing need for the region. If no agreement is reached, then the population projection for the region shall be the population projection for the region prepared by the Department of Finance as may be modified by the department as a result of discussions with the council of governments.”*

SCAG projects total regional population to grow to 20,725,878 by October, 2029. SCAG's projection differs from Department of Finance (DOF) projection of 20,689,591, which was issued by DOF in May, 2018, by 0.18%. The total population provided in HCD's determination is 20,455,355, reflecting an updated DOF projection, differs from SCAG's projection by 1.32%. As SCAG's total projection is within the statutory tolerance of 1.5%, accordingly HCD is to use SCAG's population forecast.

While HCD has emphasized that consistency in approach to the 6th cycle RHNA across regions is a priority, deference to the Council of Governments' forecast as specified in statute is an important aspect of regional planning. Federal requirements for SCAG's Regional Transportation Plan necessitate a forecast of population, households, and employment for evaluating future land use patterns and measuring future travel demand. In addition, under SB 375, the State requires SCAG to develop a Sustainable Communities Strategy which is a coordination of transportation and land

use in the regional planning process to achieve State's climate goals. Both federal and State requirements are predicated on SCAG's forecast of population, households and employment.

As a result, SCAG has a long-established and well-respected process for producing a balanced forecast of population, households, and employment for the region, the details of which can be found in each Regional Transportation Plan (e.g. http://scagrtpscscs.net/Documents/2016/final/f2016RTPSCS_DemographicsGrowthForecast.pdf).

SCAG's quadrennial growth forecast begins with a consensus on appropriate assumptions of fertility, migration, immigration, household formation, and job growth by a panel of state and regional experts including members of DOF's Demographic Research Unit. In addition, SCAG co-hosts an annual demographic workshop with the University of Southern California to keep state and regional experts and stakeholders apprised of demographic and economic trends (<https://www.scag.ca.gov/calendar/Pages/DemographicWorkshop.aspx>).

SCAG places a high priority on generating its own forecasts of population, households, and employment and ensuring the highest possible degree of consistency and integrity of its projections for transportation, land use, and housing planning purposes.

Use of Comparable Regions

Pursuant to Government Code 65584.01(a)(2)(B), HCD's determination of housing need in the SCAG region is not a reasonable application of the methodology and assumptions described in statute. Specifically, HCD compared household overcrowding and cost-burden rates in the SCAG region to national averages rather than to rates in comparable regions as statutorily required.

SCAG's initial consultation package provided an approach using comparable regions to evaluate household overcrowding. SCAG staff met with HCD staff in-person in both Los Angeles and Sacramento to discuss adjustment criteria and how to define a comparable region to Southern California, as our region's size precludes a straightforward comparison. At the direction of HCD, SCAG staff refined its methodology for identifying comparable regions and provided a state-of-the-practice analysis supported by recent demographic and economic literature which determined that the most appropriate comparison to the SCAG region would be an evaluation against the San Jose, New York, San Francisco, Miami, Seattle, Chicago, San Diego, Washington D.C., Houston, and Dallas metropolitan areas. Despite this collaboration on the subject between HCD and SCAG, HCD elected to reject this approach and instead used national average statistics, which include small metropolitan areas and rural areas having little in common with Southern California.

HCD's choice to use national averages:

- Is inconsistent with the statutory language of SB 828, which added the comparable region standard to RHNA law in order to improve the technical robustness of measures of housing need.
- Is inconsistent with empirical data as economic and demographic characteristics differ dramatically based on regional size and context. For comparison, the median-sized metropolitan region in the country is Fargo, North Dakota with a population of 207,500. That is not a meaningful basis of comparison for the nation's largest MPO.
- Is inconsistent with HCD's own internal practice for the 6th cycle of RHNA. The regional need determination for the Sacramento Area Council of Governments (SACOG), issued on July 18, 2019, was the first 6th cycle RHNA determination following SB 828's inclusion of the comparable region standard.
- During their consultation process with HCD, SACOG also produced a robust technical analysis to identify comparable regions for the purposes of using overcrowding and cost-burden statistics to determine regional housing needs. However, HCD's final determination for SACOG used this analysis while the SCAG region was held to a different and less reasonable standard.

Improved Vacancy Rate Comparison

Thirdly, HCD uses unrealistic comparison points to evaluate healthy market vacancy, which is also an unreasonable application of the methodology and assumptions described in statute. While SB 828 specifies a vacancy rate for a healthy rental housing market as no less than 5 percent, healthy market vacancy rates for for-sale housing are not specified. HCD's practice is to compare actual, ACS vacancy rates for the region versus a 5 percent total vacancy rate (i.e. owner and renter markets combined).

During the consultation process, SCAG discussed this matter with HCD staff and provided several points of comparison including historical data, planning standards, and comparisons with other regions. In addition, SCAG staff illustrated that given tenure shares in the SCAG region, HCD's suggestion of a 5 percent total vacancy rate is mathematically equivalent to an 8 percent rental market vacancy rate plus a 2.25 percent for-sale housing vacancy rate. However, in major metropolitan regions, vacancy rates this high are rarely experienced outside of severe economic recessions such as the recent, housing market-driven Great Recession. Given the region's current

housing shortage, the high volume of vacant units envisioned in HCD's planning target would be rapidly absorbed, making it an unrealistic standard.

SCAG staff's original suggestion of 5 percent rental vacancy and 1.5 percent for-sale vacancy (resulting in a 3.17 percent total vacancy rate based on current tenure shares) is in fact *higher* than the observed rate in the comparable regions defined above. It is also above Federal Housing Authority standards for regions experiencing slow or moderate population growth. It is also above the very liberal standard of 6 percent for for-rent housing and 2 percent for for-sale housing suggested by the California Office of Planning and Research (equivalent to 3.90 percent total vacancy based on SCAG tenure shares) which would also be a more reasonable application of the methodology.¹

Additional Considerations

In addition to the three key points above, SCAG's proposed alternative includes several other corrections to technical shortcomings in HCD's analysis of regional housing needs.

1. HCD's evaluation of replacement need is based on an arbitrary internal standard of 0.5 percent to 5.0 percent of total housing units. 2010-2019 demolition data provided by DOF suggest that over an 8.25-year period, it is reasonable to expect that 0.14 percent of the region's total housing units will be demolished, but not replaced. This would form the basis of a more reasonable housing needs determination, as DOF's survey represents the most comprehensive and robust data available.
2. Anticipated household growth on tribal land was not excluded from the regional determination as indicated in the consultation package and follow-up communications. Tribal entities within the SCAG region have repeatedly requested that this estimate be excluded from the RHNA process entirely since as sovereign nations, state law does not apply. SCAG's proposed approach is to subtract estimates of household growth on tribal land from the regional determination and ensure that these figures are also excluded from local jurisdictions' annual progress reports (APRs) of new unit construction to HCD during the 6th cycle.
3. A refinement to the adjustment for cost burden would yield a more reasonable determination of regional housing needs. SCAG has repeatedly emphasized the shortcomings of and overlap across various ACS-based measures of housing need. Furthermore, the relationship between new unit construction and cost burden is poorly understood (i.e., what will be the impact of new units on cost, and by extension, cost-burden). Nonetheless, SCAG recognizes that the region's cost burden exceeds that of comparable regions and proposes one modification to

¹ See Nelson, AC. (2004), *Planner's Estimating Guide Projecting Land-Use and Facility Needs*. Planners Press, American Planning Association, Chicago. P. 25.

HCD's methodology, which currently considers cost burden separately by lower and higher income categories.

While housing security is dependent on income, it is also heavily dependent on tenure. While spending above 30 percent of gross income on housing for renters can reflect true housing insecurity, spending above this threshold for owners is substantially less problematic. This is particularly true for higher income homeowners, who generally benefit from housing shortages as it results in home value appreciation. Thus, a more reasonable application of cost burden statistics would exclude cost-burden experienced by moderate and above-moderate owner households and instead make an adjustment based on three of the four income and tenure combinations: lower-income renters, higher-income renters, and lower-income owners.

4. From our review, HCD's data and use of data is not current. In large metropolitan regions, there is no reasonable basis for using 5-year ACS data, which reflects average conditions from 2013 to 2017. For cost-burden adjustments, HCD relies on 2011-2015 CHAS data. By the beginning of the 6th cycle of RHNA, some of the social conditions upon which the determination is based will be eight years old.

During the consultation process, SCAG staff provided HCD with Excel-version data of all inputs needed to replicate their methodology using ACS 2017 1-year data (the most recent available); however, this was not used. The Census bureau is scheduled to release ACS 2018 1-year data on September 26, 2019. SCAG staff would support replicating the same analysis, but substituting 2018 data when it becomes available in order to ensure the most accurate estimates in planning for the region's future.

Summary

Overall, HCD did not use the appropriate population forecasts for their determination of the SCAG region's housing needs and did not conduct a reasonable application of the methodology and assumptions pursuant to statute. While SCAG staff provided substantial data and technical assistance during the consultation process, these efforts were not reflected in HCD's final determination of housing needs.

SCAG's alternative proposed determination provides a more reasonable, current, balanced, and technically robust application of HCD's stated approach toward determining housing needs. It reflects the collaborative efforts of HCD, SCAG, and the local jurisdictions who reviewed SCAG's Growth Forecast. It includes elements of SCAG's original consultation package to HCD as well as updates based on improved analysis, a thoughtful understanding of the state and region's current housing priorities, and more accurately applies the intent of the statute. Depending on the manner and extent to which the above-referenced improvements are made to the regional determination,



SCAG's alternative proposed 6th cycle RHNA determination for purposes of an objection to HCD would range between 821,000 and 924,000 housing units.

It is in this collaborative spirit which SCAG proposes this alternative determination in order to provide as robust and reasonable a planning target as possible in order to affirmatively address the substantial challenge of meeting regional, and therefore state housing needs. Furthermore, SCAG is fully committed to leading on solving our current housing crisis, and therefore setting up to work with our local jurisdictions on activities and policies that will lead to actual housing unit construction. SCAG's alternative proposed 6th Cycle RHNA determination will require an annual housing production of 102,625 to 115,500 units which is in excess of current total statewide rate. We will require very creative policy shifts and resources to assist our local jurisdictions to enable such a level of production across our region.

Based on the above, staff recommends that the Regional Council authorize SCAG's Executive Director to file an objection to HCD on the Regional Need Determination pursuant to Government Code Section 65584.01 Section (c)(2)(A) and (B).

FISCAL IMPACT:

Work associated with this item is included in the current FY 19-20 General Fund Budget (800.0160.03: RHNA).

ATTACHMENT(S):

1. 6thCycleRHNA_SCAGDetermination_08222019
2. PowerPoint Presentation: SCAG Opportunity for Response

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

2020 W. El Camino Avenue, Suite 500
Sacramento, CA 95833
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov



August 22, 2019

Kome Ajise, Executive Director
Southern California Association of Governments
900 Wilshire Blvd., Ste. 1700
Los Angeles, CA 90017

Dear Executive Director Ajise:

RE: Regional Housing Need Determination

This letter provides the Southern California Association of Governments (SCAG) its determination of the Regional Housing Need Determination. Pursuant to Government Code (Gov. Code) section 65584.01, the Department of Housing and Community Development (HCD) is required to provide the determination of SCAG's existing and projected housing need.

In assessing SCAG's regional housing need, HCD and SCAG staff completed an extensive consultation process starting in March 2017 through August 2019 covering the methodology, data sources, and timeline. HCD also consulted with Walter Schwarm of the California Department of Finance (DOF) Demographic Research Unit.

Attachment 1 displays the minimum regional housing need determination of **1,344,740** total units among four income categories for SCAG to distribute among its local governments. Attachment 2 explains the methodology applied pursuant to Gov. Code section 65584.01.

As you know, SCAG is responsible for adopting a RHNA allocation methodology for the *projection* period beginning June 30, 2021 and ending October 15, 2029. Pursuant to Gov. Code section 65584(d), SCAG's RHNA allocation methodology must further the following objectives:

- (1) Increasing the housing supply and the mix of housing types, tenure, and affordability in all cities and counties within the region in an equitable manner, which shall result in each jurisdiction receiving an allocation of units for low- and very low income households.
- (2) Promoting infill development and socioeconomic equity, the protection of environmental and agricultural resources, the encouragement of efficient development patterns, and the achievement of the region's greenhouse gas reductions targets provided by the State Air Resources Board pursuant to Section 65080.
- (3) Promoting an improved intraregional relationship between jobs and housing, including an improved balance between the number of low-wage jobs and the number of housing units affordable to low-wage workers in each jurisdiction.

- (4) Allocating a lower proportion of housing need to an income category when a jurisdiction already has a disproportionately high share of households in that income category, as compared to the countywide distribution of households in that category from the most recent American Community Survey.
- (5) Affirmatively furthering fair housing.

Pursuant to Gov. Code section 65584.04(e), to the extent data is available, SCAG shall include the factors listed in Gov. Code section 65584.04(e)(1-12) to develop its RHNA allocation methodology, and pursuant to Gov. Code section 65584.04(f), SCAG must explain in writing how each of these factors was incorporated into the RHNA allocation methodology and how the methodology furthers the statutory objectives described above. Pursuant to Government Code section 65584.04(h), SCAG must consult with HCD and submit its draft allocation methodology to HCD for review.

HCD appreciates the active role of SCAG staff in providing data and input throughout the consultation period. Pursuant to Government Code section 65584.01(c)(1), HCD may accept or reject the information provided by the council of governments or modify its own assumptions based on this information.

The Department especially thanks Ping Chang, Ma'Ayn Johnson, Kevin Kane, and Sarah Jepson. The Department looks forward to its continued partnership with SCAG and its member jurisdictions and assisting SCAG in its planning efforts to accommodate the region's share of housing need.

If HCD can provide any additional assistance, or if you, or your staff, have any questions, please contact Megan Kirkeby, Assistant Deputy Director for Fair Housing, at megan.kirkeby@hcd.ca.gov.

Sincerely,



Megan Kirkeby
Assistant Deputy Director for Fair Housing

ATTACHMENT 1

HCD REGIONAL HOUSING NEED DETERMINATION

SCAG: June 30, 2021 – October 15, 2029 (8.3 years)

<u>Income Category</u>	<u>Percent</u>	<u>Housing Unit Need</u>
Very-Low*	26.1%	350,998
Low	15.3%	206,338
Moderate	16.7%	225,152
Above-Moderate	41.8%	562,252
Total	100.0%	1,344,740
* Extremely-Low	14.5%	Included in Very-Low Category

Notes:

Income Distribution:

Income categories are prescribed by California Health and Safety Code (Section 50093, et.seq.). Percents are derived based on ACS reported household income brackets and regional median income, then adjusted based on the percent of cost-burdened households in the region compared with the percent of cost burdened households nationally.

