



CITY *of* CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING – WEDNESDAY, JUNE 13, 2018
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.**

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Girl Scout Brownie Troop 3536
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:05 P.M.

PRESENTATIONS – 7:10 P.M.

- Swearing in of the 2018-19 Calabasas-Las Virgenes Historical Society Board of Directors
- To Klubhouse Preschool Principal, April Friedman for her outstanding 19 years of service
- By Dr. Lucy Jones regarding Earthquake Resilience

ORAL COMMUNICATION – PUBLIC COMMENT –7:40 P.M.

CONSENT ITEMS – 7:50 P.M.

1. Approval of meeting minutes from May 23, 2018

2. [April 2018 Sheriff's Crime Report](#)
3. [Adoption of Resolution No. 2018-1588, levying special taxes within the City of Calabasas Community Facilities District No. 98-1, Special Tax Refunding Bonds, Series 2018; and adoption of Resolution No. 2018-1589, levying special taxes within the City of Calabasas Community Facilities District No. 2001-1, Special Tax Refunding Bonds, Series 2017](#)
4. [Approval of Memorandum of Understanding between the City of Hidden Hills, City of Calabasas and the Las Virgenes Unified School District for the provision of Library Services](#)
5. [Recommendation from the Parks, Recreation & Education Commission Approving an entrance fee modification for the Calabasas Pumpkin Festival](#)
6. [Introduction of Ordinance No. 2018-362 a proposed amendment to Chapter 15.16 of Title 15 of the Calabasas Municipal Code, Flood Hazard prevention, by updating floodplain management regulations, as required to comply with the National Flood Insurance Program \(NFIP\)](#)

PUBLIC HEARING – 7:55 P.M.

7. [Public Hearing regarding Landscape Lighting Act District Nos. 22, 24, 27 & 32 levy of assessments for Fiscal Year 2018-2019](#)
8. [Introduction of Ordinance 2018-366, correcting errors and inconsistencies within the Land Use and Development Code \(Title 17 of the Calabasas Municipal Code\) by the following actions: 1\) amend Table 2-2 within Section 17.11.010 \(Permitted Land Uses Table\) by aligning professional medical offices with other professional office uses; 2\) amend Table 3-11 \(Parking Requirements by Land Use\) within Section 17.28.040 by aligning professional medical offices with other professional office uses; and, amend Section 17.90.020 \(Definitions\) by adding a new definition for "Professional Medical Office"](#)

The Ordinance is exempt from California Environmental Quality Act Review pursuant to the provisions of §15378(B)(5) of Division 6 of Title 14 of the California Code of Regulations, The CEQA Guidelines

9. [Adoption of Resolution No. 2018-1593, updating the Planning Division fee schedule to establish a fee for Community Development Forums](#)

NEW BUSINESS – 8:30 P.M.

10. Recommendation to approve amendment No. 2 expanding the scope of services of the existing child care, after school and camp program agreement with Little Learners, LLC to include the operation of the Calabasas Klubhouse Preschool Program

INFORMATIONAL REPORTS – 9:10 P.M.

11. Check Register for the period of May 15-June1, 2018

TASK FORCE REPORTS – 9:15 P.M.

CITY MANAGER’S REPORT – 9:20 P.M.

TENTATIVE FUTURE AGENDA ITEMS – 9:25 P.M.

ADJOURN – 9:30 P.M.

The City Council will adjourn to a special meeting scheduled on Friday, June 15, 2018, at 4:30 p.m.

Earthquake Resilience



Dr. Lucy Jones

Founder and Chief Scientist,
Dr. Lucy Jones Center for Science and Society



What is your earthquake risk?

$$\text{Risk} = \text{Hazard} \times \text{Exposure} \times \text{Fragility} \div \text{Response} \div \text{Recovery}$$

Faulting, shaking,
landsliding,
liquefaction



Extent & density
of built
environment



Structural
weaknesses

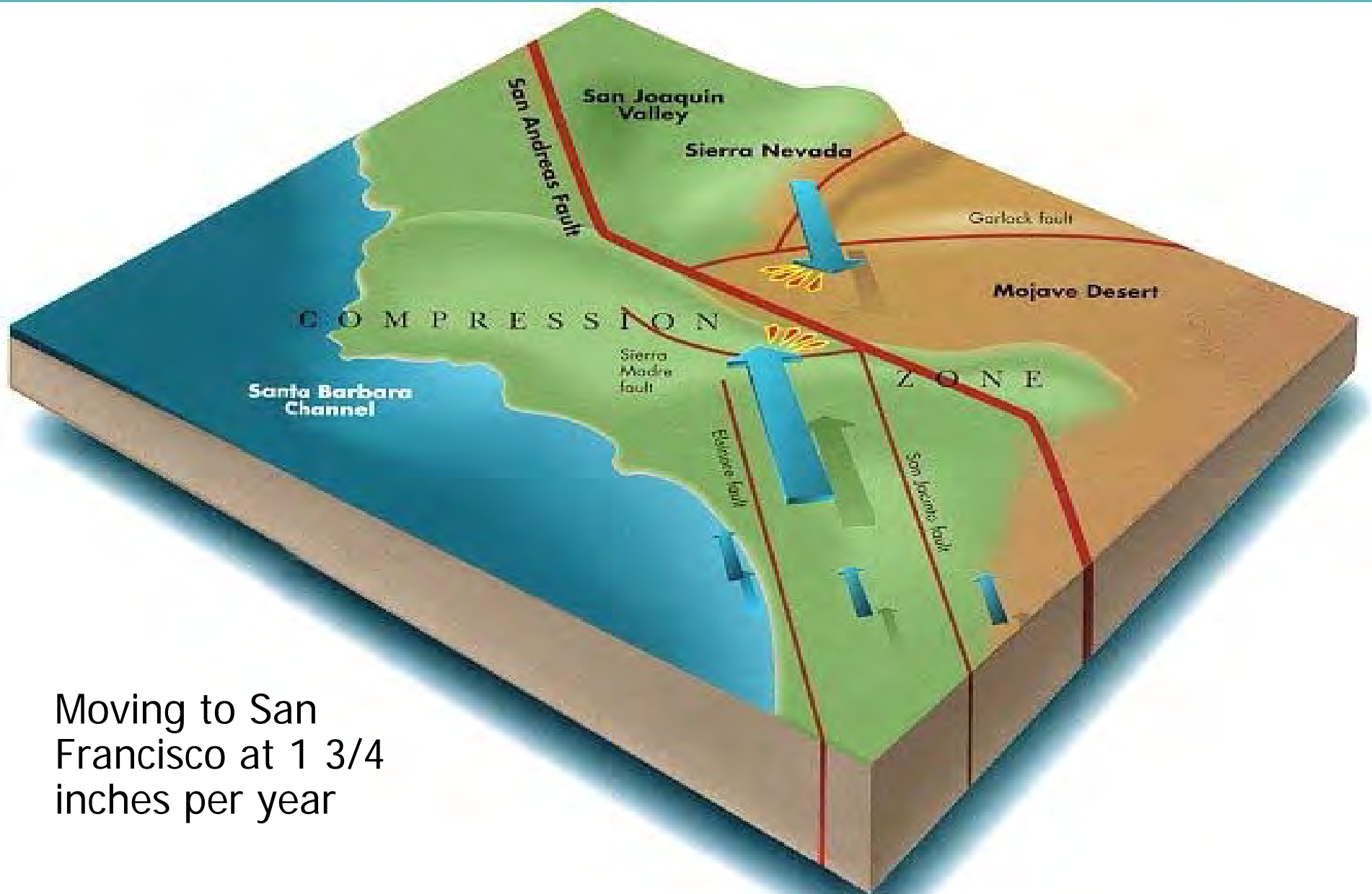


Will to recover

Ability to
respond

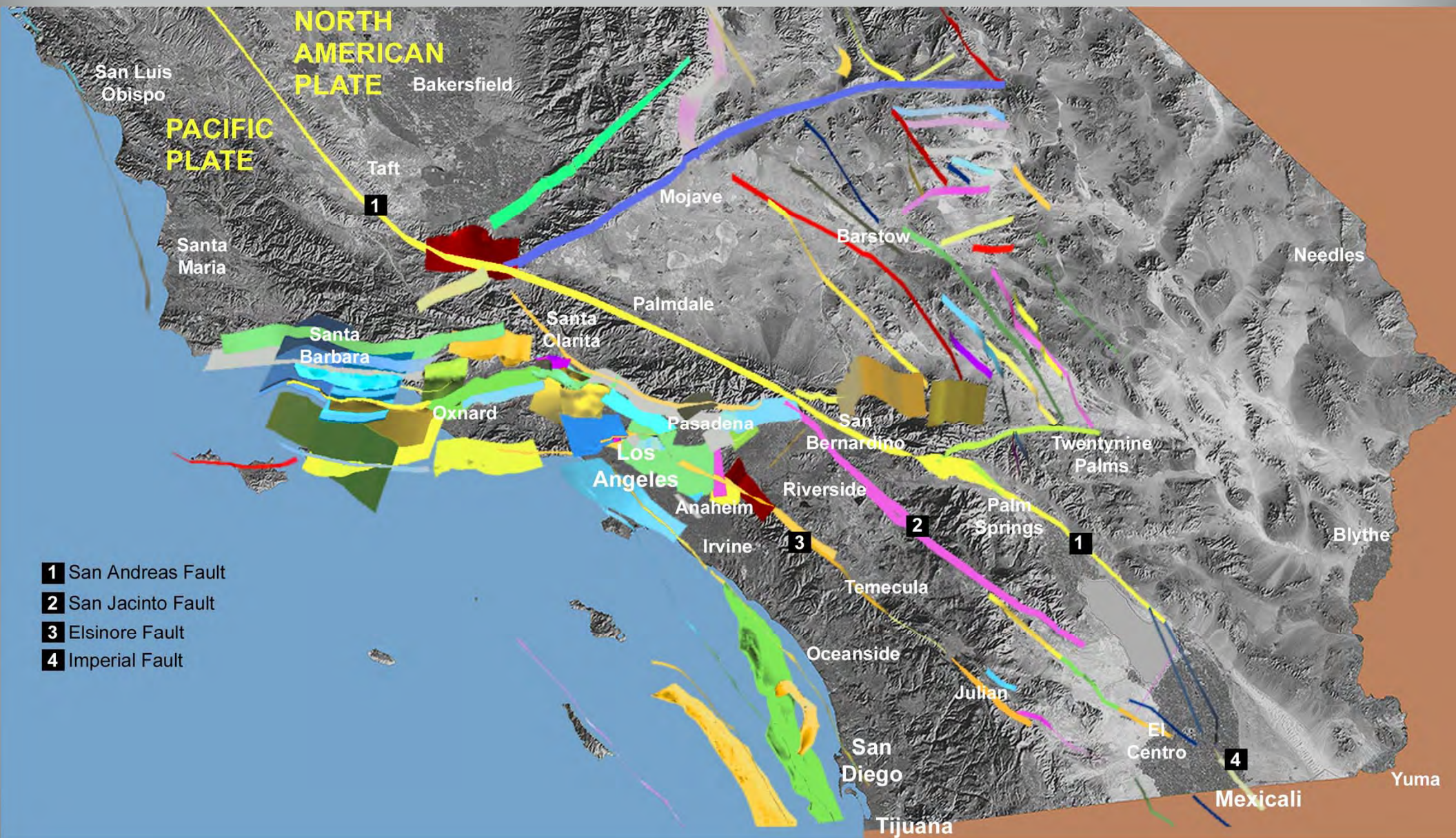


Living on the plate boundary

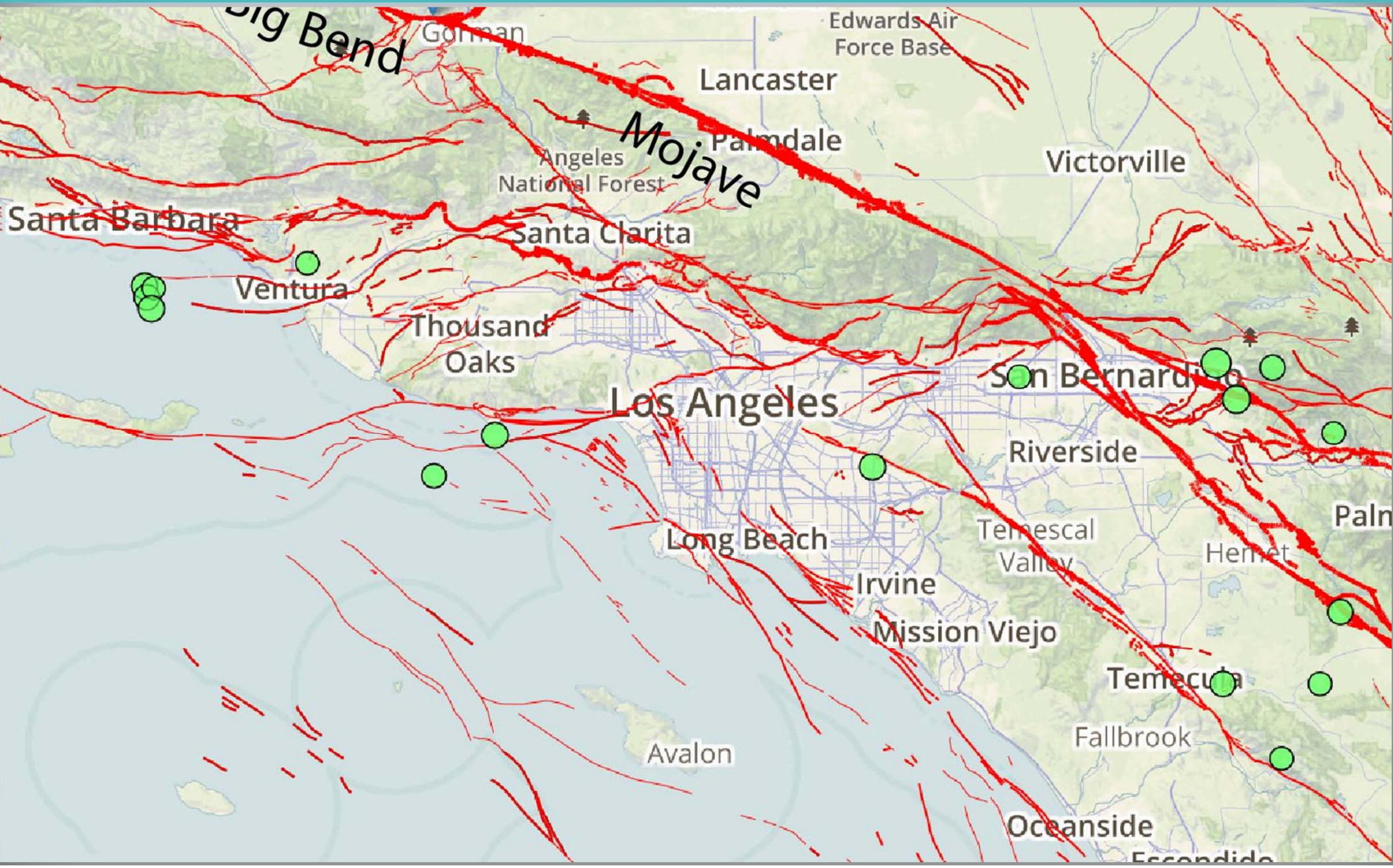


Moving to San Francisco at 1 3/4 inches per year

The other faults of southern California



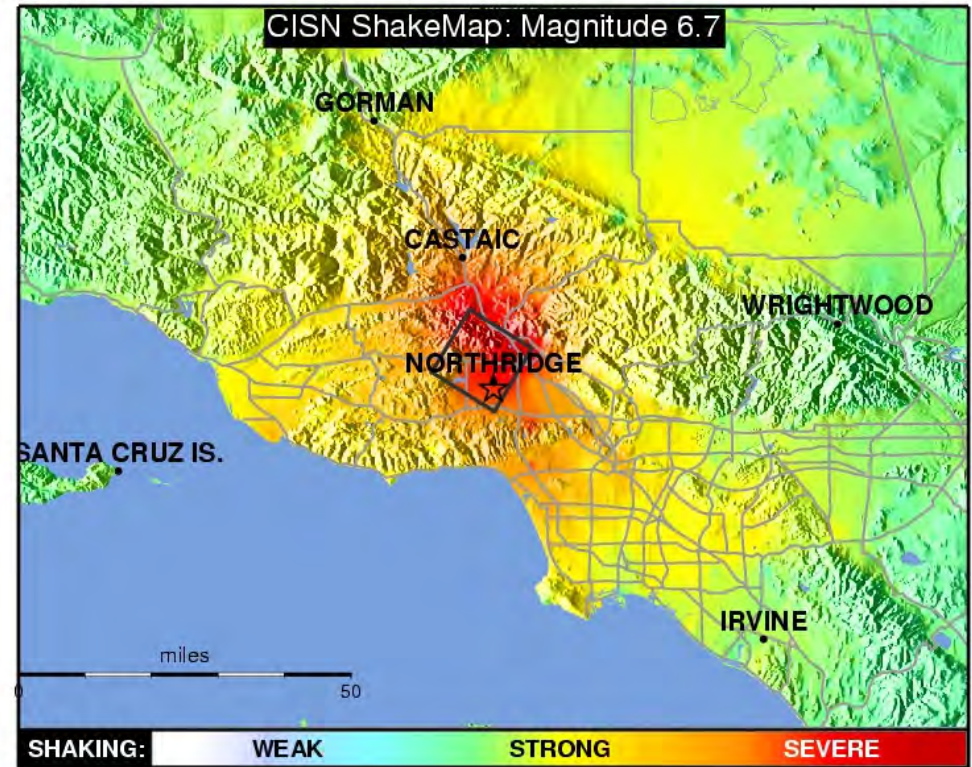
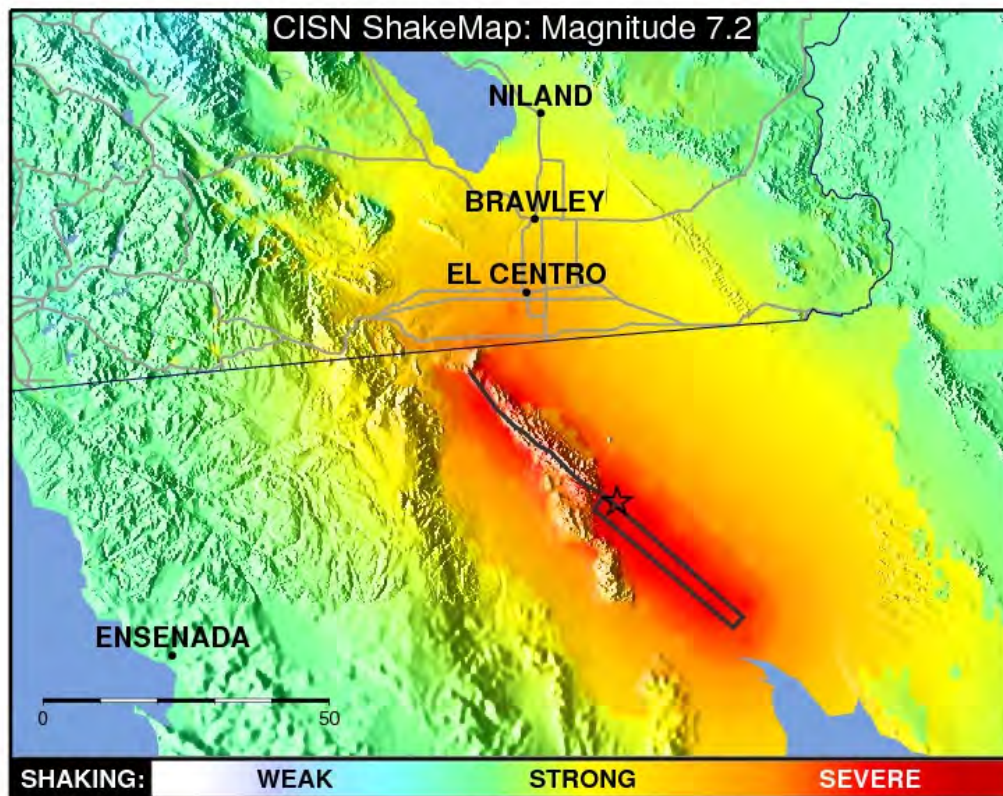
Close to Calabasas



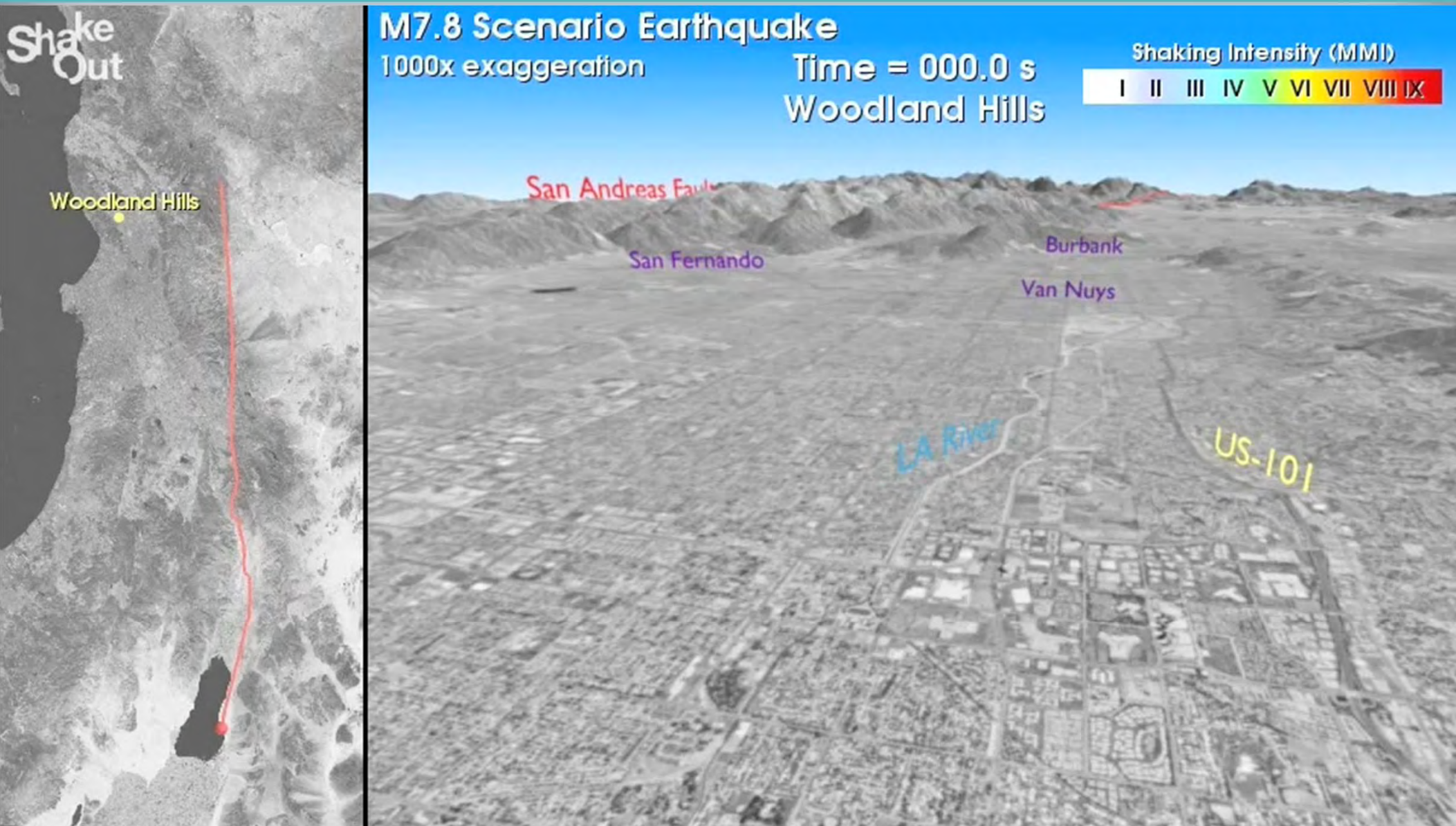
Shaking Intensity \neq Magnitude

Easter 2010 M7.2
El Mayor Cucaipa

January 1994 M6.7
Northridge



ShakeOut Simulation of M7.8 on San Andreas



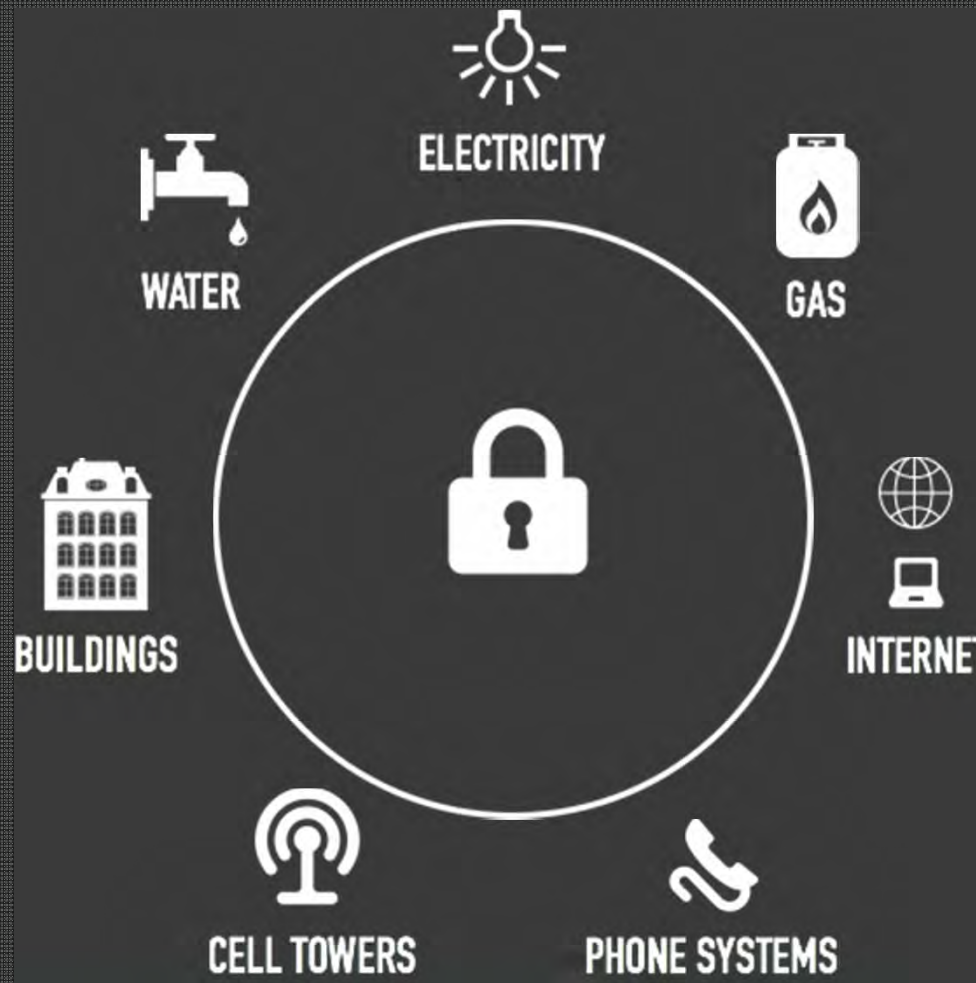
Exposure

Stay off
the faults

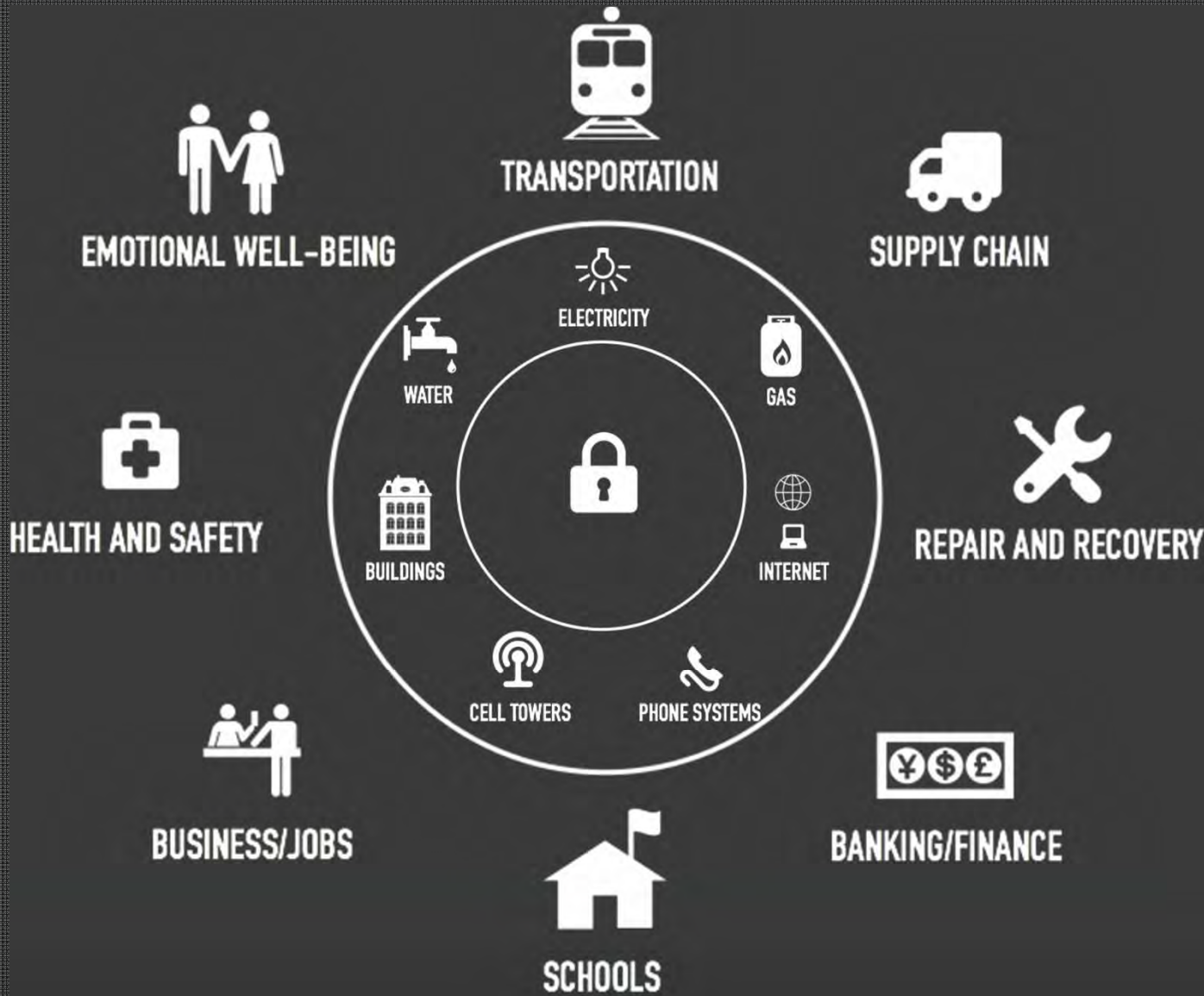
Too late!

Urban Disaster Resilience is having a society that functions after the disaster

CRITICAL INFRASTRUCTURE



NECESSARY SYSTEMS



Damaged Water Supply Network

- Widespread damage to pipes in the ground
 - 6 months to restore all service
- All aqueducts cross the San Andreas to get to southern California and will be broken.
 - 18 months to repair



Buildings that Can Kill

- Unreinforced masonry (pre-1935)
- Soft-first-story (pre-1980)
- Non-ductile concrete (pre-1980)
- Steel moment frames (pre-1997)



Christchurch 2010



Christchurch, February 22, 2011

M6.3



Christchurch 2015



SOCIAL REPERCUSSIONS



Contact

drlucyjonescenter.org



**MINUTES OF A REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA
HELD WEDNESDAY, MAY 23, 2018**

Mayor Gaines called the meeting to order at 7:01 p.m. in the Council Chambers, 100 Civic Center Way, Calabasas, CA.

ROLL CALL

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

Absent: None.

Staff: Bartlett, Bingham, Cohen, Coroalles, Hall, Hernandez, Lysik, Michitsch, Rubin, Summers, Tamuri and Yalda

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

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

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

ANNOUNCEMENTS/INTRODUCTIONS

Members of the Council made the following announcements:

Mayor pro Tem Shapiro:

- Expressed appreciation to everyone on a very successful Relay for Life event where over \$115k was raised.

Mayor Gaines:

- Reminded that the City Manager's recruitment and community survey deadline is May 25.
- Extended an invitation to the Summer Concerts kick-off on June 3 at the Calabasas Lake.
- Wished the Calabasas HS Girl's Track Team good luck in the State Championships as well as the Boys' Baseball Team in the CIF quarter finals.
- Extended an invitation to the Calabasas Dodger Night event on July 2.

➤ **Adjourn in Memory**

Mayor Gaines announced that the meeting would be adjourned in memory of former Governor George Deukmejian. Councilmember Bozajian read some remarks.

ORAL COMMUNICATIONS – PUBLIC COMMENT

Mark and Mackenzie Eddy spoke during public comment.

CONSENT ITEMS

1. Approval of meeting minutes from May 9, 2018
2. Adoption of Resolution Nos. 2018-1590, 2018-1591 and 2018-1592 regarding the Calabasas General Municipal Election to be held on November 6, 2018
3. Approval of MOU regarding the administration and cost sharing for implementing the Coordinated Integrated Monitoring Program (CIMP) and enhanced Watershed Management Plan (EWMP) in the amount of \$182,236 for the upper Los Angeles River Watershed Management Area
4. Adoption of Ordinance No. 2018-353, amending Chapter 17.60 of the Calabasas Municipal Code by adding a new section, Section 17.60.055, requiring applicants and/or developers of certain larger development projects to conduct Community Development Forums before formal consideration of the project by the City's official decision making bodies

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

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

NEW BUSINESS

5. Public meeting regarding Landscape Maintenance District No. 22 and Landscape Lighting Act District Nos. 22, 24, 27 & 32 Assessment Proceedings

No action taken on this item.

PRESENTATIONS

- To City Manager Tony Coroalles in recognition of 15 years of service to the City

The following made presentations to Mr. Coroalles:

Former Calabasas Mayor /Councilmember:
Dennis Washburn

33rd Congressional District, Congressman Ted Lieu's Office:
Aurelia Friedman, Field Representative & Constituent Services

District 3, LA County Supervisor Sheila Kuehl's Office:
Susan Ng, District Director

City of Hidden Hills:
Steve Freedland, Mayor

City of Malibu:
Reva Feldman, City Manager and Laura Rosenthal, Mayor

Las Virgenes Unified School District:
Dan Stepenosky, Superintendent and Angela Cutbill, Board Member
Captain Josh Thai, Malibu/Lost Hills Sheriff's Station.
Fire Chief Daryl Osby, LA County Fire Department.
Stephanie Romero, Public Affairs, LA County Assessor's office.
Glenn Peterson, LVMWD Board of Directors President
Brian Cameron, CPHA
Annemarie Flaherty, AHCC
Manny Fernandez, Chair of the Calabasas Rotary Foundation
Laureen Morick, Calabasas Arts Council
Mary Strenn, Senior Advisor, ICMA/League of CA Cities
Rick Lemmo, Caruso Affiliated-Commons

Members of the City Council expressed appreciation to Mr. and Mrs. Coroalles for the outstanding 15 years of service.

ADJOURN

The City Council adjourned the meeting at 8:29 p.m. to a special meeting scheduled on Wednesday, June 6, 2018, at 7:00 p.m.

Maricela Hernandez, MMC
City Clerk



OFFICE OF THE SHERIFF



COUNTY OF LOS ANGELES

HALL OF JUSTICE

JIM McDONNELL, SHERIFF

(818) 878-1808

May 10, 2018

Anthony Coroalles, City Manager
 City of Calabasas
 100 Civic Center Way
 Calabasas, CA 91302



Dear Mr. Coroalles:

Listed below are the year-to-date crime statistic comparisons for the City of Calabasas for the month of April 2018.