ATTACHMENT 2

HCD REGIONAL HOUSING NEED DETERMINATION SCAG: June 30, 2021 – October 15, 2029 (8.3 years)

Methodology

SCAG: June 30, 2021-October 15, 2029 (8.3 Years) HCD Determined Population, Households, & Housing Need				
1.	Population: DOF 6/30/2029 projection adjusted +3.5 months to 10/15/2029			20,455,355
2.	- Group Quarters Population: DOF 6/30/2029 projection adjusted +3.5 months to 10/15/2029			-363,635
3.	Household (HH) Population: October 15, 2029			20,079,930
	Household Formation Groups	HCD Adjusted DOF Projected HH Population	DOF HH Formation Rates	HCD Adjusted DOF Projected Households
		20,079,930		6,801,760
	under 15 years	3,292,955	n/a	n/a
	15 – 24 years	2,735,490	6.45%	176,500
	25 – 34 years	2,526,620	32.54%	822,045
	35 – 44 years	2,460,805	44.23%	1,088,305
	45 – 54 years	2,502,190	47.16%	1,180,075
	55 – 64 years	2,399,180	50.82%	1,219,180
	65 – 74 years	2,238,605	52.54%	1,176,130
	75 – 84 years	1,379,335	57.96%	799,455
	85+	544,750	62.43%	340,070
4.	Projected Households (Occupied Unit Stock)			6,801,760
5.	+ Vacancy Adjustment (2.63%)			178,896
6.	+ Overcrowding Adjustment (6.76%)			459,917
7.	+ Replacement Adjustment (.50%)			34,010
8.	- Occupied Units (HHs) estimated (June 30, 2021)			-6,250,261
9.	+ Cost Burden Adjustment (Lower Income: 10.63%, Moderate and Above Moderate Income: 9.28%)			120,418
6th Cycle Regional Housing Need Assessment (RHNA)				1,344,740

Explanation and Data Sources

- 1-4. Population, Group Quarters, Household Population, & Projected Households: Pursuant to Government Code Section 65584.01, projections were extrapolated from Department of Finance (DOF) projections. Population reflects total persons. Group Quarter Population reflects persons in a dormitory, group home, institution, military, etc. that do not require residential housing. Household Population reflects persons requiring residential housing. Projected Households reflect the propensity of persons, by age-groups, to form households at different rates based on Census trends.
5. Vacancy Adjustment: HCD applies a vacancy adjustment based on the difference between a standard 5% vacancy rate and the region's current "for rent and sale" vacancy percentage to provide healthy market vacancies to facilitate housing availability and resident mobility. The adjustment is the difference between standard 5% and region's current vacancy rate (2.37%) based on the 2013-2017 5-year American Community Survey (ACS) data. For SCAG that difference is 2.63%.
6. Overcrowding Adjustment: In region's where overcrowding is greater than the U.S overcrowding rate of 3.35%, HCD applies an adjustment based on the amount the region's overcrowding rate (10.11%) exceeds the U.S. overcrowding rate (3.35%) based on the 2013-2017 5-year ACS data. For SCAG that difference is 6.76%.

Continued on next page

7. Replacement Adjustment: HCD applies a replacement adjustment between .5% & 5% to total housing stock based on the current 10-year average of demolitions in the region's local government annual reports to Department of Finance (DOF). For SCAG, the 10-year average is .14%, and SCAG's consultation package provided additional data on this input indicating it may be closer to .41%; in either data source the estimate is below the minimum replacement adjustment so the minimum adjustment factor of .5% is applied.
8. Occupied Units: Reflects DOF's estimate of occupied units at the start of the projection period (June 30, 2021).
9. Cost Burden Adjustment: HCD applies an adjustment to the projected need by comparing the difference in cost-burden by income group for the region to the cost-burden by income group for the nation. The very-low and low income RHNA is increased by the percent difference ($70.83\% - 60.20\% = 10.63\%$) between the region and the national average cost burden rate for households earning 80% of area median income and below, then this difference is applied to very low- and low-income RHNA proportionate to the share of the population these groups currently represent. The moderate and above-moderate income RHNA is increased by the percent difference ($20.48\% - 11.20\% = 9.28\%$) between the region and the national average cost burden rate for households earning above 80% Area Median Income, then this difference is applied to moderate and above moderate income RHNA proportionate to the share of the population these groups currently represent. Data is from 2011-2015 Comprehensive Housing Affordability Strategy (CHAS).



6th Cycle Regional Housing Needs Determination

State's Housing Need Totals and Opportunity for Response

Kevin Kane, PhD
Research & Analysis
September 5, 2019

www.scag.ca.gov



Consultation Process with HCD



- Purpose: to assist HCD in determining the region's housing needs
- SCAG's framework for consultation process:
 1. Follow the 2020 Connect SoCal RTP/SCS Integrated Growth Forecasting process, procedure, methodology, and results including local review and input
 2. Provide a robust analysis of housing needs in the SCAG region using the best available data and technical methodology and meet the requirements of the law
 3. Research the appropriate factors and causes associated with "existing housing needs"
 4. Develop policy responses for a long-term, robust, stable supply of sites and zoning for housing construction
- SCAG provided:
 - Consultation package to HCD on June 10, 2019
 - Comprehensive data and analysis
 - Revised and updated data upon HCD's request
 - Technical collaboration with HCD, primarily focused on determining comparable regions

Regional determination received on August 22, 2019

HCD REGIONAL HOUSING NEED DETERMINATION

SCAG: June 30, 2021 – October 15, 2029 (8.3 years)

<u>Income Category</u>	<u>Percent</u>	<u>Housing Unit Need</u>
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Moderate	16.7%	225,152
Above-Moderate	41.8%	562,252
Total	100.0%	1,344,740
* Extremely-Low	14.5%	Included in Very-Low Category

Process for an objection:

- SCAG has 30 days to object and provide an alternative determination
- HCD has 45 days to respond with a finding
- Per Government Code Section 65584.01(c)(2):

(2) The objection shall be based on and substantiate either of the following:

(A) The department failed to base its determination on the population projection for the region established pursuant to subdivision (a), and shall identify the population projection which the council of governments believes should instead be used for the determination and explain the basis for its rationale.

(B) The regional housing need determined by the department is not a reasonable application of the methodology and assumptions determined pursuant to subdivision (b). The objection shall include a proposed alternative determination of its regional housing need based upon the determinations made in subdivision (b), including analysis of why the proposed alternative would be a more reasonable application of the methodology and assumptions determined pursuant to subdivision (b).

Key Issues with HCD's Determination

1. Use of SCAG's population forecast required
2. Use of comparable regions to evaluate overcrowding and cost burden
3. Vacancy rate targets not substantiated
4. Replacement need standard arbitrary
5. Household growth on tribal land not considered
6. Improved cost burden measure possible
7. Determination chooses to use outdated data

Use of SCAG's Growth Forecast

- Statute specifies use of SCAG's RTP/SCS forecast if total population is within 1.5% of the state's forecast
- HCD did not use SCAG's population forecast
- SCAG priority: maximize consistency with Connect SoCal RTP/SCS
 - Regional balance between population, households, and employment

1980s ACTUAL	2010 PROJECTIONS	2010 ACTUAL	2040 PROJECTIONS
POPULATION OF THE METROPOLITAN AREA IN THE 1980s (1980-1989) 12.8 million	POPULATION OF THE METROPOLITAN AREA IN 2010 (2000-2010) 18.3 million	POPULATION OF THE METROPOLITAN AREA IN 2010 (2010-2019) 18.1 million	POPULATION OF THE METROPOLITAN AREA IN 2040 (2010-2040) 22.1 million
PROBABILITY OF THE METROPOLITAN AREA BEING IN THE STATE'S TOP 10% OF METROPOLITAN AREAS 1 in 20	PROBABILITY OF THE METROPOLITAN AREA BEING IN THE STATE'S TOP 10% OF METROPOLITAN AREAS 1 in 15	PROBABILITY OF THE METROPOLITAN AREA BEING IN THE STATE'S TOP 10% OF METROPOLITAN AREAS 1 in 17	PROBABILITY OF THE METROPOLITAN AREA BEING IN THE STATE'S TOP 10% OF METROPOLITAN AREAS 1 in 17
ETHNIC BREAKDOWN IN 1980s White 60% Black 9% Asian 5.3% Latino 24%	ETHNIC BREAKDOWN IN 2010 White 41% Black 10.2% Asian 9.2% Latino 39.5%	ETHNIC BREAKDOWN IN 2010 White 33.4% Black 6.5% Asian 14.8% Latino 45.3%	ETHNIC BREAKDOWN IN 2040 White 22.4% Black 5.4% Asian 19.1% Latino 53.1%
MEDIAN AGE IN 1980s Male 28.7 Female 30.6	MEDIAN AGE IN 2010 Male 34.5 Female 37	MEDIAN AGE IN 2010 Male 33.4 Female 35.7	MEDIAN AGE IN 2040 Male 37.3 Female 39.2



LA Times, June 18, 2015. "What Will Southern California Look Like in the Future?"

Comparable Regions to SCAG

- SB 88: Compare SCAG overcrowding & cost-burden rates to comparable regions
- Used by HCD for SACOG's regional determination, issued July 18, 2019
- *Is anything comparable to the nation's largest MPO?*
 - SCAG staff worked with HCD staff in August 2019 to develop a state-of-the-practice comparison based on several demographic and economic factors
- HCD's determination used national averages instead
 - Median US metro area by size: Fargo, ND

Metropolitan Statistical Areas for Comparison:

San Jose-Sunnyvale-Santa Clara, CA
 New York-Newark-Jersey City, NY-NJ-PA
 San Francisco-Oakland-Hayward, CA
 Miami-Fort Lauderdale-West Palm Beach, FL
 Seattle-Tacoma-Bellevue, WA
 Chicago-Naperville-Elgin, IL-IN-WI
 San Diego-Carlsbad, CA
 Washington-Arlington-Alexandria, DC-VA-MD-WV
 Houston-The Woodlands-Sugar Land, TX
 Dallas-Fort Worth-Arlington, TX

Comparable regions to SCAG developed with input from HCD staff

Summary

- Recommendation: Authorize Executive Director to file an objection with HCD on the Regional Need Determination pursuant to Govt. Code Section 65584.01(c)(2).
- Depending on the manner and extent to which the above-referenced improvements may be made to the regional determination, SCAG's alternative proposed 6th cycle RHNA determination would range between 821,000 and 924,000 housing units.



Thank you

Kevin Kane
kane@scag.ca.gov
(213) 236-1828
www.scag.ca.gov





CITY of CALABASAS

September 4, 2019

Honorable Peggy Huang, Chair
Community, Economic and Human Development Policy Committee
Regional Housing Needs Assessment Subcommittee
Southern California Association of Governments
900 Wilshire Blvd., Suite 1700
Los Angeles, CA 90017
housing@scag.ca.gov

Subject: Draft Regional Housing Needs Assessment (RHNA) Methodology Options

The City of Calabasas appreciates the opportunity to provide these comments on the proposed methodologies for the draft regional housing needs assessment (RHNA) for your consideration. The City looks forward to further regional cooperation regarding how best it and the other cities and counties in the SCAG region can work together to cooperatively improve the availability of affordable, safe housing reasonably sited in each jurisdiction reflecting each community's safety, character, applicable development constraints and hazards, and needs.

NATURAL LIMITATIONS ON DEVELOPMENT. First, as the past few years have made painfully clear, there is a substantial state and local interest in reducing and mitigating residential exposure to fire risk. The entirety of Calabasas is mapped within a very high fire hazard severity zone. Many cities in Southern California, and indeed across the state, are similarly situated – with existing vulnerable communities in higher fire risk areas.

Further, many jurisdictions are dealing with escalating construction costs to replace structures lost to fires. Calabasas, in particular, has faced substantial obstacles rebuilding after the recent Woolsey and Thomas fires. Costs are heightened when building in very high fire hazard severity zones, which makes it challenging to supply very low, low and moderate-income housing. Further, the proposed methodologies don't account for the strain on resources that communities damaged by federally-declared disasters face. Impacted jurisdictions should be allowed to prioritize rebuilding existing communities rather than generating new housing stock. Compelling additional development and significant numbers of additional residents (who will then become additional evacuees) into higher fire risk jurisdictions with no analysis of each jurisdiction's ability to serve those additional residents, to defend those additional structures and homes from the next wildfire, and to protect their community is the height of paper planning folly – is entirely divorced from reality.

Similarly, none of SCAG's three proposed RNHA methodologies consider or account for differing topography amongst local jurisdictions. The City of Calabasas is severely constrained by difficult topography and the fact that the City's General Plan, and applicable state laws, restrict grading and development on hillsides and significant ridgelines. Calabasas contains two protected park areas that belong to the Santa Monica Mountains Conservancy and California State Parks, respectively. Additionally, the City is home to two mapped wildlife corridors, one of which is being considered for a \$87 million wildlife protection bridge, numerous identified endangered species habitats, and archeological resources that further limit development. The County of Los Angeles faces similar concerns, which it addresses by restricting housing development within the Santa Monica North Area Plan. Unlike the County, Calabasas is a small City without the luxury of selecting areas outside of resource-protected zones to accommodate growth. The City strongly urges SCAG to revise the proposed RHNA allocation methodologies to consider fire risk, open space preservation requirements, environmental resource protections, appropriate mitigation methods, and the resulting limited true development potential.

ALLOCATION METHODOLOGIES – OPTION 3 IS BEST. Next, we understand that the first and third proposed methodologies allocate projected housing need based, in part, on jurisdictions' historic growth trends and replacement need. The City appreciates that SCAG's proposed methodologies adhere to historic growth patterns, instead of dividing estimated future housing need solely based on relative population shares. This best represents local conditions and sets a realistic goal for future development. However, this approach needs to be applied with clear recognition that any city with very low

population growth over the past several decades cannot be expected to be the relief valve for Southern California's pent-up development pressures. Among the three options, the City recommends further consideration of Option 3, because this option best accounts for local estimated household growth. We would welcome an approach that applies Option 3, preferably with further refinement to account for the local fire risk, topography, environmental constraints, and open space preservation factors discussed above, and to account for a City's limited growth patterns.

The first and second proposed methodologies allocate a substantial portion of the total RHNA numbers based on the proportion of the jurisdiction's population compared to the SCAG region. SCAG would be better served by, at the least, including consideration of historic growth patterns in this determination. Each jurisdiction's local conditions allow or restrict future development. Calabasas has fire-risk related, natural, geographic, climatic, topographical, and state-mandated limitations on further development opportunities. These factors are implicitly recognized in historic growth patterns, but are not reflected by merely comparing total population. Failing to account for these factors, as in Options 1 & 2, leaves the analysis incomplete. Further, failing to account for local input regarding historic growth patterns, as in Option 2, violates the statutory requirement to consider local input from each City as part of the RHNA process. (Gov't Code, § 65584.04, subd. (b)(4).) The City urges SCAG to adopt an approach based in historic growth more broadly, instead of using generic regional growth factors or relying on the jurisdiction's share of regional population.

SOCIAL EQUITY MULTIPLIER. The City also questions the use of a 150 percent social equity multiplier to increase future housing need allocations in Option 1 and to increase all allocations in Options 2 & 3. The City acknowledges that the 110 percent social equity multiplier supports important goals – namely mitigating the overconcentration of income categories in certain areas. However, the 150 percent multiplier is untenable. It applies a top-down approach to mandate additional housing at certain income levels in certain areas, with no recognition of legitimate constraints on local development opportunities. The City questions the proposed 150% adjustment rate as excessive, divorced from statutory requirements, and out of alignment with the housing market. The Government Code does not require, nor does it contemplate, a 150% social equity adjustment factor. SCAG's analysis does not demonstrate why this method is appropriate, required, or even would serve to actually promote additional affordable housing development, rather than simply as a paper planning exercise. Market conditions – not zoning – are the significant constraint on very low, low and moderate-income housing in jurisdictions with higher

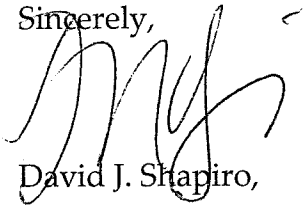
average incomes and higher land values. Such a substantial social equity adjustment will force jurisdictions to take actions to bolster types of housing not supported by the market, without sufficient funding to support affordable housing. This will not actually result in additional affordable housing being built. Instead, it will likely further constrain an already under-performing housing market and result in substantially fewer new housing units overall – not just in Calabasas, but throughout the entire SCAG region.

VACANCY RATES. The City understands and agrees that destroyed housing units are accounted for and replaced within the proposed methodologies, as is appropriate to determine existing need. However, SCAG has failed to account for a significant threat to losing existing housing units – short-term rentals. Web-based short term rental markets have greatly expanded this type of use. The outcome is the transition of properties away from permanent housing, a result not reflected in the proposed methodologies. Other cities throughout SCAG’s jurisdiction have enacted short-term rental regulations, either supporting or restricting the transition of housing into short-term rentals. We recommend SCAG take these local efforts into account, adjusting existing need allocated to cities based on their regulatory efforts, requiring additional units to be located in those cities who have chosen to permit short-term rentals, reflecting the consequence of that decision is the removal from the market of long-term housing units at all income levels.

CONCLUSION. In closing, the City thanks the Chair and Committee in advance for your consideration of the comments included here. The City believes strongly in the need to provide safe, affordable, livable housing for its residents and for the region. This goal is best accomplished if SCAG, the City, and all our regional partners work together to assess and allocate fair shares of regional housing needs based on local conditions, including local fire risk, open space and environmental preservation goals and requirements, and hazards. SCAG must also consider historic development patterns and local input from each City regarding its growth projections, in its calculation of existing and projected future housing need. It should consider other local factors that limit dense development, particularly geography, topography, climate, existing state and other legal restrictions on development (e.g. the prevalence of endangered species), and other local realities. This should include the strain placed on resources both by significant fire risk and the process of rebuilding after a fire event. It should consider other regulatory factors that affect existing housing supply and future housing development, including short-term rentals. Finally, SCAG should utilize all available localized data, including on vacancy rates, instead of relying on statewide data that misrepresents local conditions.

The City believes the goals of the regional housing needs assessment are best accomplished by Option 3, with further refinement to fully account for the comments described above. Again, I appreciate your consideration and am available if you have additional questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Shapiro', written over the printed name 'David J. Shapiro'.

David J. Shapiro,

Mayor

City of Calabasas



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 13, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: RECOMMENDATION AND APPROVAL OF A VETERANS MEMORIAL

**MEETING
DATE: SEPTEMBER 25, 2019**

SUMMARY RECOMMENDATION

It is recommended that City Council approve the design, fabrication, and installation of a Veterans Memorial.

SUMMARY INFORMATION

Staff has been tasked with creating a Veterans Memorial to be permanently displayed in the Calabasas Civic Center dedicated to honor both the service and sacrifice of our country's armed forces. The three potential locations for the Memorial ~~was~~ were determined to be most appropriate at the top of the stairway leading from City Hall to the Senior Center. This site was were chosen due to ~~it~~ each area being an ideal gathering area for the public to pay their respect to those service men and women who have and continue to courageously serve our county.

The Memorial will display the five United States Military service flags and seals to honor each branch of the armed forces, in addition to showcasing a plaque inscribed with the words "Veterans Plaza" or "Veterans Garden", depending on the location chosen. Lighting will also be installed to ensure that the prominence of the flags, seals,

and plaque can be displayed during the evening hours. The Memorial will be visible to patrons of the Senior Center, in addition to members of the public utilizing the Civic Center plaza area. Future discussion to come for the consideration and placement of a permanent monument to be added to the Memorial site [for](#) option [#2](#), if desired.

FISCAL IMPACT/SOURCE OF FUNDING

The cost for the installation of the plaque and military service flags is estimated at approximately \$20,000. Funds from City Hall Capital Fund 42 will be utilized for the project.

REQUESTED ACTION

It is requested that City Council approve the recommendation for the installation of a Veterans Memorial and adjust the budget accordingly.

ATTACHMENTS:

Attachment A: Veterans Memorial – [Option #1](#), Front/Rear View

Attachment B: Veterans Memorial – [Option #2](#)

[Attachment C: Veterans Memorial – Option #3](#)



VETERANS
PLAZA

Amphitheater →
Auditorium →





← Amphitheater
← Founders Hall
↑ Senior Center

SENIOR CENTER





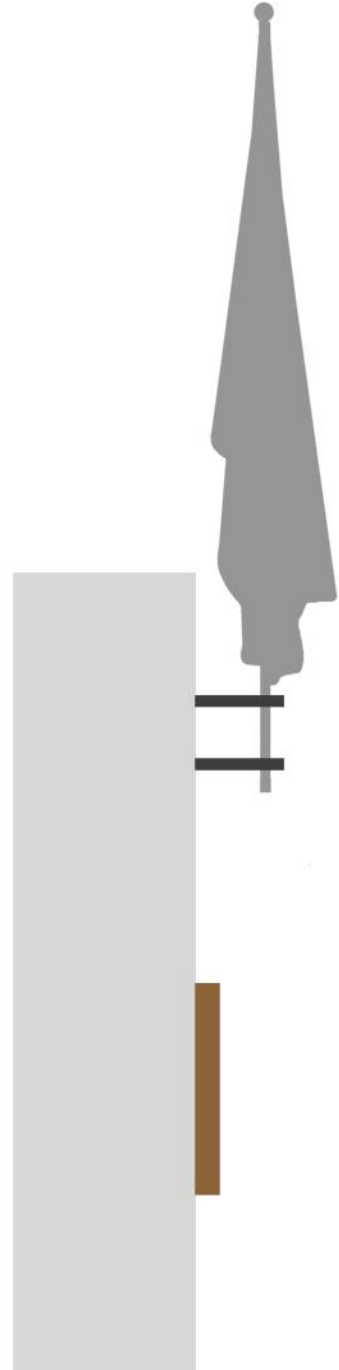
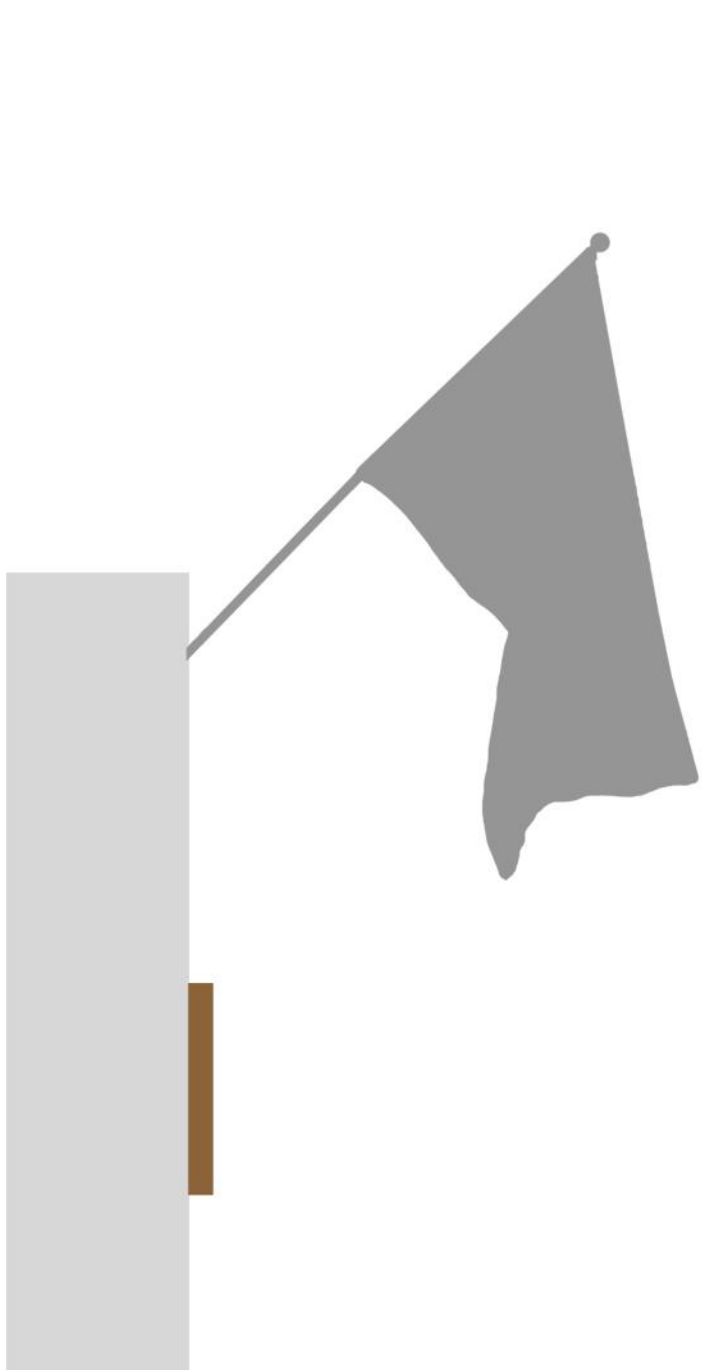
CITY of CALABASAS













CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: SEPTEMBER 17, 2019

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: DISCUSSION OF RESOLUTION(S) BEFORE THE LEAGUE OF CALIFORNIA CITIES (LEAGUE) ANNUAL MEETING ON OCTOBER 18, 2019

MEETING DATE: SEPTEMBER 25, 2019

SUMMARY RECOMMENDATION:

That the City Council review and discuss resolution(s) to be presented at the League of California Cities (League) Annual Meeting on October 18, 2019.

BACKGROUND:

The League requested that the City Council consider the resolution(s) that will be before its membership at the Annual Business Meeting on October 18 to determine the City's position on such resolution(s).

REQUESTED ACTION:

City Council discussion and/or direction if required.

ATTACHMENTS:

The League's resolution packet



*Annual Conference
Resolutions Packet*

2019 Annual Conference Resolutions



Long Beach, California

October 16 – 18, 2019

INFORMATION AND PROCEDURES

RESOLUTIONS CONTAINED IN THIS PACKET: The League bylaws provide that resolutions shall be referred by the president to an appropriate policy committee for review and recommendation. Resolutions with committee recommendations shall then be considered by the General Resolutions Committee at the Annual Conference.

This year, two resolutions have been introduced for consideration at the Annual Conference and referred to League policy committees.

POLICY COMMITTEES: Two policy committees will meet at the Annual Conference to consider and take action on the resolutions referred to them. The committees are: Environmental Quality and Transportation, Communication & Public Works. The committees will meet from 9:00 – 11:00 a.m. on Wednesday, October 16, at the Hyatt Regency Long Beach. The sponsors of the resolutions have been notified of the time and location of the meeting.

GENERAL RESOLUTIONS COMMITTEE: This committee will meet at 1:00 p.m. on Thursday, October 17, at the Hyatt Regency Long Beach, to consider the reports of the policy committees regarding the resolutions. This committee includes one representative from each of the League's regional divisions, functional departments and standing policy committees, as well as other individuals appointed by the League president. Please check in at the registration desk for room location.

ANNUAL LUNCHEON/BUSINESS MEETING/GENERAL ASSEMBLY: This meeting will be held at 12:30 p.m. on Friday, October 18, at the Long Beach Convention Center.

PETITIONED RESOLUTIONS: For those issues that develop after the normal 60-day deadline, a resolution may be introduced at the Annual Conference with a petition signed by designated voting delegates of 10 percent of all member cities (48 valid signatures required) and presented to the Voting Delegates Desk at least 24 hours prior to the time set for convening the Annual Business Meeting of the General Assembly. This year, that deadline is 12:30 p.m., Thursday, October 17. Resolutions can be viewed on the League's Web site: www.cacities.org/resolutions.

Any questions concerning the resolutions procedures may be directed to Carly Shelby cshelby@cacities.org 916-658-8279 or Nick Romo nromo@cacities.org 916-658-8232 at the League office.

GUIDELINES FOR ANNUAL CONFERENCE RESOLUTIONS

Policy development is a vital and ongoing process within the League. The principal means for deciding policy on the important issues facing cities is through the League's seven standing policy committees and the board of directors. The process allows for timely consideration of issues in a changing environment and assures city officials the opportunity to both initiate and influence policy decisions.

Annual conference resolutions constitute an additional way to develop League policy. Resolutions should adhere to the following criteria.

Guidelines for Annual Conference Resolutions

1. Only issues that have a direct bearing on municipal affairs should be considered or adopted at the Annual Conference.
2. The issue is not of a purely local or regional concern.
3. The recommended policy should not simply restate existing League policy.
4. The resolution should be directed at achieving one of the following objectives:
 - (a) Focus public or media attention on an issue of major importance to cities.
 - (b) Establish a new direction for League policy by establishing general principles around which more detailed policies may be developed by policy committees and the board of directors.
 - (c) Consider important issues not adequately addressed by the policy committees and board of directors.
 - (d) Amend the League bylaws (requires 2/3 vote at General Assembly).

LOCATION OF MEETINGS

Policy Committee Meetings

Wednesday, October 16, 9:00 – 11:00 a.m.

Hyatt Regency Long Beach

200 South Pine Avenue, Long Beach

The following committees will be meeting:

1. Environmental Quality 10:00 - 11:00 a.m.
2. Transportation, Communication & Public Works 9:00 - 10:00 a.m.

General Resolutions Committee

Thursday, October 17, 1:00 p.m.

Hyatt Regency Long Beach

200 South Pine Avenue, Long Beach

Annual Business Meeting and General Assembly Luncheon

Friday, October 18, 12:30 p.m.

Long Beach Convention Center

300 East Ocean Boulevard, Long Beach

KEY TO ACTIONS TAKEN ON RESOLUTIONS

Resolutions have been grouped by policy committees to which they have been assigned.

Number Key Word Index Reviewing Body Action

		1	2	3
		1 - Policy Committee Recommendation to General Resolutions Committee 2 – General Resolutions Committee 3 - General Assembly		

ENVIRONMENTAL QUALITY POLICY COMMITTEE

		1	2	3
1	Amendment to Rule 20A			
2	International Transboundary Pollution Flows			

TRANSPORTATION, COMMUNICATION & PUBLIC WORKS POLICY COMMITTEE

		1	2	3
1	Amendment to Rule 20A			

Information pertaining to the Annual Conference Resolutions will also be posted on each committee’s page on the League website: www.cacities.org. The entire Resolutions Packet is posted at: www.cacities.org/resolutions.

KEY TO ACTIONS TAKEN ON RESOLUTIONS (Continued)

Resolutions have been grouped by policy committees to which they have been assigned.

KEY TO REVIEWING BODIES

- 1. Policy Committee
- 2. General Resolutions Committee
- 3. General Assembly

KEY TO ACTIONS TAKEN

- A Approve
- D Disapprove
- N No Action
- R Refer to appropriate policy committee for study
- a Amend+
- Aa Approve as amended+
- Aaa Approve with additional amendment(s)+
- Ra Refer as amended to appropriate policy committee for study+
- Raa Additional amendments and refer+
- Da Amend (for clarity or brevity) and Disapprove+
- Na Amend (for clarity or brevity) and take No Action+
- W Withdrawn by Sponsor

ACTION FOOTNOTES

- * Subject matter covered in another resolution
- ** Existing League policy
- *** Local authority presently exists

Procedural Note:

The League of California Cities resolution process at the Annual Conference is guided by League Bylaws. A helpful explanation of this process can be found on the League’s website by clicking on this link: [Guidelines for the Annual Conference Resolutions Process.](#)

League of California Cities Resolution Process

REGULAR RESOLUTIONS

Policy Committee Action	General Resolutions Committee Action	Calendar
Approve	Approve	Consent Calendar ¹
Approve	Disapprove or Refer	Regular Calendar ²
Disapprove or Refer	Approve	Regular Calendar
Disapprove or Refer	Disapprove or Refer	Does not proceed to General Assembly

PETITION RESOLUTIONS

Policy Committee Action	General Resolutions Committee Action	Calendar
Not Heard in Policy Committee	Approve	Consent Calendar
Not Heard in Policy Committee	Disapprove or Refer	Regular Calendar
Not Heard in Policy Committee	Disqualified per Bylaws Art. VI	Does not proceed to General Assembly

Resolutions

- Submitted 60 days prior to conference *Bylaws Article VI, Sec. 4(a)*
- Signatures of at least 5 supporting cities or city officials submitted with the proposed resolution *Bylaws Article VI, Sec. 2*
- Assigned to policy committee(s) by League president *Bylaws Article VI, Sec. 4(b)(i)*
- Heard in policy committee(s) and report recommendation, if any, to GRC *Bylaws Article VI, Sec. 4(b)(ii)*
- Heard in GRC
 - Approved by policy committee(s) and GRC, goes on to General Assembly on consent calendar *2006 General Assembly Resolution Sec. 2(C)*
 - If amended/approved by all policy committee(s) to which it has been referred and disapproved by GRC, then goes on to General Assembly on the regular calendar. If not all policy committees to which it has been referred recommend amendment or approval, and the GRC disapproves or refers the resolution, the resolution does not move to the General Assembly *2006 General Assembly Resolution Sec. 2(A),(C); 1998 General Assembly Resolution, 1st Resolved Clause*
 - If disapproved by all policy committees to which it has been referred and disapproved by the GRC, resolution does not move to the General Assembly *2006 General Assembly Resolution Sec. 2(C)*
- Heard in General Assembly

¹ The consent calendar should only be used for resolutions where there is unanimity between the policy committees and the GRC that a resolution should be approved by the General Assembly, and therefore, it can be concluded that there will be less desire to debate the resolution on the floor.