I. CRIME STATISTICS

CRIME	CURRENT MTH	YTD 2018	YTD 2017	CHANGE
Homicide	0	0	0	0
Rape	0	2	0	2
Robbery				
Armed	0	0	2	-2
Strong-Arm	0	0	2	-2
Assault	2	3	0	3
Burglary				
Residential	0	12	16	-4
Business	0	3	9	-6
Garage/Out-Building	0	5	2	3
Vehicle (locked)	1	22	30	-8
Theft				
Grand (\$950 +)	2	14	14	0
Petty	8	28	25	3
Vehicle (unlocked)	8	34	30	4
Grand Theft Vehicle	2	7	10	-3
Arson	0	0	0	0
Domestic Violence Felony	0	0	0	0
Total Part I Crimes	23	130	140	-10
Percent Change				-7.1%
Domestic Violence Misdemeanor	3	8	4	4

211 WEST TEMPLE STREET, LOS ANGELES, CALIFORNIA 90012

A Tradition of Service
 Since 1850

II. NOTEWORTHY INCIDENTS

Three subjects, residents of Chatsworth and Reseda, were arrested for possession of stolen property in the 27019 block of Helmond Drive. The subjects were seen in the area looking into vehicles. During the investigation, stolen property taken from vehicles in the Oak Park area was found on the subjects. The property was recovered. (18-02049)

A resident was arrested for assault in the 23300 block of Park Columbo. The suspect threw a knife at his father during an argument. The victim was able to get out of the way and avoid being hit with the knife. (18-02562)

A theft was reported in the 22200 block of Mulholland Highway. The suspects, a male Hispanic and female Hispanic, entered the business with reusable grocery bags and went to the liquor section. They proceeded to place bottles of liquor into the bags and left the location without paying for the items. These suspects were also responsible of committing a similar incident at another business in Tarzana. (18-02230)

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 2018		CURRENT MONTH APRIL	
	ADULT	JUVENILE	ADULT	JUVENILE
Criminal Homicide	0	0	0	0
Forcible Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	1	0	1	0
Burglary	2	0	0	0
Larceny Theft	7	1	0	1
Grand Theft Auto	0	0	0	0
Arson	0	0	0	0
Forgery	1	0	1	0
Fraud and NSF checks	3	1	0	1
Sex Offenses, Felonies	0	0	0	0
Sex Offenses, Misdemeanors	0	0	0	0
Non-Aggravated Assaults	1	0	0	0
Domestic Violence, Felony	0	0	0	0
Domestic Violence, Misd.	4	0	0	0
Weapon Laws	4	0	0	0
Offenses Against Family	0	0	0	0
Narcotics	18	0	5	0
Liquor Laws	0	0	0	0
Drunk/Alcohol/Drugs	6	0	3	0
Disorderly Conduct	0	0	0	0
Vagrancy	0	0	0	0
Gambling	0	0	0	0
Drunk Driving Vehicle/Boat	7	0	0	0
Vehicle/Boating Laws	23	0	11	0
Vandalism	0	0	0	0
Warrants	33	0	7	0
Receiving Stolen Property	2	0	2	0
Federal Offenses W/O Money	0	0	0	0
Federal Offenses With Money	0	0	0	0
Felonies, Miscellaneous	1	1	1	0
Misdemeanors, Miscellaneous	8	0	0	0
ARREST TOTALS	121	3	31	2

Sincerely,

JIM McDONNELL, SHERIFF

Joshua W. Thai, Captain
Malibu/Lost Hills Station



COLLISION SUMMARY*	This Month	Month Year Prior	Total YTD	Total Prior YTD	Change +/-
Total Collisions - Excluding Private Property	16	11	81	69	+12
Fatal Collisions	0	0	0	0	0
Injury Collisions	7	3	25	23	+2
Property Collisions	9	8	56	46	+10
Private Property Collisions	3	1	14	12	+2
DUI Collisions with Injuries	0	0	1	2	-1
DUI Collisions with Property Damage	0	1	1	2	-1
Total Pedestrian Collisions	1	0	3	1	+2
Pedestrians Killed	0	0	0	0	0
Pedestrians Injured	1	0	3	1	+2
Total Hit & Run Collisions	3	2	10	13	-3
Hit & Run Fatalities	0	0	0	0	0
Hit & Run Injuries	1	0	1	0	+1
Hit & Run Property Only	2	2	9	13	-4
CITATION SUMMARY*	This Month	Month Year Prior	Total YTD	Total Prior YTD	Change +/-
Traffic Total	318	313	1218	1189	+29
Hazardous Violations	166	190	608	641	-33
Non-Hazardous Violations	37	33	199	184	+15
Parking Violations	115	89	405	358	+47
DUI Arrests	0	1	6	6	0

*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: 05-13-18

FROM: David Huelsen, Traffic Investigator TO: Joshua W. Thai, Captain
Malibu/Lost Hills Station Malibu/Lost Hills Station

SUBJECT: April Motor Activity Report City of Calabasas

During the month of April the motorcycle officers wrote 98 citations. The citations break down into the following categories:

Unsafe Speed	28
Other Hazard	35
Other Non-Hazard	11
Signs and Signals	22
Fail to Yield	2

DHH:

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

*City of CALABASAS
Date Range Reported: 4/1/2018 to 4/30/2018*

Total No. of Collisions: 16 Injury: 7 Non-Injury: 9 Fatal: 0 Private Property: 3

Total No. of Citations: 203 Hazardous Cites: 166 Non-Hazardous Cites: 37

Collisions by Reporting Districts

<u>Reporting District</u>	<u>No.</u>	<u>Location</u>
2241	2	at Separate Locations
2242	4	at Separate Locations
2243	1	at Agoura Rd and Las Virgenes Rd
2244	1	at Las Virgenes Rd and Lost Hills Rd
2245	4	at Separate Locations
2247	1	at Mountain Park Dr and Mulholland Hwy
2248	2	at Separate Locations
2249	1	at Mulholland Dr and Mulholland Hwy

Collision Occurred Most Frequently On:

<u>Street Name</u>	<u>Number of Collisions</u>
Calabasas Rd	3
2 at Park Granada	
1 at Parkway Calabasas	
Las Virgenes Rd	3
3 at at Separate Locations	
Mulholland Hwy	3
3 at at Separate Locations	
Lost Hills Rd	2
2 at at Separate Locations	
Cold Springs St	1
1 at Calabasas Hills Rd	

Primary Collision Factors:

<u>Violations</u>	<u>Description</u>	<u>Number of Collisions</u>
22350	Unsafe Speed	4
22450(a)	Failure To Stop For Posted Stop Sign	2
21703	Following Too Closely	2
		2
22107	Unsafe Turning Movement	1
22106	Unsafe Start Or Backing	1
21804(a)	Failure To Yield Exiting Private Property Or Alley	1
21802(a)	Failure To Yield After Stopping For 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	35
22350	Unsafe Speed	32
21461(a)	Obey Traffic Control Sign	24
23123.5(a)	Texting While Driving	23
23123(a)	Using Wireless Hand Held Phone While Driving	19
4000(a)(1)	Vehicle Registration Required	12
16028(a)	Proof Of Financial Liability-Traffic Accident	11
12500(a)	Unlicensed Driver	10
14601.1(a)	Driving With Suspended License	10
22101(d)	Req'd Or Prohibited Turn; Fail To Obey Sign	8
22349(a)	Speeding, Excess Of 65 Mph	8
5200(a)	License Plates, Two On A Vehicle Front/Rear	8
24252(a)	Maintain Required Lighting	5
26708(a)		5
12951(a)	Drivers License, Not In Possession	4
38300	Off-Highway Vehicle, Disobey Signs	4
21658(a)	Lane Straddling; Unsafe Lane Change	3
21703	Following Too Closely	2
21950(a)	Yield To Pedestrian In Crosswalk	2
24601	License Plate Lamp White Only, Vis 50'	2
5204(a)	Current Month And Year Tabs Attached	2
11530(a)		1
12814.6(b)	Provisional Cdl Violation	1
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
21801(a)	Left Turns Or U-Turns Yield To Other Vehicles	1

21801(b)	Failure To Yield, After Turning Vehicle Yielded	1
22102	Violation U-Turn; Business District	1
23111	Lighted Substances On;through On Highway	1
25620(a)	Open Alcohol Container	1

Collisions Involving Pedestrians: 1

Most Frequent Violations

Collisions Involving Bicyclists: 0

Most Frequent Violations

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

Monthly Traffic Collision Report

5/9/2018 City of CALABASAS

Date Range Reported: 4/1/2018 to 4/30/2018

Collisions

Total Non-Injury Collisions	9
Total Injury and Fatal Collisions	7
Total Collisions (Injury + Non-Injury)	16

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	0

Non-DUI Collisions

Number of Non-DUI Collisions with Fatalities	0
Number of Non-DUI Collisions with Injuries	7
Number of Non-DUI Collisions Involving Property Damage	9
Total Number of Non-DUI Collision Deaths	0
Total Number of Non-DUI Collision injuries	9

Vehicle/Pedestrian Collisions

Number of Vehicle/Pedestrian Collisions with Fatalities	0
Number of Vehicle/Pedestrian Collisions with Injuries	1
Total Number of Pedestrian Fatalities	0
Total Number of Pedestrian Injuries	1

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	1
Total Number of PDO Hit & Run Collisions	2

Traffic Citations

Total Number of Radar Citations Issued	0
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	11
Total Number of Hazardous Citations Issued	166
Total Number of Non-Hazardous Citations Issued	37
Total Number of Citations Issued	203

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	23.7
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**L.A. County Sheriff's Department
Lost Hills & Malibu Station**

From 4/1/2018 to 4/30/2018

Total Collisions: 16

Injury Collisions: 7

Fatal Collisions: 0

Collision Summary Report

5/9/18

Page 1 of 3

918-01959-2244-250	4/1/2018	21:45	Sunday	LAS VIRGENES RD - LOST HILLS RD		1056'	Direction: South	Dark - Street Lig	Clear	Pty at Fault:1
	Rear-End		Other Motor Vehicle	Unsafe Speed		22350	Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	North	Proceeding Straight	Age: UNK	SUV		Sport Utility Vehicle		No Injury	
	Veh Type: Passenger Car		Sobriety: Impairment Not Kno	Assoc Factor: None Apparent			Cell Phone Not In Use			
Party 2	Driver	North	Proceeding Straight	Male Age: 30	2013 NISSAN	ALTIMA	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		
918-01997-2249-472	4/3/2018	13:57	Tuesday	MULHOLLAND HWY - MULHOLLAND DR		528'	Direction: West	Daylight	Clear	Pty at Fault:1
	Hit Object		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: 42	2015 FREIGHTLINER	TRUCK			No Injury	
	Veh Type:		Sobriety: HNBD	Assoc Factor: Vision Obscureme		Lap/Shoulder	Harness Used	Cell Phone Not In Use		
Party 2	Driver	West	Stopped In Road	Female Age: 20	2008 TOYOTA	SCION	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		
918-02016-2245-472	4/4/2018	14:00	Wednesday	PARK SORRENTO -			Direction:			Pty at Fault:
							Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver			Male Age: 27	2018 CHEVROLET	EQUINOX	Sport Utility Vehicle		No Injury	
	Veh Type: Passenger Car		Sobriety:	Assoc Factor:						
Party 2	Parked Vehicle			Age: 2013	FORD	C-MAX	Passenger Car, Station Wagon, Jeep		No Injury	
	Veh Type: Passenger Car		Sobriety:	Assoc Factor:						
918-02027-2248-472	4/5/2018	00:01	Thursday	MULHOLLAND HWY - FREEDOM DR		0'	Direction: Not Stated	Dark - Street Lig	Clear	Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Unsafe Speed		22350	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	South	Merging	Male Age: 23	2002 LEXUS	IS300	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	South	Proceeding Straight	Female Age: 25	2011 HONDA	CIVIC	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		
918-02050-2242-471	4/6/2018	06:10	Friday	LOST HILLS RD - COLD SPRINGS ST		0'	Direction: Not Stated	Dark - Street Lig	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	Male Age: 46	2017 TOYOTA	TACOMA	Pickups & Panels		No Injury	
	Veh Type: Pickup Truck		Sobriety: HNBD	Assoc Factor: None Apparent		Lap/Shoulder	Harness Used	Cell Phone Not In Use		
Party 2	Driver	North	Making Left Turn	Female Age: 68	2009 HONDA	MOTORCYCLE	Motorcycle		Complaint of Pain	
	Veh Type: Motorcycle		Sobriety: HNBD	Assoc Factor: None Apparent		M/C Helmet Driver - Yes	Cell Phone Not In Use			
918-02173-2241-250	4/6/2018	15:30	Friday	26521 AGOURA RD - PRIVATE PROPERTY			Direction:			Pty at Fault:
							Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0

Party 1 Driver				Age:	UNK	UNK	Unknown Hit and Run Vehicle Involve	No Injury		
Veh Type: Other		Sobriety:		Assoc Factor:		Unknown				
Party 2 Parked Vehicle				Age:	2011 CADILLAC	SRX	Sport Utility Vehicle	No Injury		
Veh Type: Passenger Car		Sobriety:		Assoc Factor:						
918-02109-2245- 4/8/2018	19:50	Sunday		4710 COMMONS WAY - PRIVATE PROPERTY		300'	Direction: South	Dark - Street Lig	Clear	Pty at Fault:1
251	Head-On	Pedestrian		Other Improper Driving			Hit & Run: Felony	Complaint of Pain	# Inj: 1	# Killed: 0
Party 1 Driver	East	Making Left Turn	Male	Age:	2010 TOYOTA	SEDAN	Passenger Car, Station Wagon, Jeep	No Injury		
Veh Type: Passenger Car		Sobriety: Impairment Not Kno		Assoc Factor: Violation		Lap/Shoulder Harness Used	Cell Phone Not In Use			
Party 2 Pedestrian	South	Proceeding Straight	Female	Age: 89			Pedestrian	Complaint of Pain		
Veh Type: Pedestrian		Sobriety: Not Applicable		Assoc Factor: None Apparent			Cell Phone Not In Use			
918-02126-2247- 4/9/2018	15:57	Monday		MULHOLLAND HWY - MOUNTAIN PARK DR		400'	Direction: West	Daylight	Clear	Pty at Fault:1
471	Broadside	Other Motor Vehicle		Unsafe Speed		22350	Hit & Run: No	Complaint of Pain	# Inj: 1	# Killed: 0
Party 1 Driver	West	Crossed Into Opposing Lane	Male	Age: 22	2003 ACURA	TL	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	East	Proceeding Straight	Male	Age: 46	2000 CHEVROLET	SILVERADO	Pickups & Panels	No Injury		
Veh Type: Pickup Truck		Sobriety: HNBD		Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use			
918-02146-2245- 4/10/2018	14:18	Tuesday		CALABASAS RD - PARKWAY CALABASAS		2'	Direction: West	Daylight	Clear	Pty at Fault:1
472	Broadside	Other Motor Vehicle		Unsafe Speed		22350	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1 Driver	South	Proceeding Straight	Male	Age: 52	2015 FORD	EDGE	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	East	Stopped In Road	Male	Age: 24	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			
Party 3 Driver	East	Stopped In Road	Female	Age: 67	2017 BMW	X1	Sport Utility Vehicle	No Injury		
Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use			
918-02185-2243- 4/11/2018	16:56	Wednesday		LAS VIRGENES RD - AGOURA RD		250'	Direction: North	Daylight	Clear	Pty at Fault:1
472	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	Female	Age: 22	2015 TOYOTA	COROLLA	Passenger Car, Station Wagon, Jeep	No Injury		
Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: Stop and Go Traffi		Lap/Shoulder Harness Used	Cell Phone Not In Use			
Party 2 Driver	North	Proceeding Straight	Female	Age: 30	2012 CHEVROLET	EQUINOX	Sport Utility Vehicle	No Injury		
Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent		Lap/Shoulder Harness Used	Cell Phone Not In Use			
918-02291-2242- 4/16/2018	08:50	Monday		COLD SPRINGS ST - CALABASAS HILLS RD		0'	Direction: Not Stated	Daylight	Clear	Pty at Fault:1
472	Sideswipe	Other Motor Vehicle		Auto R/W Violation		21802(a)	Hit & Run: No	Property Damage Only	# Inj: 0	# Killed: 0
Party 1 Driver	West	Making Right Turn	Male	Age: 16	2007 MERCEDES-BENZ	ML350	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: 52	2014 VOLKSWAGEN	JETTA	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			
918-02439-2242- 4/23/2018	14:55	Monday		LAS VIRGENES RD - OAK GLEN ST		114'	Direction: South	Daylight	Clear	Pty at Fault:1
471	Broadside	Other Motor Vehicle		Auto R/W Violation		21804(a)	Hit & Run: No	Other Visible Injury	# Inj: 3	# Killed: 0
Party 1 Driver	East	Making Left Turn	Male	Age: 72	2010 HYUNDAI	SEDAN	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	South	Proceeding Straight	Male	Age: 34	2012 FORD	FUSION	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			

918-02461-2241-250	4/25/2018	09:20	Wednesday	4785 LAS VIRGENES RD - PRIVATE PROPERTY		Direction:	Daylight	Clear	Pty at Fault:1
	Sideswipe		Other Motor Vehicle	Other Improper Driving		Hit & Run: Misde	Property Damage Only	# Inj: 0	# Killed: 0
Party 1	Driver	West	Backing	Male	Age: 2017 FORD	MH			No Injury
	Veh Type:		Sobriety: Impairment Not Kno		Assoc Factor: Violation			Cell Phone Not In Use	
Party 2	Parked Vehicle	North	Parked		Age: 2014 VOLKSWAGEN	JETTA		Passenger Car, Station Wagon, Jeep	No Injury
	Veh Type: Passenger Car		Sobriety: Not Applicable		Assoc Factor: None Apparent			Cell Phone Not In Use	
Party 3	Parked Vehicle	North	Parked		Age: 2014 SUBARU	OUTBACK		Sport Utility Vehicle	No Injury
	Veh Type: Passenger Car		Sobriety: Not Applicable		Assoc Factor: None Apparent			Cell Phone Not In Use	
918-02472-2245-471	4/25/2018	17:30	Wednesday	CALABASAS RD - PARK GRANADA	0'	Direction: East	Daylight	Clear	Pty at Fault:1
	Rear-End		Other Motor Vehicle	Following Too Closely	21703	Hit & Run: No	Other Visible Injury	# Inj: 1	# Killed: 0
Party 1	Driver	East	Proceeding Straight	Female	Age: 35 2016 NISSAN	ALTIMA		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 2	Driver	East	Stopped In Road	Female	Age: 42 2017 INFINITI	QX80		Sport Utility Vehicle	No Injury
	Veh Type: Passenger Car		Sobriety: HNBD		Assoc Factor: None Apparent	Lap/Shoulder Harness Used		Cell Phone Not In Use	
918-02524-2248-471	4/27/2018	17:00	Friday	CALABASAS RD - PARK GRANADA	400'	Direction: East	Daylight	Clear	Pty at Fault:1
	Head-On		Other Motor Vehicle	Improper Turning	22107	Hit & Run: No	Complaint of Pain	# Inj: 1	# Killed: 0
Party 1	Driver	East	Making Left Turn	Female	Age: 51 2015 BMW	X1		Passenger Car, Station Wagon, Jeep	No Injury
	Veh Type: Passenger Car		Sobriety: Not Applicable		Assoc Factor: None Apparent	Lap/Shoulder Harness Used		Cell Phone Not In Use	
Party 2	Driver	West	Proceeding Straight	Male	Age: 30 2018 BMW	540		Passenger Car, Station Wagon, Jeep	Complaint of Pain
	Veh Type: Passenger Car		Sobriety: Not Applicable		Assoc Factor: Violation	Lap/Shoulder Harness Used		Cell Phone Not In Use	
918-02541-2242-471	4/28/2018	18:10	Saturday	LOST HILLS RD - CALABASAS HILLS RD	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: 53 2000 TOYOTA	LAND CRUISER		Sport Utility Vehicle	No Injury
	Veh Type: Passenger Car		Sobriety: HBD Not Under Infl		Assoc Factor: None Apparent	Lap/Shoulder Harness Used		Cell Phone Not In Use	
Party 2	Driver	West	Stopped In Road	Female	Age: 32 2003 LEXUS	SC430		Passenger Car, Station Wagon, Jeep	Complaint of Pain
	Veh Type: Passenger Car		Sobriety: HBD Not Under Infl		Assoc Factor: None Apparent	Lap/Shoulder Harness Used		Cell Phone Not In Use	

Settings for Query:

City: CALABASAS
Sorted By: Date and Time

**LOST HILLS JUVENILE INTERVENTION UNIT
ACTIVITY REPORT FOR APRIL 2018
CALABASAS**

A. SCHOOL ISSUES

Investigated social media threats at AE Wright School.

Monitored a lockdown drill at AE Wright.

Conducted active shooter training at Bay Loral School.

Provided security checks at all district schools re: Columbine Walk Out.

B. INTERVENTIONS

Conducted an intervention with an AE Wright student and father re: robbery.

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 Captain Josh Thai 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. We 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 7 sexual predators.
12. Conducted Active Shooter Training with the staff from Malibu High School and Bay Laurel Elementary School as well as Congregation or Ami in Calabasas and the Boys and Girls Club monthly meeting.
13. Participated in Choices drug diversion program.
14. Presented threat assessment training for patrol deputies, all shifts.
15. Received 4 hours of entry training from SEB.
16. Assisted Detective Bureau with out of area search warrant.
17. Participated in SARB hearing.
18. Presented active shooter training at Congregation or Ami.
19. Assisted Detective Bureau with a possible child abduction case.



Los Angeles County
Sheriff's Department

Lost Hills Sheriff's Station - Community Impact Team

27050 Agoura Road Agoura, CA 91301

(818) 878-1808

www.lasd.org

Calabasas Monthly Report for April, 2018

- Networked with field deputies regarding recent crime trends and patrol requests in the city.
- Worked with field deputies regarding traffic enforcement issues.
- Maintained communication with Homeowners Associations. Discussed with several residents of the community crime trends and safety measures that homeowners can take to minimize risk.
- Continued to monitor progress at the Lost Hills/101 Freeway overpass. Have not heard of any recent complaints regarding traffic. Recent work changed the traffic flow with no adverse effects thus far. Will continue to monitor the area during construction.
- Worked closely with Calabasas Detectives and the Lost Hills Station Burglary Team regarding crime trends, areas of concern, and saturation patrol.
- Sent out STTOP letters to dangerous drivers in the city of Calabasas.
- Worked with motor deputies with school enforcement issues.
- Patrolled Calabasas High School regarding recent traffic concerns from residents.
- Continued to communicate with the Neighborhood Watch leaders in the city regarding crime trends. Discussed with them crime prevention tips related to recent crimes to help keep citizens safe.
- Attended City Council meetings.
- Conducted early morning patrol in neighborhoods and commercial area where property crimes have been a problem.
- Communicated with the Secural Security who is contracted with the city to provide security at city owned properties. Discussed strategies with AJ to maximize enforcement and deter crime.
- Spoke with several residents during the month regarding various complaints and concerns that they have.
- Worked closely with the other C.I.T. team members to assist one another with quality of life issues in all of our cities.



CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: MAY 30, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: DR. GARY J. LYSIK, CHIEF FINANCIAL OFFICER
LESLEY PELKA, CPA, ACCOUNTING SUPERVISOR**

SUBJECT: ADOPTION OF RESOLUTION NO. 2018-1588, LEVYING SPECIAL TAXES WITHIN THE CITY OF CALABASAS COMMUNITY FACILITIES DISTRICT NO. 98-1, SPECIAL TAX REFUNDING BONDS, SERIES 2018; AND ADOPTION OF RESOLUTION NO. 2018-1589, LEVYING SPECIAL TAXES WITHIN THE CITY OF CALABASAS COMMUNITY FACILITIES DISTRICT NO. 2001-1, SPECIAL TAX REFUNDING BONDS, SERIES 2017

MEETING

DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

It is recommended that Council approve the attached Resolutions levying special taxes for the City of Calabasas Facilities Districts (CFD) 98-1, Special Tax Refunding Bonds 2018 and CFD2001-1, Special Tax Refunding Bonds 2017 for fiscal year 2018/19.

BACKGROUND:

1. The City formed the City of Calabasas Community Facilities District No. 98-1, Special Tax Refunding Bonds 2018 which authorized the levy of special taxes for specified parcels within the District (Calabasas Park Centre) in accordance with the Mello-Roos Community Facilities Act of 1982. The District was formed to refinance facilities located in and previously financed

by Community Facilities District 98-1. The 98-1 bond issue was refunded on January 16, 2018 under Special Tax Refunding Bonds, Series 2018 and the principal amount financed was \$3,476,055. The District is in the 1st year of a 12 year term. CFD payments are not debts of the City.

2. The City also formed the City of Calabasas Community Facilities District No. 2001-1, Special Tax Refunding Bonds 2017 which authorized the levy of special taxes for specified parcels within the District (New Millennium Homes/Baldwin). The District was formed to refinance bonds previously issued in 2001 (CFD 2001-1 – The Oaks Mello-Roos) to finance a portion of the cost of construction and acquisition of public facilities of benefit to the property. The 2001-1 bond issue was refunded on December 5, 2017 under Special Tax Refunding Bonds, Series 2017 and the principal amount financed was \$18,062,930. The District is in the 1st year of a 15 year term. CFD payments are not debts of the City.

DISCUSSION/ANALYSIS:

The attached resolutions will authorize the levy of the special taxes within the Community Facilities Districts for fiscal year 2018/19. The list of parcels subject to the special tax needs to be filed with the County by August 10, 2018 for placement on the tax roll.

FISCAL IMPACT/SOURCE OF FUNDING:

None

REQUESTED ACTION:

Staff requests that the City Council approve Resolution Nos. 2018-1588 and 2018-1589, levying special taxes for the City of Calabasas Facilities Districts 98-1, Special Tax Refunding Bonds 2018 and 2001-1, Special Tax Refunding Bonds 2017, respectively for fiscal year 2018/19.

ATTACHMENTS:

Resolution No. 2018-1588
Resolution No. 2018-1588 Attachment

Resolution No. 2018-1589
Resolution No. 2018-1589 Attachment

ITEM 3 ATTACHMENT A
RESOLUTION NO. 2018-1588

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, LEVYING SPECIAL TAXES WITHIN CITY OF CALABASAS COMMUNITY FACILITIES DISTRICT NO. 98-1, SPECIAL TAX REFUNDING BONDS, SERIES 2018.

WHEREAS, the City Council (the "City Council") of the City of Calabasas, California (the "City"), has formed City of Calabasas Community Facilities District No. 98-1, Special Tax Refunding Bonds, Series 2018 (the "Community Facilities District"), under and pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act"); and

WHEREAS, the City Council, as the legislative body of the Community Facilities District, is authorized under the Act to levy special taxes (the "Special Taxes") to pay for the costs of certain facilities and to authorize the issuance of bonds secured by the Special Taxes under the Act; and

WHEREAS, the City Council, pursuant to Ordinance No. 99-138, adopted by the City Council of the City on January 20, 1999, as amended by Ordinance No. 99-139, adopted by the City Council of the City on February 3, 1999, authorized and levied the Special Taxes within the Community Facilities District; and

WHEREAS, Section 53340 of the Act provides that the legislative body of a community facilities district may provide, by resolution, for the levy of the special tax in the current year or future tax years at the same rate or at a lower rate than the rate provided by ordinance, if the resolution is adopted and a certified list of all parcels subject to the special tax levy including the amount of the tax to be levied on each parcel for the applicable tax year, is filed by the clerk or other official designated by the legislative body with the county auditor; and

WHEREAS, the City Council desires to levy the Special Taxes within the Community Facilities District for Fiscal Year 2018/19.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calabasas, California, as follows:

Section 1. All of the above recitals are true and correct.

Section 2. The City Council hereby levies the Special Taxes for the Fiscal Year 2018/19 as outlined and set forth in Attachment hereto. The City Clerk of the City is hereby authorized and directed to file with the Los Angeles County

Auditor/Controller, a certified list of all parcels subject to the Special Tax levy including the amount of the Special Tax to be levied on each parcel for Fiscal Year 2018/19.

Section 3. The officers and agents of the City are, and each of them hereby is authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for carrying out the levy of the Special Taxes for Fiscal Year 2018/19 as provided in this Resolution.

Section 4. All actions heretofore taken by the officers and agents of the City with respect to the levy of the Special Taxes for Fiscal Year 2018/19 are hereby approved, confirmed and ratified.

Section 5. This Resolution shall take effect immediately upon its adoption.

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 13th day of June, 2018.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

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

CITY OF CALABASAS
Community Facilities District No. 98-1
Special Tax Refunding Bonds - Series 2018
Fiscal Year 2018/2019 - Levy Worksheet

Description	2018/19 Amount	2017/18 Amount	Increase/(Decrease)
Principal	\$265,307.00	\$275,000.00	(\$9,693.00)
Interest	84,869.54	233,437.50	(148,567.96)
<i>Subtotal</i>	\$350,176.54	\$508,437.50	(\$158,260.96)
Agency administrative costs	\$19,570.00	\$19,570.00	\$0.00
Trustee/Paying Agent costs	4,000.00	4,000.00	0.00
County collection fees (1)	51.00	51.00	0.00
Arbitrage calculation costs	2,250.00	2,250.00	0.00
Continuing disclosure costs	1,916.86	1,852.88	63.98
Bond Administration	6,980.92	6,980.92	0.00
Administration expenses	225.31	294.32	(69.01)
Other costs / Rounding	(31.50)	0.00	(31.50)
<i>Subtotal</i>	\$34,962.59	\$34,999.12	(\$36.53)
Del. management charges	\$0.00	\$0.00	\$0.00
Manual adjustments	0.00	0.00	0.00
Reserve Fund credit	0.00	0.00	0.00
Special Tax Fund credit	0.00	0.00	0.00
<i>Subtotal</i>	\$0.00	\$0.00	\$0.00
Total Annual Levy	\$385,139.13	\$543,436.62	(\$158,297.49)
County Apportionment (2)	\$385,088.13	\$543,385.62	(\$158,297.49)
No. of Parcels Levied	4	4	0

- (1) The Los Angeles County collection charge for Fiscal Year 2017/18 is \$0.25 per parcel, plus \$50 per District.
(2) Amount to be disbursed by Tax Collector if 100% collection is made.

Fund/Account	4/30/2018	4/30/2017	Notes
Special Tax Fund - City held	\$548,468.49	\$1,284,291.32	
Special Tax Fund - Bank held	0.00	7.70	
Bond Fund	0.13	1.73	
Administrative Expense Fund	0.00	184.01	
Reserve Fund	347,748.38	671,148.26	
Cost of Issuance Fund	1,537.94	0.00	
Total	\$897,754.94	\$1,955,633.02	

Levy Approval


Signature

6/4/18
Date

ITEM 3 ATTACHMENT B
RESOLUTION NO. 2018-1589

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, LEVYING SPECIAL TAXES WITHIN CITY OF CALABASAS COMMUNITY FACILITIES DISTRICT NO. 2001-1, SPECIAL TAX REFUNDING BONDS, SERIES 2017.

WHEREAS, the City Council (the "City Council") of the City of Calabasas (the "City") has formed City of Calabasas Community Facilities District No. 2001-1, Special Tax Refunding Bonds, Series 2017 (the "Community Facilities District"), under and pursuant to the Mello-Roos Community Facilities Act of 1982 (the "Act"); and

WHEREAS, the City Council, as the legislative body of the Community Facilities District, is authorized under the Act to levy special taxes (the "Special Taxes") to pay for the costs of certain facilities and to authorize the issuance of bonds secured by the Special Taxes under the Act; and

WHEREAS, the City Council, pursuant to Ordinance No. 2001-165, adopted by the City Council of the City on July 18, 2001, authorized and levied the Special Taxes within the Community Facilities District; and

WHEREAS, Section 53340 of the Act provides that the legislative body of a community facilities district may provide, by resolution, for the levy of the special tax in the current year or future tax years at the same rate or at a lower rate than the rate provided by ordinance, if the resolution is adopted and a certified list of all parcels subject to the special tax levy including the amount of the tax to be levied on each parcel for the applicable tax year, is filed by the clerk or other official designated by the legislative body with the county auditor; and

WHEREAS, the City Council desires to levy the Special Taxes within the Community Facilities District for Fiscal Year 2018/19.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calabasas as follows:

Section 1. All of the above recitals are true and correct.

Section 2. The City Council hereby levies the Special Taxes for the Fiscal Year 2018/19 as outlined and set forth in Attachment hereto. The City Clerk of the City is hereby authorized and directed to file with the Los Angeles County Auditor/Controller, a certified list of all parcels subject to the Special Tax levy

including the amount of the Special Tax to be levied on each parcel for Fiscal Year 2018/19.

Section 3. The officers and agents of the City are, and each of them hereby is authorized and directed to execute and deliver any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for carrying out the levy of the Special Taxes for Fiscal Year 2018/19 as provided in this Resolution.

Section 4. All actions heretofore taken by the officers and agents of the City with respect to the levy of the Special Taxes for Fiscal Year 2018/19 are hereby approved, confirmed and ratified.

Section 5. This Resolution shall take effect immediately upon its adoption.

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 13th day of June, 2018.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC, City Clerk

APPROVED AS TO FORM:

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

CITY OF CALABASAS
Community Facilities District No. 2001-1
Special Tax Refunding Bonds - Series 2017
Fiscal Year 2018/2019 - Levy Worksheet

Description	2018/19 Amount	2017/18 Amount	Increase/(Decrease)
Principal	\$1,087,050.00	\$960,000.00	\$127,050.00
Interest	441,037.64	823,817.50	(382,779.86)
<i>Subtotal</i>	\$1,528,087.64	\$1,783,817.50	(\$255,729.86)
Agency administrative costs	\$45,000.00	\$45,000.00	\$0.00
Trustee/Paying Agent costs	3,000.00	3,000.00	0.00
County collection fees (1)	182.75	182.75	0.00
Arbitrage calculation costs	0.00	2,250.00	(2,250.00)
Continuing disclosure costs	1,909.55	1,845.62	63.93
Administration costs	18,841.35	18,841.35	0.00
Administration expenses	608.11	794.38	(186.27)
<i>Subtotal</i>	\$69,541.76	\$71,914.10	(\$2,372.34)
Special Tax B	\$67,289.56	\$78,677.67	(\$11,388.11)
Special Tax B Reimbursement	(78,677.67)	(79,711.95)	1,034.28
Escaped Levy	0.00	0.00	0.00
Delinquency Management Charges	0.00	200.98	(200.98)
Reserve Fund credit	0.00	0.00	0.00
Special Tax Fund credit	0.00	0.00	0.00
Installment Rounding	0.00	0.00	0.00
<i>Subtotal</i>	(\$11,388.11)	(\$833.30)	(\$10,554.81)
Total Annual Levy	\$1,586,241.29	\$1,854,898.30	(\$268,657.01)
County Apportionment (2)	\$1,586,058.54	\$1,854,715.55	(\$268,657.01)
Parcels	531	531	0

(1) The Los Angeles County collection charge for Fiscal Year 2018/19 is \$0.25 per parcel, plus \$50 per District.

(2) Amount to be disbursed by Tax Collector if 100% collection is made.

Fund/Account	4/30/2018	4/30/2017	Notes
Special Tax Fund - City Held	\$2,485,441.57	\$2,161,679.41	
Special Tax Fund - Trustee Held	0.00	10.61	
Bond Fund	1.25	0.01	
Reserve Fund	1,210,091.33	1,789,151.96	
Administrative Expense Fund	0.00	4,320.68	
Cost of Issuance Fund	1,395.66	0.00	
Total	\$3,696,929.81	\$3,955,162.67	

Levy Approval


 Approved by: _____

6/4/18
 Date



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JUNE 4, 2018

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ANTHONY COROALLES, CITY MANAGER

SUBJECT: APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HIDDEN HILLS, CITY OF CALABASAS, AND THE LAS VIRGENES UNIFIED SCHOOL DISTRICT FOR THE PROVISION OF LIBRARY SERVICES

MEETING DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

Approve the Memorandum of Understanding between the City of Hidden Hills, City of Calabasas and the Las Virgenes Unified School District for the provision of Library services from the City of Calabasas.

REQUESTED ACTION:

On November 26, 2012, the City of Hidden Hills passed a resolution withdrawing from the County of Los Angeles Free Public Library System. Effective July 1, 2013, the City of Hidden Hills assumed responsibility for providing public library services to its residents. Through a Memorandum of Understanding (MOU) entered into on June 12, 2013, Hidden Hills partnered with the City of Calabasas to provide those supplemental library services. The MOU is set for a five year review and renewal on July 1, 2018.

The City of Hidden Hills wishes to continue to partner with the City of Calabasas to provide library services to the residents of Hidden Hills. The City of Hidden Hills will also provide funds to the City of Calabasas for supplemental library services,

and for the purchase of digital books and materials that are chosen by the Las Virgenes School District, and reviewed for approval by the Ex Officio Member of the Calabasas Library Commission, for use by its students and teachers, in addition to the general public.

FISCAL IMPACT/SOURCE OF FUNDING:

The funds received from the City of Hidden Hills will be approximately \$350,000 per year with the total amount being allocated to the Library fund (28).