² The regular calendar is for resolutions for which there is a difference in recommendations between the policy committees and the GRC.

Petitioned Resolutions

- Submitted by voting delegate *Bylaws Article VI, Sec. 5 (a)*
- Must be signed by voting delegates representing 10% of the member cities *Bylaws Article VI, Sec. 5 (c)*
- Signatures confirmed by League staff
- Submitted to the League president for confirmation 24 hours before the beginning of the General Assembly. *Bylaws Article VI, Sec. 5 (d)*
- Petition to be reviewed by Parliamentarian for required signatures of voting delegates and for form and substance *Bylaws Article VI, Sec. 5(e)*
- Parliamentarian's report is presented to chair of GRC
- Will be heard at GRC for action (GRC cannot amend but may recommend by a majority vote to the GA technical or clarifying amendments) *2006 General Assembly Resolution sec. 6(A), (B)*
- GRC may disqualify if:
 - Non-germane to city issues
 - Identical or substantially similar in substance to a resolution already under consideration *Bylaws Article VI, Sec. 5(e), (f)*
- Heard in General Assembly
 - General Assembly will consider the resolution following the other resolutions³ *Bylaws Article VI, Sec. 5(g)*
 - Substantive amendments that change the intent of the petitioned resolution may only be adopted by the GA *2006 General Assembly Resolution sec. 6(C)*

Voting Procedure in the General Assembly

Consent Calendar: Resolution approved by Policy Committee(s) and GRC. Petitioned resolution approved by GRC)

- GRC Chair will be asked to give the report from the GRC and will ask for adoption of the GRC's recommendations
- Ask delegates if there is a desire to call out a resolution for discussion
- A voting delegate may make a motion to remove a resolution from the consent calendar for discussion
- If a motion is made to pull a resolution, the General Assembly votes on whether to pull the resolution from the consent calendar.
- If a majority of the General Assembly votes to pull the resolution, set "called out" reso(s) aside. If the motion fails, the resolution remains on the consent calendar.
- If reso(s) not called out, or after "called out" reso is set aside, then ask for vote on remaining resos left on consent
- Move on to debate on reso(s) called out
- After debate, a vote is taken
- Voting delegates vote on resolutions by raising their voting cards.⁴

³ Petitioned Resolutions on the Consent Calendar will be placed after all General Resolutions on the Consent Calendar. Petitioned Resolutions on the Regular Calendar will be placed after all General Resolutions on the Regular Calendar.

⁴ Amendments to League bylaws require 2/3 vote

Regular Calendar: Regular resolutions approved by Policy Committee(s)⁵, and GRC recommends disapproval or referral; Regular resolutions disapproved or referred by Policy Committee(s)⁶ and GRC approves; Petitioned resolutions disapproved or referred by the GRC.

- Open the floor to determine if a voting delegate wishes to debate a resolution on the regular calendar.
- If no voting delegate requests a debate on the resolution, a vote to ratify the recommendation of the GRC on the resolution is taken.
- Upon a motion by a voting delegate to debate a resolution, a debate shall be held if approved by a majority vote of the General Assembly. If a majority of the General Assembly to debate the resolution is not achieved, then a vote shall be taken on whether to ratify the GRC's recommendation. If a majority of the General Assembly approves of the motion to debate the resolution, debate will occur. After debate on the resolution, a vote is taken based upon the substitute motion that was made, if any, or on the question of ratifying the GRC's recommendation.
- Voting delegates vote by raising their voting cards.

⁵ Applies in the instance where the GRC recommendation of disapproval or refer is counter to the recommendations of the policy committees.

⁶ Applies in the instance where the GRC recommendation to approve is counter to the recommendations of the policy committees.

1. RESOLUTION OF THE LEAGUE OF CALIFORNIA CITIES CALLING ON THE CALIFORNIA PUBLIC UTILITIES COMMISSION TO AMEND RULE 20A TO ADD PROJECTS IN VERY HIGH FIRE HAZARD SEVERITY ZONES TO THE LIST OF ELIGIBILITY CRITERIA AND TO INCREASE FUNDING ALLOCATIONS FOR RULE 20A PROJECTS

Source: City of Rancho Palos Verdes

Concurrence of five or more cities/city officials

Cities: City of Hidden Hills, City of La Cañada Flintridge, City of Laguna Beach, City of Lakeport, City of Malibu, City of Moorpark, City of Nevada City, City of Palos Verdes Estates, City of Rolling Hills Estates, City of Rolling Hills, City of Ventura

Referred to: Environmental Quality Policy Committee; Transportation, Communications, and Public Works Policy Committee

WHEREAS, the California Public Utilities Commission regulates the undergrounding conversion of overhead utilities under Electric Tariff Rule 20 and;

WHEREAS, conversion projects deemed to have a public benefit are eligible to be funded by ratepayers under Rule 20A; and

WHEREAS, the criteria under Rule 20A largely restricts eligible projects to those along streets with high volumes of public traffic; and

WHEREAS, the cost of undergrounding projects that do not meet Rule 20A criteria is left mostly or entirely to property owners under other parts of Rule 20; and

WHEREAS, California is experiencing fire seasons of worsening severity; and

WHEREAS, undergrounding overhead utilities that can spark brush fires is an important tool in preventing them and offers a public benefit; and

WHEREAS, brush fires are not restricted to starting near streets with high volumes of public traffic; and

WHEREAS, expanding Rule 20A criteria to include Very High Fire Hazard Severity Zones would facilitate undergrounding projects that would help prevent fires; and

WHEREAS, expanding Rule 20A criteria as described above and increasing funding allocations for Rule 20A projects would lead to more undergrounding in Very High Fire Hazard Severity Zones; and now therefore let it be,

RESOLVED that the League of California Cities calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility and to increase funding allocations for Rule 20A projects.

Background Information on Resolution No. 1

Source: City of Rancho Palos Verdes

Background:

Rancho Palos Verdes is the most populated California city to have 90 percent or more of residents living in a Cal Fire-designated Very High Fire Hazard Severity Zone. Over the years, the Palos Verdes Peninsula has seen numerous brush fires that were determined to be caused by electrical utility equipment.

Across the state, some of the most destructive and deadly wildfires were sparked by power equipment. But when it comes to undergrounding overhead utilities, fire safety is not taken into account when considering using ratepayer funds to pay for these projects under California's Electric Tariff Rule 20 program. The program was largely intended to address visual blight when it was implemented in 1967. Under Rule 20A, utilities must allocate ratepayer funds to undergrounding conversion projects chosen by local governments that have a public benefit and meet one or more of the following criteria:

- Eliminate an unusually heavy concentration of overhead lines;
- Involve a street or road with a high volume of public traffic;
- Benefit a civic or public recreation area or area of unusual scenic interest; and,
- Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines.

As we know, brush fires are not restricted to erupting in these limited areas. California's fire season has worsened in severity in recent years, claiming dozens of lives and destroying tens of thousands of structures in 2018 alone.

Excluding fire safety from Rule 20A eligibility criteria puts the task of undergrounding power lines in Very High Fire Hazard Severity Zones squarely on property owners who are proactive, willing and able to foot the bill.

The proposed resolution calls on the California Public Utilities Commission to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the proposed resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

If adopted, utilities will be incentivized to prioritize undergrounding projects that could potentially save millions of dollars and many lives.

League of California Cities Staff Analysis on Resolution No. 1

Staff: Rony Berdugo, Legislative Representative, Derek Dolfie, Legislative Representative, Caroline Cirrincione, Legislative Policy Analyst
Committees: Environmental Quality; Transportation, Communications, and Public Works

Summary:

This Resolution, in response to intensifying fire seasons and hazards associated with exposed energized utility lines, proposes that the League of California Cities (League) call upon the California Public Utilities Commission (CPUC) to amend the Rule 20A program by expanding the criteria for undergrounding overhead utilities to include projects in Very High Fire Hazard Severity Zones (VHFHSZ). This Resolution also proposes that the League call upon the CPUC to increase utilities' funding allocations for Rule 20A projects.

Background

California Wildfires and Utilities

Over the last several years, the increasing severity and frequency of California's wildfires have prompted state and local governments to seek urgent prevention and mitigation actions. Record breaking wildfires in Northern and Southern California in both 2017 and 2018 have caused destruction and loss of life. This severe fire trend has local officials seeking solutions to combat what is now a year-round fire season exacerbated by years of drought, intense weather patterns, untamed vegetation and global warming.

These conditions create a dangerous catalyst for wildfires caused by utilities as extreme wind and weather events make downed power lines more of a risk. In response to recent catastrophic wildfires, Governor Newsom established a Strike Force tasked with developing a "comprehensive roadmap" to address issues related to wildfires, climate change, and utilities. [The Strike Force report](#) acknowledges that measures to harden the electrical grid are critical to wildfire risk management. A key utility hardening strategy: undergrounding lines in extreme high-fire areas.

Governor Newsom's Wildfire Strike Force program report concludes, "It's not a question of "if" wildfire will strike, but "when."

Very High Fire Hazard Severity Zones

This Resolution seeks to expand the undergrounding of overhead utility lines in VHFHSZ. California [Government Code Section 51178](#) requires the Director of the California Department of Forestry and Fire Protection (CalFIRE) to identify areas in the state as VHFHSZ based on the potential fire hazard in those areas. VHFHSZ are determined based on fuel loading, slope, fire weather, and other relevant factors. These zones are in both local responsibility areas and state responsibility areas. Maps of the statewide and county by county VHFHSZ can be found [here](#).¹

¹ <https://osfm.fire.ca.gov/divisions/wildfire-prevention-planning-engineering/wildland-hazards-building-codes/fire-hazard-severity-zones-maps/>

More than 25 million acres of California wildlands are classified under very high or extreme fire threat. Approximately 25 percent of the state's population, 11 million people, live in those high-risk areas. Additionally, over 350,000 Californians live in cities that are nearly encompassed within Cal Fire's maps of VHFHSZ. Similar to the proponents of this Resolution, City of Rancho Palos Verdes, over 75 communities have 90 percent or more of residents living in a VHFHSZ.

CPUC Rule 20 Program

The CPUC's Rule 20 program lays out the guidelines and procedures for converting overhead electric and telecommunication facilities to underground electric facilities. Rule 20 funding and criteria is provided at four levels. Levels A, B, and C, reflect progressively diminishing ratepayer funding for undergrounding projects. Recently added Rule 20D is a relatively new program that is specific to San Diego Gas and Electric (SDG&E), which was created in response to the destructive 2007 wildfires. Each of these levels will be discussed below:

Rule 20A

The first California overhead conversion program, Rule 20A, was created in 1967 under then Governor Ronald Reagan. The program was created to provide a consistent and structured means of undergrounding utility lines throughout the state with costs covered broadly by utility ratepayers.

Each year, Investor Owned Utilities (IOUs) propose their Rule 20A allocation amounts to the CPUC during annual general rate case proceedings. In this process, IOUs propose revised utility customer rates based on expected service costs, new energy procurement and projects for the following year, including Rule 20 allocations. The CPUC then reviews, amends, and approves IOU rates. Currently, the cumulative budgeted amount for Rule 20A for Pacific Gas and Electric (PG&E), Southern California Edison (SCE), and San Diego Gas and Electric (SDG&E) totals around \$95.7 million.

The funding set aside by IOUs for Rule 20A is allocated to local governments through a credit system, with each credit holding a value to be used solely for the costs of an undergrounding project. The credit system was created so that local governments and IOUs can complete undergrounding projects without municipal financing. Through Rule 20A, municipalities that have developed and received city council approval for an undergrounding plan receive annual credits from the IOU in their service area. At the last count by the CPUC, over 500 local governments (cities and counties) participate in the credit system.

While these credits have no inherent monetary value, they can be traded in or banked for the conversion of overhead lines. Municipalities can choose to accumulate their credits until their credit balance is sufficient to cover these conversion projects, or choose to borrow future undergrounding allocations for a period of up to five years. Once the cumulative balance of credits is sufficient to cover the cost of a conversion project, the municipality and the utility can move forward with the undergrounding. All of the planning, design, and construction is performed by the participating utility. Upon the completion of an undergrounding project, the utility is compensated through the local government's Rule 20A credits.

At the outset of the program, the amount of allocated credits were determined by a formula which factored in the number of utility meters within a municipality in comparison to the utilities' service territory. However, in recent years the formula has changed. Credit allocations for IOUs, except for PG&E, are now determined based on the allocation a city or county received in 1990 and is then adjusted for the following factors:

- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of overhead meters in any city or unincorporated area to the total system overhead meters; and
- 50% of the *change from the 1990* total budgeted amount is allocated for the ratio of the number of meters (which includes older homes that have overhead services, and newer homes with completely underground services) in any city or the unincorporated area to the total system meters.

As noted, PG&E has a different funding formula for their Rule 20A credit allocations as they are not tied to the 1990 base allocation. Prior to 2011, PG&E was allocating approximately five to six percent of its revenue to the Rule 20A program. The CPUC decided in 2011 that PG&E's Rule 20A allocations should be reduced by almost half in an effort to decrease the growing accumulation of credits amongst local governments. Since 2011, PG&E's annual allocations for Rule 20A have been around \$41.3 million annually, which is between two and three percent of their total revenue.

Criteria for Rule 20A Projects

For an undergrounding project to qualify for the Rule 20A program, there are several criteria that need to be met. The project must have a public benefit and:

1. Eliminate an unusually heavy concentration of overhead lines
2. Involve a street or road with a high volume of public traffic
3. Benefit a civic or public recreation area or area of unusual scenic interest,
4. Be listed as an arterial street or major collector as defined in the Governor's Office of Planning and Research (OPR) Guidelines

Notably, fire safety is excluded from the list of criteria that favors aesthetic and other public safety projects.

Rule 20A Credit System Imbalance Threatens Program Effectiveness

Allocations are made by utilities each year for Rule 20A credits. These current budget allocations total \$95.7 million a year. Currently, the cumulative balance of credits throughout the state totals over \$1 billion dollars. The Rule 20A cumulative balances aggregated by region can be found [here](#).²

² Program Review, California Overhead Conversion Program, Rule 20A for Years 2011-2015, "The Billion Dollar Risk," California Public Utilities Commission.
[https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_\(2014_forward\)\(1\)/PPD_Rule_20-A.pdf](https://www.cpuc.ca.gov/uploadedFiles/CPUC_Public_Website/Content/About_Us/Organization/Divisions/Policy_and_Planning/PPD_Work_Products_(2014_forward)(1)/PPD_Rule_20-A.pdf)

Note: The existing credit allocation formulas do not consider a municipality's need or plans for overhead conversion projects, resulting in large credit balances in some jurisdictions.

Cities and counties are, however, able to trade or sell unallocated Rule 20A credits if they will not be used to fund local undergrounding projects. There have been several cases where one agency has sold their unused credits, often for less than the full dollar value of the credits themselves to another agency.

Rule 20B

Rule 20B projects are those that do not fit the Rule 20A criteria, but do, however, involve both sides of the street for at least 600 feet. These projects are typically done in conjunction with larger developments and are mostly paid for by the developer or applicant. Additionally, the applicant is responsible for the installation.

Rule 20C

Rule 20C projects are usually small projects that involve property owners. The majority of the cost is usually borne by the applicants. Rule 20C applies when the project does not qualify for either Rule 20A or Rule 20B.

Rule 20D--Wildfire Mitigation Undergrounding Program

Rule 20D was approved by the CPUC in January of 2014 and only applies to SDG&E. The Rule 20D program was established largely in response to the destructive wildfires that occurred in San Diego in 2007 as a wildfire mitigation undergrounding program. According to SDG&E, the objective of the Rule 20D undergrounding is exclusively for fire hardening as opposed to aesthetics. The program is limited in scope and is restricted to communities in SDG&E's Fire Threat Zone (now referred to as the [High Fire Threat District or HFTD](#)). As of this time, the program has yet to yield any projects and no projects are currently planned.

For an undergrounding project to qualify for the Rule 20D program, a minimum of three of the following criteria must be met. The project must be near, within, or impactful to:

- Critical electric infrastructure
- Remaining useful life of electric infrastructure
- Exposure to vegetation or tree contact
- Density and proximity of fuel
- Critical surrounding non-electric assets (including structures and sensitive environmental areas)
- Service to public agencies
- Accessibility for firefighters

Similar to Rule 20A, SDG&E must allocate funding each year through their general rate case proceedings to Rule 20D to be approved by the CPUC. This funding is separate from the allocations SDG&E makes for Rule 20A. However, the process of distributing this funding to localities is different. The amount of funding allocated to each city and county for Rule 20D is based on the ratio of the number of miles of overhead lines in SDG&E Fire Threat Zones in a city or county to the total miles of SDG&E overhead lines in the entire SDG&E fire zone. The

Rule 20D program is administered by the utility consistent with the existing reporting, engineering, accounting, and management practices for Rule 20A.

The Committee may want to consider whether Rule 20D should instead be expanded, adapted, or further utilized to support funding for overhead conversions within VHFHSZ throughout the state.

Fiscal Impact:

The costs to the State associated with this Resolution will be related to the staff and programmatic costs to the CPUC to take the necessary measures to consider and adopt changes to Rule 20A to include projects in VHFHSZ to the list of criteria for eligibility.

This Resolution calls for an unspecified increase in funding for Rule 20A projects, inferring that portions of increased funds will go towards newly eligible high fire hazard zones. While the Resolution does not request a specific amount be allocated, it can be assumed that these increased costs will be supported by utility ratepayers. According to the CPUC, the annual allocations towards Rule 20A are \$95.7 million.

The CPUC currently reports a cumulative credit surplus valued at roughly \$1 billion that in various regions, given the approval of expanded eligibility called for by this Resolution, could be used to supplement and reduce the level of new dollars needed to make a significant impact in VHFHSZ. The CPUC follows that overhead conversion projects range from \$93,000 per mile for rural construction to \$5 million per mile for urban construction.

The Resolution states that “California is experiencing fire seasons of worsening severity” which is supported by not only the tremendous loss of property and life from recent wildfires, but also in the rising costs associated with clean up, recovery, and other economic losses with high estimates in the hundreds of billions of dollars.

The Committee may wish to consider the costs associated with undergrounding utility lines in relation to the costs associated with past wildfires and wildfires to come.

Comments:

CPUC Currently Exploring Revisions to Rule 20

In May 2017, the CPUC issued an Order Instituting Rulemaking to Consider Revisions to Electric Rule 20 and Related Matters. The CPUC will primarily focus on revisions to Rule 20A but may make conforming changes to other parts of Rule 20. The League is a party in these proceedings will provide comments.

Beyond Rule 20A: Additional Options for Funding Undergrounding Projects

There are various ways in which cities can generate funding for undergrounding projects that fall outside of the scope of Rule 20A. At the local level, cities can choose to forgo the Rule 20A process and opt to use their own General Fund money for undergrounding. Other options are also discussed below:

Rule 20D Expansion

The City of Berkeley in a 2018 study titled [“Conceptual Study for Undergrounding Utility Wires in Berkeley.”](#) found that the city could possibly qualify for Rule 20D funding if they actively pursued this opportunity in partnership with PG&E and the CPUC.

One of the study’s recommendations is to advocate for release of 20D funds (now earmarked exclusively for SDG&E) to be used for more aggressive fire hardening techniques for above-ground utility poles and equipment, for undergrounding power lines, and for more aggressive utility pole and vegetation management practices in the Very High Hazard Fire Zone within Berkeley’s city limits.

As an alternative to changing the criteria for Rule 20A, the Committee may wish to consider whether there is the opportunity to advocate for the expansion of Rule 20D funding more broadly, expanding its reach to all IOU territories.

Franchise Surcharge Fees

Aside from Rule 20 allocations, cities can generate funding for undergrounding through franchise fee surcharges. For example, SDG&E currently operates under a 50-year City franchise that was granted in 1970. Under the franchises approved by the San Diego City Council in December 1970, SDG&E agreed to pay a franchise fee to the City equivalent to 3% of its gross receipts from the sales of both natural gas and electricity for 30 years.

These fees were renegotiated in 2000 and in 2001 an agreement was between the City of San Diego, SDG&E, and the CPUC to extend the existing franchise fee to include revenues collected from surcharges. SDG&E requested an increase of 3.88% to its existing electric franchise fee surcharge. The bulk, 3.53% of this increase is to be used for underground conversion of overhead electric wires.

Based on SDG&E's revenue projections, the increase would result in an additional surcharge revenue amount of approximately \$36.5 million per year. SDG&E estimates that this would create a monthly increase of approximately \$3.00 to a typical residential customer's electric bill. These surcharge revenues would pay for additional undergrounding projects including those that do not meet the Rule 20A criteria. The City of Santa Barbara has also adopted a similar franchise surcharge fee.

Having this funding source allows the City of San Diego to underground significantly more miles of above ground utility lines than other municipalities. However, the surcharge is currently being challenged in court, as it is argued that the City had SDG&E impose a tax without a ballot measure.

Utility Bankruptcy and Undergrounding Funding

In considering this Resolution, it is important to understand that Rule 20A allocations have been more substantial in the past. As mentioned earlier, prior to 2011, PG&E was allocating approximately 5% to 6% of its revenue to the Rule 20A program. Therefore, it is not unreasonable to encourage an increase in Rule 20A allocations as history shows that utilities had the capacity to do so in the past.

However, in a time where IOUs such as PG&E are facing bankruptcy as the result of utility caused wildfires, there is the possibility that expanding rule 20A funding will generate more costs for the ratepayers.

Questions to Consider:

- 1) Is Rule 20A or Rule 20D the more appropriate program to advocate for such an expansion?
- 2) Are there any wildfire risks outside of VHFHSZ that could be mitigated by undergrounding projects?

Existing League Policy:

Public Safety:

The League supports additional funding for local agencies to recoup the costs associated with fire safety in the community and timely mutual aid reimbursement for disaster response services in other jurisdictions. (pg. 43)

The League supports the fire service mission of saving lives and protecting property through fire prevention, disaster preparedness, hazardous-materials mitigation, specialized rescue, etc., as well as cities' authority and discretion to provide all emergency services to their communities. (pg. 43)

Transportation, Communication, and Public Works:

Existing telecommunications providers and new entrants shall adhere to local city policies on public utility undergrounding. (pg. 54)

The League supports protecting the additional funding for local transportation and other critical unmet infrastructure needs. (pg. 51)

The League supports innovative strategies including public private partnerships at the state and local levels to enhance public works funding. (pg. 52)

Environmental Quality

The League opposes any legislation that interferes with local utility rate setting authority and opposes any legislation that restricts the ability of a city to transfer revenue from a utility (or other enterprise activity) to the city's general fund. (pg. 9)

Cities should continue to have the authority to issue franchises and any program should be at least revenue neutral relative to revenue currently received from franchises. (pg. 9)

The League is concerned about the impacts of escalating energy prices on low income residents and small businesses. The League supports energy pricing structures and other mechanisms to soften the impacts on this segment of our community. (pg. 10)

2019 Strategic Goals

Improve Disaster Preparedness, Recovery and Climate Resiliency.

- Provide resources to cities and expand partnerships to better prepare for and recover from wildfires, seismic events, erosion, mudslides and other disasters.
- Improve community preparedness and resiliency to respond to climate-related, natural and man-made disasters.

Support:

The following letters of concurrence were received:

- The City of Hidden Hills
- The City of La Cañada Flintridge
- The City of Laguna Beach
- The City of Lakeport
- The City of Malibu
- The City of Moorpark
- The City of Nevada City
- The City of Palos Verdes Estates
- The City of Rolling Hills Estates
- The City of Rolling Hills
- The City of Ventura

LETTERS OF CONCURRENCE

Resolution No. 1

Amendment to Rule 20A



City of Hidden Hills

6165 Spring Valley Road * Hidden Hills, California 91302
(818) 888-9281 * Fax (818) 719-0083

August 14, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, California 95814

Dear President Arbuckle:

The City of Hidden Hills supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Larry G. Weber
Mayor



City Council
Leonard Pieroni, Mayor
Gregory C. Brown, Mayor Pro Tem
Jonathan C. Curtis
Michael T. Davitt
Terry M. Walker

August 14, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of La Cañada Flintridge supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The City of La Cañada Flintridge is one of the few Southern California cities in which 100% of the community within a Very High Fire Hazard Severity Zone. The City, in 1987, committed 100% of its 20A allocation for forty-five years from this year for a major downtown undergrounding project. Therefore, the only way our City can directly benefit from this Resolution is if there is an additional annual increased allocation for this purpose. Due to the extreme threat the City experienced at the time of the Station Fire, the City is keenly aware of the damage a fire may potentially cause, whether from utility issues or from natural causes. The City strongly supports any effort, including this Resolution, to reduce fire danger for the City's residents.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly with the City of La Cañada Flintridge in support.

Sincerely,

A handwritten signature in black ink, appearing to read "Leonard Pieroni", is written over a light-colored background.

Leonard Pieroni
Mayor



July 25, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Laguna Beach supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. Ten to the Top 20 most destructive fires in California were caused by electrical sources. The California's Rule 20A program, which allows local governments to pay for undergrounding of utilities costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it. We also believe that this program should redirect unused Rule 20A allocations from cities who have no undergrounding projects planned to the cities in Very High Fire Hazard Severity zones.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects. The City of Laguna Beach recommends that the resolution also be amended to call on the CPUC to redirect unused Rule 20A allocations from cities who have no undergrounding projects planned to the cities in Very High Fire Hazard Severity zones.

Nearly 90% of the City of Laguna Beach land area is designated under State Law and local ordinance as Very High Fire Hazard Severity Zone. While the City has used Rule 20A and 20B funding in the past to underground more than half of its overhead utilities, sufficient funding is not available to underground the remaining parts of the City.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

July 25, 2019
Page 2

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Whalen". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bob Whalen
Mayor

CITY OF LAKEPORT

*Over 125 years of community
pride, progress and service*



August 7, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Lakeport supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Tim Barnes
Mayor
City of Lakeport



City of Malibu

Jefferson Wagner, Mayor

23825 Stuart Ranch Road · Malibu, California · 90265-4861
Phone (310) 456-2489 · Fax (310) 456-3356 · www.malibucity.org

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

RE: City of Rancho Palos Verdes Proposed Resolution to Amend California Public Utilities Commission Rule 20A – SUPPORT

Dear Ms. Arbuckle:

At its Regular meeting on August 12, 2019, the Malibu City Council unanimously voted to support the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state, but California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, as well as willing and able to foot the bill. The City of Malibu agrees with Rancho Palos Verdes that Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission (CPUC) should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects. As a recent series of news stories on wildfire preparedness in California pointed out, there are more than 75 communities across the state with populations over 1,000, including Rancho Palos Verdes and Malibu, where at least 90 percent of residents live in a Cal Fire-designated Very High Fire Hazard Severity Zone.

It is well-known that electric utility equipment is a common fire source, and has sparked some of the most destructive blazes in our state's history. Moving power lines underground is, therefore, a critical tool in preventing them. Currently, Rule 20A primarily addresses visual blight, but with fire seasons worsening, it is key that fire safety also be considered when local governments pursue Rule 20A projects, and that annual funding allocations for the program be expanded.

It is worth noting that the State does have a program, Rule 20D, that factors in fire safety for funding undergrounding projects. However, this is limited to San Diego Gas & Electric Company projects in certain areas only. This needs to be expanded to include projects in all projects within designated Very High Fire Hazard Severity Zones.

Rancho PV League Resolution
Amend Rule 20A
August 15, 2019
Page 2 of 2

The proposed resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, the City of Malibu strongly concurs that the resolution should go before the General Assembly.

Sincerely,



Jefferson Wagner
Mayor

Cc: Honorable Members of the Malibu City Council
Reva Feldman, City Manager
Megan Barnes, City of Rancho Palos Verdes, mbarnes@rpvca.gov



CITY OF MOORPARK

799 Moorpark Avenue, Moorpark, California 93021

Main City Phone Number (805) 517-6200 | Fax (805) 532-2205 | moorpark@moorparkca.gov

July 24, 2019

SUBMITTED ELECTRONICALLY

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

RE: SUPPORT FOR RANCHO PALOS VERDES RESOLUTION RE: POWER LINE UNDERGROUNDING

Dear President Arbuckle:

The City of Moorpark supports the City of Rancho Palos Verdes effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

All cities in Ventura County, including Moorpark, have wildfire prevention fresh in our memories following the highly destructive 2017-2018 Thomas Fire, which was caused by above-ground power lines. The 2018 Woolsey Fire similarly affected Ventura County, and lawsuits have been filed alleging it was also caused by above-ground power lines. Each of these fires caused billions of dollars in damages and highlight the importance of undergrounding power lines.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

A handwritten signature in blue ink that reads "Janice Parvin". The signature is written in a cursive, flowing style.

Janice Parvin
Mayor

cc: City Council
City Manager



Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Nevada City supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission (CPUC) should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The City of Nevada City would also like to add that the local agency be given the power to use private firms to do design, inspect and construct Rule 20A projects in local jurisdiction rather than be required to use the designated local utility. In addition, the City of Nevada City wants the CPUC to allow local jurisdictions to transfer excess funds between agencies to better serve projects in high fire hazard severity zones.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Reinette Senum
Mayor
City of Nevada City



CITY OF
Palos Verdes Estates

July 25, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Palos Verdes Estates supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's current Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Mayor Kenneth J. Kao
City of Palos Verdes Estates

cc: PVE City Council
PVE Interim City Manager Petru
RPV City Manager Willmore



**City of
Rolling Hills Estates**

Judith Mitchell
Mayor

Velveth Schmitz
Mayor Pro Tem

Britt Huff
Council Member

Frank V. Zerunyan
Council Member

Steven Zuckerman
Council Member

August 14, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Rolling Hills Estates supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,


Judith Mitchell
Mayor



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CALIF. 90274
(310) 377-1521
FAX: (310) 377-7288

August 14, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear Board of Directors:

The City of Rolling Hills supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

Leah Mirsch
Mayor

July 29, 2019

Jan Arbuckle, President
League of California Cities
1400 K St., Ste. 400
Sacramento, CA 95814

Dear President Arbuckle:

The City of Ventura supports the City of Rancho Palos Verdes' effort to bring a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.


Undergrounding power lines is an important tool in preventing destructive wildfires that have devastated communities across our state. But California's Rule 20A program, which allows local governments to pay for these costly projects with ratepayer funds, does not factor in fire safety for eligibility. Unless projects meet the program's limited eligibility criteria, they are left to be funded by property owners who are proactive, willing and able to foot the bill. We believe Rule 20A offers an important opportunity for fire prevention and that the California Public Utilities Commission should expand this program so more communities can utilize it.

The resolution calls on the CPUC to amend Rule 20A to include projects in Very High Fire Hazard Severity Zones to the list of criteria for eligibility. To facilitate more undergrounding projects in these high-risk zones, the resolution also calls on the CPUC to increase funding allocations for Rule 20A projects.

The resolution is also in line with one of the League's 2019 Strategic Goals of improving disaster preparedness, recovery and climate resiliency.

For these reasons, we concur that the resolution should go before the General Assembly.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alex D. McIntyre".