REQUESTED ACTION:

That the City Council approve the Memorandum of Understanding between the City of Hidden Hills, City of Calabasas, and the Las Virgenes Unified School District.

ATTACHMENTS:

Memorandum of Understanding
Redline Memorandum of Understanding June 12, 2013 and June 13, 2018

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HIDDEN
HILLS, CITY OF CALABASAS AND THE LAS VIRGENES UNIFIED SCHOOL
DISTRICT FOR THE PROVISION OF LIBRARY SERVICES

This Agreement is made and entered into on ~~June 10, 2013-2018~~ between the City of Hidden Hills, a municipal corporation (“City”), the City of Calabasas, a municipal corporation (“Calabasas”) and the Las Virgenes Unified School District (“District”). The City, Calabasas and Hidden Hills are individually referred to herein as a “Party” and collectively referred to as the “Parties.”

A. On November 26, 2012 the Hidden Hills City Council held a duly noticed public hearing and adopted Resolution No. 852 to withdraw from the County of Los Angeles Free Library System pursuant to California Education Code Section 19116(a). Beginning on July 1, 2013, the City ~~will~~ assumed responsibility for providing public library services to its residents. This agreement shall begin on July 1, 2018 and will serve as a five year extension of the previous memorandum of understanding.

B. On or about January and May of each year, the City shall receive its portion of property taxes that would have otherwise gone to the County of Los Angeles for library services. In order to facilitate the provision of library services to City residents, the City Council desires to enter into agreement(s) with third parties for such services.

C. Calabasas maintains a public library pursuant to Education Code Section 18900 et. seq. and desires to partner with the City in the provision of library services to the residents of Hidden Hills.

D. The District provides education services to the students of the District, which include students from the cities of Calabasas and Hidden Hills.

E. The District is in the continuous process of developing and implementing a digital library lending program for students and teachers of the District (“Digital Library”) and desires to partner with Calabasas in this endeavor.

F. The City desires to provide funds to Calabasas for supplemental library services as well as funds to the District that can be directed by the District for the purchase of online books and other digital material to supplement and increase District’s current digital collection of books, newspapers, magazines and reference materials for use by its students and teachers via the Digital Library.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

1. Term. The term of this Agreement shall be for a period of five years from the Effective Date of this Agreement, unless earlier terminated as set forth in Sections ~~13M~~

~~and -4N.~~ City, Calabasas and District shall meet 90 days prior to end of Agreement to discuss options for extension.

2. Services.

A. Calabasas shall provide to the residents of the City library services in the same manner Calabasas provides such services to its residents as is further described in Exhibit A.

B. Calabasas shall purchase online books and other digital material based on curriculum provided by the District in conjunction with the City's Ex Officio Member on the Library Commission (defined in Section Exhibit -A) to assist ~~the District~~ the District in its development of its Digital Library in the manner and amount set forth in Exhibits A and ~~B.B.~~ The Ex Officio Member of the Library Commission shall approve the online books and digital material requests prior to purchase by Calabasas.

~~C3.~~ Funding. For the Services set forth herein, City shall provide Calabasas funding in the amount set forth in Exhibit B ("Funding Compensation"). Notwithstanding, Calabasas and District understand and agree that the City's obligations under this Agreement to provide Funding is solely contingent on the receipt of property tax funds from the Los Angeles County Assessor's office in the amount determined by said office, and if said funds are not provided by the County, no Funding shall be provided to either Calabasas and/or District. The Parties agree that no general funds shall be provided to Calabasas or District for the services under this Agreement. If City receives notice from the County regarding any change in funding, the City shall, within fifteen days of receipt, provide a copy of such notice to Calabasas and District.

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~~D4.~~ Representations. Calabasas represents and warrants that it has the authority under the Education Code or other applicable laws to provide the Services under this Agreement.

~~E5.~~ Compliance with all Laws. Calabasas shall comply with all applicable laws and regulations in providing the Services under this Agreement. If for any reason, the County of Los Angeles or any other agency which has authority regarding the Funds, or any administrative agency or court of competent jurisdiction, determines that the distribution of the Funds under this Agreement is not in compliance with applicable laws and requires the return or reimbursement of Funds back to the County or any other third party ordered by the court, including any penalties or fines, for whatever reason, related to the Funding under this Agreement, Calabasas shall make the payment or otherwise return the Funds back to the City in the amount ordered. If City receives notice of a claim, lawsuit or any other notice that this Agreement is not in compliance with applicable laws and/or requires the return or reimbursement of Funds back to the County or any third party, City shall, within fifteen days of receipt, provide a copy of such claim, lawsuit or notice to Calabasas and District.

~~F6.~~ Records. Calabasas shall maintain complete and accurate records with respect to the expenditures of the Funding provided under this Agreement. Calabasas

shall allow a representative of the City during normal business hours to examine, audit and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Calabasas shall retain such records for three years after the expiration of this Agreement.

G7. Calabasas Employees. Employees or other third parties of Calabasas providing the Services under this Agreement shall not be employees of the City and shall at all times remain employees of Calabasas and/or contractors of Calabasas. Calabasas, and its employees and/or contractors shall have no claim against the City for wages and/or benefits including but not limited to overtime, medical or dental benefits, retirement benefits, etc. Calabasas agrees that it is solely obligated to pay its employees or other third parties for the Services provided under this Agreement.

H8. Assignment. This Agreement shall not be assigned in whole or in part by Calabasas and/or District without the prior written approval of City. Any attempt by Calabasas and/or District to so assign this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

I9. Annual Report. In September of each year, ~~beginning with September 2014 and annually thereafter,~~ Calabasas shall provide to the City a written report that documents in detail the services provided to the City under this Agreement (“Annual Report”). The Annual Report shall be in a form and content agreed upon by the City Manager and the Calabasas City Manager and shall contain, at a minimum, the following information: (a) line item costs for each of the Services, (b) a description of community outreach performed by Calabasas regarding the Services, (c) the number of Hidden Hills’ residents that patronize the Services to the extent possible and (d) other similar information as requested by the Hidden Hills City Manager to allow the City to evaluate the library services provided under this Agreement.

J10. Indemnification. Calabasas shall hold harmless, defend, and indemnify the City, the City Council, its officials, officers, agents and employees, against all actions, claims, damages, costs, expenses, judgments, administrative proceedings, including attorney fees and costs, arising out of the Calabasas’s obligations under this agreement including Calabasas’s use of the Funding.

K11. Notices to Parties. All notices, demands and communications required by this Agreement shall be conclusively deemed received on (a) the day of delivery if delivered by hand or Federal Express or other similar service during the party’s regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses below, or to such other addresses as the parties may, from time to time, designate in writing to the other:

Calabasas:

City of Calabasas
100 Civic Center Way

Calabasas, California 91302
Attention: City Manager

District:

Las Virgenes Unified School District
4111 N. Las Virgenes Road
Calabasas, California 91302
Attention: Superintendent

City:

City of Hidden Hills
6165 Spring Valley Road
Hidden Hills, California 91302
Attention: City Manager

~~12~~L. Agreement Binding on Successors. This Agreement shall be binding on and shall inure to the benefit of the successors and lawful assigns of the parties hereto.

~~13~~M. Termination. Any Party may terminate this Agreement for cause or no cause upon 90 days notice to the other. In the case of termination, any Funding not yet expended by Calabasas as of the date of termination shall be returned to the City within ten (10) days after termination.

~~N~~14. Default. Should any Party default in the performance of or breach any covenant or condition of this Agreement provided to be kept or performed by that Party, and should such breach or default continue uncured for a period of thirty (30) days from and after written notice thereof, the non-defaulting Party may, at its option, terminate this Agreement by giving the defaulting Party written notice thereof. In the case of termination, any monies provided not yet expended by District as of the date of termination shall be returned to the City within ten (10) days after termination.

~~O~~15. Assignment. Neither Party shall assign or transfer this Agreement or any portion thereof without the prior written consent of the other party.

~~P~~16. Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by all of the Parties.

~~Q~~17. Governing Law. Any dispute that arises out of the performance of this Agreement which results in legal action shall be filed only in the Superior Court of Los Angeles County, California, or, as appropriate, in the Federal District Court, Central District of California. The prevailing party in such litigation shall be entitled to recover its reasonable attorney's fees and costs.

R18. Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

S19. Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by any Party shall give either of the other Parties any contractual rights by custom, estoppel, or otherwise.

T20. No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

U24. Severability Clause. If any provisions of this Agreement or the application thereof to any person or circumstances are held invalid, only those invalid provisions shall cease and become null and void. Should the exclusion of those provisions tender the Agreement contrary to the intent of the parties, the City, Calabasas and the District shall use their best efforts to restructure the Agreement consistent with the original intent of the parties. If the City, Calabasas and the District are unable to agree after utilizing their best efforts, this Agreement shall become null and void upon notice, and at the election of, any Party hereto.

V22. Effective Date. This Agreement shall be effective on July 1, 201~~83~~ (“Effective Date”).

W23. Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the authorized representative of the parties has executed this Agreement hereto.

CITY OF HIDDEN HILLS

Steve Freedland ~~Steve Freedland~~ Stuart E. Siegel, Mayor
City of Hidden Hills

ATTEST:

~~Cherie L. Paglia~~Deana L. Graybill
~~City Manager/City Clerk~~ — City Clerk —

CITY OF CALABASAS

Fred Gaines, Mayor
City of Calabasas

ATTEST:

Maricela Hernandez
City Clerk

LAS VIRGENES UNIFIED SCHOOL DISTRICT

| ~~Lesli Stein~~Dallas Lawrence, President
Board of Education

ATTEST:

| ~~Gordon Whitehead~~Mathy Wasserman
Board of Education, Clerk

EXHIBIT A

SERVICES

General Library Services

Calabasas shall provide the residents of the City of Hidden Hills with library services in the same manner as library services are provided to residents of the City of Calabasas. This includes but is not limited to resident library cards, access to the online catalog, resident access to library programs and the ability to rent the library multi-purpose or other rooms in the library on the same terms and conditions and costs as Calabasas residents. For example, if Calabasas charges a non-resident fee for a service but does not charge the same fee to residents of Calabasas, Hidden Hills' residents shall not be charged such a fee because Hidden Hills' residents shall be considered and treated like "residents" of Calabasas with regard to library services. Calabasas shall amend its policies to implement this provision.

Supplemental Services

The funding allocated to Calabasas pursuant to Exhibit B shall be utilized by Calabasas for supplemental library services. That is, such funds shall be used to supplement the services currently being provided to library patrons and shall not be used to allow Calabasas to reduce general fund or other funding that the City of Calabasas allocates to library services under its annual budget. Supplemental library services include, but are not limited to, purchase of additional books, subscriptions, [administrative costs, special programming, projects](#), etc.

Ex-Officio Member on Calabasas Library Commission

Calabasas shall allow a resident of the City of Hidden Hills to serve in an ex-officio capacity on the Calabasas Library Commission ("Ex-Officio Member"). The Ex-Officio Member shall serve as a member of the Library Commission and have the same duties as other Library Commission members as described in Chapter 2.43 of the Calabasas Municipal Code and shall receive the same materials and information as Library Commission members except that the Ex-Officio Member: (i) shall be appointed, removed, and/or replaced by a majority vote of the Hidden Hills City Council; (ii) shall not be entitled to have his or her vote recorded as part of the Library Commission action; (iii) shall not be included as part of the Commission for purposes of a quorum; and (iv) shall not receive compensation or reimbursement as set forth in Calabasas Municipal Code Section 2.43.070.

Purchase of Online Subscriptions for Use by District and General Public

Calabasas agrees to utilize the funding allocated for use by the District for the purchase of digital material as directed by the District [in coordination with the City](#) for District's Digital Library ("District Online Materials"). Calabasas shall designate a librarian as a

point of contact for the District for the placement of orders and review of subscriptions in a manner and format determined by Calabasas, the City and District. ~~Annually in August, District, in coordination with the City, shall provide the Calabasas designated librarian with a schedule of materials for purchase.~~ Notwithstanding ~~the foregoing~~, all purchases made by Calabasas under this provision shall comply with Calabasas' purchasing provisions and shall be made available to all patrons of the Calabasas Library as well as students and teachers of the District on a first-come, first-serve basis with approval by the Ex-officio member.

EXHIBIT B
COMPENSATION

City expects that Funding for library services will be received from the County of Los Angeles (“County”) on or about January and May of each fiscal year ~~beginning in January 2014~~ or at some other time thereafter when the County makes its property tax distribution to cities.

City agrees to provide Calabasas with all the funds provided to the City from the County that are segregated by the County and placed into the City of Hidden Hills Public Library fund (“HH Library Account”). City estimates such funds to be approximately ~~\$258280350~~,000 annually (“Library Funds”).

Calabasas shall utilize one-half of the Library Funds for Supplemental Services as described in Exhibit A. Calabasas shall utilize one-half of the Library Funds for District Online Material as described in Exhibit A.

City shall distribute the Library Funds in the HH Library Account to Calabasas within thirty (30) days of City’s receipt of said monies as indicated above. There may be additional funds that are distributed to the City from the County at other times of the year. With respect to those funds, the City will provide such funds within thirty (30) days of the close of the fiscal year.

City, Calabasas and District agree that the amount provided herein is an estimate and there is no guarantee by City to Calabasas or District that this amount will remain constant—that is the funding may be less or the funding may be more. Accordingly, Calabasas agrees that City is not bound to provide Calabasas a “set” amount of funds. Rather City agrees to provide Calabasas the funds from the HH Library Account at whatever amount is distributed to the City.

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HIDDEN
HILLS, CITY OF CALABASAS AND THE LAS VIRGENES UNIFIED SCHOOL
DISTRICT FOR THE PROVISION OF LIBRARY SERVICES

This Agreement is made and entered into on _____, 2018 between the City of Hidden Hills, a municipal corporation (“City”), the City of Calabasas, a municipal corporation (“Calabasas”) and the Las Virgenes Unified School District (“District”). The City, Calabasas and Hidden Hills are individually referred to herein as a “Party” and collectively referred to as the “Parties.”

A. On November 26, 2012 the Hidden Hills City Council held a duly noticed public hearing and adopted Resolution No. 852 to withdraw from the County of Los Angeles Free Library System pursuant to California Education Code Section 19116(a). Beginning on July 1, 2013, the City assumed responsibility for providing public library services to its residents. This agreement shall begin on July 1, 2018 and will serve as a five year extension of the previous memorandum of understanding.

B. On or about January and May of each year, the City shall receive its portion of property taxes that would have otherwise gone to the County of Los Angeles for library services. In order to facilitate the provision of library services to City residents, the City Council desires to enter into agreement(s) with third parties for such services.

C. Calabasas maintains a public library pursuant to Education Code Section 18900 et. seq. and desires to partner with the City in the provision of library services to the residents of Hidden Hills.

D. The District provides education services to the students of the District, which include students from the cities of Calabasas and Hidden Hills.

E. The District is in the continuous process of developing and implementing a digital library lending program for students and teachers of the District (“Digital Library”) and desires to partner with Calabasas in this endeavor.

F. The City desires to provide funds to Calabasas for supplemental library services as well as funds to the District that can be directed by the District for the purchase of online books and other digital material to supplement and increase District’s current digital collection of books, newspapers, magazines and reference materials for use by its students and teachers via the Digital Library.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby agree as follows:

1. Term. The term of this Agreement shall be for a period of five years from the Effective Date of this Agreement, unless earlier terminated as set forth in Sections M and

N. City, Calabasas and District shall meet 90 days prior to end of Agreement to discuss options for extension.

2. Services.

A. Calabasas shall provide to the residents of the City library services in the same manner Calabasas provides such services to its residents as is further described in Exhibit A.

B. Calabasas shall purchase online books and other digital material based on curriculum provided by the District in conjunction with the City's Ex Officio Member on the Library Commission (defined in Exhibit A) to assist the District in its development of its Digital Library in the manner and amount set forth in Exhibits A and B. The Ex Officio Member of the Library Commission shall approve the online books and digital material requests prior to purchase by Calabasas.

C. Funding. For the Services set forth herein, City shall provide Calabasas funding in the amount set forth in Exhibit B ("Compensation"). Notwithstanding, Calabasas and District understand and agree that the City's obligations under this Agreement to provide Funding is solely contingent on the receipt of property tax funds from the Los Angeles County Assessor's office in the amount determined by said office, and if said funds are not provided by the County, no Funding shall be provided to either Calabasas and/or District. The Parties agree that no general funds shall be provided to Calabasas or District for the services under this Agreement. If City receives notice from the County regarding any change in funding, the City shall, within fifteen days of receipt, provide a copy of such notice to Calabasas and District.

D. Representations. Calabasas represents and warrants that it has the authority under the Education Code or other applicable laws to provide the Services under this Agreement.

E. Compliance with all Laws. Calabasas shall comply with all applicable laws and regulations in providing the Services under this Agreement. If for any reason, the County of Los Angeles or any other agency which has authority regarding the Funds, or any administrative agency or court of competent jurisdiction, determines that the distribution of the Funds under this Agreement is not in compliance with applicable laws and requires the return or reimbursement of Funds back to the County or any other third party ordered by the court, including any penalties or fines, for whatever reason, related to the Funding under this Agreement, Calabasas shall make the payment or otherwise return the Funds back to the City in the amount ordered. If City receives notice of a claim, lawsuit or any other notice that this Agreement is not in compliance with applicable laws and/or requires the return or reimbursement of Funds back to the County or any third party, City shall, within fifteen days of receipt, provide a copy of such claim, lawsuit or notice to Calabasas and District.

F. Records. Calabasas shall maintain complete and accurate records with respect to the expenditures of the Funding provided under this Agreement. Calabasas

shall allow a representative of the City during normal business hours to examine, audit and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Calabasas shall retain such records for three years after the expiration of this Agreement.

G. Calabasas Employees. Employees or other third parties of Calabasas providing the Services under this Agreement shall not be employees of the City and shall at all times remain employees of Calabasas and/or contractors of Calabasas. Calabasas, and its employees and/or contractors shall have no claim against the City for wages and/or benefits including but not limited to overtime, medical or dental benefits, retirement benefits, etc. Calabasas agrees that it is solely obligated to pay its employees or other third parties for the Services provided under this Agreement.

H. Assignment. This Agreement shall not be assigned in whole or in part by Calabasas and/or District without the prior written approval of City. Any attempt by Calabasas and/or District to so assign this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

I. Annual Report. In September of each year, Calabasas shall provide to the City a written report that documents in detail the services provided to the City under this Agreement (“Annual Report”). The Annual Report shall be in a form and content agreed upon by the City Manager and the Calabasas City Manager and shall contain, at a minimum, the following information: (a) line item costs for each of the Services, (b) a description of community outreach performed by Calabasas regarding the Services, (c) the number of Hidden Hills’ residents that patronize the Services to the extent possible and (d) other similar information as requested by the Hidden Hills City Manager to allow the City to evaluate the library services provided under this Agreement.

J. Indemnification. Calabasas shall hold harmless, defend, and indemnify the City, the City Council, its officials, officers, agents and employees, against all actions, claims, damages, costs, expenses, judgments, administrative proceedings, including attorney fees and costs, arising out of the Calabasas’s obligations under this agreement including Calabasas’s use of the Funding.

K. Notices to Parties. All notices, demands and communications required by this Agreement shall be conclusively deemed received on (a) the day of delivery if delivered by hand or Federal Express or other similar service during the party’s regular business hours; or (b) on the third business day following deposit in the United States mail, postage prepaid, to the addresses below, or to such other addresses as the parties may, from time to time, designate in writing to the other:

Calabasas:

City of Calabasas
100 Civic Center Way
Calabasas, California 91302
Attention: City Manager

District:

Las Virgenes Unified School District
4111 N. Las Virgenes Road
Calabasas, California 91302
Attention: Superintendent

City:

City of Hidden Hills
6165 Spring Valley Road
Hidden Hills, California 91302
Attention: City Manager

L. Agreement Binding on Successors. This Agreement shall be binding on and shall inure to the benefit of the successors and lawful assigns of the parties hereto.

M. Termination. Any Party may terminate this Agreement for cause or no cause upon 90 days notice to the other. In the case of termination, any Funding not yet expended by Calabasas as of the date of termination shall be returned to the City within ten (10) days after termination.

N. Default. Should any Party default in the performance of or breach any covenant or condition of this Agreement provided to be kept or performed by that Party, and should such breach or default continue uncured for a period of thirty (30) days from and after written notice thereof, the non-defaulting Party may, at its option, terminate this Agreement by giving the defaulting Party written notice thereof. In the case of termination, any monies provided not yet expended by District as of the date of termination shall be returned to the City within ten (10) days after termination.

O. Assignment. Neither Party shall assign or transfer this Agreement or any portion thereof without the prior written consent of the other party.

P. Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by all of the Parties.

Q. Governing Law. Any dispute that arises out of the performance of this Agreement which results in legal action shall be filed only in the Superior Court of Los Angeles County, California, or, as appropriate, in the Federal District Court, Central District of California. The prevailing party in such litigation shall be entitled to recover its reasonable attorney's fees and costs.

R. Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

S. Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege,

or service voluntarily given or performed by any Party shall give either of the other Parties any contractual rights by custom, estoppel, or otherwise.

T. No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

U. Severability Clause. If any provisions of this Agreement or the application thereof to any person or circumstances are held invalid, only those invalid provisions shall cease and become null and void. Should the exclusion of those provisions tender the Agreement contrary to the intent of the parties, the City, Calabasas and the District shall use their best efforts to restructure the Agreement consistent with the original intent of the parties. If the City, Calabasas and the District are unable to agree after utilizing their best efforts, this Agreement shall become null and void upon notice, and at the election of, any Party hereto.

V. Effective Date. This Agreement shall be effective on July 1, 2018 (“Effective Date”).

W. Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the authorized representative of the parties has executed this Agreement hereto.

CITY OF HIDDEN HILLS

Steve Freedland, Mayor
City of Hidden Hills

ATTEST:

Deana L. Graybill
City Clerk

CITY OF CALABASAS

Fred Gaines, Mayor
City of Calabasas

ATTEST:

Maricela Hernandez, MMC
City Clerk

LAS VIRGENES UNIFIED SCHOOL DISTRICT

Dallas Lawrence, President
Board of Education

ATTEST:

Mathy Wasserman
Board of Education, Clerk

EXHIBIT A
SERVICES

General Library Services

Calabasas shall provide the residents of the City of Hidden Hills with library services in the same manner as library services are provided to residents of the City of Calabasas. This includes but is not limited to resident library cards, access to the online catalog, resident access to library programs and the ability to rent the library multi-purpose or other rooms in the library on the same terms and conditions and costs as Calabasas residents. For example, if Calabasas charges a non-resident fee for a service but does not charge the same fee to residents of Calabasas, Hidden Hills' residents shall not be charged such a fee because Hidden Hills' residents shall be considered and treated like "residents" of Calabasas with regard to library services. Calabasas shall amend its policies to implement this provision.

Supplemental Services

The funding allocated to Calabasas pursuant to Exhibit B shall be utilized by Calabasas for supplemental library services. That is, such funds shall be used to supplement the services currently being provided to library patrons and shall not be used to allow Calabasas to reduce general fund or other funding that the City of Calabasas allocates to library services under its annual budget. Supplemental library services include, but are not limited to, purchase of additional books, subscriptions, administrative costs, special programming, projects, etc.

Ex-Officio Member on Calabasas Library Commission

Calabasas shall allow a resident of the City of Hidden Hills to serve in an ex-officio capacity on the Calabasas Library Commission ("Ex-Officio Member"). The Ex-Officio Member shall serve as a member of the Library Commission and have the same duties as other Library Commission members as described in Chapter 2.43 of the Calabasas Municipal Code and shall receive the same materials and information as Library Commission members except that the Ex-Officio Member: (i) shall be appointed, removed, and/or replaced by a majority vote of the Hidden Hills City Council; (ii) shall not be entitled to have his or her vote recorded as part of the Library Commission action; (iii) shall not be included as part of the Commission for purposes of a quorum; and (iv) shall not receive compensation or reimbursement as set forth in Calabasas Municipal Code Section 2.43.070.

Purchase of Online Subscriptions for Use by District and General Public

Calabasas agrees to utilize the funding allocated for use by the District for the purchase of digital material as directed by the District in coordination with the City for District's Digital Library ("District Online Materials"). Calabasas shall designate a librarian as a

point of contact for the District for the placement of orders and review of subscriptions in a manner and format determined by Calabasas, the City and District. Notwithstanding the foregoing, all purchases made by Calabasas under this provision shall comply with Calabasas' purchasing provisions and shall be made available to all patrons of the Calabasas Library as well as students and teachers of the District on a first-come, first-serve basis with approval by the Ex-officio member.

EXHIBIT B
COMPENSATION

City expects that Funding for library services will be received from the County of Los Angeles (“County”) on or about January and May of each fiscal year or at some other time thereafter when the County makes its property tax distribution to cities.

City agrees to provide Calabasas with all the funds provided to the City from the County that are segregated by the County and placed into the City of Hidden Hills Public Library fund (“HH Library Account”). City estimates such funds to be approximately \$350,000 annually (“Library Funds”).

Calabasas shall utilize one-half of the Library Funds for Supplemental Services as described in Exhibit A. Calabasas shall utilize one-half of the Library Funds for District Online Material as described in Exhibit A.

City shall distribute the Library Funds in the HH Library Account to Calabasas within thirty (30) days of City’s receipt of said monies as indicated above. There may be additional funds that are distributed to the City from the County at other times of the year. With respect to those funds, the City will provide such funds within thirty (30) days of the close of the fiscal year.

City, Calabasas and District agree that the amount provided herein is an estimate and there is no guarantee by City to Calabasas or District that this amount will remain constant—that is the funding may be less or the funding may be more. Accordingly, Calabasas agrees that City is not bound to provide Calabasas a “set” amount of funds. Rather City agrees to provide Calabasas the funds from the HH Library Account at whatever amount is distributed to the City.



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JUNE 1, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES
AIMEE HABER, FACILITY SUPERVISOR**

**SUBJECT: RECOMMENDATION FROM THE PARKS, RECREATION, AND
EDUCATION COMMISSION APPROVING AN ENTRANCE FEE
MODIFICATION FOR THE CALABASAS PUMPKIN FESTIVAL**

MEETING DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

It is recommended that the City Council approve an entrance fee modification for the Calabasas Pumpkin Festival.

BACKGROUND:

In 2005, City leaders agreed to partner with the Chamber to resurrect the Calabasas Pumpkin Festival at Juan Bautista de Anza Park after a two year hiatus at Paramount Ranch. At the time, it was established that the one-day annual program was intended to serve three goals: 1) to build community through a low cost festival celebrating the city's name sake "Calabaza" (translated to gourd) within city limits 2) to promote Calabasas based businesses and 3) allow the Calabasas Chamber of Commerce to raise funds for their annual operating budget. It was further agreed the City would fund and coordinate the event's infrastructure in an effort to minimize any impact to the neighborhood with regards to noise, safety and traffic. Festival activities were divided based on the Chamber's need to raise funds and publicize their business members.

For the first five years, the Calabasas Pumpkin Festival offered free admission and free parking to the public while attendees paid for individual rides and activities of their choosing; however, by 2009, the festival had grown to a 2-day event with the City expending over \$60,000 annually to underwrite the infrastructure. Ride tickets and vendors offered the only revenue to the City which off-set approximately 1/3 of the total budget. In 2010, City Council directed staff to partially close the financial gap while still accomplishing the set objectives. An admission fee of \$5.00 per person was established, thereby covering approximately 2/3 of the over-all city's expenditures. At the time, crowds were averaging around 4,000 to 5,000 patrons per day.

The \$5.00 gate fee entitled patrons to free parking and shuttle rides, unlimited inflatables and carnival games, live bands, a car show, contests and a business expo. Food, beer, pumpkins, and Marketplace items were available for purchase once inside the grounds. For the purpose of fundraising, the Chamber also developed pumpkin painting, face painting, balloon animals and crafts which could be individually purchased for an additional fee.

Over the past three festivals, paid attendance has exceeded 6,000 and 7,000 patrons per day; and notably it has seen a steady increase in the number of attendees from distances greater than 20 miles. Lost children and minor theft among vendors saw a significant rise in 2017 while expenses related to managing these concerns also increased. Services that were once free due to County and City MOU's have ceased and the City is now paying for all stand-by emergency services, sheriff and security services, as well as fire prevention officers. The volume of trash has increased exponentially both inside the festival venue as well as within the borrowed business lots and neighborhoods. Lastly, De Anza Park has suffered increasing damage to the facility grounds; requiring use of unbudgeted funds in order to repair it.

DISCUSSION/ANALYSIS:

Following several discussions between City staff and leaders from the Calabasas Chamber of Commerce, recommendations on combatting crowds were presented and reviewed by the Parks, Recreation and Education Commission. In summary, increasing the entrance fee from \$5.00 to \$10.00 in order to underwrite additional operational costs was heavily supported; particularly if residents received a price advantage. Additional suggestions were made to stop entry one hour prior to closing and to cap the number of ticket sales if necessary.

With the support of the PRE Commission, City Staff and the Calabasas Chamber of Commerce would like to propose emulating the Calabasas Fireworks Spectacular and the annual Egg Hunt, two City-sponsored events that are pre-ticketed in order

to control crowd size. It is recommended that Pre-Sale admission tickets be sold at the original \$5.00 rate between September 1 through October 15, 2018 at De Anza Park, the Tennis and Swim Center, City Hall and the Calabasas Chamber of Commerce office. Tickets sold on site will be \$10.00 with the exception of active military, veterans and individuals age 60 and older who will pay \$5.00. Children under 2 will remain free of charge. Admission will continue to entitle patrons to free parking and shuttle rides, unlimited inflatables and carnival games, live bands, a car show, contests and a business expo. The Chamber will continue to offer point of purchase pumpkin painting, face painting, balloon animals and crafts.

FISCAL IMPACT/SOURCE OF FUNDING:

Program expenses to be paid from Account No. 10-516-525318
Program revenue to be credited to Account No. 10-000-446009

REQUESTED ACTION:

It is requested that the City Council approve an entrance fee modification for the Calabasas Pumpkin Festival.

ATTACHMENTS: None



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: MAY 31, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2018-362, A PROPOSED AMENDMENT TO CHAPTER 15.16 OF TITLE 15 OF THE CALABASAS MUNICIPAL CODE, FLOOD HAZARD PREVENTION, BY UPDATING THE FLOODPLAIN MANAGEMENT REGULATIONS, AS REQUIRED TO COMPLY WITH THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP)

MEETING DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

Staff recommends that the City Council introduce Ordinance No. 2018-362, amending Chapter 15.16 of Title 15 of the Calabasas Municipal Code (CMC), to bring into consistency with the minimum National Flood Insurance Program (NFIP) requirements pursuant to Title 44, Code of Federal Regulations, Sections 59, 60.3-60.6, and 65.3.

BACKGROUND/ DISCUSSION:

The NFIP was created by the Congress in 1968 to provide flood insurance coverage against losses from flooding. Calabasas adopted floodplain management regulations in 1993. The NFIP's intentions are to reduce future flood losses by ensuring new development is adequately protected from flood damage in flood-prone areas. The NFIP's Community Assistance Program (CAP) conducts Community Assistance

Visits (CAV) to provide technical assistance to the community and assuring that the community is adequately enforcing its floodplain management regulations.

On December 20, 2017, a community visit to Calabasas was conducted by FEMA staff to ensure the NFIP regulation are enforced and to recommend corrective actions if any deficiencies are identified. The proposed amendment of the CMC Chapter 15.16 was a result of the last CAV.

DISCUSSION/ANALYSIS:

The City's floodplain management ordinance, Ordinance No, 91-23, was adopted on December 4, 1991 with one amendment to Section 3.2 made by Ordinance No. 2006-227 on June 21, 2006. After reviewing the current ordinance, the Department of Water Resources (DWR) staff determined that it needs to be updated to meet the minimum NFIP requirements pursuant to the Title 44, Code of Federal Regulations, Sections 59, 60.3-60.6, and 65.3. DWR also noted that a section needs to be inserted to require new technical data to be submitted to FEMA within six months of changes in the base flood elevation.

Staff prepared the draft ordinance and submitted to DWR for review on April 24, 2018. A letter from DWR dated May 7, 2018 acknowledges receipt and review of the draft ordinances and concludes that it meets the minimum NFIP's standards.

Continued enforcement of the NFIP regulations will ensure the City's good standing in the NFIP and guarantee availability of flood insurance coverage for Calabasas property owners.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact associated with this item.

REQUESTED ACTION:

Staff recommends that the City Council introduce Ordinance No. 2018-362, amending Chapter 15.16 of Title 15 of the Calabasas Municipal Code (CMC), to bring into consistency with the minimum National Flood Insurance Program (NFIP) requirements pursuant to Title 44, Code of Federal Regulations, Sections 59, 60.3-60.6, and 65.3.

ATTACHMENTS:

- Exhibit 1: Ordinance No. 2018-362
- Exhibit 2: FEMA letter from CAV on December 20, 2017
- Exhibit 3: FEMA letter accepting the draft ordinance

ORDINANCE NO. 2018-362

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING CHAPTER 15.16 OF TITLE 15 OF CALABASAS MUNICIPAL CODE

THE CITY COUNCIL FOR THE CITY OF CALABASAS DOES ORDAIN AS FOLLOWS:

SECTION 1. CODE AMENDMENT.

Section 15.16.050 - Definitions is hereby amended to add the following:

"Market Value" shall be determined by estimating the cost to replace the structure in new condition and adjusting that cost figure by the amount of depreciation which has accrued since the structure was constructed. The cost of replacement shall be based on the square foot cost factor determined by reference to a building cost factor determined by reference to a building cost estimate guide recognized by the building construction industry. The amount of depreciation shall be determined by taking into account the age and physical deterioration of the structure and functional obsolescence as approved by the floodplain administrator, but shall not include economic or other forms of external obsolescence.

"Substantial damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred; or flood-related damages sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred. This is known as "repetitive loss."

Section 15.16.070 - Establishment of areas of special flood hazard is hereby amended to read as follows, with additions denoted as underlined and deletion denoted in ~~strike-out~~:

The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) through the Risk Mapping, Assessment, and Planning (Risk MAP) program for Los Angeles County, in the Flood Insurance Study (FIS) for Los Angeles County dated November 15, 1985, with its accompanying Flood Insurance Rate Map (FIRM), ~~dated November 15, 1985,~~ and all subsequent amendments and/or revisions, are adopted by reference and declared to be a part of this chapter. This Risk MAP ~~This Flood Insurance Study~~

~~(FIS) and attendant mapping~~ is the minimum area of applicability of this chapter and may be supplemented by studies for other areas which allow implementation of this chapter and which are recommended to the city council by the floodplain administrator. The study and FIRMs are on file at City Hall, 26135 Mureau Rd., 100 Civic Center Way, Calabasas, CA 91302; FEMA maps can be found online through the FEMA Flood Map Service Center.

Section 15.16.090 - Floodplain administrator—Duties and responsibilities is hereby amended to read as follows, with additions denoted as underlined and deletion denoted in ~~strike-out~~:

The duties and responsibilities of the floodplain administrator shall include, but not be limited to:

A. Permit Review.

1. Review all development permits to determine that the permit requirements of this chapter have been satisfied, including determination of substantial improvement and substantial damage to existing structures;
2. All other required state and federal permits have been obtained;
3. All sites ~~The site~~ are reasonably safe from flooding; and
4. The proposed development does not adversely affect the carrying capacity of areas where base flood elevations have been determined but a floodway has not been designated. For purposes of this chapter, "adversely affects" means that the cumulative effect of the proposed development when combined with all other existing and anticipated development will increase the water surface elevation of the base flood more than one foot at any point.
5. All Letters of Map Revisions (LOMR's) for flood control projects are approved prior to the issuance of building permits. Building permits must not be issued based on Conditional Letters of Map Revision (CLOMR's). Approved CLOMR's allow for construction of the proposed flood control project and land preparation as specified in the "start of construction" definition.

B. Use of Other Base Flood Data. When base flood elevation data has not been provided in accordance with Section 15.16.070 of this chapter, the floodplain administrator shall obtain, review and reasonably utilize any base

flood elevation and floodway data available from a federal or state agency, or other source, in order to administer Sections 15.16.110 through 15.16.160 of this chapter. Any such information shall be submitted to the city council for adoption.