Alex D. McIntyre
City Manager

2. A RESOLUTION CALLING UPON THE FEDERAL AND STATE GOVERNMENTS TO ADDRESS THE DEVASTATING IMPACTS OF INTERNATIONAL TRANSBOUNDARY POLLUTION FLOWS INTO THE SOUTHERNMOST REGIONS OF CALIFORNIA AND THE PACIFIC OCEAN

Source: San Diego County Division

Concurrence of five or more cities/city officials

Cities: Calexico; Coronado; Imperial Beach; San Diego

Individual City Officials: City of Brawley: Mayor Pro Tem Norma Kastner-Jauregui; Council Members Sam Couchman, Luke Hamby, and George Nava. City of Escondido: Deputy Mayor Consuelo Martinez. City of La Mesa: Council Member Bill Baber. City of Santee: Mayor John Minto, City of Vista: Mayor Judy Ritter and Council Member Amanda Young Rigby

Referred to: Environmental Quality Policy Committee

WHEREAS, international transboundary rivers that carry water across the border from Mexico into Southern California are a major source of sewage, trash, chemicals, heavy metals and toxins; and

WHEREAS, transboundary flows threaten the health of residents in the United States and Mexico, harm important estuarine land and water of international significance, force closure of beaches, damage farmland, adversely impact the South San Diego County and Imperial County economy; compromise border security, and directly affect U.S. military readiness; and

WHEREAS, a significant amount of untreated sewage, sediment, hazardous chemicals and trash have been entering southern California through both the Tijuana River Watershed (75 percent of which is within Mexico) and New River flowing into southern California's coastal waterways and residential and agricultural communities in Imperial County eventually draining into the Salton Sea since the 1930s; and

WHEREAS, in February 2017, an estimated 143 million gallons of raw sewage flowed into the Tijuana River and ran downstream into the Pacific Ocean and similar cross border flows have caused beach closures at Border Field State Park that include 211 days in 2015; 162 days in 2016; 168 days in 2017; 101 days in 2018; and 187 days to date for 2019 as well as closure of a number of other beaches along the Pacific coastline each of those years; and

WHEREAS, approximately 132 million gallons of raw sewage has discharged into the New River flowing into California through communities in Imperial County, with 122 million gallons of it discharged in a 6-day period in early 2017; and

WHEREAS, the presence of pollution on state and federal public lands is creating unsafe conditions for visitors; these lands are taxpayer supported and intended to be managed for recreation, resource conservation and the enjoyment by the public, and

WHEREAS, the current insufficient and degrading infrastructure in the border zone poses a significant risk to the public health and safety of residents and the environment on both

sides of the border, and places the economic stress on cities that are struggling to mitigate the negative impacts of pollution; and

WHEREAS, the 1944 treaty between the United States and Mexico regarding *Utilization of Waters of the Colorado and Tijuana Rivers and of the Rio Grande* allocates flows on trans-border rivers between Mexico and the United States, and provides that the nations, through their respective sections of the International Boundary Water Commission shall give control of sanitation in cross border flows the highest priority; and

WHEREAS, in 1993, the United States and Mexico entered into the *Agreement Between the Government of the United States of America and the Government of the United Mexican States Concerning the Establishment of a North American Development Bank* which created the North American Development Bank (NADB) to certify and fund environmental infrastructure projects in border-area communities; and

WHEREAS, public concerns in response to widespread threats to public health and safety, damage to fish and wildlife resources and degradation to California's environment resulting from transboundary river flow pollution in the southernmost regions of the state requires urgent action by the Federal and State governments, and

WHEREAS, Congress authorized funding under the U.S. Environmental Protection Agency's (EPA) Safe Drinking Water Act and established the State and Tribal Assistance Grants (STAG) program for the U.S.-Mexico Border Water Infrastructure Program (BWIP) in 1996 to provide grants for high-priority water, wastewater, and storm-water infrastructure projects within 100 kilometers of the southern border; and

WHEREAS, the EPA administers the STAG and BWIP programs, and coordinates with the North American Development Bank (NADB) to allocate BWIP grant funds to projects in the border zone; and

WHEREAS, since its inception, the BWIP program has provided funding for projects in California, Arizona, New Mexico and Texas that would not have been constructed without the grant program; and

WHEREAS, the BWIP program was initially funded at \$100 million per year, but, over the last 20 years, has been continuously reduced to its current level of \$10 million; and

WHEREAS, in its FY 2020 Budget Request, the Administration proposed to eliminate the BWIP program; and

WHEREAS, officials from EPA Region 9, covering California, have identified a multitude of BWIP-eligible projects along the southern border totaling over \$300 million; and

WHEREAS, without federal partnership through the BWIP program and state support to address pollution, cities that are impacted by transboundary sewage and toxic waste flows are

left with limited resources to address a critical pollution and public health issue and limited legal remedies to address the problem; and

WHEREAS, the National Association of Counties, (NACo) at their Annual Conference on July 15, 2019 and the U.S. Conference of Mayors at their Annual Conference on in July 1, 2019 both enacted resolutions calling on the federal and state governments to work together to fund and address this environmental crisis; and

WHEREAS, local governments and the public support the State's primary objectives in complying with environmental laws including the Clean Water Act, Porter-Cologne Water Quality Control Act, and Endangered Species Act and are supported by substantial public investments at all levels of government to maintain a healthy and sustainable environment for future residents of California, and

WHEREAS, League of California Cities policy has long supported efforts to ensure water quality and oppose contamination of water resources; and

NOW, THEREFORE, BE IT RESOLVED at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding to the U.S- Mexico Border Water Infrastructure Program (BWIP) and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

Background Information on Resolution No. 2

Source: San Diego County Division

Background:

Along California's southern border with Mexico, the New River in Imperial County and the Tijuana River in San Diego County are a major sources of raw sewage, trash, chemicals, heavy metals, and toxins that pollute local communities. Sewage contaminated flows in the Tijuana River have resulted in significant impacts to beach recreation that includes the closure of Border Field State Beach for more than 800 days over the last 5-years. Similarly, contaminated flows in the New River presents comparable hazards, impacts farm land, and contributes to the ongoing crisis in the Salton Sea. These transboundary flows threaten the health of residents in California and Mexico, harms the ecosystem, force closures at beaches, damage farm land, makes people sick, and adversely affects the economy of border communities. The root cause of this cross border pollution is from insufficient or failing water and wastewater infrastructure in the border zone and inadequate federal action to address the problem through existing border programs.

The severity of cross border pollution has continued to increase, due in part to the rapid growth of urban centers since the passage of the North American Free Trade Agreement (NAFTA). While economic growth has contributed to greater employment, the environmental infrastructure of the region has not kept pace, which is why Congress authorized the Border Water Infrastructure Program (BWIP) in 1996. The U.S. Environmental Protection Agency (EPA) administers the BWIP and coordinates with the North American Development Bank (NADB) to provide financing and technical support for projects on both sides of the U.S./Mexico border. Unfortunately, the current BWIP funding at \$10 million per year is only a fraction of the initial program budget that shares funding with the entire 2,000 mile Mexican border with California, Arizona, New Mexico and Texas. EPA officials from Region 9 have identified an immediate need for BWIP projects totaling over \$300 million just for California. Without federal partnerships through the BWIP and state support to address cross border pollution, cities that are impacted by transboundary sewage and toxic waste flows are left with limited resources to address a critical pollution and public health issue.

The International Boundary and Water Commission (IBWC) is another important federal stakeholder that, under the Treaty of 1944 with Mexico, must address border sanitation problems. While IBWC currently captures and treats some of the pollution generated in Mexico, it also redirects cross border flows without treatment directly into California.

Improving environmental and public health conditions for communities along the border is essential for maintaining strong border economy with Mexico. The IBWC, EPA, and NADB are the important federal partners with existing bi-national programs that are able to immediately implement solutions on cross border pollution. California is in a unique position to take the lead and work with local and federal partners to implement real solutions that will addresses the long standing and escalating water quality crisis along the border.

For those reasons, the cities of Imperial Beach and Coronado requested the San Diego County Division to propose a resolution at the 2019 League Annual Conference calling upon the federal

and state governments to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California, San Diego and Imperial Counties and the Pacific Ocean.

On August 12, 2019 at the regularly scheduled meeting of the San Diego County Division, the membership unanimously endorsed submittal of the resolution, with close to 75% membership present and voting.

The Imperial County Division does not have a schedule meeting until after the deadline to submit proposed resolutions. However, the City of Calexico, which is most directly impacted by initial pollution flow of the New River from Mexicali, sent a letter in concurrence of this resolution as well as numerous city official from cities within Imperial County and the Imperial County Board of Supervisors. The League Imperial County Division will place a vote to support this resolution on the agenda of their September 26, 2019 meeting.

League of California Cities Staff Analysis on Resolution No. 2

Staff: Derek Dolfie, Legislative Representative
Carly Shelby, Legislative and Policy Development Assistant
Committees: Environmental Quality

Summary:

This Resolution states that the League of California Cities should call upon the State and Federal governments to restore and ensure proper funding for the U.S. – Mexico Border Water Infrastructure Program (BWIP) and work bi-nationally to address water quality issues resulting from transboundary flows from Mexico’s Tijuana River into the United States containing untreated sewage, polluted sediment, and trash.

Background:

The League of California Cities’ San Diego County Division is sponsoring this resolution to address their concerns over the contaminated flows from the Tijuana River into California that have resulted in the degradation of water quality and water recreational areas in Southern California.

The Tijuana River flows north through highly urbanized areas in Mexico before it enters the Tijuana River Estuary and eventually the Pacific Ocean via waterways in San Diego County in California. Urban growth in Tijuana has contributed to a rise in rates of upstream flows from water treatment facilities in Mexico. These treatment facilities have raised the amount of untreated sewage and waste in the Tijuana River due to faulty infrastructure and improper maintenance. The federal government refers to the river as an “impaired water body” because of the presence of pollutants in excess, which pose significant health risks to residents and visitors in communities on both sides of the border.

Federal Efforts to Address Pollution Crisis

To remedy the Tijuana River’s low water quality, the United States and Mexico entered into a Treaty in 1944 entitled: *Utilization of Waters of the Colorado River and Tijuana Rivers and of the Rio Grande – the International Boundary and Water Commission (IBWC)*. The IBWC was designed to consist of a United States section and a Mexico section. Both sections were tasked with negotiating and implementing resolutions to address water pollution in the area, which includes overseeing the development of water treatment and diversion infrastructure.

After the formation of the IBWC, the U.S. and Mexico entered into a treaty in 1993 entitled: *Agreement Concerning the Establishment of a Border Environment Cooperation Commission and a North American Development Bank*. This agreement established the North American Development Bank (NADB), which certifies and funds infrastructure projects located within 100 kilometers (62 miles) of the border line. The NADB supports federal programs like the Border Water Infrastructure Program (BWIP), which was initially funded at \$100 million, annually.

The degradation of existing water treatment infrastructure along the border coincides with the federal government’s defunding of the BWIP, which has steadily decreased from \$100 million in 1996 to \$10 million today. The Federal FY 2020 Budget proposes eliminating BWIP funding

altogether. EPA's regions 6 and 9 (includes U.S. states that border Mexico) have identified a number of eligible projects that address public health and environmental conditions along the border totaling \$340 million.

The NADB has funded the development of water infrastructure in both the U.S. and Mexico. Water diversion and treatment infrastructure along the U.S – Mexico border includes, but is not limited to, the following facilities:

- *The South Bay International Wastewater Treatment Plant (SBIWTP)*. This facility was constructed by the U.S. in 1990 and is located on the California side of the border and is operated under the jurisdiction of the IBWC. The SBIWTP serves as a diversion and treatment sewage plant to address the flow of untreated sewage from Mexico into the United States.
- *Pump Station CILA*. CILA was constructed by Mexico in 1991 and is located along the border in Mexico. This facility serves as the SBIWTP's Mexican counterpart.

Both the SBIWTP and CILA facilities have had a multitude of overflows containing untreated sewage and toxic waste that spills into the Tijuana River. The cause of overflows can be attributed to flows exceeding the maximum capacity that the infrastructure can accommodate (this is exacerbated during wet and rainy seasons) and failure to properly operate and maintain the facilities. Much of the existing infrastructure has not had updates or repairs for decades, causing overflows to become more frequent and severe. The most notable overflow occurred in February 2017, wherein 143 million gallons of polluting waste discharged into the Tijuana River; affecting the Tijuana Estuary, the Pacific Ocean, and Southern California's waterways.

State Actions

In response to the February 2017 overflow, the San Diego Water Board's Executive Officer sent a letter to the U.S. and Mexican IBWC Commissioners which included recommendations on how to improve existing infrastructure and communications methods between both nations.

In September of 2018, California Attorney General Xavier Becerra submitted a lawsuit against IBWC for Violating the Clean Water Act by allowing flows containing sewage and toxic waste to flow into California's waterways, posing a public health and ecological crisis. The cities of Imperial Beach, San Diego, Chula Vista, the Port of San Diego, and the San Diego Regional Water Quality Board have also filed suit against the IBWC. The suit is awaiting its first settlement conference on October 19, 2019. If parties are unable to reach a settlement, the case will go to trial.

Fiscal Impact:

California's economy is currently the sixth largest in the world, with tourism spending topping \$140.6 billion in 2018. In the past five years, San Diego's Border Field State Park has been closed for over 800 days because of pollution from the Tijuana River. A decline in the State's beach quality and reputation could carry macroeconomic effects that could ripple outside of the San Diego County region and affect coastal communities throughout California.

Existing League Policy

The League of California Cities has extensive language on water in its Summary of Existing Policy and Guiding Principles. Fundamentally, the League recognizes that beneficial water quality is essential to the health and welfare of California and all of its citizens. Additionally, the League advocates for local, state and federal governments to work cooperatively to ensure that water quality is maintained.

The following policy relates to the issue of water quality:

- Surface and groundwater should be protected from contamination.
- Requirements for wastewater discharge into surface water and groundwater to safeguard public health and protect beneficial uses should be supported.
- When addressing contamination in a water body, water boards should place priority emphasis on clean-up strategies targeting sources of pollution, rather than in stream or end-of-pipe treatment.
- Water development projects must be economically, environmentally and scientifically sound.
- The viability of rivers and streams for instream uses such as fishery habitat, recreation and aesthetics must be protected.
- Protection, maintenance, and restoration of fish and wildlife habitat and resources.

Click here to view the [Summary of Existing Policy and Guiding Principles 2018](#).

Comments:

1. Water quality issues are prevalent across California and have been a constant priority of the State's legislature and residents. In 2014, California's voters approved Proposition 1, which authorized \$7.5 billion in general obligation bonds to fund water quality improvement projects. In 2019, the Legislature reached an agreement to allocate \$130 million from the State's Greenhouse Gas Reduction Fund (GGRF) to address failing water infrastructure and bad water qualities for over one million of California's residents in rural communities. Water quality is not an issue unique to the County of San Diego and communities along the border.
2. Tijuana River cross-border pollution has caught national attention. Members of Congress have proposed recent funding solutions to address the pollution crisis, including:
 - In February of 2019, California Congressional Representatives Vargas, Peters, and Davis helped secure \$15 million for the EPA to use as part of its BWIP.
 - *H.R. 3895 (Vargas, Peters, 2019), The North American Development Bank Pollution Solution Act*. This bill seeks to support pollution mitigation efforts along the border by increasing the NADB's capital by \$1.5 billion.
 - *H.R. 4039 (Levin, 2019), The Border Water Infrastructure Improvement Act*. This bill proposes increasing funding to the BWIP from the existing \$10 million to \$150 million as a continuous appropriation until 2025.Additionally, the National Association of Counties (NACo) and the U.S. Conference of Mayors enacted resolutions in support of increased funding for U.S. – Mexico border water infrastructure to address the environmental crisis in 2019.

3. The border pollution problem has sparked action from local, state, and federal actors. Should this resolution be adopted, League membership should be aware that future action will be adapted by what is explicitly stated in the resolution's language. In current form, the resolution's resolve clause cites the BWIP as the only program that should receive reinstated and proper funding. League staff recommends the language be modified to state:

“NOW, THEREFORE, BE IT RESOLVED at the League General Assembly, assembled at the League Annual Conference on October 18, 2019 in Long Beach, that the League calls upon the Federal and State governments to restore and ensure proper funding *for environmental infrastructure on the U.S. – Mexico Border, including* ~~to the U.S.–Mexico~~ Border Water Infrastructure Program (BWIP), and recommit to working bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.”

Modifying the language would ensure enough flexibility for the League to support funding mechanisms outside of the prescribed federally-operated BWIP.

4. It remains unclear if there is an appetite in Washington to fund border-related infrastructure projects that address environmental quality. Given the high probability of another overflow containing waste and sewage from the existing infrastructure operated by the IBWC, League membership should consider the outcome if no resolution is reached to address the issue.