1. If no base flood elevation data is available from a federal or state agency or other source, then a base flood elevation shall be obtained using one of two methods from the FEMA publication "Managing Floodplain Development in Approximate Zone A Areas - A Guide for Obtaining and Developing Base (100-year) Flood Elevations" dated July 1995a. Simplified method - 100-year or base flood discharge shall be obtained using the appropriate regression equation found in a U.S. Geological Survey publication, or the discharge-drainage area method; or base flood elevation shall be obtained using the Quick-2 computer program developed by FEMA; or
2. Detailed method - 100-year or base flood discharge shall be obtained using the U.S. Army Corps of Engineers' HEC-HMS computer program; or base flood elevation shall be obtained using the U.S. Army Corps of Engineers' HEC-RAS computer program.

C. Whenever a watercourse is to be altered or relocated:

1. Notify adjacent communities and the California Department of Water Resources prior to such alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration, Federal Emergency Management Agency;
2. Require that the flood carrying capacity of the altered or relocated portion of said watercourse is maintained.

D. Base Flood Elevation changes due to physical alterations:

1. Within 6 months of information becoming available or project completion, whichever comes first, the floodplain administrator shall submit or assure that the permit applicant submits technical or scientific data to FEMA for a Letter of Map Revision (LOMR).
2. All LOMR's for flood control projects shall be approved prior to the issuance of building permits. Building permits must not be issued based on Conditional Letters of Map Revision (CLOMR's). Approved CLOMR's allow for construction of the proposed flood control project and land preparation as specified in the "start of construction" definition.

E. ~~D.~~ Obtain and maintain for public inspection and make available as needed:

1. The certification required by subsection (C)(1) of Section 15.16.110 of this chapter (floor elevations);
2. The certification required by subsection (C)(2)(c) of Section 15.16.110 of this chapter (elevation or floodproofing of nonresidential structures);
3. The certification required by subsection (C)(3)(a) or (b) of Section 15.16.110 of this chapter (wet floodproofing standard);
4. The certification of elevation required by subsection (B) of Section 15.16.130 of this chapter (subdivision standards);
5. The certification required by subsection (A) of Section 15.16.160 of this chapter (floodway encroachments).

F. ~~E.~~ Make interpretations where needed, as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Sections 15.16.170 through 15.16.190 of this chapter.

G. ~~F.~~ Take action to remedy violations of this chapter as specified in Section 15.16.220 of this chapter.

H. The floodplain administrator shall determine which applicants for new construction and/or substantial improvements have fully enclosed areas below the lowest floor that are 5 feet or higher. Ensure a "NON-CONVERSION AGREEMENT FOR CONSTRUCTION WITHIN FLOOD HAZARD AREAS" or equivalent is recorded as a deed restriction; the non-conversion agreement shall be in a form acceptable to the Floodplain Administrator and City Counsel. The Floodplain Administrator shall have the authority to inspect any area of structure less than 2 feet above base flood elevation to ensure compliance upon prior notice of at least 72 hours.

1. These areas shall be used solely for parking vehicles, limited storage, or access to the building and shall not be finished for habitation without first becoming fully compliant with the flood management ordinance in effect at the time.

Section 15.16.100 – Development Permit is hereby amended to read as follows,

with additions denoted as underlined:

A development permit shall be obtained before any construction or other development begins within any area of special flood hazard, established in Section 15.16.070 of this chapter. Application for a development permit shall be made on forms furnished by the floodplain administrator and shall include, but not be limited to: plans in duplicate drawn to scale showing the nature, location, dimensions and elevation of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities; and the location of the foregoing. Specifically, the following information is required:

- A. Proposed elevation in relation to mean sea level, of the lowest floor (including basement) of all structures;
- B. Proposed elevation in relation to mean sea level to which any structure will be floodproofed;
- C. All appropriate certifications listed in subsection (E) of Section 15.16.090 of this chapter; and
- D. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.

Section 15.16.110 – Standards - Construction is hereby amended to read as follows, with additions denoted as underlined:

In all areas of special flood hazards the following standards are required:

- A. Anchoring.
 - 1. All new construction and substantial improvements shall be adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
 - 2. All manufactured homes shall meet the anchoring standards of Section 15.16.140 of this chapter.
- B. Construction Materials and Methods.
 - 1. All new construction and substantial improvement shall be constructed with materials and utility equipment resistant to flood damage.
 - 2. All new construction and substantial improvement shall be constructed using methods and practices that minimize flood damage.

3. All new construction and substantial improvement shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
4. All new construction and substantial improvement within Zones AH or AO shall be provided adequate drainage paths around structures on slopes to guide flood waters around and away.

C. Elevation and Floodproofing.

1. New construction and substantial improvement shall have the lowest floor, including basement, elevated at least 2 feet above the base flood elevation. Nonresidential structures may meet the standards in subdivision (C)(3) of this section. Upon the completion of the structure the elevation of the lowest floor including basement shall be certified by a registered professional engineer or surveyor, or verified by the community building inspector to be properly elevated. Such certification or verification shall be provided to the floodplain administrator.
2. Nonresidential construction shall either be elevated to conform with subdivision (C)(1) of this section or together with attendant utility and sanitary facilities:
 - a. Be floodproofed so that below the base flood level, as determined with subdivision (C)(1), the structure is watertight with walls substantially impermeable to the passage of water;
 - b. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
 - c. Be certified by a registered professional engineer or architect that the standards of this subsection are satisfied. Such certifications shall be provided to the floodplain administrator.
3. Require, for all new construction and substantial improvement that fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwater. Designs for meeting this requirement must either be certified by a registered professional engineer/architect or meet the following minimum criteria:

- a. Either a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided, the bottom of all openings shall be no higher than one foot above grade (openings may be equipped with screens, louvers, valves or other coverings or devices provided that they permit the automatic entry and exit of floodwater); or
 - b. Be certified to comply with a local floodproofing standard approved by the Federal Insurance Administration, Federal Emergency Management Agency.
4. Manufactured homes shall also meet the standards in Section 15.16.140 of this chapter.

Section 15.16.130 – Standards - Subdivisions is hereby amended to read as follows, with additions denoted as underlined:

- A. All preliminary subdivision proposals and other proposed development shall identify the flood hazard area and the elevation of the base flood.
- B. All subdivision plans will provide the elevation of proposed structure(s) and pad(s). If the site is filled above the base flood elevation, the final first floor, pad elevations and lowest adjacent grade shall be certified by a registered professional engineer or surveyor and provided to the floodplain administrator as part of a Letter of Map Revision based on Fill (LOMR-F).
- C. All subdivision proposals shall be consistent with the need to minimize flood damage.
- D. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage.
- E. All subdivisions shall provide adequate drainage to reduce exposure to flood hazards.

Section 15.16.140 – Standards – Manufactured Homes is hereby amended to read as follows, with additions denoted as underlined:

- A. All manufactured homes that are placed or substantially improved within Zones A1-30, AH and AE on the community's flood insurance rate map on sites (1) outside of a manufactured home park or subdivision, (2) in a new manufactured home park or subdivision, (3) in an expansion to an existing

manufactured home park or subdivision, (4) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood:

Be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated at least 2 feet above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement.

- B. All manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A1-30, AH and AE on the community's flood insurance rate map that are not subject to the provisions of subsection (A) of this section will be elevated so that either:
 - 1. The lowest floor of the manufactured home is at least 2 feet above the base flood elevation; or
 - 2. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six (36) inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement.
- C. Upon completion of the structure, the elevation of the lowest floor including the basement shall be certified by a registered civil engineer or licensed land surveyor, and verified by the community building inspector. Certification and verification shall be provided to the floodplain administrator.

Section 15.16.140 – Floodways is hereby amended to read as follows, with additions denoted as underlined and deletions demoted in ~~strike-out~~:

Located within areas of special flood hazard established in Section 15.16.070 of this chapter are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles and erosion potential, the following provisions apply:

- A. ~~Prohibit encroachments,~~ Encroachments are prohibited, including fill, new construction, substantial improvement and other new development unless certification by a registered professional engineer or architect is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge;

B. If subsection (A) of this section is satisfied, all new construction, substantial improvement and other proposed new development shall comply with all other applicable flood hazard reduction provisions of Sections 15.16.110 through 15.16.150 of this chapter.

SECTION 2. SEVERABILITY This ordinance and the various parts thereof are hereby declared to be severable. Should any section of this ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any portion thereof other than the section so declared to be unconstitutional or invalid.

SECTION 3. CONSTRUCTION. To the extent the provisions of the Calabasas Municipal Code as amended by this ordinance are substantially the same as the provisions of that Code as they read prior to the adoption of this ordinance, they shall be construed as continuations of those prior provisions and not as new enactments.

SECTION 4. EFFECTIVE DATE. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

SECTION 5. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published or posted according to law.

PASSED, APPROVED AND ADOPTED this _____ day of June, 2018.

Fred Gaines, Mayor

ATTEST:

APPROVED AS TO FORM:

Maricela Hernandez, MMC
City Clerk

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

DEPARTMENT OF WATER RESOURCES

SOUTHERN REGION OFFICE
770 FAIRMONT AVENUE, SUITE 102
GLENDALE, CA 91203-1035



FEB 07 2018

Honorable Fred Gaines
Mayor of the City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Dear Mayor Gaines:

Thank you for the cooperation and courtesy extended to Salomon Miranda of my staff during our Community Assistance Visit (CAV) for the City of Calabasas on Wednesday December 20, 2017. I hope the meeting was useful and informative for your floodplain management staff.

The purpose of the CAV is to provide information about the National Flood Insurance Program (NFIP). On behalf of the Federal Emergency Management Agency, I commend your staff for its conscientious efforts in implementing the NFIP. Continued enforcement of the NFIP regulations will ensure your City's good standing in the NFIP and guarantee availability of flood insurance coverage for residences in flood hazard areas. A copy of the Department's CAV Report for the City of Calabasas is enclosed for your review and action.

Our CAV did reveal a specific action that needs to be taken to bring your City's floodplain management program into compliance with NFIP requirements. Within 60 days of the date of this letter, we request that your City takes the following action:

- Submit a copy of a draft ordinance that amends the City's current floodplain management regulations (Municipal Code Chapter 15.16), as identified in the attached CAV Report, to meet the minimum NFIP requirements pursuant to *Title 44, Code of Federal Regulations, Sections 59, 60.3-60.6, and 65.3.*

If you have questions concerning this letter, the enclosed report, or any aspect of the NFIP, please contact Salomon Miranda of my staff at (818) 549-2347 or at salomon.miranda@water.ca.gov. I can be reached at (818) 549-2312.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Inouye", with a long horizontal line extending to the right.

David Inouye, Chief
Water Management Branch
Southern Region Office
Enclosure

Honorable Fred Gaines

Page 2

cc + enclosures: Mr. Robert Yalda, Director of Public Works /City Engineer
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Ms. Tatiana Holden, Senior Civil Engineer
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Mr. Michael Hornick, Planner
FEMA Region IX
michael.hornick@fema.dhs.gov

Mr. James Eto, CA NFIP Coordinator
CA DWR
james.eto@water.ca.gov

FEDERAL EMERGENCY MANAGEMENT AGENCY

COMMUNITY VISIT REPORT

SECTION I

1. NAME OF COMMUNITY City of Calabasas	2. STATE California	3. COMMUNITY ID NUMBER 060749	4. COUNTY Los Angeles
5. VISIT CONDUCTED BY Salomon Miranda		6. AGENCY California Department of Water Resources	7. DATE OF VISIT December 20, 2017

SECTION II

8. NAME OF LOCAL OFFICIAL Robert Yalda, Director of Public Works/City Engineer	9. TELEPHONE NUMBER (818) 224-1671
10. ADDRESS OF LOCAL OFFICIAL 100 Civic Center Way, Calabasas, CA 91302	

SECTION III - FINDINGS

PART A

QUESTIONS - Select appropriate response	RESPONSE		
	Serious	Minor	None
1. Are there problems with the community's floodplain management regulations?		X	
2. Are there problems with the community's administrative/enforcement procedures?			X
3. Are there any engineering or other problems with the maps or Flood Insurance Study?			X
4. Are there any other problems in the community's floodplain management program?			X
5. Are there problems with the Biennial Report data?	___ YES	___ <u>X</u> NO	
6. Are there any programmatic issues or problems identified?	___ YES	___ <u>X</u> NO	
7. Are there any potential violations of the community's floodplain management regulations? ___ A potential violation or violations has/have been identified. <u>X</u> No violations have been identified. ___ Actions are being taken on the part of the community to remedy the violation(s) identified during the CAV.			

NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY ASSISTANCE VISIT

*City of Calabasas, California
December 20, 2017*

SECTION III – FINDINGS (Continued)

PART B – NARRATIVE

The National Flood Insurance Program (NFIP) is based on an agreement between the federal government and participating communities that have been identified as flood prone. The Federal Emergency Management Agency (FEMA), through the Federal Insurance Administration, makes flood insurance available to the residents of a participating community, provided the community adopts and enforces adequate floodplain management regulations that meet the minimum NFIP requirements. Currently, about 19,000 of the nation's 22,000 cities, towns, counties, and boroughs are members of the NFIP.

A Community Assistance Visit (CAV) is a scheduled visit to a NFIP community for maintaining periodic contact with the community to evaluate the effectiveness of local floodplain management practices and to offer assistance if needed.

This report describes the findings of the December 20, 2017, CAV for the City of Calabasas and asks for corrective actions where deficiencies were identified. Once these deficiencies are corrected, it will enable your community to comply with the NFIP requirements as specified in *Title 44, Code of Federal Regulations*.

BACKGROUND

The City of Calabasas is located in western Los Angeles County, approximately 32 miles west of downtown Los Angeles. Incorporated in 1991, the City covers 13.3 square miles and has a population of 24,202 as of January 1, 2017 (Department of Finance).

The City has an annual average rainfall of 13.6 inches, which falls predominantly during the winter months. The average temperatures range from 53 to 73 degrees Fahrenheit.

The City joined the NFIP on March 10, 1993. According to the Flood Insurance Rate Maps (FIRM), effective September 26, 2008, and January 6, 2016, the City has A and AE (without floodways) flood designation zones, including a large portion of the City

designated as Zone D, where flood risk if possible but undetermined. There are 149 insurance policies in force in the City which carry a total value of \$38.9 million in coverage with an annual premium of \$89,737. Since the City's incorporation to the NFIP, the amount of \$99,249 has been paid towards 9 reported losses.

SUPPORT COMMENTS FOR SECTION III – PART A

1. Community's Floodplain Management Regulations

The Flood Hazard Prevention Ordinance is found in Chapter 15.16 of the City of Calabasas' Municipal Code. After the CAV meeting, DWR reviewed the ordinance and determined that it needs to be updated to meet the minimum NFIP requirements pursuant to the *Title 44, Code of Federal Regulations, Sections 59, 60.3-60.6, and 65.3 (CFR)*.

To assist the City in drafting amended floodplain management regulations, DWR provided an electronic copy of the current *California Model Floodplain Management Ordinance*, dated April 2006, to City staff for reference. The *California Model Floodplain Management Ordinance* can also be found at our website address:

<http://www.water.ca.gov/floodmgmt/lrafmo/fmb/fas/nfip/guidelines.cfm>

DWR also requests that the following updates be made to the City's Flood Hazard Prevention Ordinance:

- Insert a section to require new technical data be submitted to FEMA within six months of changes in the base flood elevation - CFR Section 65.3 [CA Model Ordinance Section 4.2.D.2]

2. Community's Administration/Enforcement Procedures

The City Engineer is designated as the Floodplain Administrator pursuant to City Municipal Code, Section 15.16.080.

The Community Development and Public Works Departments oversee building sites to check if the proposed structures are in a Special Flood Hazard Area (SFHA). The as-built lowest floor elevation in the SFHA is required to be at or above the Base Flood Elevation (BFE) for all new residential and non-residential structures and for all substantial improvements. Non-residential structures can also be flood-proofed below the BFE, if a certification by a registered professional engineer or architect is obtained to demonstrate that the structure is watertight with walls substantially impermeable to water.

For all new or substantial improvement development in Zone D areas, DWR recommends evaluating building permits and proposing building standards and

materials to minimize the effects of flooding as outlined in the City's Flood Hazard Prevention Ordinance.

3. Engineering or Other Problems with the Maps or Flood Insurance Study

None

4. Other Problems in the Community's Floodplain Management Program

None

5. Problems with the Biennial Report Data

None

6. Programmatic Issues or Problems Identified

None

7. Potential Violations Identified or Suspected of the Community's Floodplain Management Regulations

None

OTHER COMMENTS AND INFORMATION

1. Flood Mitigation Projects, Issues, or Concerns

None

2. Executive Order 11988 Floodplain Management

None

3. Community Action Needed

The City must submit to DWR, **within sixty (60) days** of the date of this report, the following:

- A copy of a draft ordinance that amends the City's current Flood Hazard Prevention Ordinance. **The City should note that adopting an amended floodplain management ordinance is a prerequisite for continued participation in the NFIP.**

4. DWR Follow-up Needed

Review and comment on the draft ordinance.

5. Field Inspection

DWR staff conducted the field inspection prior to the CAV meeting and concluded that there were no construction violations within the City's SFHA.

6. CAV Meeting Attendee List

1. Tatiana Holden, Senior Civil Engineer, City of Calabasas
2. Salomon Miranda, Engineer W.R., Department of Water Resources

SECTION IV

COMPLETED BY THE FEMA REGIONAL OFFICE

Date CAV Closed _____ Initials _____

Salomon Miranda, California Department of Water Resources, Southern Region

DEPARTMENT OF WATER RESOURCES

SOUTHERN REGION OFFICE
770 FAIRMONT AVENUE, SUITE 102
GLENDALE, CA 91203-1035



MAY - 7 2018

Honorable Fred Gaines
Mayor of the City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Dear Mayor Gaines:

The California Department of Water Resources (DWR) thanks your staff for its April 24, 2018, electronic transmittal of the draft floodplain management ordinance for the City of Calabasas which updates the version found in Chapter 15.16 of your City's Municipal Code. DWR requested that the ordinance be updated in our February 7, 2018, letter.

After reviewing the draft floodplain management ordinance, the DWR has concluded that it meets the minimum National Flood Insurance Program (NFIP) standards. On behalf of the Federal Emergency Management Agency (FEMA), I commend your staff for its excellent work in preparing the draft ordinance.

Once the draft ordinance is formally adopted by your City Council, the City of Calabasas will be in full compliance with the NFIP requirements as specified in Title 44, Code of Federal Regulations, Sections 59, and 60.3 through 60.6. Please submit one certified copy of the newly adopted ordinance to DWR for our records. The FEMA's Community Assistance Contact cycle with your City will conclude after DWR receives the new ordinance.

If you have questions concerning this letter or any aspect of the NFIP, please contact Salomon Miranda of my staff at (818) 549-2347 or at salomon.miranda@water.ca.gov. I can be reached at (818) 549-2312.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Inouye", with a long horizontal flourish extending to the right.

David Inouye, Chief
Water Management Branch

Honorable Fred Gaines

Page 2

cc: Mr. Robert Yalda, Director of Public Works /City Engineer
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Ms. Tatiana Holden, Senior Civil Engineer
City of Calabasas
100 Civic Center Way
Calabasas, California 91302

Mr. Brian Trushinski, Planner
FEMA Region IX
michael.hornick@fema.dhs.gov

Mr. James Eto, CA NFIP Coordinator
CA DWR
james.eto@water.ca.gov



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

Date: MAY 31, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR
HEATHER MELTON, LANDSCAPE DISTRICTS MAINTENANCE
MANAGER**

**SUBJECT: PUBLIC HEARING REGARDING LANDSCAPE LIGHTING ACT DISTRICT
NOS. 22, 24, 27, & 32 LEVY OF ASSESSMENTS**

MEETING

DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

That the Council will hold a public hearing with respect to the increased assessments and levy of assessments in connection with Landscape Lighting Act District Nos. 22, 24, 27, & 32. Once City Council has considered all oral and written testimony and protests with respect to the proposed assessment increase for Fiscal Year 2018-19, it can close the public hearing, setting June 18, 2018 as the date for the tabulation of ballots; Council will reconvene on June 27, 2018 to declare and certify the results of that tabulation.

BACKGROUND:

The Landscape and Lighting Act of 1972 regulates the annual administration of special assessment districts. The City of Calabasas administers four Landscape Lighting Act Districts, as follows:

Landscape Lighting Act District No. 22 – Calabasas Park Area (LLAD 22)

Landscape Lighting Act District No. 24 – Lost Hills Road & The
Saratogas (LLAD 24)

Landscape Lighting Act District No. 27 – Las Virgenes Road (LLAD 27)

Landscape Lighting Act District No. 32 – Agoura Road/Lost Hills Road
Commercial District (LLAD 32)

DISCUSSION/ANALYSIS:

On April 11, 2018, the City Council approved resolutions initiating annual proceedings in connection with these districts and declaring the council’s intention to impose assessments for Fiscal Year 2018-19. The Preliminary Engineer’s Report approved by Council called for a ballot for an assessment increase for Classic Calabasas Park Zone in LLAD 22. Consequently, pursuant to Proposition 218, a mail ballot proceeding was conducted in that Zone in order to seek property owner approval of the proposed increase.

On May 23, 2018, the City Council held a meeting to receive public comment regarding the proposed increase in the assessment of the Classic Calabasas Park Zone.

The formal public hearing, with respect to the annual assessments and assessment increase for the Classic Calabasas Park Zone of LLAD 22, will be held tonight. Property owners will have the opportunity to return their ballots until the end of the public input portion of the June 13, 2018 public hearing. Following public comment, Council will extend the public hearing to the June 27, 2018 council meeting so that the ballots may be tallied.

On Monday, June 18, 2018 at 6:00 pm in the Calabasas City hall Conference Room, the ballot count/tally of the Prop 218 Process for the Classic Calabasas Park Zone in Landscape Lighting Act District No. 22 (LLAD 22) will be held. Ballot counts and results will be read at the Extended Public Hearing, held on June 27, 2018.

FISCAL IMPACT/SOURCE OF FUNDING:

The Landscape Lighting Act District Program is funded through dedicated special assessment funds.

REQUESTED ACTION:

Hold a public hearing with respect to the levy of assessments. Once the hearing is closed, extend the public hearing to June 27, 2018 so that the ballots may be tallied on June 18, 2018.

ATTACHMENTS:

Engineer’s Report



CITY of CALABASAS

City of Calabasas

Landscaping Lighting Act District Nos. 22, 24, 27 & 32 (1972 Act Districts)

**FISCAL YEAR 2018/2019
ENGINEER'S REPORT**

**Intent Meeting: April 11, 2018
Public Hearing: June 13, 2018**

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ENGINEER'S REPORT AFFIDAVIT

**Landscaping Lighting Act District Nos. 22, 24, 27 & 32
(1972 Act Districts)**

City of Calabasas

Los Angeles County, State of California

This Report describes the Landscaping Lighting Act District Nos. 22, 24, 27 & 32 therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2018/2019, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 21st day of May, 2018.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Calabasas

By: Stacey Reynolds
Stacey Reynolds, Senior Project Manager
District Administration Services

By: Richard Kopecky
Richard Kopecky
R. C. E. # 16742



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I. Introduction

The City of Calabasas under the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the **California Streets and Highways Code (the “1972 Act”)**, and the provisions of the California Constitution Article XIII D (the “Constitution”), **annually levies and collects special assessments for the City’s maintenance assessment districts** designated as:

Landscaping Lighting Act District Nos. 22, 24, 27 & 32
(1972 Act Districts)

The County of Los Angeles formed the Districts pursuant to the Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500et seq.), prior to the incorporation of the City of Calabasas. In July 1995, the County of Los Angeles transferred the following four Districts to the City of Calabasas:

Landscape Lighting Act District No. 22 (Calabasas Park Area) (Formed in 1979)

Landscape Lighting Act District No. 24 (Lost Hills Road and The Saratogas) (Formed in 1984)

Landscape Lighting Act District No. 27 (Las Virgenes Road) (Formed in 1984)

*Landscape Lighting Act District No. 32 (Agoura Road/Lost Hills Road Commercial District)
(Formed in 1989)*

This report presents the engineering analysis for the annual administration of the four Districts. Through the levy and collection of benefit assessments, the four Districts fund maintenance and operation of landscape improvements. For Fiscal Year 2018-19, Landscape Lighting Act District Nos. 22, 24, 27 and 32 assessments will be levied based on the previously approved methodology, at the same rate as was in effect in Fiscal Year 2017-18, plus a CPI inflation **adjustment as recommended by the City of Calabasas’ Chief Financial Officer**. As the assessments are levied on the basis of benefit, they are not considered a tax, and, therefore, are not governed by Article XIII A of the Constitution of the State of California. The assessments are governed by Articles XIII D of the Constitution.

In accordance with the 1972 Act, the Districts **utilize benefit zones (“Zones”) to address variations in the nature, location, and extent of the improvements that provide special benefits to parcels in the Districts**. Within the boundaries of the Districts, parcels are assigned to various Zones each of which is associated with a set of improvements and/or type of improvements that provide special benefit to properties within that Zone.

These 1972 Act Districts fund landscape maintenance services and are funded by annual benefit assessments levied **against each parcel in each District. The word “lighting” was apparently included in their names as a reference to the Landscaping and Lighting Act of 1972.**

HISTORICAL INFORMATION

In Fiscal Year 1997-98, assessment ballot proceedings were conducted pursuant to Proposition 218 (Articles XIII C and XIII D of the California Constitution) for each of the four Districts. There was not a majority protest against any of the assessments, and the assessment methodology was approved by the City Council. The approved methodology reserved to the City Council the right each year to implement an inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the Consumer Price Index (CPI), does not constitute an assessment increase for purposes of Proposition 218, because landowners in the Fiscal Year 1997-98 assessment ballot and **subsequent balloting’s authorized these adjustments.**

Landscape Lighting Act District No. 22

In fiscal year 2002-03, fifteen (15) parcels located in the City of Calabasas were annexed into the Commercial Area, Calabasas Road. The Assessor Parcel Numbers are as follows:

Annexed Assessor Parcel Numbers		
2068-002-023	2069-009-021	2069-009-900
2068-002-035	2069-009-027	2069-032-025
2069-009-008	2069-009-029	2069-032-027
2069-009-012	2069-009-030	2069-032-900
2069-009-020	2069-009-031	2069-032-901

In Fiscal year 2009-10, Zone 15, Park Sorrento Condominium HOA was detached from LLAD 22.

In Fiscal year 2011-12, Zone 18, Calabasas Ridge HOA was detached from LLAD 22.

Landscape Lighting Act District No. 24

In fiscal year 2000-01, **Mira Monte (Tract No. 52150) (Assessor's Parcel No. 2064-004-91** and its successor parcels) was annexed into LLAD 24, and Calabasas View HOA, was detached from LLAD 24.

In fiscal year 2002-03, two hundred seventy (270) parcels in Saratoga Ranch and Saratoga Hills HOAs were annexed into LLAD 24.

Landscape Lighting Act District No. 27

In Fiscal Year 2016-17, the City of Calabasas, at the request of Mont Calabasas member homeowner association (HOA) Board of Directors, proposed annexing Mont Calabasas HOA Zone into Landscaping Lighting District No. 27 (LLAD27). In compliance with Proposition 218, the proposed annexation into the District and assessment was submitted to the property owners via mailed ballots. The ballots were tabulated at the June 22, 2016 Council Meeting and 77.78% of the ballots returned were in favor of annexation. By Resolution No. 2016-1504, the Council adopted Mont Calabasas annexation into District No. 27

Landscape Lighting Act District No. 32

In Fiscal Year 2000-01 **Mira Monte (Tract No. 52150) (Assessor's Parcel No. 2064-004-91** and its successor parcels) was detached from LLAD 32 and annexed into LLAD 24.

DISTRICT CHANGES FOR FISCAL YEAR 2018/2019

In fiscal Year 2018/2019 there will be balloting procedures held for the Landscape and Lighting Act District No. 22, for the Classic Calabasas Park zone. The Fiscal Year 2017/2018 rate will be increased by 8.0% for Fiscal Year 2018/2019 if approved by property owners. The new rate and total assessment is reflected in the Budget and Rate Tables for the District/Zone. If majority protest exists the District will revert to the previously approved rate for Fiscal Year 2017/2018 plus an inflationary increase of 2.79%.

ANNUAL CONSUMER PRICE INDEX ADJUSTMENT

The maximum assessment rate may increase each fiscal year based on the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the Los Angeles-Long Beach-Anaheim areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued).

Assessments for the Districts are subject to an increase each year equal to the 12-month average percent change in the annual Consumer Price Index, All Urban Consumers, for the Los Angeles-Long Beach-Anaheim areas ("CPI"), from January 1st through December 31st of the fiscal year prior to the subject fiscal year. Future annual budgets within this limit may be approved by the City Council without additional property owner ratification. A CPI increase may be

exceeded only by a majority parcel owner approval. For Fiscal Year 2018-19, Landscape Lighting Act District Nos. 22, 24, 27, and 32 assessments will be increased by 2.79% annual CPI inflation adjustment per the City of Calabasas' Chief Financial Officer.

REPORT CONTENT AND ANNUAL PROCEEDINGS

This Engineer's Annual Report (the "Report") has been prepared pursuant to Chapter 1, Article 4 and Chapter 3 of the 1972 Act, and presented to the City Council for their consideration and approval of the proposed improvements and services to be provided within the District and the levy and collection of annual assessments related thereto for fiscal year 2018/2019. If any section, subsection, sentence, clause, phrase, portion, or zone, of this Report is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of the Report and each section, subsection, subdivision, sentence, clause, phrase, portion, or zone, thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, portions, or zones, might subsequently be declared invalid or unconstitutional.

This Report outlines the Districts Zone structures, the improvements, and the proposed assessments to be levied in connection with the benefits the properties will receive from the maintenance and servicing of the District improvements for fiscal year 2018/2019. The annual assessments to be levied on properties within the Districts provide a funding source for the continued operation and maintenance of landscaping improvements within various zones of benefit ("**Zones**") that provide special benefits to the properties within the Districts and each respective Zone. Each fiscal year, the City establishes the assessments for the Districts based on an estimate of the costs to maintain, operate and service the improvements and based upon available revenues including fund balances, general benefit contributions and additional City contributions and assessment limits. The costs of the improvements and the proposed annual assessments budgeted and assessed against properties within the Districts may include, but are not limited to the estimated expenditures for regular annual maintenance and repairs; incidental expenditures related to the operation and administration of the District; deficits or surpluses from prior years; revenues from other sources; and the collection of funds for operational reserves or for periodic maintenance and improvement rehabilitation projects as authorized by the 1972 Act. Each parcel is assessed proportionately for only those improvements, services and expenses for which the parcel will receive special benefit.

Each District outlined in this Report is a reflection of the various improvements and the types of improvements and services to be provided by the Districts for the properties that are directly associated with and benefit from those improvements. The net annual cost to provide the improvements for each District are allocated to the benefiting properties within that District using a weighted method of apportionment (refer to Assessment Methodology, Method of Apportionment) that calculates the proportional special benefit and assessment for each parcel as compared to other properties that benefit from the improvements in the Districts and services.

The word "parcel," for the purposes of this Report, refers to an individual property assigned its own Assessor's Parcel Number ("APN") by the Los Angeles County Assessor's Office. The Los Angeles County Auditor/Controller uses Assessor's Parcel Numbers and specific Fund Numbers to identify properties to be assessed on the tax roll for the District assessments.

At a noticed annual Public Hearing, the City Council will accept all public comments and written protests regarding the District and the annual levy of assessments. Based on those public comments and written protests, the City Council may order amendments to the Report or confirm the Report as submitted. Following final approval of the Report and confirmation of the assessments the Council will, by Resolution, order the improvements to be made and confirm the levy and collection of assessments pursuant to the 1972 Act. The assessments as approved will be submitted to the Los Angeles County Auditor/Controller to be included on the property tax roll for each parcel.

As required by the 1972 Act, this Engineer's Report describes the improvements to be provided, maintained and serviced by the District, an estimated budget for the District improvements, and the proposed assessments to be levied upon each assessable lot or parcel within the District for fiscal year 2018/2019.

While the budgets outlined in this Report reflect the estimated costs necessary to fully and adequately provide for the maintenance and operation of the improvements within the District, many of these estimated costs and associated services cannot be funded by the current special benefit assessment revenues and the City contribution for those improvements or portions thereof determined to be general benefits. Therefore, **in addition to the City's contribution for general benefit costs**, in some Districts, at the discretion of the City Council, the City may also provide additional funding to support the improvements and/or implement service reductions. To fully fund the improvements that are considered special benefits, it may be necessary in the future to increase assessment revenues which would require the support of the property owners for new or increased assessments through a ballot proceeding conducted under the provisions of the California Constitution Article XIII D.

II. Plans and Specifications

The lines and dimensions of each lot or parcel within the Districts are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the year **when this Report is prepared**. **The Assessor's maps and records are incorporated by reference herein and made part of this Report.**

Plans and specifications showing each District's exterior boundaries; and indicating the general nature, location and extent of improvements.

Several items related to the Districts are on file and available for review at the City of Calabasas Public Works Department, Landscape Maintenance Division office.

For Landscape Lighting Act District No. 22, each member HOA has an individual maintenance contract. The member **HOAs have been designated as "Zones"; each Zone has been given a number. The City has on file for each Zone a maintenance contract listing the work contracted and a diagram(s) detailing maintenance service work areas.**

IMPROVEMENT AUTHORIZED BY THE 1972 ACT

As applicable or may be applicable to the Districts, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or planting of landscaping.
- The installation or construction of statuary, fountains, and other ornamental structures and facilities.
- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.

- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

DESCRIPTION OF IMPROVEMENTS

As authorized by the 1972 Act, the improvements provided by the Districts and associated with each Zone incorporate various improvements that are maintained and serviced for the benefit of real property within the Districts. The maintenance of the improvements may also include various appurtenances that may include, but is not limited to entry monuments; various types of fencing; retaining walls; ornamental lighting or other ornamental fixtures; signage; and irrigation, drainage, and electrical equipment. The work to be performed within each respective Zone may include but is not limited to (as applicable), the personnel, materials, equipment, electricity, water, contract services, repair and rehabilitation of the improvements and incidental expenses required to operate the District and provide the improvements and services for each Zone. The improvements provided within the District and for which parcels receive special benefits are generally described in the following

Note: The four Districts do not necessarily provide every service authorized under the 1972 Act. For example, while these Districts provide electrical current to power irrigation systems, fountains, landscape lighting, Calabasas Lake aeration systems, and Association Park lake sidewalk lighting, they do not fund LLAD residential or commercial district street lighting.

IMPROVEMENTS AND SERVICES WITHIN THE DISTRICTS

The purpose of the District is to fund the maintenance and servicing of parkway landscape improvements installed in connection with development of properties within the District. The landscape improvements maintained by each District are generally described as follows:

Landscape Lighting Act District No. 22

LLAD 22 provides for the maintenance of landscape of the common areas and open space areas located within member **homeowner associations (HOA) referred to as "Zones"**. **The HOA common areas are either owned in common or privately owned**, with easements granted to the District for landscape maintenance purposes. The maintenance of landscape also includes greenbelt and slope areas as well as annual weed abatement/brush clearance for fuel reduction/fire safety.

Landscape Lighting Act District No. 24

LLAD 24 provides maintenance of landscape within street right-of-way and open space areas. The open space areas include slopes and creek banks. Maintenance of landscape on streets within right-of-way includes parkways, center medians, adjacent turf areas, trees, and annual weed abatement/brush clearance for fuel reduction/fire safety.

Roadways with landscape in the public right-of-way includes landscaped center medians, trees, and adjacent turf areas that are conditions of development and are maintained by the District to soften and mitigate the impacts of traffic on the residential tracts within the District. The landscape improvements are located on the residential roadway serving the Malibu Lost Hills community, including Lost Hills Road south of Malibu Hills Road to Las Virgenes Road, Calabasas Hills Road, Meadow Creek Lane, portions of Las Virgenes Road, and designated slope areas along Las Virgenes Creek.

Landscape Lighting Act District No. 27

LLAD 27 provides maintenance of landscape within street right-of-way. Maintenance of landscape on streets within right-of-way includes parkways, center medians, and street trees.

The area of landscape improvements generally referred to as Las Virgenes Road are: On Las Virgenes Road, the east sidewalk and center medians beginning at 3560 Las Virgenes Road and continuing north to Thousand Oaks Blvd.; on

Las Virgenes Road north of Thousand Oaks Blvd., the east sidewalk area north to the end of Las Virgenes Rd.; at the northwest corner of Thousand Oaks Blvd. and Ruthwood Drive the public right-of-way area located immediately behind the sidewalk; on the south side of Thousand Oaks Blvd., the sidewalk area from Las Virgenes Road to the flood control channel; and the sidewalk area on the north side of Thousand Oaks Blvd. from Las Virgenes Road to Ruthwood Drive.

For the Mont Calabasas HOA Zone, the improvements include the maintenance of Las Virgenes Road as described above and in addition, provides for the maintenance of landscape of common areas and open space areas located within the Zone. The HOA common areas are either owned in common or privately owned, with easements granted to the District for landscape maintenance purposes. The maintenance of landscape may also include greenbelt and slope areas, as well as annual weed abatement/brush clearance for fuel reduction/fire safety.

Landscape Lighting Act District No. 32

LLAD 32 provides maintenance of landscape within street right-of-way. Maintenance of landscape on streets within right-of-way includes center medians and street trees.

The landscape improvements maintained by the District are located on the major streets serving the Lost Hills Commercial Area, including Agoura Road from the west side of Malibu Hills Road to the eastern boundary of 26750 Agoura Road, Malibu Hills Road, Shadow Hills Road, and the portion of Lost Hills Road from Interstate 101 to the south side of Malibu Hills Road.

III. METHOD OF APPORTIONMENT

Proposition 218 requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. The Articles provide that only special benefits are assessable. The City must separate the general benefits from the special benefits conferred on a parcel; a special benefit being a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within the district.

In Fiscal Year 1997-98, the four Districts conducted an assessment ballot proceeding pursuant to Proposition 218; the assessment methodology was approved by a majority of District parcel owners and the City Council. The City reserves the right to implement the previously approved inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the annual Consumer Price Index (CPI), does not constitute an assessment increase for purposes of Proposition 218, because parcel owners in the Fiscal Year 1997-98 assessment ballot and **subsequent balloting's authorized these adjustments.**

Each District will be discussed in terms of background, special benefit, general benefit, and assessment formula. Certain terms used throughout the Method of Assessment are defined below.

DEFINITIONS

Special Benefit: Articles XIII C and XIII D of the California Constitution define special benefit as "a particular and distinct benefit over and above the general benefits conferred on real property located in the District or to the public at large. General enhancement of property value does not constitute 'special benefit.'" The following Method of Apportionment of Assessment for each District analyzes the special benefit each parcel receives from the improvements funded in each District. The cost of landscape maintenance is distributed to parcels in each District based on the special benefit each parcel receives by an assessment formula. Within the Districts, zones of benefit may be designated based on spreading the cost of the improvements associated with each Zone over the parcels within that Zone.

Each assessed parcel within each District receives a particular and distinct Special Benefit from the improvements. The operation and maintenance of the landscape improvements provides a Special Benefit to the parcels within each District even though there may not be landscaping immediately adjacent to a particular parcel. Special Benefits associated with landscaped improvements are:

- The proper maintenance of landscape along streets provides noise abatement and visual barriers to reduce the negative impact of the streets upon nearby parcels within the District.
- Landscape improvements provide environmental enhancement to nearby parcels through erosion control, dust and debris control, and weed abatement for fire safety.
- The aesthetic desirability of parcels within the District is specifically enhanced by the presence of well-maintained open space, greenbelts, street medians, and frontage landscape.
- Having properly maintained landscape readily accessible to properties within the District means the owners of the assessed parcels may enjoy the benefits of having such improvements available for use while avoiding the effort and expense of individually installing and maintaining similar improvements.
- Where the District is providing maintenance along easements on privately held property, it is providing landscape services that otherwise would be direct expenses of the owners of such property.
- State and City laws generally hold property owners individually responsible for the safe and proper maintenance of their frontages.

Zones: Landscape Lighting Act District No. 22 (1972 Act District) Calabasas Park Area has been divided into “Zones” of benefit by individual communities or neighborhoods that receive distinct Special Benefit. In most cases, Zones are defined by the boundaries of a homeowners’ association. In a few cases, the Zone is based on master plan boundaries (Old Town Master Plan) or street boundaries. The landscape maintenance activities that provide a Special Benefit are separately identified by the City for each Zone. Based on an assessment formula, the cost of these landscape maintenance activities is then spread to the parcels within that Zone.

Assessment Units: The assessment units assigned to each parcel are used in the assessment formula to compute the assessment amount. If the zone has one single land use, then each parcel is assigned one assessment unit. Where more than one land use exists within a zone, traffic generation factors are used as a means to define the benefit a single-family residence receives as compared to an apartment or a commercial property. The following traffic generation factors for the City of Calabasas and resulting Assessment Units are incorporated in this Report. Per Parcel

Land Use	Traffic Generator Factor	Assessment Unit
Single Family Residential (Houses and Condominiums)	10 trips per day	1.0 (10 trips/10 trips) per parcel
Multi-Family Residential (Apartments)	6 trips per day	0.6 (6 trips/10 trips) per unit
Commercial Parcel	40 trips per day	4.00 (40 trips/10 trips) per acre

Note: Traffic Generation Factor is based on information provided by the City of Calabasas in 1997-98. Due to minor changes in development in the area since this time, these results continue to be representative of the traffic generated in the assessment district.

ASSESSMENT METHODOLOGY

Proposition 218 requires the City to ballot property owners to obtain consent for the increased assessment exceeding the anticipated maximum permissible increase per assessment formula, for example CPI (Consumer Price Index) increase.

ASSESSMENT RANGE FORMULA

Section 22573 of the 1972 Act states that “The net amount to be assessed upon lands within an assessment district may be proportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefit to be received by each such lot or parcel from the improvements.”

Section 22547 of the 1972 Act **permits the designation of benefit zones within any individual assessment district if “.... by reasons or variations in the nature, location, and extent of improvements, the various areas will receive different degrees of benefit from the improvements.” Thus, the 1972 Act requires the levy of true “assessment” rather than a “special tax”.**

Within each District, it is determined that each parcel benefits equally from the services provided. Therefore, costs of providing services (as well as a proportional share of incidental expenses) are spread evenly across each parcel in that District but not exceeding the maximum permissible assessment rates as approved by the property owners.

Proposition 218 requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. The Articles provide that only special benefits are assessable. The City must separate the general benefits from the special benefits conferred on a parcel; a special benefit being a particular and distinct benefit over and above general benefits conferred on the public at large, including real property within the district.

In Fiscal Year 1997-98, the four Districts conducted an assessment ballot proceeding pursuant to Proposition 218; the assessment methodology was approved by a majority of District parcel owners and the City Council. The City reserves the right to implement the previously approved inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the annual Consumer Price Index (CPI), does not constitute an assessment

increase for purposes of Proposition 218, because parcel owners in the Fiscal Year 1997-98 assessment ballot and subsequent balloting's authorized these adjustments.

The Method of Assessment for each District is provided in the following pages below.

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 22

The following methodology described pertains to Landscape Lighting Act District No. 22 (1972 Act). The landscape services provided to all properties within the district boundary have been reviewed to identify the General Benefit and Special Benefit conferred to each parcel.

GENERAL BENEFIT

Articles XIII C and XIII D of the California Constitution require that the benefit to the public at large be identified for any improvements being funded through an assessment district. This so-called "general" benefit may not be assessed to the parcels through an assessment district. The following Method of Apportionment of Assessment for the District analyzes the benefit to the public at large from the landscape improvements provided by the City for the District.

In LLAD 22, certain portions of improvements are identified as providing general benefit. The costs associated with these improvements are not included in the LLAD 22 budget assessed to parcels in the District. Instead, these costs are funded through Landscape Maintenance District No. 22 (LMD 22), via an existing ad valorem tax levy. Proposition 218 does not govern the ad valorem levy, and the proceeds of this ad valorem levy may be used toward any landscape improvements providing general benefit within the LMD 22/LLAD 22 boundary.

The following landscape improvements provide general benefit and are funded solely by LMD 22, via the existing ad valorem tax levy and are not funded by LLAD 22. Maintenance of landscape on major thoroughfare roadways, including portions of Calabasas Road, Civic Center Way, Park Capri, Park Entrada, Park Granada, median islands on Park Helena and Park Sienna, Park Ora, certain parkway areas on Park Sorrento, Parkway Calabasas, Association Park, Calabasas Lake, and natural areas such as McCoy Creek, and open space areas within the district boundary.

The roadways are thoroughfares for the community, providing access to schools, shops, freeways, and recreational facilities, and therefore, confer a General Benefit to the community. The landscape along these streets includes parkway landscape that serves to improve the stabilization of slopes adjacent to these roadway sections within the District.

SPECIAL BENEFIT

With the exception of the major public thoroughfare roadways located within the boundaries of District LLAD 22 as described above in General Benefit, all of the areas maintained by LLAD 22 are either owned in common or are privately owned and are solely accessible to (or primarily accessible to) owners of the assessed properties, their tenants, and/or guests. These areas have easements granted to LLAD 22 for landscape maintenance purposes.

The local landscape improvements associated within member homeowner associations, provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within member homeowner associations are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit.

In order for the methodology to be in compliance with Articles XIII C and XIII D of the California Constitution, a thorough study of the landscape funded by the District was performed in 1997-98. The District was divided by tracts into member **homeowner associations and a commercial district that are called "Zones". These Zones receive distinct special benefit.** In a few cases, the Zone is based on master plan boundaries (Old Town Master Plan) or street boundaries. Each **Zone's specific usage** and landscape maintenance activities were identified to determine the level of special benefit each property receives within that Zone.

The landscape maintenance activities that provide a Special Benefit have been determined for each Zone. The LLAD 22 Zones are as follows:

LLAD 22 Zones			
Bellagio	Calabasas Country Estates	Calabasas Hills	Calabasas Park Estates
Calabasas Rd. Commercial*	Clairidge	Classic Calabasas Park	Las Villas
Oak Creek	Oak Park	The Oaks of Calabasas **	Palatino
Westridge	Vista Pointe		

* Calabasas Rd. Commercial includes Old Town

**The Oaks of Calabasas Zone is comprised of The Oaks of Calabasas and The Estates of The Oaks of Calabasas HOAs.

A complete landscape maintenance service level was developed for each Zone to determine **the Zone's aggregate** LLAD 22 assessment levy and detail the Special Benefit each Zone receives from the District.

The aggregate LLAD 22 assessment levy for each Zone includes costs associated with maintaining improvements that specially benefit the given Zone. Many of the costs are for local landscape improvements that can be accessed only by member homeowner association parcel owners, their tenants, or guests. In virtually all cases, the improvements were part of a condition of development and the assessed properties are responsible for the ongoing landscape maintenance.

PARCEL CLASSIFICATION

These costs are apportioned to each parcel within each Zone based on the Special Benefit associated with the type of land use. The benefit relationship between land uses is based on the assignment of vehicle trip generation factors. Trip rates are used as a measure of benefit because they are a representative land use comparison factor for the type of improvements being funded, namely street landscape, slopes, common areas, parks, and open space. From the traffic generation factors Assessment Units are calculated. The Assessment Unit for each land use is computed based on its traffic generation compared to the traffic generated by a single-family residence.

Single Family Residence parcels in the City of Calabasas generate an average of 10 trips per day. A parcel is classified as a Single Family Residential use upon recordation of a subdivision map for houses or condominiums. The Single-Family Residences are assigned the base Assessment Unit of 1 and are used as the basis of comparison for all other land uses in the District.

At this time, there are no *Multiple Family Residential* parcels (apartments) in the District. If at a later date, any parcel in the District comes under this land use, it would be assessed to reflect the available data that indicates Multiple Family Residential. Parcels in the City of Calabasas generate an average of 6 trips per day, or 0.6 Assessment Unit per unit. Therefore, the Assessment Units assigned to a multiple family parcel would be the product of the number of dwelling units on a parcel and 0.6 Assessment Units per unit. For instance, a 20-unit apartment house would be assigned $20 \times 0.6 = 12$ Assessment Units.

Residential Vacant (un-subdivided but buildable) property receives a Special Benefit from the improvements as a result of the increased desirability of a parcel that is located in an area with landscape and park amenities. In addition, vacant parcels specially benefit from **the availability of a landscape program and access to the City's landscape manager.**

Commercial property within the City of Calabasas generates on average 40 trips per day. Therefore, the Assessment Units assigned to a commercial property is 4.0 Assessment Units per acre. At this time, all commercial properties in the District are within the Calabasas Road/ Old Town Commercial Zone, which also encompasses the Old Town Master Plan area. The commercial properties in the Calabasas Road/ Old Town Commercial Zone receive benefit from Calabasas Road maintenance. The cost for these specific improvements will be distributed to the properties within the Zone based on each parcel's land area (acreage).

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District, benefit from the landscape improvements to their parkway maintenance, as do other similar parcels. The only Public Agency parcels subject to the assessment are the Civic Center and the Tennis and Swim Center. For purposes of the assessment, these parcels are considered part of the Calabasas Road Commercial/Old Town Master Plan Zone. Therefore, the Civic Center and the Tennis and Swim center will receive the same per acre charge as the Commercial properties in the Calabasas Road Commercial/Old Town Master Plan Zone.

Homeowner's Association and Common Area parcels within the District are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot **parcels that cannot be developed**. **These 'unbuildable' properties do not receive a special benefit from the District's improvements and are not assessed.** In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the property owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area property is incidental to the primary residential parcels. Therefore, the assessment will go directly to the source and assess the properties that benefit from the Zone's improvements and maintenance.

FORMULA OF ASSESSMENT

The District budget requirements for the special benefit improvement costs have been assembled in order to determine the aggregate levy of assessment for Landscape Lighting Act District No. 22 (1972 Act) by Zone. The total aggregate levy for each LLAD 22 Zone is divided by the number of assessment units to determine the assessment amount per unit. The assessment amount per unit is multiplied by the number of assessment units assigned to the parcel to **determine each parcel's assessment**. See Exhibit B for the Landscape Lighting Act District No. 22 (1972 Act) Assessments by Zone.

For example, a Zone that only has single-family residence parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount per Unit (Parcel)}$$

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 24

The following methodology described pertains to the Landscape Lighting Act District No. 24 (1972 Act) herein referred to in this section as LLAD 24. The landscape services provided to all properties within the district boundary have been reviewed to identify the General Benefit and Special Benefit conferred to each parcel.

GENERAL BENEFIT

Articles XIII C and XIII D of the California Constitution require that the benefit to the public at large be identified for any improvements being funded through an assessment district. This so-called "general" benefit may not be assessed to the parcels through an assessment district. The following Method of Apportionment of Assessment for the District analyzes the benefit to the public at large from the landscape improvements provided by the City for the District.

Other residential areas of the City that are not included in an assessment district receive a minimal standard of City-funded landscape maintenance. The standard City landscaping for streets includes minimal median and parkway landscape. The City policy, therefore, is to have homeowner associations or landscaping and lighting districts fund certain landscaping maintenance, enhancements, and servicing. As a result, there is no general benefit from the funded improvements.

SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The

maintenance of landscape improvements within street right-of-way and open space located within the District are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit, and the special benefits associated with the landscaped improvements include:

- The aesthetic desirability of parcels within the District is specifically enhanced by the presence of well-maintained open space, greenbelts, street medians, and frontage landscaping.
- Public rights-of-way with landscaped center medians, trees, and adjacent turf areas maintained by the District provide noise abatement and visual barrier to mitigate the negative impact of streets upon nearby parcels within the District.
- The special benefits derived from the maintenance of these landscape improvements provide environmental enhancement to nearby parcels through erosion control, dust and debris control, and weed abatement for safety.
- Additional special benefits of landscape maintenance are described earlier in this Report.

PARCEL CLASSIFICATION

Residential Parcels within the District all receive direct and special benefit. All of the parcels in this District are residential and each parcel is assigned 1 Assessment Unit per parcel.

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District that benefit from the landscape improvements to their parkway maintenance, similar to other parcels. However, at this time, there are no Public Agency parcels in LLAD 24.

Homeowner's Association and Common Area parcels within the District are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot parcels that cannot be developed. **These 'unbuildable' parcels do not receive a special benefit from the District's improvements and are not assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the parcel owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area property is incidental to the primary residential parcels. Therefore, the assessment will go directly to the source and assess the properties that benefit from the Zone's improvements and maintenance.**

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to each Zone within the District was performed. Specific usage and services were identified by zones of benefit to determine the level of benefit received by each Zone within the District. The District was divided into naturally bounded communities, usually by tracts, but sometimes by street boundaries, and within each community, there is a single residential land use.

The Zones located within the District are as follows:

LLAD 24 Zones			
Archstone Calabasas	Deer Springs	El Encanto	Lone Oak
Mira Monte	Saratoga Hills	Saratoga Ranch	Steeplechase

The assessment per assessment unit is determined by dividing the total aggregate levy by Zone by the number of assessment units in the Zone. The assessment per parcel is determined by multiplying the assessment per assessment unit by the number of units assigned to the parcel. See Exhibit B for the Landscape Lighting Act District No. 24 (1972 Act) Assessments by Zone.

For example, a Zone that only has residential parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount per Unit (Parcel)}$$

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 27

The following methodology described pertains to Landscape Lighting Act District No. 27 (1972 Act) herein referred to in this section as LLAD 27.

GENERAL/SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements within the street right-of-way located within the District are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The special benefits of landscape maintenance are described earlier in this Report.

Other residential areas of the City that are not included in an assessment district receive a minimal standard of City-funded landscape maintenance. The standard City performed landscape for arterial streets in the City includes minimal median and parkway landscape maintenance. The City policy, therefore, is to have fronting property in the District fund the enhanced landscape maintenance, operation, and servicing of arterial streets. The parcels in the District are funding only the cost of their frontage landscape maintenance. As a result, there is no General Benefit from the funded improvements.

SPECIAL BENEFIT - MONT CALABASAS HOA ZONE

The Mont Calabasas HOA Zone special benefit includes the maintenance of landscape within Las Virgenes Road street right-of-way. In addition, the special benefit also includes areas to be maintained by LLAD 27 which are either owned in common or are privately owned and are solely accessible to (or primarily accessible to) owners of the assessed properties, their tenants, and/or guests. These areas have easements granted to LLAD 27 for landscape maintenance purposes.

The local landscape improvements associated within the Mont Calabasas HOA Zone, provide special benefits to the properties within the Mont Calabasas HOA, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within the member homeowner association are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The specific usage and landscape maintenance activities were identified to determine the level of special benefit each property receives within the Mont Calabasas HOA Zone.

PARCEL CLASSIFICATION

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District that benefit from the landscape improvements to their parkway maintenance, similar to other parcels. There are no Public Agency parcels in LLAD 27 at this time.

Homeowner's Association and Common Area parcels within the District that are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot parcels that cannot be developed. These 'unbuildable' parcels do not receive a special benefit from the District's improvements and are not assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the parcel owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area parcel is incidental to the primary residential parcels. Therefore, the assessment will go directly to the source and assess the parcels that benefit from the Zone's improvements and maintenance.

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to zones of benefit within the District was performed. Specific usage and services were identified for each Zone to determine the level of benefit received by each Zone within LLAD 27. The District was divided into naturally bounded neighborhoods, usually by tracts, but sometimes by street boundaries, and each parcel is assigned 1 assessment unit. The Zones are as follows:

LLAD 27 Zones			
Casden Malibu Canyon LP	Las Virgenes Park	Las Virgenes Village	Mont Calabasas

Assessment Formula (Las Virgenes Road)

The following Zones receive special benefit: Casden Malibu Canyon LP, Las Virgenes Park, Las Virgenes Village and Mont Calabasas. The assessment per assessment unit (parcel) is determined by dividing the total aggregate levy by the total number of assessment units (parcels) in the Zones.

Assessment Formula (Mont Calabasas Zone)

Costs of services for maintaining Mont Calabasas landscape of common areas and open space areas located and specific to Mont Calabasas HOA Zone are spread only across the parcels in that Zone. Each developed residential parcel within the Zone is allocated an equal share of costs applicable to that zone. The assessment per assessment unit (parcel) is determined by dividing the total aggregate levy by the total number of assessment units (parcels) in the Zone.

For example, a Zone that only has residential parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount per Unit (Parcel)}$$

Zone Total Assessment Units (Parcels)

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 32

The following methodology described pertains to the Landscape Lighting Act District No. 32 (1972 Act) herein referred to in this section as LLAD 32.

GENERAL/SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within member homeowner associations are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The special benefits of landscape maintenance are described earlier in this Report.

PARCEL CLASSIFICATION

Because there is basically a single land use in the District, commercial, each parcel is assigned 1 assessment unit. The assessment levy is spread equally to each parcel. The only nonconforming land use in the District is related to the Community Center, which is owned by the City of Calabasas and the City of Agoura Hills. The Community Center parcel's frontage landscape will be funded by the District, similar to the commercial properties in the District. Therefore, the Community Center benefits from the assessment and will be assessed as a parcel.

Common Area or Easement parcels within the District include primarily open space parcels that cannot be developed and parking lots that are considered 'unbuildable'. **These parcels do not receive special benefit and will not be assessed.**

In many cases, the common area parcels provide the same use and function that the District funded improvements provide. Furthermore, these parcels are incidental to the primary parcels. Therefore, the assessment will go directly to the source and assess the parcels that benefit from the Districts improvements and maintenance.

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to the District was performed. Specific usage and services were identified to determine the level of benefit each parcel within the District receives. These costs are apportioned to each parcel based on the Special Benefit associated with the type of land use. Two land uses exist in LLAD 32: Commercial and Public Agency (a sheriff station and a community center).

The assessment per assessment unit is determined by dividing the total aggregate levy by parcel by the number of assessment units in the District. The assessment per parcel is determined by multiplying the assessment per assessment unit by the number of units assigned to the parcel. See Exhibit D for the Landscape Lighting Act District No. 32 (1972 Act) Assessments by parcel.

For example, a District that only has commercial land use parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{District Total Levy Amount}}{\text{District Total Assessment Units (Parcels)}} = \text{Assessment Amount per Unit (Parcel)}$$

IV. DISTRICT BUDGET

ESTIMATE OF COSTS

Section 22569 of the 1972 Act requires the Engineer's Report to contain an estimate of the costs of the Improvements including:

- total costs of improvements including incidental expenses,
- the amount of the surplus to be carried over from a previous fiscal year,
- the amount of any contributions to be made from sources other than the assessment,
- the amount, if any, to be collected in annual installments for the estimated cost of improvements,
- the net amount to be assessed within the Assessment District.

Estimates of these amounts are as follows:

Cost of Improvements:

As mentioned earlier, some zones are assessed at fixed annual rate without the CPI adjustment. In such areas, the level of service (i.e., gardening and watering) is reduced so that the costs of providing services does not exceed assessment revenues. For the areas where the CPI adjustments have been approved, an attempt is made to provide the same levels of service from year to year.

The Community Services Department oversees the operation of the landscape maintenance while outside contractors as well as in-house staff are used to maintain these areas. The expenditures are listed in the fiscal year 2018-2019 budget listed below. Contract maintenance expenses are based on actual contractual costs. Water and electricity utility bills and routine supplies are estimated based on current expenditures.

Incidental Expenses:

Incidental expenses to be paid with assessment amounts of the Assessment District for FY 2018-2019 (**"Incidental Expenses"**) are included in the definition of **"incidental expenses"** as defined in Section 22526 of the 1972 Act.

Four types of incidental expenses are included in the costs associated with the Maintenance District: (i) compensation for special counsel providing advice in connection with the establishment of the Maintenance District, (ii) costs of the preparation of this Report, including preparation of plans, specifications, estimates, diagram, and assessment (**"Assessment Engineering"**), (iii) costs associated with printing, advertising, and the giving of published, posted, and mailed notices, including the balloting required by Article XIIIID of the California Constitution, and (iv) compensation payable to the County of Los Angeles for the collection of assessments. The budget shows the total amounts for incidental expenses for Fiscal Year 2018-2019.

Contribution from Other Sources

This is included to subsidize any shortfalls for Zones in the District.

Annual Installments

The entire amount of the net assessment that will be assessed in FY 2018-19.

The estimated budget for Fiscal Year 2018-19 for each District is shown in the table below. The beginning fund balance estimated for July 1, 2018, is projected from 2017-2018 budget year. These fund balances are used to finance all work from July 1, 2018 until June 30, 2019. **The first deposit from the County Assessor's Office to the District's accounts is December 2018.** The projected carryover from FY 2018-19 will be the beginning fund balance for Fiscal Year 2019-2020 and so forth.

City of Calabasas Landscape Act District Nos. 22, 24, 27 & 32				
Sources and Uses for FY 2018-19				
	<u>LLAD 22</u>	<u>LLAD 24</u>	<u>LLAD 27</u>	<u>LLAD 32</u>
<u>Sources</u>				
Beginning Balance (Est.)	\$1,352,000	\$15,700	\$247,500	\$3,600
Benefit Assessment	2,981,430	200,070	276,683	33,136
Other City Funds**	1,000,000			
Interest	20,300	200	3,700	-100
Total Sources	\$5,353,730	\$215,970	\$527,883	\$36,636
<u>Uses</u>				
City Administration Costs (Salaries, Consultants, Incidental Costs, Etc.)	\$130,800	\$11,300	\$4,900	\$3,100
Utilities (Immigration Water & Electrical to Power Irrigation Controllers)	848,000	41,100	9,900	4,300
Maintenance Contracts/Pest Control	1,086,400	64,000	165,600	9,000
Tree Maintenance (Installation, Trimming, Removals)	382,600	24,700	6,800	2,300
Fire Break/ Brush Clearance	153,400	3,300	0	0
General Benefit Landscape Improvements	1,000,000	0	0	0
Total Uses	\$3,601,200	\$144,400	\$187,200	\$18,700
Ending Balance Carryover	\$1,752,530	\$71,575	\$340,683	\$17,936

*Benefit Assessment for LLAD 22 includes the assessment increase for Classic Calabasas Park

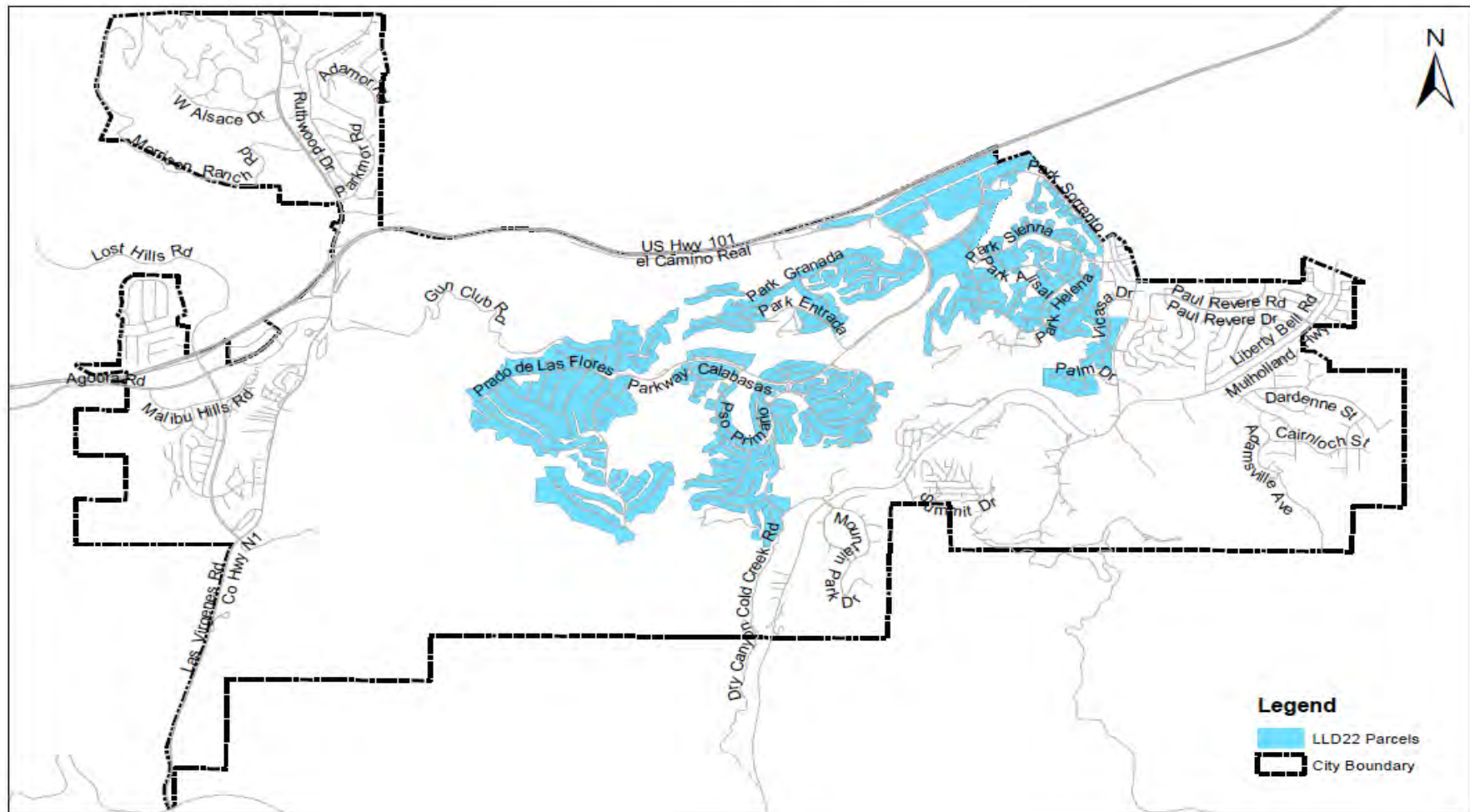
**Other City Funds – funds the maintenance of general benefit landscape improvements. See LLAD No. 22 General Benefit.

The City of Calabasas' Chief Financial Officer provided the FY 2018-19 Budget Sources and Uses and Consumer Price Index increase 2.79%. The detailed records for the costs, utilities, maintenance contracts and other uses are on file at the City of Calabasas

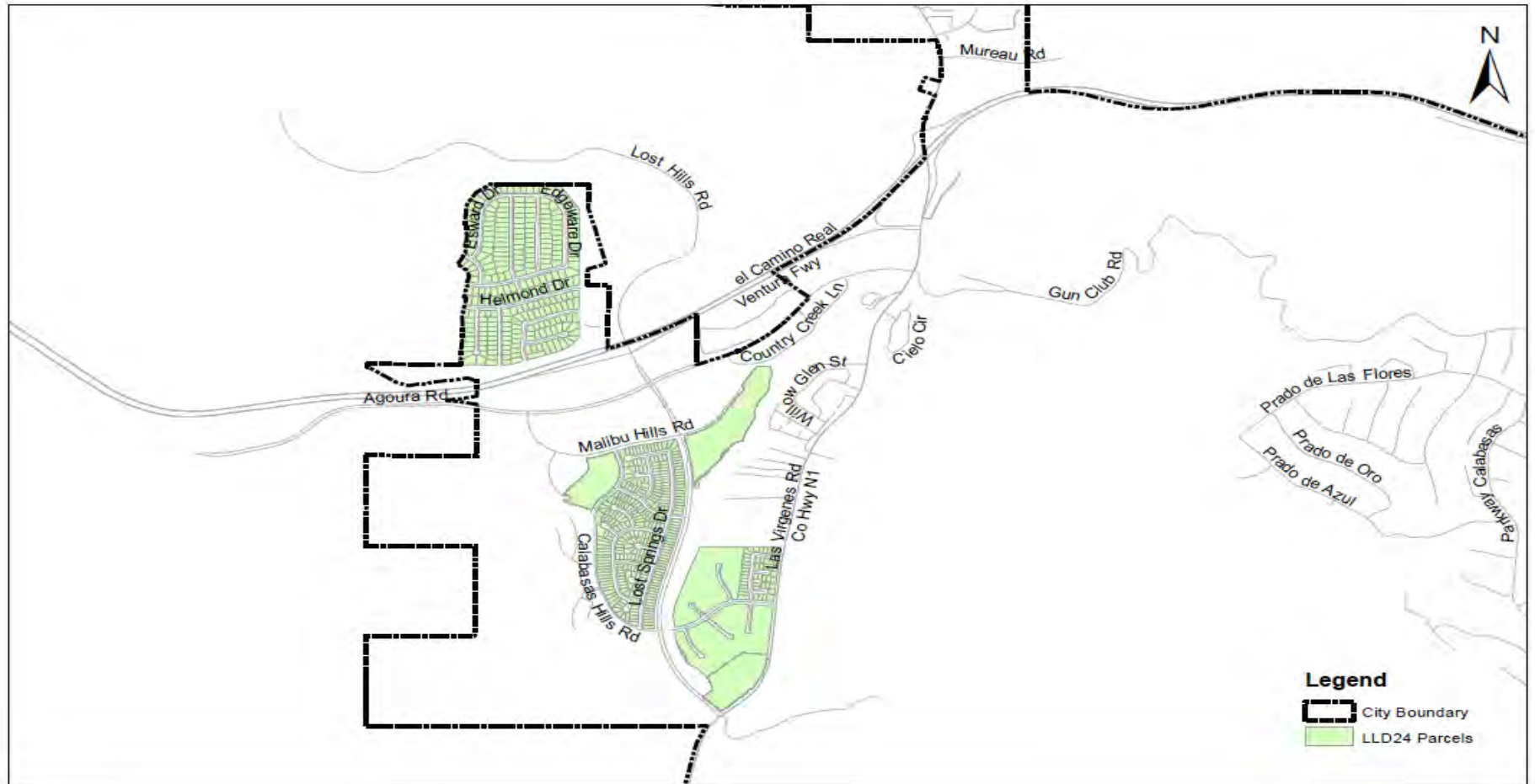
V. DISTRICT BOUNDARY MAPS

Reference is hereby made to the Assessor's Maps of the County of Los Angeles for an exact description of the lines and dimensions of each parcel within the Assessment District.