Support:

The following letters of concurrence were received:

Cities:

The City of Calexico

The City of Coronado

The City of Imperial Beach

The City of San Diego

In their individual capacity:

Amanda Young Rigby, City of Vista Council Member

Bill Baber, City of La Mesa Council Member

Consuelo Martinez, City of Escondido Deputy Mayor

George A. Nava, City of Brawley Council Member

John Minto, City of Santee Mayor

Judy Ritter, City of Vista Mayor

Luke Hamby, City of Brawley Council Member

Norma Kastner-Jauregui, City of Brawley Mayor Pro-Tempore

Sam Couchman, City of Brawley Council Member

LETTERS OF CONCURRENCE

Resolution No. 2

International Transboundary
Pollution Flows



CITY OF CALEXICO

608 Heber Ave.
Calexico, CA 92231-2840
Tel: 760.768.2110
Fax: 760.768.2103
www.calexico.ca.gov

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

**RE: Environmental and Water Quality Impacts Of International Transboundary River
Pollution Flow Resolution**

President Arbuckle:

The city of Calexico strongly supports the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

Local government and the public support the State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue.

Viva Calexico!

If you have any questions or require additional information, please do not hesitate to contact me at 760/768-2110.

Sincerely,

CITY OF CALEXICO

A handwritten signature in cursive script that reads "David Dale".

David Dale
City Manager

Cc: Honorable Mayor Bill Hodge

Viva Calexico!



CITY OF CORONADO

1825 STRAND WAY
CORONADO, CA 92118

OFFICE OF THE CITY MANAGER
(619) 522-7335
FAX (619) 522-7846

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts of International Transboundary River Pollution Flows Resolution

This letter is written on behalf of and with the support of the Coronado City Council. The City of Coronado wholeheartedly supports the resolution adopted by the San Diego County and Imperial County Division of the California League of Cities.

The San Diego County Division's resolution calls upon the federal and state governments to restore and ensure proper funding of the U.S.-Mexico Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

The City has been working closely with the Environmental Protection Agency and other federal partners on the matter since early 2018. City leaders are committed to finding long-term, sustainable solutions to this problem. Through its advocacy and education efforts, the City of Coronado has raised national awareness of the problem among legislators, political appointees and career staff at federal agencies. These efforts have been successful. However, the City along with our coalition partners, look forward to more action to swiftly resolve this issue.

Local government and the public support the state's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, Coronado values the policy development process provided to the General Assembly. We appreciate your time on this issue. Please feel free to contact me if you have any questions.

Sincerely,



Blair King
Coronado City Manager

cc: Coronado Mayor and City Council
Bill Baber, President, San Diego County Division
c/o Catherine Hill, Regional Public Affairs Manager, San Diego County Division chill@cacities.org



City of Imperial Beach, California

OFFICE OF THE CITY MANAGER

825 Imperial Beach Blvd., Imperial Beach, CA 91932 Tel: (619) 423-8303 Fax: (619) 628-1395

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K St. Suite 400
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts Of International Transboundary River
Pollution Flow Resolution

President Arbuckle:

The city of Imperial Beach appreciates and supports the San Diego County Division's effort to submit a resolution for consideration by the full membership of the League of California Cities.

The Division's resolution calls on Federal and State government to address the impacts of transboundary pollution flows into the Southwestern regions of California. The pollution in these areas is an environmental disaster that threatens the health and general welfare of residents near the Mexican border in Imperial and San Diego Counties.

I encourage all voting delegates and elected officials in attendance at the 2019 Annual League of California Cities Conference in Long Beach to support this important resolution as it addresses the critical need for the federal and state government to recommit to work bi-nationally to address the serious contamination issues and to develop and implement long-term solutions.

I am available for any questions or additional information related to this letter of support.

Sincerely,

Andy Hall
City Manger

Cc: Honorable Mayor Serge Dedina
Honorable Mayor Pro Tem Robert Patton
Honorable Councilmember Paloma Aguirre
Honorable Councilmember Ed Spriggs
Honorable Councilmember Mark West



City of Imperial Beach, California

OFFICE OF THE MAYOR

825 Imperial Beach Blvd., Imperial Beach, CA 91932 Tel: (619) 423-8303 Fax: (619) 628-1395

August 16, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts Of International Transboundary River Pollution Flow Resolution

President Arbuckle:

The city of Imperial Beach strongly supports the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

Local government and the public support the State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. This resolution addresses the critical need for the federal and state governments to recommit to work bi-nationally to develop and implement long-term solutions to address serious water quality and contamination issues, such as discharges of untreated sewage and polluted sediment and trash-laden transboundary flows originating from Mexico, that result in significant health, environmental and safety concerns in communities along California's southern border impacting the state.

As members of the League, our city values the policy development process provided to the General Assembly. We appreciate your time on this issue. If you have any questions or require additional information, please do not hesitate to contact me at 619-423-8303.

Sincerely,

Serge Dedina
Mayor



THE CITY OF SAN DIEGO

KEVIN L. FAULCONER

Mayor

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: **Environmental and Water Quality Impacts of International Transboundary River
Pollution Flow Resolution**

President Arbuckle:

The City of San Diego supports the San Diego County Division in their effort to submit a resolution to the General Assembly at the League of California Cities' 2019 Annual Conference in Long Beach.

To suppress the flow of pollution between the Mexico and Southern California's water channels, the Division requests for the Federal and State governments to give proper funding to the Border Water Infrastructure Program (BWIP).

The City of San Diego and its citizens have expressed their concerns about untreated sewage, polluted sediment and trash flowing from Mexico, into California, causing health, environmental and safety concerns. The State's water and environmental quality objectives and League policy has long supported efforts to ensure water quality and oppose contamination of water resources. With the Division's resolution, the great need for federal and state governments to reconsider working together, will help in developing a long-term solution to address serious water quality and contamination issues.

As members of the League, our City values the policy development process provided to the General Assembly. We appreciate your time on this issue.

Please contact me at (619)453-9946 if you have any questions.

Sincerely,

Denice Garcia
Director of International Affairs

Cc: Honorable Mayor Kevin L. Faulconer





AMANDA YOUNG RIGBY

CITY COUNCILWOMAN

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Re: Border Sewage Issues

Dear President Arbuckle;

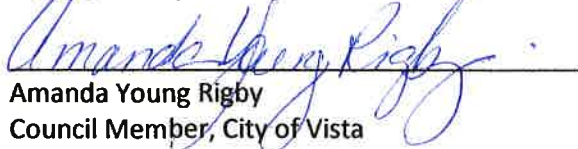
As a Council Member in the City of Vista, and solely in my individual capacity as such, I write in **support** of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the constant sewage pollution issues at the international border with Mexico.

This Resolution requests that the federal and state governments recognize the paramount importance of this issue and address the devastating impacts that this constant contamination has on the southernmost regions of California and the Pacific coastline by requesting the necessary funding to develop and implement effective and long term solutions to the raw sewage contamination coming into San Diego and Imperial Counties from Mexico.

Although I have lived in Vista for 27 years now, I grew up in Imperial Beach and know well the severe health and environmental impact that this situation has had on our border communities for the **decades**.

As a member of the League, I value the League's ability to effectively advocate on behalf of not only our cities but in effect, our citizens, and this is an important issue for our entire state. Should you have any questions or comments, please contact me at the number below. Thank you for your consideration.

Most Sincerely,


Amanda Young Rigby
Council Member, City of Vista

cc: Vista City Council
Vista City Manager
Vista City Attorney
City of Imperial Beach
City of Coronado
City of Calexico
City of San Diego



**CITY OF
LA MESA**
JEWEL of the HILLS

August 16, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Environmental and Water Quality Impacts Of International Transboundary River Pollution Flows Resolution

President Arbuckle:

As a Council Member for the City of La Mesa and in my individual capacity, not on behalf of the full La Mesa City Council as a body or the City, I am writing you in support of the San Diego County Division's effort to submit a resolution for consideration by the General Assembly at the League's 2019 Annual Conference in Long Beach.

The Division's resolution calls upon the Federal and State governments to restore and ensure proper funding of the Border Water Infrastructure Program (BWIP) to address the devastating impacts of international transboundary pollution flows into the waterways of the southernmost regions of California (San Diego and Imperial Counties) and the Pacific Ocean.

As San Diego County Division President and a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at 619-667-1106, should you have any questions.

Sincerely,

BILL BABER
COUNCIL MEMBER CITY OF LA MESA
PRESIDENT, LEAGUE SAN DIEGO COUNTY DIVISION

August 16, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the city of Escondido, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at cmartinez@escondido.org if you have any questions.

Sincerely,



Consuelo Martinez
Deputy Mayor

cc: Honorable Mayor and City Council Members
Jeffrey R. Epp, City Manager



CITY OF BRAWLEY

ADMINISTRATIVE OFFICES

383 Main Street
Brawley, CA 92227
Phone: (760) 351-3048
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

George A. Nava
City Council Member
City of Brawley

MAYOR
John W. Minto



CITY OF SANTEE

CITY COUNCIL
Ron Hall
Stephen Houlahan
Laura Koval
Rob McNelis

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As Mayor of the city of Santee, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (JMinto@cityofsanteeca.gov) if you have any questions.

Sincerely,

JOHN W. MINTO
Mayor
City of Santee



JUDY RITTER

MAYOR

August 16, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As Mayor of the city of Vista, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at jritter@cityofvista.com if you have any questions.

Sincerely,

Judy Ritter
Mayor
City of Vista



CITY OF BRAWLEY

ADMINISTRATIVE OFFICES
383 Main Street
Brawley, CA 92227
Phone: (760) 351-3048
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Luke Hamby
City Council Member
City of Brawley



CITY OF BRAWLEY

ADMINISTRATIVE OFFICES

383 Main Street
Brawley, CA 92227
Phone: (760) 351-3048
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

This resolution calls upon the federal and state governments to address the devastating impacts of international transboundary pollution flows into the southernmost regions of California and the Pacific Ocean by requesting the necessary funding to develop solutions for pollution coming into San Diego County and Imperial County waterways through the Tijuana River and New River, respectively.

The passage of the proposed resolution by the San Diego County Division would provide support for the restoration of much needed funding and development and implementation of long-term solutions to address serious water quality and contamination issues, such as discharge of untreated sewage and polluted sediment and trash-laden transboundary flows that result in significant health, environmental, and safety concerns in communities along California's southern border impacting the state.

As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Norma Kastner-Jauregui
Mayor Pro-Tempore
City of Brawley



CITY OF BRAWLEY

ADMINISTRATIVE OFFICES
383 Main Street
Brawley, CA 92227
Phone: (760) 351-3048
FAX: (760) 351-3088

August 15, 2019

Jan Arbuckle, President
League of California Cities
1400 K Street, 4th Floor
Sacramento, CA 95814

Dear President Arbuckle:

As one Council Member of the City of Brawley, and in my individual capacity and not on behalf of the Council as a body or the City, I write in support of the League of California Cities 2019 Annual Conference Resolution proposed by the San Diego County Division to address the transboundary river flow pollution impacting cities in San Diego and Imperial Counties.

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As a member of the League, I value the policy development process provided to the General Assembly. I appreciate your time on this issue. Please feel free to contact me at (City email) if you have any questions.

Sincerely,

Sam Couchman
City Council Member
City of Brawley



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Administrative Services					
106316	9/4/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	150.00	Administrative Services
106316	9/4/2019	EXER- MORE THAN URGENT CARE	PRE-EMPLOYMENT PHYSICALS	75.00	Administrative Services
106380	9/11/2019	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Administrative Services
Total Amount for 3 Line Item(s) from Administrative Services				\$270.00	
City Council					
106381	9/11/2019	VALLEY WOMEN CENTER	VANITY FAIRE 2019	950.00	City Council
Total Amount for 1 Line Item(s) from City Council				\$950.00	
Civic Center O&M					
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	9,392.09	Civic Center O&M
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	7,593.62	Civic Center O&M
106318	9/4/2019	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,923.51	Civic Center O&M
106384	9/11/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	1,001.45	Civic Center O&M
106342	9/4/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	915.70	Civic Center O&M
106342	9/4/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	696.35	Civic Center O&M
106323	9/4/2019	LIFTECH ELEVATOR SERVICES INC	ELEVATOR SERVICES	670.00	Civic Center O&M
106339	9/4/2019	VORTEX INDUSTRIES INC	DOOR REPAIRS - CITY HALL	568.92	Civic Center O&M
106360	9/11/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
106360	9/11/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	287.03	Civic Center O&M
106360	9/11/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	232.08	Civic Center O&M
106342	9/4/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	119.12	Civic Center O&M
106342	9/4/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	45.72	Civic Center O&M
106342	9/4/2019	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	45.72	Civic Center O&M
Total Amount for 16 Line Item(s) from Civic Center O&M				\$24,741.31	
Community Development					
106366	9/11/2019	M6 CONSULTING, INC.	PERMIT SERVICES	14,510.00	Community Development
106366	9/11/2019	M6 CONSULTING, INC.	INSPECTION SERVICES	10,617.73	Community Development
106340	9/4/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	370.11	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	228.80	Community Development
106340	9/4/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	158.73	Community Development



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106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	70.79	Community Development
106362	9/11/2019	ICC L.A. BASIN CHAPTER	2015 ICCLABC TRAINING	70.00	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	57.65	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	45.94	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	42.87	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	40.68	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	37.12	Community Development
106358	9/11/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	34.77	Community Development
106313	9/4/2019	CYBERCOPY, INC.	COPY/PRINTING SERVICE	31.76	Community Development
106340	9/4/2019	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	29.51	Community Development
Total Amount for 15 Line Item(s) from Community Development				\$26,346.46	

Community Services

106295	9/4/2019	AGOURA HILLS,CALABASAS COM CTR	LEGAL SERVICES	6,047.50	Community Services
106347	9/11/2019	A RENTAL CONNECTION	EQUIPMENT RENTAL - CONCERT	3,521.11	Community Services
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,997.48	Community Services
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,939.31	Community Services
106371	9/11/2019	OSLER BISHOP & ASSOCIATES	RECREATION INSTRUCTOR	1,487.50	Community Services
106364	9/11/2019	KOBlick/WENDY SUE WEISS//	RECREATION INSTRUCTOR	1,429.40	Community Services
106315	9/4/2019	DOMINE/JAMES//	RECREATION INSTRUCTOR	1,354.50	Community Services
106345	9/4/2019	WOLF/MEL//	RECREATION INSTRUCTOR	1,143.80	Community Services
106301	9/4/2019	BENDAVID/MICHAEL//	RECREATION INSTRUCTOR	888.00	Community Services
106376	9/11/2019	SECURAL SECURITY CORP	SECURITY- CONCERT	807.04	Community Services
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	566.00	Community Services
106336	9/4/2019	SECURAL SECURITY CORP	SECURITY- FOUNDERS HALL	372.48	Community Services
106335	9/4/2019	SALKIN/TOBY JACOBSON//	RECREATION INSTRUCTOR	352.80	Community Services
106349	9/11/2019	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- SENIOR	306.00	Community Services
106314	9/4/2019	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	288.00	Community Services
106359	9/11/2019	DNA ELECTRIC	ELECTRICAL REPAIRS	212.50	Community Services
106360	9/11/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
106360	9/11/2019	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
106305	9/4/2019	CALIFORNIA PARK & RECREATION	MEMBERSHIP RENEWAL- J. RUBIN	170.00	Community Services
106355	9/11/2019	CLARK PEST CONTROL	PEST CONTROL SERVICES	105.00	Community Services
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	91.61	Community Services
Total Amount for 21 Line Item(s) from Community Services				\$24,450.03	