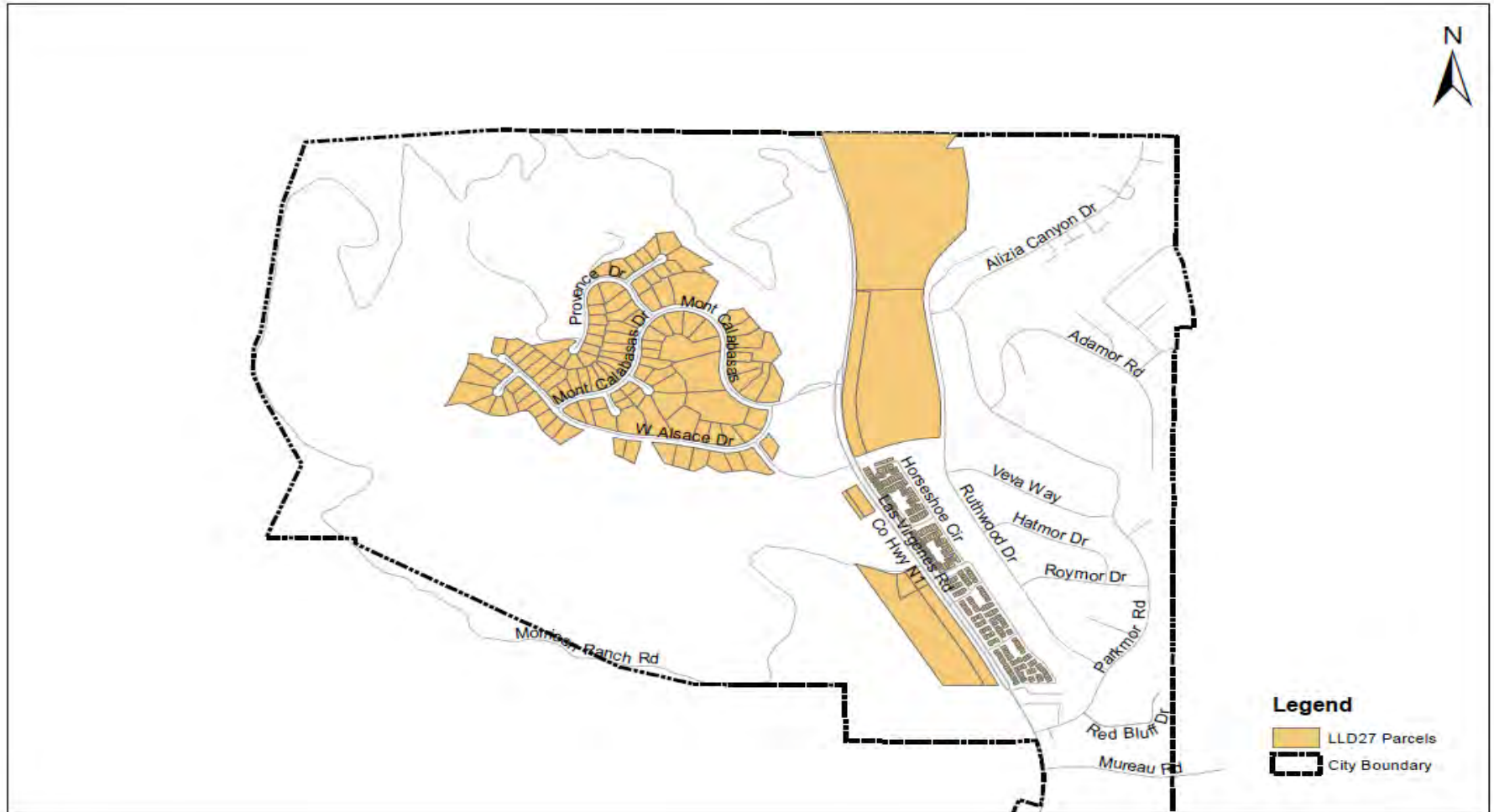
City of Calabasas Landscaping and Lighting District No. 22 Boundary Map



City of Calabasas Landscaping and Lighting District No. 24 Boundary Map



City of Calabasas Landscaping and Lighting District No. 27 Boundary Map



City of Calabasas Landscaping and Lighting District No. 32 Boundary Map

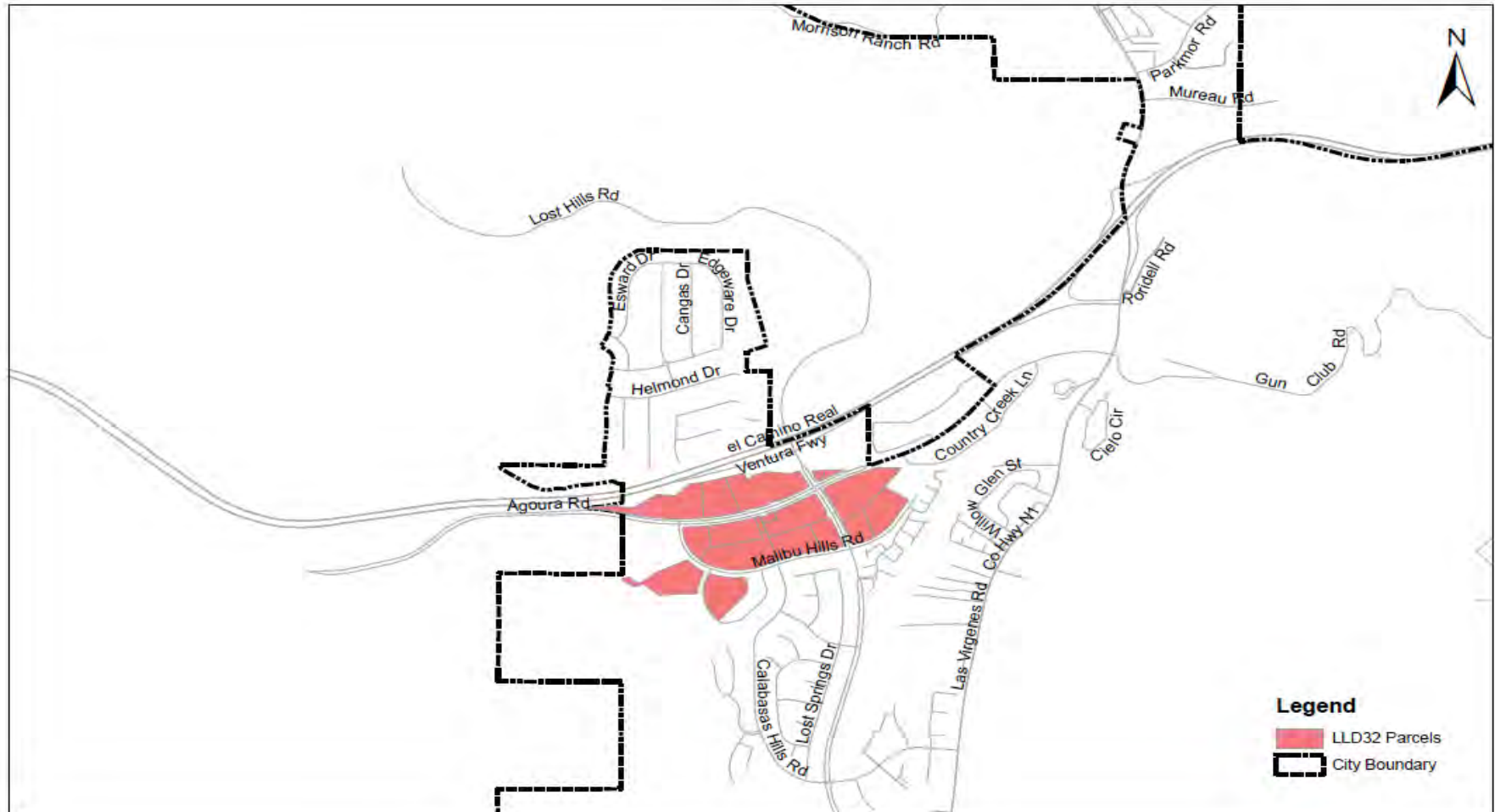


Exhibit A- 2018/2019 ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Los Angeles County Assessor's map for the year in which this Report is prepared.

The land use classification for each parcel has been based on the Los Angeles **County Assessor's Roll**. A listing of parcels assessed within this District, along with the proposed assessment amounts, has been submitted to the City Clerk, under a separate cover, and by reference is made part of this Report.

Annexation of territory to an existing assessment district is provided by the 1972 Act, commencing with Section 22605. The 1972 Act further provides that an assessment district may consist of contiguous or non-contiguous areas. Annexation proceedings are limited to the territory proposed to be annexed. The history of annexations and detachments are listed above under the historical information section page 4.

Exhibit B- Maintenance Costs and Assessment by Zone

Landscape Lighting Act District No. 22

ZONE	FY 18-19 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	No. of Acres	FY 17-18 Asmt. Rate (1.89% CPI Increase)	FY 18-19 Asmt. Rate (2.79% CPI Increase)	Per Parcel/Acre
Bellagio	\$156,294.40	SFR	160		\$950.33	\$976.84	Parcel
Calabasas Country Estates	64,333.38	SFR	37		\$1,691.55	\$1,738.74	Parcel
Calabasas Hills	385,012.60	SFR	490		\$764.42	\$785.74	Parcel
Classic Calabasas Park (1)	409,781.76	SFR	458		\$828.44	\$894.72	Parcel
Calabasas Park Estates	450,351.25	SFR	425		\$1,030.89	\$1,059.65	Parcel
Calabasas Rd Comm / Old Town	33,477.93	Commercial	102	100.758	\$323.24	\$332.26	Acre
Clairidge	133,985.94	SFR	33		\$3,949.98	\$4,060.18	Parcel
Las Villas	120,781.90	SFR	89		\$1,320.27	\$1,357.10	Parcel
Oak Creek	8,149.63	Condo	17		\$466.38	\$479.39	Parcel
Oak Park	184,869.08	Condo	268		\$671.09	\$689.81	Parcel
Palatine	94,288.80	SFR	120		\$764.42	\$785.74	Parcel
The Oaks of Calabasas	438,442.92	SFR	558		\$764.42	\$785.74	Parcel
Vista Pointe	314,091.54	SFR	189		\$1,616.76	\$1,661.86	Parcel
West ridge	187,568.91	SFR	111		\$1,643.95	\$1,689.81	Parcel
TOTAL	\$2,981,430.04		3,057	100.758			

(1) Classic Calabasas Park FY 18-19 rate reflects prop 218 balloted rate subject to June 2018 Public Hearing. Variance from budget due to county even penny requirement and rounding.

Landscape Lighting Act District No. 24

ZONE	FY 18-19 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	Dwelling Units	FY 17-18 Asmt Rate (1.89% CPI Increase)	FY 18-19 Asmt Rate (2.79% CPI Increase)
Deer Springs	\$44,304.00	Residential	300	300	\$143.68	\$147.68
Steeplechase	35,443.20	Residential	240	240	\$143.68	\$147.68
El Encanto	6,350.24	Residential	43	43	\$143.68	\$147.68
Archstone Calabasas	88,608.00	Residential	2	600	\$143.68	\$147.68
Lone Oak	7,088.64	Residential	48	48	\$143.68	\$147.68
Mira Monte (Tract 52150)	5,021.12	Residential	34	34	\$143.68	\$147.68
District 24 Subtotal	\$186,815.20		667	1265		
Saratoga Ranch	\$2,405.53	Residential	49	49	\$47.76	\$49.09
Saratoga Springs	10,849.44	Residential	221	221	\$47.76	\$49.09
Saratogas Subtotal	\$13,254.98		270	270		
District Total	\$200,070.18		937	1535		

Variance from budget due to county even penny requirement and rounding.

Landscape Lighting Act District No. 27

ZONE	FY 18-19 Maintenance Cost & Benefit Assessment	No. of Parcels	FY 17-18 Asmt Rate (1.89% CPI Increase)	FY 18-19 Asmt Rate (2.79% CPI Increase)
Casden Malibu Canyon	\$331.32	3	\$107.44	\$110.44
Las Virgenes Park	15,903.36	144	\$107.44	\$110.44
Las Virgenes Village	17,891.28	162	\$107.44	\$110.44
Mont Calabasas	12,148.40	110	\$107.44	\$110.44
Total	\$46,274.36	419		
ZONE	FY 18-19 Maintenance Cost & Benefit Assessment	No. of Parcels	FY 17-18 Asmt Rate (1.89% CPI Increase)	FY 18-19 Asmt Rate (2.79% CPI Increase)
Mont Calabasas	\$230,411.50	110	\$2,037.80	\$2,094.65
Total Mont Calabasas	\$230,411.50	110		
LLAD Total	\$276,685.86	419.00		

Variance from budget due to county even penny requirement and rounding.

Landscape Lighting Act District No. 32

ZONE	FY 18-19 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	FY 17-18 Asmt Rate (1.89% CPI Increase)	FY 18-19 Asmt Rate (2.79% CPI Increase)
Single Parcels	\$29,454.56	Commercial	16	\$1,790.94	\$1,840.91
Parcel Splits	3,681.80	Commercial	4	\$895.47	\$920.45
TOTAL	\$33,136.36		20		

Variance from budget due to county even penny requirement and rounding.

Exhibit C- Assessment Rates History

Landscape Lighting Act District No. 22

Fiscal Year	Prop 218 Assessment Increases & Annual CPI Increase per Parcel	Bellagio	Calabasas County Estates	Calabasas Hills	Classic Calabasas Park	Calabasas Park Estates	Calabasas Ridge (Detached from District 11-12)	Cal Road Commercial/ Old Town Master Plan Area (Formed 1997-98)	Clairridge (Formed 1996-97)	Creekside (Detached from District 1997-98)	Las Villas	Oak Creek	Oak Park	Palatino	Park Sorrento (Detached from District 2009-10)	The Oaks of Calabasas	The Oaks II (Vacant Land Asmt per acre)	Vista Pointe	Westridge
1995-1996		621.43	621.43	621.43	621.43	621.43	621.43		N/A	621.43	621.43	621.43	621.43	621.43	621.43	621.43	N/A	621.43	621.43
1996-1997		621.43	621.43	621.43	621.43	621.43	621.43		621.43	621.43	621.43	621.43	621.43	621.43	621.43	621.43	N/A	621.43	621.43
1997-1998		621.43	621.43	621.43	621.43	621.43	1023.73	172.92 per acre	2500.00	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	621.43	621.43
1998-1999		621.43	621.43	621.43	621.43	621.43	1023.73	172.92 per acre	2500.00	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	621.43	621.43
1999-2000		621.43	621.43	621.43	621.43	621.43	1023.73	172.92 per acre	2500.00	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	621.43	621.43
2000-2001		621.43	621.43	621.43	621.43	621.43	1023.73	172.92 per acre	2500.00	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	621.43	621.43
2001-2002	Prop 18-Majority Vote	Yes	Yes				Yes	No	Yes									Yes	Yes
2001-2002	Final Assessments	772.56	764.03	621.43	621.43	621.43	1948.37	Not Assessed	3211.15	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2002-2003	Prop 18-Majority Vote							Yes											
2002-2003	Final Assessments	772.56	764.03	621.43	621.43	621.43	1948.37	262.76 per acre	3211.15	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2003-2004		772.56	764.03	621.43	621.43	621.43	1948.37	262.76 per acre	3211.15	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2004-2005		772.56	764.03	621.43	621.43	621.43	1948.37	262.76 per acre	3211.15	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2005-2006		772.56	764.03	621.43	621.43	621.43	1948.37	262.76 per acre	3211.15	NAP	621.43	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2006-2007	Prop 18-Majority Vote										Yes								No
2006-2007	Final Assessments	772.56	764.03	621.43	621.43	761.88	1948.37	262.76 per acre	3211.15	NAP	1073.31	379.12	545.54	621.43	362.78	621.43	19.15	1314.35	779.26
2007-2008	Prop 18-Majority Vote			No	No														
2007-2008	Final Asmts & CPI Inrease for all Zones	805.48	1031.87	647.91	647.91	794.35	2031.40	273.96 per acre	3348.00	NAP	1118.05	395.80	588.79	647.91	378.24	647.91	N/A All land developed- The Oaks	1370.36	812.47
2008-2009	Prop 18-Majority Vote		Yes		Yes	No										No			Yes
2008-2009	Final Asmts & CPI Inrease for all Zones	831.90	1364.87	669.16	700.69	820.40	2098.03	282.95 per acre	3457.81	NAP	155.75	408.25	587.45	669.18	390.65	669.16		1415.31	1439.12
2009-2010	Prop 18-Majority Vote		No																
2009-2010	Final Asmts & CPI Inrease for all Zones	861.27	1413.05	692.78	725.42	849.36	2172.09	292.94 per acre	3579.87	NAP	1196.55	422.66	608.19	692.78	NAP	692.78		1465.27	1439.12
2010-2011	Prop 18-Majority Vote	No	Yes																
2010-2011	Final Asmts for all Zones (no CPI increase)	861.27	1533.05	692.78	725.42	849.36	2172.09	292.94 per acre	3578.87	NAP	1196.55	422.66	608.19	692.78	NAP	692.78		1465.27	1439.12
2011-2012	Asmts for all Zones (no CPI increase)	861.27	1533.05	692.78	725.42	849.36	2172.09	292.94 per acre	3578.87	NAP	1196.55	422.66	608.19	692.78	NAP	692.78		1465.27	1439.12
2011-2012	Survey Ballot Ridge voted to be Removed from LLAD 22						NAP												
2012-2013	Asmts for all Zones (2.67% CSI increase)	884.27	1573.98	711.28	744.79	872.04	NAP	300.76	3675.45	NAP	1228.50	433.95	624.43	711.28	NAP	711.28		1504.39	1529.70
2013-2014	Asmts for all Zones (2.03% CSI increase)	902.22	1805.93	725.72	759.91	978.71	NAP	306.87	3750.06	NAP	1253.44	442.76	637.11	725.72	NAP	725.72		1534.93	1560.75
2013-2014	Prop 18-Majority Vote					YES													
2014-2015	Asmts for all Zones (1.08% CSI increase)	\$911.97	\$1,623.28	\$733.56	\$795.00	\$989.29	NAP	\$310.19	\$3,790.57	NAP	\$1,266.98	\$447.55	\$644.00	\$733.56	NAP	\$733.56		\$1,551.51	\$1,577.61
2014-2015	Prop 18-Majority Vote				Yes														
2015-2016	Asmts for all Zones (1.35% CSI increase)	\$924.29	\$1,645.20	\$743.47	\$805.74	\$1,002.65	NAP	\$314.38	\$3,841.75	NAP	\$1,284.09	\$453.60	\$652.70	\$743.47	NAP	\$743.70		\$1,572.46	\$1,598.91
2016-2017	Asmts for all Zones (0.91% CPI increase)	\$932.70	\$1,880.17	\$750.24	\$813.07	\$1,011.77	NAP	\$317.24	\$3,878.71	NAP	\$1,295.78	\$457.73	\$858.84	\$750.24	NAP	\$750.24		\$1,588.77	\$1,613.46
2017-2018	Asmts for all Zones (1.89% CPI increase)	\$950.33	\$1,915.71	\$764.42	\$828.44	\$1,030.89	NAP	\$323.24	\$3,952.02	NAP	\$1,320.27	\$466.38	\$875.07	\$764.42	NAP	\$764.42		\$1,618.80	\$1,643.95
2018-2019	Asmts for all Zones (2.79% CPI increase)	\$976.84	\$1,969.15	\$785.75	\$851.55	\$1,059.65	NAP	\$332.25	\$4,062.28	NAP	\$1,357.11	\$479.39	\$899.49	\$785.75	NAP	\$785.75		\$1,663.96	\$1,689.82



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MAY 14, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: MAUREEN TAMURI AIA, AICP
COMMUNITY DEVELOPMENT DIRECTOR**

**TOM BARTLETT, AICP
CITY PLANNER**

SUBJECT: INTRODUCTION OF ORDINANCE NO. 2018-366, CORRECTING ERRORS AND INCONSISTENCIES WITHIN THE LAND USE AND DEVELOPMENT CODE (TITLE 17 OF THE CALABASAS MUNICIPAL CODE) BY THE FOLLOWING ACTIONS: 1) AMEND TABLE 2-2 WITHIN SECTION 17.11.010 (PERMITTED LAND USES TABLE) BY ALIGNING PROFESSIONAL MEDICAL OFFICES WITH OTHER PROFESSIONAL OFFICE USES; 2) AMEND TABLE 3-11 (PARKING REQUIREMENTS BY LAND USE) WITHIN SECTION 17.28.040 BY ALIGNING PROFESSIONAL MEDICAL OFFICES WITH OTHER PROFESSIONAL OFFICE USES; AND, AMEND SECTION 17.90.020 (DEFINITIONS) BY ADDING A NEW DEFINITION FOR "PROFESSIONAL MEDICAL OFFICE".

THE ORDINANCE IS EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT REVIEW PURSUANT TO THE PROVISIONS OF §15061(B)(3) AND §15378(B)(5) OF DIVISION 6 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS, THE CEQA GUIDELINES.

MEETING

DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

That the City Council conduct a public hearing and introduce Ordinance No. 2018-366 to correct errors and inconsistencies within the Land Use and Development Code (Title 17 of the Calabasas Municipal Code) by the following actions: 1) amend Table 2-2 within Section 17.11.010 (Permitted Land Uses Table) by aligning professional medical offices with other professional office uses; 2) amend Table 3-11 (Parking Requirements by Land Use) within Section 17.28.040 by aligning professional medical offices with other professional office uses; and, amend Section 17.90.020 (Definitions) by adding a new definition for "Professional Medical Office".

DISCUSSION/BACKGROUND:

In 2007 the City Council adopted Ordinance No. 2007-234 which allowed medical office uses in the Commercial Old Town (CT) zone by CUP (refer to Attachment C). This ordinance amended the Development Code to align professional medical office uses with other office uses relative to the various commercial zoning districts, particularly in regard to the Commercial Old Town (CT) zone. Following the 2030 General Plan adoption in 2008, the Land Use and Development Code was comprehensively updated to align the Code with the new General Plan, and the permitted land use tables were reorganized and reformatted. Table 2-2 was updated accordingly, but in the process it appears that the notation ("C") indicating that medical office uses are conditionally permitted in the CT zone was inadvertently omitted. This has resulted in some confusion when Staff has handled inquiries about the potential for expanding or relocating an existing professional medical office in the CT zone, as well as the City's various other commercial zones.

The proposed amendments to the Development Code are necessary because the current Code mistakenly groups professional medical office uses together with medical clinics and laboratories, instead of categorizing professional medical office uses within the standard professional office land use. As presently written, Table 2-2 in Section 17.11 of the Code lists two office types beneath the subheading "Offices" within the "COMMERCIAL" land use group: "Business" and "Professional". Meanwhile, the table also lists "Medical Office/Clinic/Lab" beneath the "Medical Services" subheading within the "INSTITUTIONAL" land use group. Similarly, within Chapter 17.28 (Parking and Loading), Table 3-11 lists "Offices, business, professional" within the commercial land use group, and under the "Medical Services" subheading the table lists a single use described as "Medical services clinics, medical/dental offices, labs including physical therapists and chiropractors."

The organization of these two tables in the Code leaves the impression that professional offices operated by doctors, dentists, psychologists and other behavioral health professionals, and similar medical professionals are considered to be the same as health clinics, diagnostic laboratories, and surgical centers. Yet, the offices operated by private practice medical professionals actually have more in common with other professional office land uses (such as real estate office, engineering offices, etc.) than with health clinics, diagnostic laboratories, and surgical centers, which are more similar to hospital uses.

By adding a definition of "professional medical office" to Chapter 17.90, and specifying the "professional medical office" use within Table 2-2 and Table 3-11, a more appropriate grouping of the various professional and business offices can be achieved. Attached for consideration by the City Council is the draft Ordinance which would accomplish this objective (see Attachment A).

On May 17, 2018 the Planning Commission conducted a public hearing to consider the proposed Ordinance, and following the hearing the Commission unanimously adopted Planning Commission Resolution No. 2018-668 (Attachment B), recommending to the City Council adoption of the proposed Ordinance,

REQUESTED ACTION:

That the City Council conduct a public hearing, and upon consideration of the staff report, all evidentiary documents, public testimony, and Council discussion, introduce Ordinance No. 2018-366 to correct errors and inconsistencies within the Land Use and Development Code (Title 17 of the Calabasas Municipal Code) by the following actions: 1) amend Table 2-2 within Section 17.11.010 (Permitted Land Uses Table) by aligning professional medical offices with other professional office uses; 2) amend Table 3-11 (Parking Requirements by Land Use) within Section 17.28.040 by aligning professional medical offices with other professional office uses; and, amend Section 17.90.020 (Definitions) by adding a new definition for "Professional Medical Office".

FISCAL IMPACT/SOURCE OF FUNDING:

The proposed ordinance merely corrects deficiencies and incongruences within the existing Development Code, and does not introduce new or expanded obligations on the part of the City, and thus there are no fiscal impacts associated with this action.

ATTACHMENTS:

- A: Ordinance No. 2018-366
- B: Planning Commission Resolution No. 2018-668
- C: Ordinance No. 2007-234

ORDINANCE NO. 2018-366

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING CHAPTERS 17.11, 17.28, AND 17.90 OF THE CALABASAS MUNICIPAL CODE BY: 1) AMENDING TABLE 2-2 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE PERMITTED OFFICE USES IN THE COMMERCIAL-LIMITED (CL) AND COMMERCIAL – BUSINESS (CB) ZONES, AND TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE CONDITIONALLY PERMITTED OFFICE USES IN THE COMMERCIAL – OLD TOWN (CT) ZONE; 2) AMENDING TABLE 3-11 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE OFFICE USES INDICATED FOR REQUIRED MINIMUM OFF-STREET PARKING AT 1 SPACE PER 250 SQUARE FEET; AND ADDING A DEFINITION FOR PROFESSIONAL MEDICAL OFFICE USES.

WHEREAS, the Calabasas 2030 General Plan indicates within Chapter II, *Land Use Element*, that professional office uses are accommodated within the Business – Limited Intensity (B-LI), Business – Retail (B-R), Business – Professional Office (B-PO), Business Park (B-BP), and Business – Old Town (B-OT) land use districts; and,

WHEREAS, offices operated and maintained by medical professionals, such as doctors, psychologists and psychiatrists, ophthalmologists, and dentists, are a typical form of professional office having similar operational characteristics as other professional offices; and,

WHEREAS, it is the desire of the City Council to eliminate inconsistencies and ambiguity within the Land Use and Development Code and to ensure conformance of the Land Use and Development Code with the policies of the General Plan;

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

SECTION 1. CODE AMENDMENT. Section 17.11.010.F within Chapter 17.11 of Title 17 of the Calabasas Municipal Code is hereby amended by adding “Professional Medical Offices” under the heading “Offices” within Table 2-2, Land Use Table, with the indication “P” (meaning Permitted) in the columns corresponding to the PD, CL, CR, CO, CMU, and CB zones, and the indication “C” (meaning Conditionally Permitted) in the column corresponding to the CT zone.

SECTION 2. CODE AMENDMENT. Section 17.28.040.D within Chapter 17.28 of Title 17 of the Calabasas Municipal Code is hereby amended by adding “Professional Medical Offices” to the list of office land uses within Table 3-11, Parking Requirements by Land Use.

SECTION 3. CODE AMENDMENT. Section 17.90.020.P within Chapter 17.90 of Title 17 of the Calabasas Municipal Code is hereby amended by adding the following as a new definition:

“Professional Medical Office” means the business office operated and occupied by a licensed and practicing medical professional, such as a doctor, psychologist, psychiatrist, ophthalmologist, or dentist, and where the practicing medical professional normally consults with, examines and treats patients, and conducts the everyday operational functions of the business. This use does not include medical clinics, surgical centers, and laboratories.

SECTION 4. SEVERABILITY. Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect and, to that end, the provisions hereof are declared to be severable.

SECTION 5. CONSTRUCTION. The City Council intends this Ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this Ordinance shall be construed in light of that intent. To the extent the provisions of the Calabasas Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as it read prior to the adoption of this Ordinance, those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 6. ENVIRONMENTAL DETERMINATION. The City Council determines that the following findings reflect the independent judgment of the City Council. The City Council finds that this amendment to the Municipal Code is exempt from California Environmental Quality Act (CEQA). The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that the text amendments will not have a significant effect on the environment, as this ordinance adds an additional step in the public process to review certain larger proposed development projects, but does not authorize any development nor change any applicable development standards. This Ordinance is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

SECTION 8. CERTIFICATION.

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

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2018.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott Howard
Colantuono, Highsmith & Whatley, PC
City Attorney

PLANNING COMMISSION RESOLUTION NO. 2018-668

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CALABASAS RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CALABASAS ADOPTION OF ORDINANCE NO. 2018-366, AMENDING CHAPTERS 17.11, 17.28, AND 17.90 OF THE CALABASAS MUNICIPAL CODE BY: 1) AMENDING TABLE 2-2 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE PERMITTED OFFICE USES IN THE COMMERCIAL-LIMITED (CL) AND COMMERCIAL – BUSINESS (CB) ZONES, AND TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE CONDITIONALLY PERMITTED OFFICE USES IN THE COMMERCIAL – OLD TOWN (CT) ZONE; 2) AMENDING TABLE 3-11 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE OFFICE USES INDICATED FOR REQUIRED MINIMUM OFF-STREET PARKING AT 1 SPACE PER 250 SQUARE FEET; AND ADDING A DEFINITION FOR PROFESSIONAL MEDICAL OFFICE USES.

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

1. Agenda reports prepared by the Community Development Department, including draft Ordinance No. 2018-366.
2. Staff presentation at the public hearing held on May 17, 2018, before the Planning Commission.
3. The City of Calabasas Land Use and Development Code, General Plan, and all other applicable regulations and codes.
4. Public comments, and/or comments from interested parties or organizations, both written and oral, received and/or submitted at, or prior to, the public hearing, supporting and/or opposing the item.
5. All related documents received or submitted at, or prior to, the public hearing.

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

1. On December 10, 2008 the Calabasas City Council approved and adopted the Calabasas 2030 General Plan, which states within the Land Use Element that the Business – Limited Intensity (B-LI), Business – Retail (B-R), Business – Professional Office (B- PO), Business Park (B-BP), and Business – Old Town (B-OT) land use districts all accommodate professional office uses (per Table II-1 on page II-12); and,
2. On February 10, 2010 the Calabasas City Council adopted by Ordinance a comprehensive revision of the City's Land Use and Development Code (Title 17 of the Calabasas Municipal Code), which included a reorganized permitted uses table that inadvertently omitted retention of medical office uses as a conditionally permitted use in the CT zone; and
3. The proposed amendments to Title 17 of the Calabasas Municipal Code (The Land Use and Development Code) will correct the omission noted in finding number 2, above, and will add further clarification regarding professional medical office uses so as to maintain and strengthen the City's zoning ordinance consistent with the 2030 General Plan Land Use Goals and Policies; and
4. Notice of the May 17th, 2018 Planning Commission public hearing was posted at Juan Bautista de Anza Park, the Calabasas Tennis and Swim Center, the Agoura-Calabasas Community Center, Gelson's Market and at Calabasas City Hall; and
5. Notice of the May 17th, 2018 Planning Commission public hearing was published at least ten days prior to the hearing date in the ***Las Virgenes and Calabasas Enterprise*** newspaper; and
6. Notice of the May 17th, 2018 Planning Commission public hearing was mailed or delivered at least ten (10) days prior to the hearing to persons who had requested notice; and
7. Notice of Planning Commission public hearing included the notice requirements set forth in Government Code Sections 65094 and 65009 (b)(2).

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

FINDINGS

Section 17.76.050(B) Calabasas Municipal Code authorizes the Planning Commission to recommend, and the City Council to approve, a Development Code Amendment, provided that the following findings are made:

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

Table II-1 (on page II-12) in the 2030 General Plan provides for a variety of professional office uses in the Business – Limited Intensity (B-LI), Business – Retail (B-R), Business – Professional Office (B- PO), Business Park (B-BP), and Business – Old Town (B-OT) land use districts. These General Plan land use districts align with the following commercial zoning districts:

<u>General Plan Land Use District</u>	<u>Corresponding Zoning District</u>
Business – Limited Intensity	Commercial – Limited (CL)
Business – Retail	Commercial – Retail (CR)
Business – Professional Office	Commercial – Office (CO)
Business Park	Commercial – Business Park (CB)
Business – Old Town	Commercial- Old Town (CT)

Collectively, the proposed amendments to Chapters 17.11, 17.30, and 17.90 for the Land Use and Development Code will clarify that professional office uses include professional medical office uses, and that all such professional office uses are allowed in the above-listed commercial zones (*conditionally* allowed in the CT zone), consistent with the land use districts table (Table II-1) of the General Plan Land Use Element.

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

The proposed development code amendment would not be detrimental to the public interest, health, safety and welfare because it strengthens the Land Use and Development Code by correcting a prior omission, improving readability and internal consistency within the Code, and improving Code consistency with the 2030 General Plan. The proposed amendment does not create new or previously unanticipated land use allowances, and the amendment does not create new or different parking standards for professional office uses.

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

The proposal is exempt from environmental review in accordance with Section 21084 of the California Environmental Quality Act (CEQA), and Sections 15061(b)(3) and 15378(b)(5) of the CEQA Guidelines (General

Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment). The proposed amendment to the Land Use and Development Code will not result in additional development opportunities or any foreseeable environmental impact.

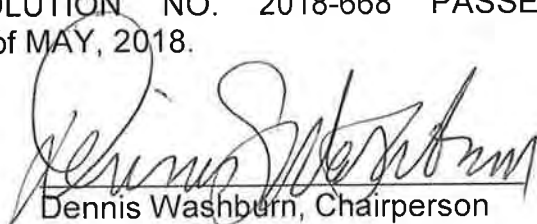
4. The proposed amendment is internally consistent with other applicable provisions of the Development Code.

By aligning all professional office uses within the same land use groupings for both Table 2-2 and Table 3-11, the proposed Development Code amendment strengthens the Land Use and Development Code by improving readability and internal consistency within the Code, while also improving Code consistency with the 2030 General Plan. Additionally, the addition of a definition for "Professional Medical Office Use" within Chapter 17.90 will improve consistency within the Code by reducing ambiguity and eliminating confusion about how professional medical office uses should be classified and reviewed for zoning conformance.

Section 4. In view of all of the evidence, including the staff report and testimony provided at the public hearing, and based on the foregoing findings and conclusions, the Planning Commission hereby recommends to the City Council adoption of Ordinance No. 2018-366 (which is attached hereto as "Attachment 1", and fully incorporated), which amends the Land Use and Development Code (Title 17 of the Calabasas Municipal Code) to correct errors and inconsistencies by the following actions: 1) amend Table 2-2 within Section 17.11.010 (Permitted Land Uses Table) by aligning professional medical offices with other professional office uses; 2) amend Table 3-11 (Parking Requirements by Land Use) within Section 17.28.040 by aligning professional medical offices with other professional office uses; and, amend Section 17.90.020 (Definitions) by adding a new definition for "Professional Medical Office".

Section 5. All documents described in Section 1 of Planning Commission Resolution No. 2018-668 are deemed incorporated by reference as set forth at length.

PLANNING COMMISSION RESOLUTION NO. 2018-668 PASSED,
APPROVED AND ADOPTED this 17th DAY of MAY, 2018.


Dennis Washburn, Chairperson

ATTEST:


City Planner

(for) Maureen Tamuri, AIA, AICP
Community Development Director

APPROVED AS TO FORM:



Matthew Summers
Assistant City Attorney
Colantuono, Highsmith & Whatley, PC

Planning Commission Resolution No. 2018-668, was adopted by the Planning Commission at a regular meeting held May 17, 2018, and that it was adopted by the following vote:

AYES: Chair Mueller, Commissioners Kraut, Fassberg, Sikand and Mueller

NOES: None

ABSENT: None

ABSTAINED None

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

Attachment:

1. **Draft Ordinance No. 2018-366**

DRAFT
ORDINANCE NO. 2018-366

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING CHAPTERS 17.11, 17.28, AND 17.90 OF THE CALABASAS MUNICIPAL CODE BY: 1) AMENDING TABLE 2-2 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE PERMITTED OFFICE USES IN THE COMMERCIAL-LIMITED (CL) AND COMMERCIAL – BUSINESS (CB) ZONES, AND TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE CONDITIONALLY PERMITTED OFFICE USES IN THE COMMERCIAL – OLD TOWN (CT) ZONE; 2) AMENDING TABLE 3-11 TO INCLUDE PROFESSIONAL MEDICAL OFFICE USES AMONG THE OFFICE USES INDICATED FOR REQUIRED MINIMUM OFF-STREET PARKING AT 1 SPACE PER 250 SQUARE FEET; AND ADDING A DEFINITION FOR PROFESSIONAL MEDICAL OFFICE USES.

WHEREAS, the Calabasas 2030 General Plan indicates within Chapter II, *Land Use Element*, that professional office uses are accommodated within the Business – Limited Intensity (B-LI), Business – Retail (B-R), Business – Professional Office (B-PO), Business Park (B-BP), and Business – Old Town (B-OT) land use districts; and,

WHEREAS, offices operated and maintained by medical professionals, such as doctors, psychologists and psychiatrists, ophthalmologists, and dentists, are a typical form of professional office having similar operational characteristics as other professional offices; and,

WHEREAS, it is the desire of the City Council to eliminate inconsistencies and ambiguity within the Land Use and Development Code and to ensure conformance of the Land Use and Development Code with the policies of the General Plan;

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

SECTION 1. CODE AMENDMENT. Section 17.11.010.F within Chapter 17.11 of Title 17 of the Calabasas Municipal Code is hereby amended by adding “Professional Medical Offices” under the heading “Offices” within Table 2-2, Land Use Table, with the indication “P” (meaning Permitted) in the columns corresponding to the PD, CL, CR, CO, CMU, and CB zones, and the indication “C” (meaning Conditionally Permitted) in the column corresponding to the CT zone.

SECTION 2. CODE AMENDMENT. Section 17.28.040.D within Chapter 17.28 of Title 17 of the Calabasas Municipal Code is hereby amended by adding "Professional Medical Offices" to the list of office land uses within Table 3-11, Parking Requirements by Land Use.

SECTION 3. CODE AMENDMENT. Section 17.90.020.P within Chapter 17.90 of Title 17 of the Calabasas Municipal Code is hereby amended by adding the following as a new definition:

"Professional Medical Office" means the business office operated and occupied by a licensed and practicing medical professional, such as a doctor, psychologist, psychiatrist, ophthalmologist, or dentist, and where the practicing medical professional normally consults with, examines and treats patients, and conducts the everyday operational functions of the business. This use does not include medical clinics, surgical centers, and laboratories.

SECTION 4. SEVERABILITY. Should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance shall remain in full force and effect and, to that end, the provisions hereof are declared to be severable.

SECTION 5. CONSTRUCTION. The City Council intends this Ordinance to supplement, not to duplicate or contradict, applicable state and federal law and this Ordinance shall be construed in light of that intent. To the extent the provisions of the Calabasas Municipal Code as amended by this Ordinance are substantially the same as the provisions of that Code as it read prior to the adoption of this Ordinance, those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 6. ENVIRONMENTAL DETERMINATION. The City Council determines that the following findings reflect the independent judgment of the City Council. The City Council finds that this amendment to the Municipal Code is exempt from California Environmental Quality Act (CEQA). The City Council has considered all of the evidence in the record, including the staff reports, the testimony received during the public hearing on the matter held by the City Council, and hereby determines that the text amendments will not have a significant effect on the environment, as this ordinance adds an additional step in the public process to review certain larger proposed development projects, but does not authorize any development nor change any applicable development standards. This Ordinance is therefore exempt from California Environmental Quality Act review pursuant to Title 14, Section 15061(b)(3) of the California Code of Regulations.

SECTION 7. EFFECTIVE DATE. This Ordinance shall take effect thirty days after its adoption pursuant to California Government Code section 36937.

SECTION 8. CERTIFICATION.

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

PASSED, APPROVED AND ADOPTED this ____ day of ____, 2018.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

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

ORDINANCE NO. 2007-234

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALABASAS AMENDING SECTION 17.14.020 OF TITLE 17 OF THE CALABASAS MUNICIPAL CODE TO CONDITIONALLY ALLOW MEDICAL SERVICE USES IN THE COMMERCIAL - OLD TOWN ZONING DISTRICT

THE CITY COUNCIL OF THE CITY OF CALABASAS DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 17.14.020 of Title 17 of the Calabasas Municipal Code (the Development Code), is hereby amended as set forth in the following:

SECTION 2. CODE AMENDMENT. Section 17.14.020 of the Calabasas Municipal Code is hereby amended as follows:

In the section labeled "SERVICE USES" of the table entitled "COMMERCIAL DISTRICTS AND PERMIT REQUIREMENTS", the row entitled "Medical services - clinics and labs" shall include the letter "C" and the footnote "(3) under the column heading "CT".

SECTION 3. SEVERABILITY. If any provision, section, paragraph, sentence or word of this ordinance, or the application thereof to any person or circumstance, is rendered or declared invalid by any court of competent jurisdiction, the remaining provisions, sections, paragraphs, sentences or words of this ordinance, and their application to other persons or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

SECTION 4. CONSTRUCTION. To the extent the provisions of the Calabasas Municipal Code as amended by this ordinance are substantially the same as the provisions of that Code as they read prior to the adoption of this ordinance, they shall be construed as continuations of those prior provisions and not as new enactments.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect thirty days after its passage and adoption pursuant to California Government Code section 36937.

SECTION 6. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published or posted according to law.

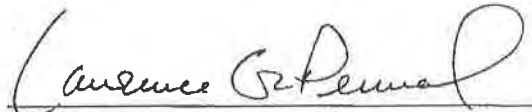
PASSED, APPROVED AND ADOPTED, this 2nd day of May, 2007.


James R. Bozajian, Mayor

ATTEST:


Robin Parker, City Clerk

APPROVED AS TO FORM:


Michael G. Colantuono, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF CALABASAS)

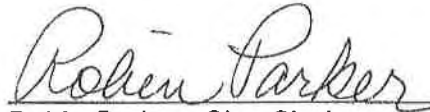
I, **ROBIN PARKER**, City Clerk of the City of Calabasas, California, **DO HEREBY CERTIFY** that the foregoing ordinance, being **Ordinance No. 2007-234** was duly adopted by the City Council of the City of Calabasas, at a regular meeting of the City Council held May 2, 2007, and that it was adopted by the following vote, to wit:

AYES: Mayor Bozajian, Mayor pro Tem Maurer , Councilmembers Groveman, Washburn and Wolfson.

NOES: None.

ABSTAIN: None.

ABSENT: None.



Robin Parker, City Clerk
City of Calabasas, California

Declaration of Posting

I, **SUSAN KOEPPE**, declare that I am an employee of the City of Calabasas, California; that on May 8, 2007 I posted copies of the attached passed and approved **ORDINANCE NO. 2007-234 OF THE CITY COUNCIL OF THE CITY OF CALABASAS AMENDING SECTION 17-14-020 OF TITLE 17 OF THE CALABASAS MUNICIPAL CODE TO CONDITIONALLY ALLOW MEDICAL SERVICE USES IN THE COMMERCIAL-OLD TOWN DISTRICT** declaring the vote of the Calabasas City Council at City Hall, Calabasas Tennis and Swim Center, Juan Bautista de Anza Park and Gelson's Market in the City of Calabasas.

I declare under penalty of perjury that the foregoing is true and correct. Executed in the City of Calabasas, County of Los Angeles, State of California this 8th day of May, 2007.



**SUSAN KOEPPE
EXECUTIVE ASSISTANT**



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MAY 31, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: MAUREEN TAMURI AIA, AICP
COMMUNITY DEVELOPMENT DIRECTOR**

**SUBJECT: ADOPTION OF RESOLUTION NO. 2018-1593, A RESOLUTION OF
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA,
UPDATING THE PLANNING DIVISION FEE SCHEDULE TO ESTABLISH
A FEE FOR COMMUNITY DEVELOPMENT FORUMS**

**MEETING
DATE: JUNE 13, 2018**

SUMMARY RECOMMENDATION:

That the City Council adopt Resolution No. 2018-1593, a Resolution of the City Council of the City of Calabasas, California, updating the Planning Division fee schedule to establish a fee for Community Development Forums.

BACKGROUND:

The City Council adopted Resolution No. 2017-1546 establishing public meetings for large development projects at their meeting of February 22, 2017. After adoption, Staff began two efforts: a) one to codify the Community Development Forum Guidelines, which was completed through Council adoption of Ordinance No. 2018-353 on May 23, 2018, and; b) development of a commensurate fee to cover the cost of administering this activity. The document before you today is staff's assessment of the actual costs in administration of this required program.

DISCUSSION/BACKGROUND

Since adoption of the Community Development Forum Guidelines in February of 2017, numerous projects have conducted Community Development Forums. Those projects include two Forums by New Homes Company for the West Village Project, one by Rob Raznick for the Mixed-use Senior Housing project, one by the applicants for the Westin Hotel project, one by Audi of Calabasas, and one by the owners of the Rancho Pet Kennel property.

Staff activities for the Forums are divided into two areas; Efforts to review and validate code compliance when accepting an application, initiating a project page, and staff efforts, attendance and filming of the second forum. The second forum involves greater staff participation with required Planning and Public Works staff attendance, presentation and question and answer sessions. Follow up also includes material updates to the web sites and filming/archiving of the event by Media Department personnel.

Attachment B to this report is a "time and motion" analysis of hours involved by multiple staff in conducting this code component. The Council may elect to maintain this calculation as the fee, or consider a fee amount which is less than the total presented in the cost analysis.

FISCAL IMPACT/SOURCE OF FUNDING:

The recommended Forum fee has been calculated based on the City's history in administering four projects and six Community Development Forum activities. If adopted, the fee would go into effect 60 days later, and be subject to an annual Cost of Living Adjustment as provided for under Council Resolution No. 2017-1534.

REQUESTED ACTION:

That the City Council adopt Resolution No. 2018-1593, a resolution of the City Council of the City of Calabasas, California, updating the Planning Division fee schedule to establish a fee for Community Development Forums.

ATTACHMENTS:

Attachment A: Resolution No. 2018-1593
Attachment B: CD Forum Fee study

**ITEM 9 ATTACHMENT A
RESOLUTION NO. 2018-1593**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA UPDATING THE PLANNING
DIVISION FEE SCHEDULE TO ESTABLISH A FEE FOR
COMMUNITY DEVELOPMENT FORUMS.**

WHEREAS, Section 17.60.040 of the Municipal Code authorizes the City Council to establish a schedule of fees for permits, amendments and other matters pertaining to the Development Code; and

WHEREAS, recent amendments to the Development Code enacted under Resolution No. 2017-1546 and Ordinance No. 2018-353 establishing requirements for large development projects to hold Community Development Forums have created new permitting requirements for which no application fees yet exist; and

WHEREAS, a fee study was prepared which determined the cost of processing Community Development Forums to be in excess of \$2,300.00, and the fee study was presented to the City Council as an attachment to the Staff report for this item; and

WHEREAS, on June 13, 2018, the City Council held a full and fair Public Hearing pursuant to Section 66016 of the Government Code regarding the establishment of such fees; and

WHEREAS, the City Council desires to establish a Community Development Forum fee in the amount of \$2,300.00 (Two Thousand, Three Hundred Dollars and no cents), and update the Planning Division Fee Schedule to reflect this fee.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF CALABASAS THAT:**

A. An application fee of \$2,300 (Two Thousand, Three Hundred Dollars and no cents) for projects requiring Community Development Forum's as set forth in this Resolution is hereby established.

B. The City Clerk is directed to add this fee to the Planning Division Fee Schedule.

C. The City Council hereby determines that the amount of the fee set forth in this Resolution does not exceed the costs of the services for which the fee is charged.

D. The fee established by this Resolution shall take effect on the sixtieth day following the adoption of this Resolution.

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 13th day of June, 2018.

Fred Gaines, Mayor

ATTEST:

Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

Scott H. Howard
Colantuono, Highsmith, and Whatley, LLC
City Attorney

Item 9 Attachment B

Time And Activity Analysis COMMUNITY DEVELOPMENT FORUM			
STAFF	HOURLY RATE (Burdened)	HOURS	COST
Community Development Director	\$119.10	3	\$357.29
City Planner	\$84.69	3	\$254.07
Senior Planner	\$63.70	6	\$382.17
Planner	\$64.50	4	\$257.99
Associate Planner	\$57.82		
Planning Assistant	\$18.97	2	\$37.95
Executive Assistant II - Planning	\$50.16	1	\$50.16
Building Official	\$79.07		
Senior Building Inspector	\$58.42		
Public Works Director	\$125.55	3	\$376.66
Deputy Public Works Director	\$84.44		
Senior Civil Engineer - Traffic	\$57.98	1	\$57.98
Associate Engineer - Transportation			
Associate Engineer - Land Development	\$43.97	3	\$131.91
Assistant Transportation Planner	\$30.27		
Environmental Services Supervisor	\$70.15		
Media Operations Director	\$119.17		
Media Operations Supervisor			
Senior Media Specialist	\$53.10	5	\$265.49
Public Information Officer	\$36.56	0.5	\$18.28
Executive Assistant I - Media	\$48.23	1	\$48.23
Facility Maintenance Technician II	\$45.34		
Facility Maintenance Technician	\$36.37		
City Attorney	\$250.00	0.25	\$62.50
City Arborist	\$73.36		
Total Staff Time and Cost		32.75	\$2,300.66
<u>Activities:</u> Correspondence and PC comment review, preparation of replies, power point presentaion, agenda preparation & posting, copying, meeting preparation, website posting, meeting attendance, videotaping and editing, document archiving			



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MAY 30, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES

SUBJECT: RECOMMENDATION TO APPROVE AMENDMENT NUMBER 2 EXPANDING THE SCOPE OF SERVICES OF THE EXISTING CHILD CARE, AFTER SCHOOL AND CAMP PROGRAM AGREEMENT WITH LITTLE LEARNERS, LLC TO INCLUDE THE OPERATION OF THE CALABASAS KLUBHOUSE PRESCHOOL PROGRAM

MEETING DATE: JUNE 13, 2018

SUMMARY RECOMMENDATION:

It is recommended that City Council approve amendment number 2 expanding the scope of services of the existing Professional Services Agreement with Little Learners, LLC to include the operation of the Calabasas Klubhouse Preschool Program.

BACKGROUND:

At the April 26, 2018 City Council Meeting, the Council approved an amendment to the existing professional services agreement that allows for expanded services to include both full time and hourly staffing for our state licensed preschool program. When requested by the City on an as needed basis, Little Learners (LL) shall provide both full time and hourly teachers for the Calabasas Klubhouse Preschool in order to bring additional continuity to our program.

With a reduction in full time teaching staff (12 to 7) due to attrition and the City's hiring freeze along with the limitation of 1,000 hours per fiscal year for hourly staff, we have been challenged to hire and retain the qualified, caring and dedicated staff both the parents and administration have become familiar with. This addition to the scope of services with LL will go a long way in providing and retaining both well qualified and committed teaching professionals.

Upon receiving a letter of resignation from our current Preschool Director, April Friedman, after 19 years with the City and Klubhouse Family, staff began to explore current options that we have for a successful and smooth transition. Ms. April was instrumental in our initial licensing process and has been a key player over the years in the success of our program. We have had challenges along the way and Ms. April always put the children first. She ensured that all the children received the very best early education in a safe and nurturing environment. Under Ms. April's leadership, the Klubhouse has grown to be one of the premier Preschool Programs in the area.

As one chapter ends, another begins. Staff believes we have found the perfect solution to carry the Klubhouse well into the future and build upon our amazing program. The City began contracting with Bridget and Carly, the co-owners of LL, in 2003. Since that time they have been operating our State Licensed After School Programs along with our Summer, Winter and Spring Camp Calabasas activities. These programs have flourished over the years and we couldn't be more satisfied.

DISCUSSION:

LL is no stranger to our Preschool Program as we contracted with them five years ago to oversee the operation for a five month period while both Ms. April and Ms. Lidia were out on maternity leave. LL also oversaw our initial afterschool program at the Klubhouse when we shuttled students over to the school from both Bay Laurel and Chaparral Elementary Schools. With that said, staff reached out to Bridget and Carly to gauge their interest and discuss a possible expansion of our partnership. After a profound yes stating their interest, staff began over 40 hours of discussions with Bridget and Carly to go over all aspects of the Klubhouse including past, current and future finances of the program. Upon our initial discussion, staff laid out the importance and understanding that any negotiations going forward must include the full time Supervisor and seven Teachers remaining in place as City employees until such time when the supervisor or an individual teacher elects to end their employment at the school.

The next several areas are items that staff went over extensively with LL to ensure a proper fit for our preschool program and will provide a better understanding of who they are.

Owners Background:

Bridget Nelson has been working with children for 20 years. She holds a BA in Liberal Arts from Mt. St. Mary's University, Los Angeles and a MA in Educational Psychology (with a Specialization in Early Childhood Education) from California State University, Northridge. In addition, Bridget has over 40 units in Child Development and belongs to several professional organizations that relate to the child care field. Additionally, several years ago Bridget became certified in the Handwriting without Tears program which uses multisensory developmentally appropriate strategies, to increase success with early writing skills. Bridget has recently filed her paperwork to obtain her Director Permit (highest level) in Child Development Programs which is issued by the California Department of Education Commission on Teacher Credentialing (CTC). Bridget takes a developmental approach in working with children and loves creating new programs for participants to have meaningful experiences.

Carly Armacost has worked with children for 16 years. She holds a BA in Communications from California State University, Northridge. In addition, Carly has more than 24 units in Early Childhood Education and Administration of Child Care programs. She belongs to National Association for the Education of Young Children (NAEYC) and stays up to date with additional trainings. She recently filed her paperwork to obtain a Child Development Site Supervisor Permit issued by the California Department of Education Commission on Teacher Credentialing (CTC). Carly finds it meaningful to provide quality programs that are ever evolving and support the youth of the community.

Why you got into the field:

Bridget and Carly both grew up working with children beginning with babysitting and after school programs. Bridget also taught preschool from the toddler level through pre-k. Bridget and Carly started working together in 2001 and provided quality after school and seasonal programs to elementary age children. In 2003 they began to offer recreation programs, enrichment classes and seasonal camps within the cities of Calabasas, Malibu and Agoura. After a couple years the main focus was put into the programs in Calabasas. Both women knew that by providing quality programs for children they'd be able to build relationships with those in the community and lead rewarding professional lives. It has always been a desire to expand and offer other programs including preschools because both Bridget and Carly see that there is a need for more quality early childhood programs.

Participants:

Since 2003, LL has served a few thousand children with most of their participants being Calabasas residents. Their after school program has an annual enrollment of 180 in which they average 120 children daily. Summer Camp has an enrollment of 175 children with an average of 95 per day. With these enrollment numbers and Title 22 requirements, LL currently has 22 staff members made up of 19 women and 3 men. Six of the current staff have a Bachelor's Degree and the remainder are pursuing a college degree. All staff are over the age of 18 and are background checked by the FBI, DOJ and other agencies required by Community Care Licensing. All staff are engaged in continued education, participate in staff meetings and attend workshops to further their knowledge.

Philosophy:

LL strives to offer quality programs for young children which support their social, emotional, physical and cognitive development. They are aware that each child develops individually at his/her own pace and they support each child's approach to learning. Through providing a classroom environment that invites children to observe, to be active, to make choices and to experiment they are able to provide opportunities for children to develop a sense of competence and feel cared for. They want to help and insure that each and every child develop a positive sense of self.

Bridget and Carly will promote developmentally appropriate practices within all programs. Learning through play in Early Childhood is a key component. The needs and the developmental stages of children will be taken into consideration when planning the learning environment, activities, and classroom daily routines. Child-directed activities provide an opportunity for children to learn while having some control. When activities are meaningful and relevant, children can make choices regarding what materials they use and how they will use them. These choices empower children to take control of their own learning and to become intrinsically motivated – the most effective and engaging way to learn. Being a “cookie cutter” educator and doing things one way is not acceptable in their programs.

Children's emotional growth will be supported by helping them to identify and properly express their feelings. Children's feelings, even when negative, are accepted and respected. Emotions will be responded to in an empathetic and supportive manner. Young children's abilities to express and regulate emotions are an important part of socio-emotional and cognitive development.

Overall, it will be their goal to provide a safe and well supervised environment for children to play, learn and develop. Staff will be required to participate in staff

meetings, on site workshops and will be given the opportunity for continued education experiences.

They will strive to provide honest and open communication with families. It is always their goal to respect families' feelings and encourage family involvement and feedback; both positive and negative.

Vision for Preschool:

LL will strive to further enhance the foundation at the Klubhouse that has been laid over the past 19 years. Programs must evolve and they will make it a point to keep the high quality of this city program, yet enhance the program by introducing modern practices in Early Childhood Education. The hands on developmental model will continue and they will strive to provide the participants with a solid foundation that prepares the children for future learning. By fostering participants development intellectually, emotionally, socially, cognitively, and physically, they effectively meet the specific needs of each child.

Through exposure, children will continue to learn through hands-on learning experiences, geared to their developmental level. Fostering a community of parents, teachers, staff, students and alumni who enrich one another's lives will be a main goal. By following the California Department of Education Infant/Toddler Curriculum Framework, Guidelines and Foundations, LL will ensure that developmentally appropriate practices are being followed within the youngest classrooms. They will also follow the Guidelines related to preschool age children to ensure that children are exposed to the proper age appropriate tasks. The Department of California developed these standards in 2010 to help Early Childhood Educators "identify and describe the skills, knowledge, and abilities that all California students should be able to master". The different frameworks provide guidance on how to teach the standards. Bridget and Carly will ensure that all staff are trained on the different standards in order to provide proper experiences, activities and environments needed for learning through play. According to the California Department of Education "supporting young children during the preschool years, the foundations are designed to help teachers be intentional and focus their efforts on the knowledge and skills that all young children need to acquire for success in preschool and, later on, in school".

In the years to come they will explore the opportunity to apply for accreditation for the Klubhouse by the NAEYC. Certain criteria must be followed and by working with the staff, school and community LL feels this will take the preschool to the next level. Having an NAEYC accredited school will reflect well upon the City of Calabasas.

Knowledge of Clientele:

The participants of the Klubhouse are not much different from those who attend their after school and seasonal camp programs. Having a diverse socioeconomic makeup of clients gives the school a varied population of participants. Each of the participants over time are viewed as “program family” and their happiness makes the programs a success. Families and community are vital to city programs and they will continue to be respectful of each family’s situations and circumstances. Keeping family’s information private and confidential is a must. Communication in a variety of ways will be done on a regular basis and opportunities for volunteerism will be provided to each of the Klubhouse families.

Knowledge of Kindergarten requirements:

LL works closely with the teachers at Lupin Hill Elementary and provide learning opportunities that align with the curriculum being taught in the Kindergarten classroom. As Early Childhood Educators they will make sure to refer to the Transitional Kindergarten IMPLEMENTATION GUIDE which is a Resource for California Public School District Administrators and Teachers. This guide provides information on what tasks should be met for children entering Kindergarten the following year. Fine motor development and skills will be assessed to make sure each child is ready to graduate and move into Kindergarten.

Knowledge of Licensing:

Both Bridget and Carly are well versed in the Title 22 requirements set forth by the Department of Social Services Community Care Licensing Division. Title 22 requirements are the laws in which licensed preschools and child care programs must abide by in order to operate. Bridget and Carly recently attended a new training module for administrators. Moreover, Bridget and Carly make it a point to review the regulations with staff as things evolve and change. Special forms and trainings for staff have been created in a manner to assist with making sure regulations are being followed.

Financial Parameters:

As discussed earlier, the framework of any deal had to include that all current full time staff (8) remain as City Employees with their current salary/benefits until such time that an employee elects to end their employment with the City.

Little Learners Financial Responsibilities:

1. Reimburse the City on a monthly basis for all current full time employees.
(Salary and Benefits Due the 21st of Each Month)
FY 18/19 *\$46,504.21 per month (August 2018 will be ½ a month)
FY 19/20 *\$48,202.38 per month
FY 20/21 *\$49,952.38 per month
FY 21/22 *\$51,785.71 per month

*If/when any of the eight employees leave, the monthly reimbursement to the City will be reduced by the fully burdened monthly rate of that employee; the above numbers will reflect only the employees that remain so may differ from what is currently presented.

2. Hire under LL Umbrella any subsequent full time or hourly staff required for Title 22 requirements.
3. Pay the full cost of all items currently under the 10-517 Klubhouse Budget to include the following:
 - a. Telephone
 - b. Office Supplies
 - c. Special Department/Program Supplies
 - d. Printing
 - e. Contract Services (Cleaning Services, Security, Minor Repairs, etc.)
 - f. State Mandates (Licensing/Finger-Printing)
 - g. Advertising
 - h. Copier Supplies
 - i. Custodial Supplies
 - j. Refunds
 - k. Capital Outlay
4. Pay to the City a Monthly Facility Use Fee as Follows:
(Due the 21st of Each Month)
FY 18/19 \$7,500.00 Monthly (August 2018 Prorated two weeks)
FY 19/20 \$7,800.00 Monthly
FY 20/21 \$8,100.00 Monthly
FY 21/22 \$8,400.00 Monthly

City Financial Responsibilities:

1. Pay the following utilities from the Parks Budget as we do currently:
Electric, Gas/Propane and Water
2. Pay for Landscape Maintenance as we do currently from Landscape Budget.
3. Pay for any major Park/Building Repairs as we do currently from Parks Budget.

4. Pay for items required to maintain a City Park nights and weekends as we currently do from Parks Budget.

The attached memo (Exhibit A) went out to all current and future families. A meet and greet has also been scheduled for Tuesday, June 5th (Exhibit B) with staff and parents to introduce LL and discuss the upcoming change.

LL will be working very closely with staff over the next couple of months as we move through this transitional process and preparing for the beginning of the 18/19 school year. This amendment will commence on August 20, 2018

FISCAL IMPACT/SOURCE OF FUNDING:

Little Learners shall reimburse the City on a monthly basis for the full cost of salary and benefits for the current Preschool Supervisor and seven full time Teachers.

Little Learners shall pay a monthly facility use fee to the City.

Division 10-517 (Klubhouse Preschool) will become idle within the City Budget beginning August 20, 2018.

The City will stop paying for hourly Preschool Staff

The City will stop collecting tuition/program fees for the preschool

REQUESTED ACTION:

It is requested that City Council approve amendment number 2 expanding the scope of services of the existing Professional Services Agreement with Little Learners, LLC to include the operation of the Calabasas Klubhouse Preschool Program.

ATTACHMENTS:

- | | |
|-----------|--|
| Exhibit A | Parent Memorandum - Changes at the Klubhouse |
| Exhibit B | Parent Memorandum - Meet and Greet |
| Exhibit C | Amendment No. 2 to the Little Learners, LLC, Professional Services Agreement |

ITEM 10 EXHIBIT A



May 24, 2018

TO: Calabasas Klubhouse Pre-School Parents
FROM: Jeff Rubin, Director of Community Services
SUBJECT: Important News regarding changes at the Klubhouse

I would like to take this opportunity to pass along some very important news as it relates to the Calabasas Klubhouse Pre-School Program. After 19 years with the City of Calabasas and the Klubhouse Family, Ms. April has given notice that she will be leaving us to explore new opportunities in Nevada with her family. It is with a heavy heart that I write this as Ms. April was instrumental in our initial licensing process and has been a key player over the years in the success of our program. We have had challenges along the way and Ms. April always put the children first. She ensured that all the children received the very best early education in a safe and nurturing environment. Under Ms. April's leadership, the Klubhouse has grown into one of the premier Pre-School Programs in the area. Please stop by the office and wish her the best in her new endeavors. Ms. April's last day will be July 31st.

As one chapter ends, another begins. I believe many of you in the community have heard of Little Learners. The City began contracting with Bridget and Carly, the co-owners of Little Learners in 2004. Since that time they have been operating our State Licensed After School Programs along with our Summer, Winter and Spring Camp Calabasas activities. Staff will be bringing to City Council an amendment to the current Little Learners Agreement for approval on June 13th. It will add the operation of the Calabasas Klubhouse Pre-School Program to their responsibilities with the city. We are very excited with this direction and if approved by Council know that Little Learners will build upon the current success of the Klubhouse program. This change will be with the agreement that all current full time teachers will remain in place until such time when an individual teacher elects to end their employment at the school.

Little Learners is no stranger to our Pre-School Program as we contracted with them five years ago to oversee the operation for a five month period while both Ms. April and Ms. Lidia were out on maternity leave. Little Learners also oversaw our initial afterschool program at the Klubhouse when we brought students over to the school from both Bay Laurel and Chaparral Elementary Schools.

MEMORANDUM

ITEM 10 EXHIBIT A

Following is an introduction to the co-owners of Little Learners:

Bridget Nelson's Education/Background

Bridget Nelson has been working with children for 20 years. She holds a BA in Liberal Arts from Mt. St. Mary's University, Los Angeles and a MA in Educational Psychology (with a Specialization in Early Childhood Education) from California State University, Northridge. In addition, Bridget has over 40 units in Child Development and belongs to several professional organizations that relate to the child care field. Additionally, several years ago Bridget became certified in the Handwriting without Tears program which uses multisensory developmentally appropriate strategies, to increase success with early writing skills. Bridget has recently filed her paperwork to obtain her Director Permit (highest level) in Child Development Programs which is issued by the California Department of Education Commission on Teacher Credentialing (CTC). Bridget takes a developmental approach in working with children and loves creating new programs for participants to have meaningful experiences.

Carly Armacost's Education/Background

Carly Armacost has worked with children for 16 years. She holds a BA in Communications from California State University, Northridge. In addition, Carly has more than 24 units in Early Childhood Education and Administration of Child Care programs. She belongs to NAEYC (National Association for the Education of Young Children) and stays up to date with additional trainings. She recently filed her paperwork to obtain a Child Development Site Supervisor Permit issued by the California Department of Education Commission on Teacher Credentialing (CTC). Carly finds it meaningful to provide quality programs that are ever evolving and support the youth of the community.

Little Learners will be working very closely with staff over the next couple of months as we move through this transitional process and preparing for the beginning of the 18/19 school year. We will be holding a meet and greet with Little Learners during the summer.

Thank you for your continued support of the Calabasas Klubhouse Pre-School Program. If you should have any questions, please feel free to contact me or April.

ITEM 10 EXHIBIT B



May 30, 2018

TO: Calabasas Klubhouse Preschool Parents

FROM: Jeff Rubin, Director of Community Services *JR*

SUBJECT: Meet and Greet Scheduled

As a follow up to my previous memo dated, May 24, 2018 in regard to the resignation of our Preschool Principal, April Friedman, we have scheduled a Meet and Greet with Little Learners. Please join us on Tuesday, June 5th at 9:15am to meet Bridget and Carly, the Co-Owners of Little Learners, and enjoy coffee and pastries.

Bridget and Carly will discuss their background, philosophy and vision for the Klubhouse moving forward and be available to answer any questions you may have. If you are unable to attend the meeting, please email Bridget and Carly at creeksideklubhouse@gmail.com and they will be more than happy to get back to you by email or phone.

Thank you once again for your continued support of the Calabasas Klubhouse Preschool.

MEMORANDUM

ITEM 10 EXHIBIT C

CITY OF CALABASAS
AMENDMENT No. 2 TO LITTLE LEARNERS, LLC. PROFESSIONAL SERVICES AGREEMENT
City of Calabasas/Little Learners, LLC.

This Amendment No. 2 to Agreement, (herein “AMENDMENT”) is made on this ____ day of June, 2018 at Calabasas, California by and between the City of Calabasas, a municipal corporation, 100 Civic Center Way, Calabasas, California 91302 (hereinafter referred to as the “CITY”) and Little Learners, LLC., PO Box 9164, Calabasas, California 91302 (hereinafter referred to as the “CONTRACTOR”).

WITNESSETH

- A. This AMENDMENT to AGREEMENT amends the original AGREEMENT between the CITY and CONTRACTOR dated October 26, 2016 (Contract Term March 1, 2017-February 28, 2022).
- B. CITY and CONTRACTOR desire to amend the AGREEMENT by modifying the Scope of Services as set forth in the AGREEMENT and attached hereto as Exhibit A incorporated herein by this reference.
- C. CITY and CONTRACTOR desire to amend the AGREEMENT by modifying the Fee Schedule as set forth in the AGREEMENT and attached hereto as Exhibit B incorporated herein by this reference.

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

By: _____

Fred Gaines, Mayor

Date: _____

“Contractor”

Little Learners LLC.

By: _____

Bridget Nelson, Owner

Date: _____

By: _____

Carly Armacost, Officer

Date: _____

Attest:

By: _____

Maricela Hernandez, MMC

City Clerk

Date: _____

Approved as to form:

By: _____

Scott H. Howard

Colantuono, Highsmith & Whatley, PC

City Attorney

Date: _____

EXHIBIT A
Scope of Services

To Be Added To Responsibilities of LITTLE LEARNERS:

- A. Beginning August 20, 2018 Little Learners shall take over the operation of the Calabasas Klubhouse Preschool Program.
- B. Beginning August 20, 2018 Little Learners shall be responsible for all costs incurred for the successful operation of the Calabasas Klubhouse Preschool Program as laid out in Exhibit B.

EXHIBIT B

Fee Schedule

To Be Added:

Little Learners Financial Responsibilities:

1. Reimburse the City on a monthly basis for all current full time employees (8).
(Salary and Benefits due the 21st of Each Month)

FY 18/19	* \$46,504.21 per month (August 2018 will be ½ a month and paid in September 2018 with the September Payment)
FY 19/20	* \$48,202.38 per month
FY 20/21	* \$49,952.38 per month
FY 21/22	* \$51,785.71 per month

*If/when any of the eight employees leave the monthly reimbursement to the City will be reduced by the monthly fully burdened rate of that employee; the above monthly numbers will reflect only the employees that remain so may differ from what is currently presented.

2. Hire under Little Learners Umbrella any subsequent full time or hourly staff required for Title 22 requirements and pay the full cost associated with each hire.
3. Pay the full cost of all items currently under Division 10-517 Klubhouse Budget to include the following (The City originally budgeted \$139,100.00 for FY 18/19 and \$143,800.00 for FY 19/20 for items a-k below) :

- a. Telephone
- b. Office Supplies
- c. Special Department/Program/Classroom/Snack Supplies
- d. Printing
- e. Contract Services (Cleaning Services, Security, Instructors, Minor Repairs, etc.)
- f. State Mandates (Licensing/Finger-Printing)
- g. Advertising
- h. Copier Supplies
- i. Custodial Supplies
- j. Refunds
- k. Capital Outlay

4. Pay to the City a Monthly Facility Use Fee as Follows:
(Due the 21st of Each Month)

FY 18/19	\$7,500.00 Monthly (August 2018 Prorated two weeks)
FY 19/20	\$7,800.00 Monthly
FY 20/21	\$8,100.00 Monthly
FY 21/22	\$8,400.00 Monthly

City Financial Responsibilities:

1. Pay the following utilities from the Parks Budget as we do currently:
Electric, Gas/Propane and Water
2. Pay for Landscape Maintenance as we do currently from Landscape Budget.
3. Pay for any major Park/Building Repairs as we do currently from Parks Budget.
4. Pay for items required to maintain a City Park nights and weekends as we currently do from Parks Budget.