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Library					
106304	9/4/2019	CALIFA GROUP	BROADBAND SUBSCRIPTION	4,334.84	Library
106370	9/11/2019	OCLC, INC.	MEMBERSHIP DUES- AUG 2019	760.48	Library
106306	9/4/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	299.76	Library
106306	9/4/2019	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	299.76	Library
106331	9/4/2019	RECORDED BOOKS, LLC	BOOKS ON CD	204.06	Library
106331	9/4/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	91.99	Library
106331	9/4/2019	RECORDED BOOKS, LLC	BOOKS ON CD	70.75	Library
106331	9/4/2019	RECORDED BOOKS, LLC	E- AUDIO BOOKS	68.77	Library
106368	9/11/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	56.58	Library
106331	9/4/2019	RECORDED BOOKS, LLC	BOOKS ON CD	49.78	Library
106374	9/11/2019	RECORDED BOOKS, LLC	BOOKS ON CD	47.45	Library
106307	9/4/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	39.91	Library
106324	9/4/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	28.29	Library
106331	9/4/2019	RECORDED BOOKS, LLC	BOOKS ON CD	24.89	Library
106368	9/11/2019	MIDWEST TAPE, LLC	DVD'S-LIBRARY	18.22	Library
Total Amount for 15 Line Item(s) from Library				\$6,395.53	

LMD #22

106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	22,258.28	LMD #22
106385	9/11/2019	WESTRIDGE CALABASAS HOA	LANDSCAPE MAINTENANCE	19,000.00	LMD #22
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	16,588.16	LMD #22
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	9,870.17	LMD #22
106385	9/11/2019	WESTRIDGE CALABASAS HOA	LANDSCAPE MAINTENANCE	9,510.00	LMD #22
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,581.50	LMD #22
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	5,114.73	LMD #22
106294	9/4/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,200.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,357.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,154.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,240.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,087.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,041.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	888.50	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	549.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	516.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	378.00	LMD #22



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106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	302.98	LMD #22
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	297.63	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	270.00	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	260.72	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	241.55	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	222.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	215.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	211.38	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	149.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	128.00	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	109.00	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	106.64	LMD #22
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	99.00	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	35.58	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	33.23	LMD #22
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	22.50	LMD #22
Total Amount for 34 Line Item(s) from LMD #22				\$109,587.55	
<u>LMD #24</u>					
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,304.35	LMD #24
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	41.22	LMD #24
Total Amount for 2 Line Item(s) from LMD #24				\$2,345.57	
<u>LMD #27</u>					
106369	9/11/2019	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	20,087.66	LMD #27
106369	9/11/2019	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,765.00	LMD #27
106369	9/11/2019	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,765.00	LMD #27
106369	9/11/2019	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,765.00	LMD #27
106369	9/11/2019	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,765.00	LMD #27
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	11.37	LMD #27
Total Amount for 6 Line Item(s) from LMD #27				\$79,159.03	
<u>LMD #32</u>					
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	511.86	LMD #32
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	21.06	LMD #32



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Total Amount for 2 Line Item(s) from LMD #32				\$532.92	
<u>LMD 22 - Common Benefit Area</u>					
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	19,427.59	LMD 22 - Common Benefit Area
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,834.58	LMD 22 - Common Benefit Area
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,600.50	LMD 22 - Common Benefit Area
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,674.76	LMD 22 - Common Benefit Area
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	565.00	LMD 22 - Common Benefit Area
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	375.84	LMD 22 - Common Benefit Area
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	181.11	LMD 22 - Common Benefit Area
Total Amount for 7 Line Item(s) from LMD 22 - Common Benefit Area				\$28,659.38	
<u>Media Operations</u>					
106328	9/4/2019	PC MALL GOV	LICENSE & SUPPORT	8,580.00	Media Operations
106328	9/4/2019	PC MALL GOV	PRINTER	1,305.25	Media Operations
106298	9/4/2019	AT&T	TELEPHONE SERVICE	1,101.58	Media Operations
106319	9/4/2019	KEY INFORMATION SYSTEMS, INC.	T-1 LINE MONTHLY FEE	578.77	Media Operations
106298	9/4/2019	AT&T	TELEPHONE SERVICE	164.69	Media Operations
106319	9/4/2019	KEY INFORMATION SYSTEMS, INC.	INSURANCE RENEWAL T-1LINE	100.00	Media Operations
106309	9/4/2019	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	90.07	Media Operations
106299	9/4/2019	AT&T MOBILITY	TELEPHONE SERVICE	48.24	Media Operations
Total Amount for 8 Line Item(s) from Media Operations				\$11,968.60	
<u>Non-Departmental - Finance</u>					
106333	9/4/2019	S.O.S. SURVIVAL PRODUCTS	EMERGENCY- WOOLSEY FIRE 11/18	5,698.39	Non-Departmental - Finance
106338	9/4/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	961.88	Non-Departmental - Finance
106338	9/4/2019	VENCO WESTERN, INC.	EMERGENCY- WOOLSEY FIRE 11/18	672.96	Non-Departmental - Finance
106330	9/4/2019	READYREFRESH BY NESTLE	WATER SERVICE	560.10	Non-Departmental - Finance
106367	9/11/2019	MAILFINANCE	POSTAGE METER LEASE	500.00	Non-Departmental - Finance
106312	9/4/2019	CR PRINT	BUSINESS CARDS	176.30	Non-Departmental - Finance
106357	9/11/2019	COUNTY OF LOS ANGELES	TAX DEFAULT PROPERTY ADMIN FEE	100.00	Non-Departmental - Finance
106352	9/11/2019	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- NMC09173	39.33	Non-Departmental - Finance
106317	9/4/2019	FEDERAL EXPRESS CORP.	COURIER SERVICE	24.76	Non-Departmental - Finance



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Total Amount for 9 Line Item(s) from Non-Departmental - Finance				\$8,733.72	
<u>Payroll</u>					
106296	9/4/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	918.40	Payroll
106350	9/11/2019	APPLE ONE	TEMPORARY EMPLOYMENT SVCS	918.40	Payroll
Total Amount for 2 Line Item(s) from Payroll				\$1,836.80	
<u>Police / Fire / Safety</u>					
106321	9/4/2019	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- JUL 2019	4,016.84	Police / Fire / Safety
106365	9/11/2019	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	1,330.34	Police / Fire / Safety
Total Amount for 2 Line Item(s) from Police / Fire / Safety				\$5,347.18	
<u>Public Safety & Emergency Preparedness</u>					
106312	9/4/2019	CR PRINT	EMERGENCY BOOKLETS	14,606.34	Public Safety & Emergency Preparedness
106312	9/4/2019	CR PRINT	MAILING LABELS	73.92	Public Safety & Emergency Preparedness
Total Amount for 2 Line Item(s) from Public Safety & Emergency Preparedness				\$14,680.26	
<u>Public Works</u>					
106294	9/4/2019	ABSOLUTE	BRUSH CLEARANCE SERVICES	14,402.00	Public Works
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,743.19	Public Works
106311	9/4/2019	COUNTY OF LOS ANGELES	CONTRACT SERVICES	4,399.65	Public Works
106322	9/4/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,126.00	Public Works
106344	9/4/2019	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	2,033.00	Public Works
106326	9/4/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,245.00	Public Works
106346	9/4/2019	YIN/JULIE//	CONSULTING SERVICES	958.50	Public Works
106346	9/4/2019	YIN/JULIE//	CONSULTING SERVICES	945.00	Public Works
106361	9/11/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	900.00	Public Works
106344	9/4/2019	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	835.00	Public Works
106361	9/11/2019	HAJIZADEH/HOUMAN//	CONSULTING SERVICES	712.50	Public Works
106332	9/4/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	700.00	Public Works
106332	9/4/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	700.00	Public Works
106320	9/4/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	560.00	Public Works
106332	9/4/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works



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106332	9/4/2019	ROLDAN/VINCENT//	CONSULTING SERVICES	560.00	Public Works
106326	9/4/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	517.50	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	455.00	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	455.00	Public Works
106320	9/4/2019	KHANDAKER/ASHIQUE//	CONSULTING SERVICES	400.00	Public Works
106344	9/4/2019	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	380.00	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	293.00	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	260.00	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	238.00	Public Works
106326	9/4/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	225.00	Public Works
106326	9/4/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	225.00	Public Works
106326	9/4/2019	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	225.00	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	142.00	Public Works
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	123.75	Public Works
106338	9/4/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	74.50	Public Works
Total Amount for 30 Line Item(s) from Public Works				\$46,393.59	

Recoverable / Refund / Liability

106325	9/4/2019	MRCA	STALE DATED CHECK	2,000.00	Recoverable / Refund / Liability
106300	9/4/2019	BEAR/JAMIE//	REFUND BUILDING PERMIT	347.10	Recoverable / Refund / Liability
106308	9/4/2019	CARPIAC/KELLEY//	STALE DATED CHECK	282.00	Recoverable / Refund / Liability
106302	9/4/2019	BERGMAN/JOSHUA//	STALE DATED CHECK	204.50	Recoverable / Refund / Liability
106327	9/4/2019	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	192.31	Recoverable / Refund / Liability
106303	9/4/2019	BOZAJIAN/JAMES R.//	CJPIA BOARD MEETING	166.12	Recoverable / Refund / Liability
106372	9/11/2019	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	65.26	Recoverable / Refund / Liability
106375	9/11/2019	SANJUN/WENDY//	RECREATION REFUND	62.20	Recoverable / Refund / Liability
Total Amount for 8 Line Item(s) from Recoverable / Refund / Liability				\$3,319.49	

Tennis & Swim Center

106377	9/11/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,199.06	Tennis & Swim Center
106356	9/11/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	818.65	Tennis & Swim Center
106353	9/11/2019	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	700.00	Tennis & Swim Center
106354	9/11/2019	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	624.92	Tennis & Swim Center
106378	9/11/2019	TIME WARNER CABLE	CABLE MODEM/HDTV- T&S	615.87	Tennis & Swim Center
106343	9/4/2019	WELTER/FRANCES//	RECREATION INSTRUCTOR	588.00	Tennis & Swim Center
106310	9/4/2019	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	573.96	Tennis & Swim Center



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Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 08/30/2019 to 09/11/2019

Date: 9/16/2019

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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
106341	9/4/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	559.47	Tennis & Swim Center
106329	9/4/2019	QUENCH USA, INC.	WATER SERVICE	427.06	Tennis & Swim Center
106383	9/11/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	339.90	Tennis & Swim Center
106336	9/4/2019	SECURAL SECURITY CORP	SECURITY- T&SC	248.32	Tennis & Swim Center
106373	9/11/2019	QUENCH USA, INC.	WATER SERVICE	197.10	Tennis & Swim Center
106382	9/11/2019	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	155.00	Tennis & Swim Center
106351	9/11/2019	ATMOSPHERE EVENTS & CATERING	SOCIAL EXPENSE- JR LIFEGUARD	119.00	Tennis & Swim Center
106383	9/11/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	77.20	Tennis & Swim Center
106383	9/11/2019	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	77.20	Tennis & Swim Center
106376	9/11/2019	SECURAL SECURITY CORP	ALARM RESPONSE- T&SC	77.04	Tennis & Swim Center
Total Amount for 17 Line Item(s) from Tennis & Swim Center				\$8,397.75	
Transportation					
106293	9/4/2019	AT & T	LOST HILLS INTERCHANGE	142,336.72	Transportation
106363	9/11/2019	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE AUG 2019	10,342.50	Transportation
106379	9/11/2019	TOYOTA FINANCIAL SERVICES	LEASE PAYMENT- SEP 2019	2,092.14	Transportation
106348	9/11/2019	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	2,062.61	Transportation
106334	9/4/2019	SAFeway SIGN COMPANY	TRAFFIC SIGNS	592.35	Transportation
106337	9/4/2019	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	489.67	Transportation
106297	9/4/2019	AT&T	TELEPHONE SERVICE	105.50	Transportation
106311	9/4/2019	COUNTY OF LOS ANGELES	CONTRACT SERVICES	23.93	Transportation
Total Amount for 8 Line Item(s) from Transportation				\$158,045.42	
GRAND TOTAL for 208 Line Items				\$562,160.59	



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Reporting Period: 08/30/2019 to 09/12/2019

Date: 9/16/2019

Time: 9:39:55AM

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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Recoverable / Refund / Liability					
13672	9/5/2019	HAYAKAWA/HIKARU//	REFUND- TENNIS LEAGUE	54.00	Recoverable / Refund / Liability
13684	9/12/2019	TOP SEED TENNIS ACADEMY, INC.	FINAL PROFIT FY 18/19	-51,742.26	Recoverable / Refund / Liability
Total Amount for 2 Line Item(s) from Recoverable / Refund / Liability				\$-51,688.26	
Tennis & Swim Center					
13684	9/12/2019	TOP SEED TENNIS ACADEMY, INC.	FINAL PROFIT FY 18/19	124,489.67	Tennis & Swim Center
13680	9/12/2019	ANTHEM BLUE CROSS	MEDICAL INSURANCE	7,465.22	Tennis & Swim Center
13674	9/5/2019	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,528.87	Tennis & Swim Center
13673	9/5/2019	ICW GROUP	WORKERS COMP INS	1,738.56	Tennis & Swim Center
13679	9/5/2019	WILSON SPORTING GOODS	FACILITY EXPENSE	1,067.26	Tennis & Swim Center
13668	9/5/2019	COLLINS COMPANY	FACILITY EXPENSE	838.40	Tennis & Swim Center
13678	9/5/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	755.03	Tennis & Swim Center
13668	9/5/2019	COLLINS COMPANY	FACILITY EXPENSE	708.40	Tennis & Swim Center
13669	9/5/2019	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	675.11	Tennis & Swim Center
13670	9/5/2019	FACILITRON, INC.	COURT RENTAL	655.00	Tennis & Swim Center
13683	9/12/2019	NET RESULTS TENNIS LLC	GIFT CERTS - LEAGUE PRIZES	550.00	Tennis & Swim Center
13667	9/5/2019	BURAS/ANDREW//	UMPIRE	450.00	Tennis & Swim Center
13682	9/12/2019	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	449.26	Tennis & Swim Center
13681	9/12/2019	DESIGNSCAPE	PLANT MAINTENANCE- T&SC	436.00	Tennis & Swim Center
13671	9/5/2019	HAIR/ CHRISTOPHER CALVIN//	UMPIRE	300.00	Tennis & Swim Center
13675	9/5/2019	MARILYN'S TROPHIES	PROMOTION/SOCIALS	289.58	Tennis & Swim Center
13678	9/5/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	289.50	Tennis & Swim Center
13666	9/5/2019	B & B PLUMBING	PLUMBING REPAIRS- T&SC	204.50	Tennis & Swim Center
13677	9/5/2019	SCTA	LEVEL 5 JR TOUR 2019	194.00	Tennis & Swim Center
13676	9/5/2019	OHANNESSIAN/ALAN DER//	UMPIRE	150.00	Tennis & Swim Center
13685	9/12/2019	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	110.30	Tennis & Swim Center
13665	9/5/2019	ADP, INC	ADMINISTRATIVE EXPENSES	99.37	Tennis & Swim Center
Total Amount for 22 Line Item(s) from Tennis & Swim Center				\$144,444.03	
GRAND TOTAL for 24 Line Items				\$92,755.77	

FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

23-Oct

1	CC	Presentation	From One Generation
2	CC	Presentation	To Senior Center's Savvy Singers

Future Items

3	AS/HR	New Business	Hiring freeze explanation/process
4	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
5	CD	New Business	Introduction of Ordinance No. 2019-380, adoption of State new Building Codes
6	PW	New Business	Recommendation from the Environmental Commission regarding anticoagulants ordinance
7	AS	New Business	Evaluation of private security est. Jan 2020
8	AS	Presentation	Clean Power Alliance update Jan 2020
9	CD	New Business	Planning Commission recommendation regarding safe distance siting standards
10	CS	New Business	Commemorative plaques for City facilities
11	PS	New Business	County's Woolsey Fire After Action Report
12	PW	New Business	Recommendation from the Environmental Commission regarding San Jose Ordinance and other ideas for further reduction of plastics including plastic bags
13	CD/Finance	New Business	Annexation updates
14	CD/PW	New Business	EV charging ports for new development
15	CD	Public Hearing	West Village Project
16	CA	New Business	Closed session regarding State's mandate for affordable housing
17	CA/CC	New Business	Report/timeline on a cannabis tax initiative
18	AS/HR	New Business	Salary adjustments policy

2019 Meeting Dates

Nov 13	Dec 11 - Council Reorganization
Nov 27 - Canceled - Thanksgiving Eve	Dec 25 - Canceled - Christmas