Check Register Report

Bank: BANK OF AMERICA - OPERATING
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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<u>Administrative Services</u>					
102038	5/15/2018	US BANK	VISA- IPMA-HR	999.00	Administrative Services
102038	5/15/2018	US BANK	VISA- CORNER BAKERY	251.00	Administrative Services
Total Amount for 2 Line Item(s) from Administrative Services				<u><u>\$1,250.00</u></u>	
<u>Boards and Commissions</u>					
102038	5/15/2018	US BANK	VISA- RALPHS	51.50	Boards and Commissions
Total Amount for 1 Line Item(s) from Boards and Commissions				<u><u>\$51.50</u></u>	
<u>City Attorney</u>					
102058	5/16/2018	COLANTUONO, HIGHSMITH &	GENERAL SERVICES	20,868.37	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	ZEESMAN	19,862.45	City Attorney
102123	5/23/2018	ARCHER NORRIS	PROFESSIONAL SERVICES	5,186.30	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	MISC SPECIAL COUNSEL PROJ	1,100.00	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	LABOR & EMPLOYMENT	1,075.00	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	2015 ANNEXATION	975.50	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	MALIBU CANYON ASSOCIATION	389.50	City Attorney
102058	5/16/2018	COLANTUONO, HIGHSMITH &	IZADI	175.00	City Attorney
Total Amount for 8 Line Item(s) from City Attorney				<u><u>\$49,632.12</u></u>	
<u>City Clerk</u>					
102170	5/23/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	218.89	City Clerk
102038	5/15/2018	US BANK	VISA- ITUNES.COM	6.99	City Clerk
Total Amount for 2 Line Item(s) from City Clerk				<u><u>\$225.88</u></u>	
<u>City Council</u>					
102159	5/23/2018	SCOTT ROEB	CATERING	2,545.88	City Council
102180	5/30/2018	BOZAJIAN/JAMES R.//	REIMB TRAVEL-CCCA CONFERENCE	1,343.57	City Council
102227	5/30/2018	WOODLAND HILLS ROTARY	ROTARY CLUB FUNDRAISER 6/3/18	1,000.00	City Council
102038	5/15/2018	US BANK	VISA- VIEWPOINT FOUNDATION	600.00	City Council
102038	5/15/2018	US BANK	VISA- VIEWPOINT FOUNDATION	300.00	City Council
102207	5/30/2018	NOVELLO/LUCY SCHILLER//	CITY OF CALABASAS SCHOLARSHIP	250.00	City Council





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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
102173	5/30/2018	AHMED/HENNA//	CITY OF CALABASAS SCHOLARSHIP	250.00	City Council
102192	5/30/2018	HELLBERG/JACK//	CITY OF CALABASAS SCHOLARSHIP	250.00	City Council
102230	6/1/2018	WOODLAND HILLS ROTARY	ROTARY CLUB FUNDRAISER 6/3/18	250.00	City Council
102038	5/15/2018	US BANK	VISA- LA PAZ RESTAURANT	240.00	City Council
102038	5/15/2018	US BANK	VISA- LOVI'S DELI	202.48	City Council
102128	5/23/2018	CALABASAS HIGH SCHOOL	DONATIONS	200.00	City Council
102038	5/15/2018	US BANK	VISA- CALABASAS SELF STORAGE	184.00	City Council
102038	5/15/2018	US BANK	VISA- FRESH BROTHERS	149.79	City Council
102060	5/16/2018	CONEJO AWARDS	TILE PLAQUE	135.14	City Council
102038	5/15/2018	US BANK	VISA- FAST FRAME	130.41	City Council
102228	5/30/2018	WOODLAND HILLS ROTARY	ROTARY CLUB FUNDRAISER 6/3/18	125.00	City Council
102038	5/15/2018	US BANK	VISA- KEVIN CORDASCO FOUND	100.00	City Council
102158	5/23/2018	SANTA MONICA MOUNTAINS FUND	SMMF EVENT- 6/3/18	100.00	City Council
102218	5/30/2018	SYLVESTER/CAMILLE//	CITY OF CALABASAS SCHOLARSHIP	83.34	City Council
102218	5/30/2018	SYLVESTER/CAMILLE//	CITY OF CALABASAS SCHOLARSHIP	83.33	City Council
102218	5/30/2018	SYLVESTER/CAMILLE//	CITY OF CALABASAS SCHOLARSHIP	83.33	City Council
102204	5/30/2018	MAIR/ANITA//	REIMB- COUNCIL MTG SUPPLIES	75.48	City Council
102069	5/16/2018	GAINES/FRED//	REIMB EVENT SUPPLIES	71.18	City Council
102069	5/16/2018	GAINES/FRED//	REIMB EVENT SUPPLIES	71.18	City Council
102069	5/16/2018	GAINES/FRED//	REIMB EVENT SUPPLIES	71.18	City Council
102069	5/16/2018	GAINES/FRED//	REIMB EVENT SUPPLIES	71.17	City Council
102069	5/16/2018	GAINES/FRED//	REIMB EVENT SUPPLIES	71.17	City Council
102038	5/15/2018	US BANK	VISA- MALIBU CHAMBERS	45.00	City Council
102038	5/15/2018	US BANK	VISA- THE FOUNDATION	20.00	City Council
102038	5/15/2018	US BANK	VISA- PINGG	10.00	City Council
Total Amount for 31 Line Item(s) from City Council				\$9,112.63	
<u>City Management</u>					
102038	5/15/2018	US BANK	VISA- AMERICA IN BLOOM	1,099.00	City Management
102038	5/15/2018	US BANK	VISA- DOUBLE TREE	627.30	City Management
102038	5/15/2018	US BANK	VISA- CALABASAS CHAMBERS	300.00	City Management
Total Amount for 3 Line Item(s) from City Management				\$2,026.30	
<u>Civic Center O&M</u>					
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,956.48	Civic Center O&M



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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,007.37	Civic Center O&M
102074	5/16/2018	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,845.96	Civic Center O&M
102068	5/16/2018	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	970.74	Civic Center O&M
102068	5/16/2018	G & F LIGHTING SUPPLY CO.	LIGHTING SUPPLIES	944.46	Civic Center O&M
102116	5/16/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	813.63	Civic Center O&M
102132	5/23/2018	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
102132	5/23/2018	CIRCULATING AIR, INC.	HVAC MAINTENANCE	558.50	Civic Center O&M
102105	5/16/2018	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	447.55	Civic Center O&M
102105	5/16/2018	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	361.86	Civic Center O&M
102038	5/15/2018	US BANK	VISA- WALTERS ELECTRIC	290.21	Civic Center O&M
102064	5/16/2018	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- LIBRARY	250.00	Civic Center O&M
102038	5/15/2018	US BANK	VISA- HOME DEPOT	140.07	Civic Center O&M
102038	5/15/2018	US BANK	VISA- HOME DEPOT	66.20	Civic Center O&M
102038	5/15/2018	US BANK	VISA- RALPHS	22.04	Civic Center O&M
102038	5/15/2018	US BANK	VISA- RALPHS	19.69	Civic Center O&M
102038	5/15/2018	US BANK	VISA MALIBU LAUNDRY	13.75	Civic Center O&M
102038	5/15/2018	US BANK	VISA- MALIBU LAUNDRY	8.75	Civic Center O&M
102038	5/15/2018	US BANK	VISA- RITE AID	5.46	Civic Center O&M
Total Amount for 19 Line Item(s) from Civic Center O&M				\$16,281.22	

Community Development

102149	5/23/2018	M6 CONSULTING, INC.	PLAN CHECK SERVICES	36,249.04	Community Development
102213	5/30/2018	RINCON CONSULTANTS INC	ENVIRONMENTAL CONSULTING	16,660.75	Community Development
102049	5/16/2018	CALABASAS CREST LTD	R.A.P.- JUN 2018	6,426.00	Community Development
102189	5/30/2018	DUDEK & ASSOCIATES INC	EIR CONSULTING	1,311.42	Community Development
102189	5/30/2018	DUDEK & ASSOCIATES INC	EIR CONSULTING	1,078.60	Community Development
102189	5/30/2018	DUDEK & ASSOCIATES INC	EIR CONSULTING	865.00	Community Development
102189	5/30/2018	DUDEK & ASSOCIATES INC	EIR CONSULTING	765.00	Community Development
102189	5/30/2018	DUDEK & ASSOCIATES INC	EIR CONSULTING	675.00	Community Development
102063	5/16/2018	DIGITAL MAP PRODUCTS	GIS SUBSCRPT/COMM VIEW	564.48	Community Development
102138	5/23/2018	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	443.50	Community Development
102114	5/16/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	369.63	Community Development
102067	5/16/2018	FLEYSHMAN/ALBERT//	R.A.P.- JUN 2018	218.00	Community Development
102086	5/16/2018	MEDVETSKY/LINA//	R.A.P.- JUN 2018	218.00	Community Development
102075	5/16/2018	HENDERSON/LYN//	R.A.P.- JUN 2018	218.00	Community Development
102102	5/16/2018	SHAHIR/RAHIM//	R.A.P.- JUN 2018	218.00	Community Development



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102117	5/16/2018	YAZDINIAN/SUSAN//	R.A.P.- JUN 2018	218.00	Community Development
102088	5/16/2018	MILES/AUDREY//	R.A.P.- JUN 2018	218.00	Community Development
102084	5/16/2018	LEVY/ESTHER//	R.A.P.- JUN 2018	218.00	Community Development
102098	5/16/2018	RASCOE/JOAN//	R.A.P.- JUN 2018	218.00	Community Development
102138	5/23/2018	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	193.64	Community Development
102038	5/15/2018	US BANK	VISA- MARRIOT HOTEL	170.44	Community Development
102187	5/30/2018	CYBERCOPY	COPY/PRINTING SERVICE	142.95	Community Development
102110	5/16/2018	VALLEY NEWS GROUP	LEGAL ADVERTISING	135.00	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	117.99	Community Development
102038	5/15/2018	US BANK	VISA- CALABASAS SINCLAIR	58.86	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	56.45	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	54.48	Community Development
102187	5/30/2018	CYBERCOPY	COPY/PRINTING SERVICE	49.55	Community Development
102167	5/23/2018	VALLEY NEWS GROUP	LEGAL ADVERTISING	45.00	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	44.62	Community Development
102187	5/30/2018	CYBERCOPY	COPY/PRINTING SERVICE	36.68	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	36.68	Community Development
102136	5/23/2018	CYBERCOPY	COPY/PRINTING SERVICE	36.68	Community Development
102187	5/30/2018	CYBERCOPY	COPY/PRINTING SERVICE	29.84	Community Development
102222	5/30/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	24.04	Community Development
102187	5/30/2018	CYBERCOPY	COPY/PRINTING SERVICE	10.95	Community Development
Total Amount for 36 Line Item(s) from Community Development				\$68,396.27	

Community Services

102120	5/23/2018	A RENTAL CONNECTION	EQUIPMENT RENTAL - ARTS FEST	6,476.22	Community Services
102200	5/30/2018	LA JOLLA BOOKING AGENCY	ENTERTAINMENT- CONCERT	3,000.00	Community Services
102038	5/15/2018	US BANK	VISA- ADVANCED SIGN & BANNER	2,785.68	Community Services
102040	5/16/2018	ACORN NEWSPAPER	ARTS FESTIVAL ADVERTISING	2,275.77	Community Services
102203	5/30/2018	LITTLE LEARNERS LLC	RECREATION INSTRUCTOR	2,275.00	Community Services
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,212.80	Community Services
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,581.85	Community Services
102074	5/16/2018	HAYNES BUILDING SERVICES, LLC	JANITORIAL SERVICES	1,311.37	Community Services
102166	5/23/2018	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	1,254.30	Community Services
102151	5/23/2018	MOMENTUM ACADEMIES	RECREATION INSTRUCTOR	1,235.50	Community Services
102038	5/15/2018	US BANK	VISA- COSTCO	1,022.09	Community Services
102038	5/15/2018	US BANK	VISA- 805 LIVING	1,000.00	Community Services



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102162	5/23/2018	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	986.10	Community Services
102137	5/23/2018	DAILY NEWS	ARTS FEST ADVERTISING	980.48	Community Services
102143	5/23/2018	GUDIS/MATT//	ENTERTAINMENT- JULY 4TH (DEP)	950.00	Community Services
102038	5/15/2018	US BANK	VISA- LOST SPIRITS	924.00	Community Services
102175	5/30/2018	AMERICAN TROPHIES AND AWARDS	T-BALL TROPHIES	890.18	Community Services
102120	5/23/2018	A RENTAL CONNECTION	EQUIPMENT RENTAL - TAC EVENT	798.12	Community Services
102070	5/16/2018	GESAS/HELAIN W.//	RECREATION INSTRUCTOR	798.00	Community Services
102220	5/30/2018	VAROL/DIANA//	RECREATION INSTRUCTOR	787.50	Community Services
102094	5/16/2018	PARKER-ANDERSON ENRICHMENT	RECREATION INSTRUCTOR	784.00	Community Services
102225	5/30/2018	WEINSTOCK/ARLENE//	RECREATION INSTRUCTOR	724.50	Community Services
102038	5/15/2018	US BANK	VISA- CALABASAS SELF STORAGE	658.00	Community Services
102197	5/30/2018	KOBlick/WENDY SUE//	RECREATION INSTRUCTOR	577.50	Community Services
102038	5/15/2018	US BANK	VISA- COFFEE WHOLESAL USA	549.20	Community Services
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- SCHL	548.15	Community Services
102116	5/16/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	546.19	Community Services
102065	5/16/2018	FEDAK II/NICHOLAS//	RECREATION INSTRUCTOR	504.00	Community Services
102107	5/16/2018	STROBER/RENA//	RECREATION INSTRUCTOR	504.00	Community Services
102038	5/15/2018	US BANK	VISA- KNOT & ROPE	452.85	Community Services
102103	5/16/2018	SHOEMAKER/BONNIE//	RECREATION INSTRUCTOR	420.00	Community Services
102194	5/30/2018	JACKMAN/ANITA//	RECREATION INSTRUCTOR	385.00	Community Services
102038	5/15/2018	US BANK	VISA- AMAZON.COM	359.00	Community Services
102038	5/15/2018	US BANK	VISA- CLARK PEST CONTROL	315.00	Community Services
102188	5/30/2018	DNA ELECTRIC	ELECTRICAL REPAIRS	309.00	Community Services
102041	5/16/2018	ALLIANT INSURANCE SERVICES INC	SPECIAL EVENTS INS- SENIOR	306.00	Community Services
102125	5/23/2018	AT&T	TELEPHONE SERVICE	299.10	Community Services
102038	5/15/2018	US BANK	VISA- 7 ELEVEN	289.70	Community Services
102038	5/15/2018	US BANK	VISA- ROADSIDE LUMBER	289.07	Community Services
102224	5/30/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	278.99	Community Services
102181	5/30/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	267.98	Community Services
102134	5/23/2018	COOPERSMITH/MADELYNE//	RECREATION INSTRUCTOR	252.00	Community Services
102071	5/16/2018	GLENDORA	SENIOR EXCURSION	250.00	Community Services
102038	5/15/2018	US BANK	VISA- L.A. COUNTY BEACHES	250.00	Community Services
102096	5/16/2018	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	228.64	Community Services
102038	5/15/2018	US BANK	VISA- TIRE MAN	223.72	Community Services
102079	5/16/2018	JARRETT/RICK//	RECREATION INSTRUCTOR	200.00	Community Services
102038	5/15/2018	US BANK	VISA- PEACH JAR	200.00	Community Services
102038	5/15/2018	US BANK	VISA- SWANK MOTION PICTURES	190.00	Community Services



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102064	5/16/2018	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
102038	5/15/2018	US BANK	VISA- SMART & FINAL	182.90	Community Services
102038	5/15/2018	US BANK	VISA- AQ LIGHTING	182.26	Community Services
102038	5/15/2018	US BANK	VISA- SHINDIGZ	181.48	Community Services
102038	5/15/2018	US BANK	VISA- AMAZON.COM	179.34	Community Services
102051	5/16/2018	CALIFORNIA PARK & RECREATION	MEMBERSHIP RENEWAL- M. HALL	170.00	Community Services
102162	5/23/2018	SO CA MUNI ATHLETIC FEDERATION	CLASS INSURANCE	168.00	Community Services
102062	5/16/2018	DEPARTMENT OF JUSTICE	STAFF FINGERPRINTING APPS	160.00	Community Services
102038	5/15/2018	US BANK	VISA- SANTA BARBARA ZOO	160.00	Community Services
102038	5/15/2018	US BANK	VISA- DIY	159.09	Community Services
102038	5/15/2018	US BANK	VISA- TRADER JOE'S	158.60	Community Services
102038	5/15/2018	US BANK	VISA- HOME DEPOT	154.93	Community Services
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - MAR 18	153.98	Community Services
102038	5/15/2018	US BANK	VISA- DIRECT TV	148.66	Community Services
102038	5/15/2018	US BANK	VISA- PARTY CITY	145.40	Community Services
102105	5/16/2018	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	142.84	Community Services
102038	5/15/2018	US BANK	VISA- LOWES	136.75	Community Services
102160	5/23/2018	SECURAL SECURITY CORP	PATROL CAR SERVICES- DE ANZA	135.00	Community Services
102038	5/15/2018	US BANK	VISA- DOOR DASH	112.96	Community Services
102166	5/23/2018	UNITED SITE SERVICES OF CA INC	PORTABLE TOILET RENTAL	110.80	Community Services
102038	5/15/2018	US BANK	VISA- PEACH JAR	100.00	Community Services
102038	5/15/2018	US BANK	VISA- RIBBONS GALORE	97.98	Community Services
102147	5/23/2018	LAS VIRGENES UNIFIED SCHOOL	FACILITY RENTAL	95.00	Community Services
102038	5/15/2018	US BANK	VISA- DS SERVICES	91.38	Community Services
102038	5/15/2018	US BANK	VISA- POND OUTLET	88.06	Community Services
102095	5/16/2018	PORT-A-STOR INC.	STORAGE - LUPIN HILL	85.00	Community Services
102177	5/30/2018	AT&T	TELEPHONE SERVICE	68.37	Community Services
102038	5/15/2018	US BANK	VISA- UPS STORE	61.00	Community Services
102038	5/15/2018	US BANK	VISA- OFFICE DEPOT	59.09	Community Services
102038	5/15/2018	US BANK	VISA- BOB'S GARDEN	55.00	Community Services
102038	5/15/2018	US BANK	VISA- OTC BRANDS	53.94	Community Services
102055	5/16/2018	CAYNE/STACIE//	RECREATION INSTRUCTOR	52.50	Community Services
102224	5/30/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	46.26	Community Services
102038	5/15/2018	US BANK	VISA- CONSTANT CONTACT	45.00	Community Services
102038	5/15/2018	US BANK	VISA- L.A. DODGERS	40.00	Community Services
102038	5/15/2018	US BANK	VISA- STAPLES	35.55	Community Services
102038	5/15/2018	US BANK	VISA- WEEBLY	35.00	Community Services



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102038	5/15/2018	US BANK	VISA- MALIBU LAUNDRY	35.00	Community Services
102038	5/15/2018	US BANK	VISA- ADVANCED SIGN & BANNER	29.57	Community Services
102038	5/15/2018	US BANK	VISA- AMAZON.COM	28.63	Community Services
102095	5/16/2018	PORT-A-STOR INC.	STORAGE - LUPIN HILL	25.47	Community Services
102038	5/15/2018	US BANK	VISA- AMAZON.COM	25.11	Community Services
102038	5/15/2018	US BANK	VISA- AUGUST MEDIA	19.95	Community Services
102105	5/16/2018	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	16.66	Community Services
102038	5/15/2018	US BANK	VISA- RITE AID	12.84	Community Services
102038	5/15/2018	US BANK	VISA- RALPHS	7.54	Community Services
102038	5/15/2018	US BANK	VISA- CANVA	7.00	Community Services
Total Amount for 96 Line Item(s) from Community Services				\$49,151.44	
Finance					
102038	5/15/2018	US BANK	VISA- HP STORE	529.96	Finance
102038	5/15/2018	US BANK	VISA- KING'S FISH HOUSE	66.47	Finance
102038	5/15/2018	US BANK	VISA- VICTRA	32.76	Finance
Total Amount for 3 Line Item(s) from Finance				\$629.19	
Klubhouse Preschool					
102038	5/15/2018	US BANK	VISA- HOME DEPOT	1,508.69	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- RHYME UNIVERSITY	936.88	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- COSTCO	830.52	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- ACHIEVEMENT PRODUCTS	803.70	Klubhouse Preschool
102224	5/30/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	650.97	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- COSTCO	537.69	Klubhouse Preschool
102096	5/16/2018	PURE HEALTH SOLUTIONS, INC.	WATER SERVICE	533.48	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- BOWLERO	276.77	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- SPROUTS	256.45	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- ACHIEVEMENT PRODUCTS	235.27	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- LAKESHORE LEARNING	223.92	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- TARGET	214.26	Klubhouse Preschool
102177	5/30/2018	AT&T	TELEPHONE SERVICE	159.53	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- DISCOVERY CENTER	150.00	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- FEDEX OFFICE	121.98	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- SHINDIGZ	108.98	Klubhouse Preschool



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102224	5/30/2018	WAXIE SANITARY SUPPLY	JANITORIAL SERVICES	107.94	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- SKY HIGH	100.00	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- GLOWZONE	100.00	Klubhouse Preschool
102038	5/15/2018	US BANK	VISA- DIPLOMA ARTS	20.74	Klubhouse Preschool
Total Amount for 20 Line Item(s) from Klubhouse Preschool				\$7,877.77	

Library

102048	5/16/2018	BIBLIOTHECA, LLC	E-BOOKS	4,004.10	Library
102127	5/23/2018	BIBLIOTHECA, LLC	E-BOOKS	2,594.97	Library
102093	5/16/2018	OCLC, INC.	MEMBERSHIP DUES- APR 2018	705.92	Library
102165	5/23/2018	TIME WARNER CABLE	CABLE MODEM- LIBRARY	647.43	Library
102038	5/15/2018	US BANK	VISA- DELTA AIR	486.40	Library
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	437.79	Library
102076	5/16/2018	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	386.56	Library
102038	5/15/2018	US BANK	VISA- DEMCO	376.55	Library
102141	5/23/2018	GALE CENGAGE LEARNING	E-BOOKS	300.00	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	252.80	Library
102076	5/16/2018	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	208.70	Library
102038	5/15/2018	US BANK	VISA- SUNSHINE POS	165.21	Library
102129	5/23/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
102129	5/23/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	149.88	Library
102038	5/15/2018	US BANK	VISA- SMART & FINAL	146.63	Library
102150	5/23/2018	MIDWEST TAPE	DVD'S-LIBRARY	102.78	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	85.62	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	82.48	Library
102038	5/15/2018	US BANK	VISA- COSTCO	68.96	Library
102045	5/16/2018	BAKER & TAYLOR	BOOKS-LIBRARY	58.59	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	56.90	Library
102126	5/23/2018	BAKER & TAYLOR	BOOKS-LIBRARY	54.62	Library
102100	5/16/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	47.49	Library
102170	5/23/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	43.78	Library
102038	5/15/2018	US BANK	VISA- STAPLES	40.50	Library
102045	5/16/2018	BAKER & TAYLOR	BOOKS-LIBRARY	40.33	Library
102076	5/16/2018	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	39.62	Library
102182	5/30/2018	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- FTG80700	38.10	Library



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102038	5/15/2018	US BANK	VISA- CLA	30.00	Library
102038	5/15/2018	US BANK	VISA- MICHAELS	29.57	Library
102076	5/16/2018	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	26.00	Library
102156	5/23/2018	RECORDED BOOKS, LLC	E- AUDIO BOOKS	24.53	Library
102076	5/16/2018	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	17.70	Library
102038	5/15/2018	US BANK	VISA- RALPHS	11.91	Library
102038	5/15/2018	US BANK	VISA- RITE AID	4.40	Library
Total Amount for 36 Line Item(s) from Library				\$11,973.60	

LMD #22

102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	68,001.69	LMD #22
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	37,028.16	LMD #22
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	35,986.86	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	17,614.17	LMD #22
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	15,757.56	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,648.27	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,000.04	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,925.55	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	8,925.55	LMD #22
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	7,672.86	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	6,742.51	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,954.12	LMD #22
102044	5/16/2018	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	5,528.81	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,895.86	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,651.53	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,632.16	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,440.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,409.00	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,400.00	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	4,389.23	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,000.04	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,843.47	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,660.26	LMD #22
102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,304.86	LMD #22
102050	5/16/2018	CALABASAS PARK HOMEOWNERS ASSO	ANNUAL LAKE INSURANCE	3,210.00	LMD #22
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,133.26	LMD #22



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102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,970.84	LMD #22
102210	5/30/2018	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	2,500.00	LMD #22
102210	5/30/2018	PACIFIC COAST FALCONRY INC.	BIRD CONTROL SERVICES	2,500.00	LMD #22
102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,429.08	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,408.14	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,278.29	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,024.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,838.00	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,545.16	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,449.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,357.00	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,352.17	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,252.83	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,245.08	LMD #22
102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,180.93	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,171.00	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,155.04	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,013.11	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	973.00	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	873.13	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	869.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	840.97	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	816.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	749.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	738.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	725.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	676.00	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	628.35	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	558.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	550.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	549.00	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	549.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	500.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	444.00	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	430.00	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	376.85	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	374.63	LMD #22



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102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	300.00	LMD #22
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	295.01	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	253.00	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	247.74	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	216.31	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	204.00	LMD #22
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	183.84	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	173.69	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	162.31	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	151.18	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	136.00	LMD #22
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	121.11	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	108.65	LMD #22
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	93.04	LMD #22
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	90.58	LMD #22
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	90.00	LMD #22
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	79.37	LMD #22
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	72.09	LMD #22
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	48.01	LMD #22

Total Amount for 82 Line Item(s) from LMD #22

\$342,671.35

LMD #24

102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	9,015.95	LMD #24
102044	5/16/2018	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	7,104.60	LMD #24
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,694.36	LMD #24
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	5.67	LMD #24

Total Amount for 4 Line Item(s) from LMD #24

\$17,820.58

LMD #27

102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,504.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,504.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,504.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,504.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,369.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,104.00	LMD #27



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102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	14,104.00	LMD #27
102089	5/16/2018	MONT CALABASAS ASSOCIATION	LANDSCAPE MAINTENANCE	13,476.98	LMD #27
102044	5/16/2018	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	1,457.63	LMD #27
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	1.42	LMD #27
Total Amount for 10 Line Item(s) from LMD #27				\$115,529.03	
<u>LMD #32</u>					
102044	5/16/2018	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	2,977.34	LMD #32
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	519.71	LMD #32
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.28	LMD #32
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	1.42	LMD #32
Total Amount for 4 Line Item(s) from LMD #32				\$3,523.75	
<u>LMD 22 - Common Benefit Area</u>					
102085	5/16/2018	MARINE BIOCHEMISTS OF CA INC	LAKE MAINTENANCE	11,730.00	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,677.34	LMD 22 - Common Benefit Area
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	8,192.84	LMD 22 - Common Benefit Area
102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	7,758.51	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,739.65	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,101.83	LMD 22 - Common Benefit Area
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,744.00	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,637.95	LMD 22 - Common Benefit Area
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	1,888.48	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,883.51	LMD 22 - Common Benefit Area
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,871.78	LMD 22 - Common Benefit Area
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	880.18	LMD 22 - Common Benefit Area
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	789.00	LMD 22 - Common Benefit Area
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	780.94	LMD 22 - Common Benefit Area
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	763.00	LMD 22 - Common Benefit Area
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	700.33	LMD 22 - Common Benefit Area
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	520.00	LMD 22 - Common Benefit Area
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	465.00	LMD 22 - Common Benefit Area
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	279.05	LMD 22 - Common Benefit Area
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	111.93	LMD 22 - Common Benefit Area
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	91.48	LMD 22 - Common Benefit Area



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102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	49.71	LMD 22 - Common Benefit Area
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	36.38	LMD 22 - Common Benefit Area
Total Amount for 23 Line Item(s) from LMD 22 - Common Benefit Area				\$62,692.89	

Media Operations

102169	5/23/2018	VERIZON WIRELESS	TELEPHONE SERVICE	3,292.28	Media Operations
102043	5/16/2018	AT&T	TELEPHONE SERVICE	1,092.78	Media Operations
102108	5/16/2018	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	1,064.00	Media Operations
102038	5/15/2018	US BANK	VISA- B&H PHOTO	829.95	Media Operations
102104	5/16/2018	SOLID WASTE SOLUTIONS, INC	FILM PERMITS/SERVICES	825.00	Media Operations
102092	5/16/2018	NICKERSON/LAURA//	CTV HOST SERVICES	787.80	Media Operations
102170	5/23/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	720.07	Media Operations
102170	5/23/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	627.64	Media Operations
102087	5/16/2018	MEGAPATH CLOUD COMPANY	DSL SERVICE	450.31	Media Operations
102165	5/23/2018	TIME WARNER CABLE	CABLE MODEM- CITY HALL	424.92	Media Operations
102133	5/23/2018	CLIENTFIRST CONSULTING GRP LLC	IT CONSULTING SERVICES	393.75	Media Operations
102165	5/23/2018	TIME WARNER CABLE	CABLE MODEM- CITY HALL	289.98	Media Operations
102038	5/15/2018	US BANK	VISA- AMAZON.COM	200.53	Media Operations
102052	5/16/2018	CALNET TECHNOLOGY GROUP	LASER FISCHE PORTAL	200.00	Media Operations
102043	5/16/2018	AT&T	TELEPHONE SERVICE	165.13	Media Operations
102073	5/16/2018	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	99.79	Media Operations
102056	5/16/2018	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	87.69	Media Operations
102040	5/16/2018	ACORN NEWSPAPER	CTV ADVERTISING	62.40	Media Operations
102040	5/16/2018	ACORN NEWSPAPER	CTV ADVERTISING	62.40	Media Operations
102040	5/16/2018	ACORN NEWSPAPER	CTV ADVERTISING	62.40	Media Operations
102040	5/16/2018	ACORN NEWSPAPER	CTV ADVERTISING	62.40	Media Operations
102038	5/15/2018	US BANK	VISA- VIMEO	59.95	Media Operations
102038	5/15/2018	US BANK	VISA- ADOBE SYSTEMS	49.99	Media Operations
102038	5/15/2018	US BANK	VISA- CFG	45.00	Media Operations
Total Amount for 24 Line Item(s) from Media Operations				\$11,956.16	

Non-Departmental

102160	5/23/2018	SECURAL SECURITY CORP	PARKING ENFORCEMENT	3,078.46	Non-Departmental
102152	5/23/2018	NEOFUNDS BY NEOPOST	POSTAGE	3,000.00	Non-Departmental
102042	5/16/2018	ART SOUP LA	ART RENTAL	2,353.53	Non-Departmental



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102038	5/15/2018	US BANK	VISA- LIFE STORAGE	2,175.00	Non-Departmental
102054	5/16/2018	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- JME16861	1,843.95	Non-Departmental
102053	5/16/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	1,371.12	Non-Departmental
102222	5/30/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	821.19	Non-Departmental
102181	5/30/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	742.64	Non-Departmental
102038	5/15/2018	US BANK	VISA- COSTCO	732.11	Non-Departmental
102181	5/30/2018	CANON FINANCIAL SERVICES INC	CANON COPIER LEASES	659.79	Non-Departmental
102114	5/16/2018	WAREHOUSE OFFICE & PAPER PROD.	OFFICE SUPPLIES	589.36	Non-Departmental
102038	5/15/2018	US BANK	VISA- YOOX GROUP	423.77	Non-Departmental
102212	5/30/2018	READYREFRESH BY NESTLE	WATER SERVICE	406.72	Non-Departmental
102038	5/15/2018	US BANK	VISA- COSTCO	333.94	Non-Departmental
102038	5/15/2018	US BANK	VISA- COFFEE WHOLESALE USA	243.13	Non-Departmental
102139	5/23/2018	FEDERAL EXPRESS CORP.	COURIER SERVICE	185.34	Non-Departmental
102191	5/30/2018	FEDERAL EXPRESS CORP.	COURIER SERVICE	69.09	Non-Departmental
102130	5/23/2018	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- KZT02095	61.10	Non-Departmental
102038	5/15/2018	US BANK	VISA- AMAZON.COM	58.17	Non-Departmental
102038	5/15/2018	US BANK	VISA- SEARS	40.78	Non-Departmental
102038	5/15/2018	US BANK	VISA- WALMART	37.46	Non-Departmental
102038	5/15/2018	US BANK	VISA- COGNITO	28.00	Non-Departmental
102130	5/23/2018	CANON SOLUTIONS AMERICA, INC	COPIER SVC PROGRAM- MNC09173	25.84	Non-Departmental

Total Amount for 23 Line Item(s) from Non-Departmental

\$19,280.49

Payroll

102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	4,214.57	Payroll
102131	5/23/2018	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102140	5/23/2018	FOLEY/KARYN//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102142	5/23/2018	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102144	5/23/2018	HILL/BOB//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102148	5/23/2018	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102154	5/23/2018	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102171	5/23/2018	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	691.94	Payroll
102153	5/23/2018	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- JUNE 18	58.50	Payroll

Total Amount for 9 Line Item(s) from Payroll

\$9,116.65

Police / Fire / Safety



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102146	5/23/2018	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- APR 2018	373,541.70	Police / Fire / Safety
102146	5/23/2018	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- APR 2018	8,798.58	Police / Fire / Safety
102198	5/30/2018	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- APR 2018	3,576.03	Police / Fire / Safety
102199	5/30/2018	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- VIEWPOINT	2,394.57	Police / Fire / Safety
102199	5/30/2018	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- THE OAKS	823.24	Police / Fire / Safety
102146	5/23/2018	L.A. CO. SHERIFF'S DEPT.	SHERIFF SVCS- APR 2018	387.50	Police / Fire / Safety
102061	5/16/2018	CRASH DATA GROUP INC	DATA RECORDER EQUIPMENT REPAIR	80.48	Police / Fire / Safety
102145	5/23/2018	KUSTOM SIGNALS, INC.	LASER EQUIPMENT REPAIRS	49.20	Police / Fire / Safety
Total Amount for 8 Line Item(s) from Police / Fire / Safety				\$389,651.30	

Public Safety & Emergency Preparedness

102038	5/15/2018	US BANK	VISA- MACKAY COMMUNICATIONS	233.58	Public Safety & Emergency Preparedness
102038	5/15/2018	US BANK	VISA- CORNER BAKERY	65.32	Public Safety & Emergency Preparedness
Total Amount for 2 Line Item(s) from Public Safety & Emergency Preparedness				\$298.90	

Public Works

102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	37,009.51	Public Works
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	17,750.85	Public Works
102221	5/30/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	15,908.59	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	15,795.00	Public Works
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- CIP	14,793.00	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	10,565.52	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	9,149.18	Public Works
102057	5/16/2018	CLEANSTREET INC	MONTHLY SVC - STREET SWEEPING	7,108.84	Public Works
102066	5/16/2018	FERREIRA CONSTRUCTION CO, INC.	STREET REPAIRS	6,188.00	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,227.77	Public Works
102190	5/30/2018	ELECTRO CONSTRUCTION	LIGHT REPAIRS - OLD TOWN	4,089.00	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	4,066.92	Public Works
102196	5/30/2018	JOHN ZGRABLICH CONSTRUCTION	INSPECTION SERVICES	3,630.00	Public Works
102195	5/30/2018	JK ASSOCIATES INC.	ENGINEERING SERVICES	3,622.89	Public Works
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	3,357.50	Public Works
102080	5/16/2018	JK ASSOCIATES INC.	ENGINEERING SERVICES	3,178.86	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	3,034.98	Public Works
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,741.25	Public Works
102039	5/16/2018	ABSOLUTE	BRUSH CLEARANCE SERVICES	2,736.00	Public Works



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102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,617.95	Public Works
102078	5/16/2018	ISSAKHANI/MARINA//	CONSULTING SERVICES	2,450.00	Public Works
102201	5/30/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	2,417.19	Public Works
102206	5/30/2018	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	1,945.00	Public Works
102178	5/30/2018	BAGMASTERS	REUSABLE BAGS	1,839.43	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	1,548.00	Public Works
102226	5/30/2018	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	1,514.00	Public Works
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	1,045.43	Public Works
102077	5/16/2018	IPROMOTEU	PROMOTIONAL ITEMS	855.20	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- OAK	845.00	Public Works
102038	5/15/2018	US BANK	VISA- HOME DEPOT	815.93	Public Works
102206	5/30/2018	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	795.00	Public Works
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	602.66	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARK	560.00	Public Works
102157	5/23/2018	RIVERA/CLARIS//	CONSULTING SERVICES	560.00	Public Works
102157	5/23/2018	RIVERA/CLARIS//	CONSULTING SERVICES	560.00	Public Works
102124	5/23/2018	ARUCAN/KEVIN//	CONSULTING SERVICES	560.00	Public Works
102124	5/23/2018	ARUCAN/KEVIN//	CONSULTING SERVICES	560.00	Public Works
102229	5/30/2018	YIN/JULIE//	CONSULTING SERVICES	560.00	Public Works
102122	5/23/2018	ARC DOCUMENT SOLUTIONS, LLC	COPY/PRINTING SERVICE	492.15	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- OAK	480.00	Public Works
102097	5/16/2018	RAINBOW SIGNS INC	BANNERS/SIGNS	459.90	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.50	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARK	420.00	Public Works
102226	5/30/2018	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	390.00	Public Works
102226	5/30/2018	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	390.00	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	385.00	Public Works
102091	5/16/2018	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING/REMOVAL SVCS	370.00	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- OAK	368.00	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	360.00	Public Works
102038	5/15/2018	US BANK	VISA- HOME DEPOT	355.70	Public Works
102040	5/16/2018	ACORN NEWSPAPER	EARTH DAY ADVERTISING	336.96	Public Works
102040	5/16/2018	ACORN NEWSPAPER	EARTH DAY ADVERTISING	336.96	Public Works
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	291.26	Public Works
102229	5/30/2018	YIN/JULIE//	CONSULTING SERVICES	290.00	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	282.00	Public Works



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102135	5/23/2018	COUNTY OF LOS ANGELES	CONTRACT SERVICES	276.57	Public Works
102219	5/30/2018	VALLEY NEWS GROUP	LEGAL ADVERTISING	250.00	Public Works
102118	5/16/2018	YIN/JULIE//	CONSULTING SERVICES	220.00	Public Works
102168	5/23/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	212.52	Public Works
102118	5/16/2018	YIN/JULIE//	CONSULTING SERVICES	200.00	Public Works
102226	5/30/2018	WILLDAN ASSOCIATES INC.	GRADING & DRAINAGE REVIEW	188.00	Public Works
102038	5/15/2018	US BANK	VISA- GOLDEN OPENINGS	144.11	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	142.00	Public Works
102038	5/15/2018	US BANK	VISA- DIY	120.37	Public Works
102038	5/15/2018	US BANK	VISA- DIY	113.80	Public Works
102112	5/16/2018	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	108.00	Public Works
102038	5/15/2018	US BANK	VISA- MARMALADE CAFE	80.00	Public Works
102038	5/15/2018	US BANK	VISA- HOME DEPOT	51.04	Public Works
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	48.58	Public Works
102038	5/15/2018	US BANK	VISA- BOETHING TREELAND	44.82	Public Works
102038	5/15/2018	US BANK	VISA- LOVI'S DELI	41.00	Public Works
102169	5/23/2018	VERIZON WIRELESS	TELEPHONE SERVICE	38.01	Public Works
102038	5/15/2018	US BANK	VISA- ABM PARKWAY	35.25	Public Works
102038	5/15/2018	US BANK	VISA- APWA	30.00	Public Works
102038	5/15/2018	US BANK	VISA- RITE AID	18.87	Public Works
102038	5/15/2018	US BANK	VISA- ITUNES.COM	2.99	Public Works
Total Amount for 77 Line Item(s) from Public Works				\$200,853.31	

Recoverable / Refund / Liability

102183	5/30/2018	CARDENAS/JOSH//	REFUND BUILDING PERMITS	2,767.15	Recoverable / Refund / Liability
102099	5/16/2018	RAUBER HOMES	REFUND BUILDING PERMIT	1,002.68	Recoverable / Refund / Liability
102209	5/30/2018	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	1,000.00	Recoverable / Refund / Liability
102209	5/30/2018	P&A ADMINISTRATIVE SVCS INC	FSA-MED/DEP CARE REIMBURSEMENT	237.79	Recoverable / Refund / Liability
102208	5/30/2018	OGHANI/MARYAM//	RECREATION REFUND	170.00	Recoverable / Refund / Liability
102193	5/30/2018	HILL/STEVEN//	RECREATION REFUND	170.00	Recoverable / Refund / Liability
102185	5/30/2018	CHEESECAKE FACTORY/THE//	FACILITY RENTAL REFUND	144.00	Recoverable / Refund / Liability
102106	5/16/2018	STATE DISBURSMENT	WAGE GARNISHMENT- 5/11/18	46.15	Recoverable / Refund / Liability
102216	5/30/2018	STATE DISBURSMENT	WAGE GARNISHMENT- 5/25/18	46.15	Recoverable / Refund / Liability
102179	5/30/2018	BARRETT/KEVIN//	REFUND PLANNING PERMIT	23.00	Recoverable / Refund / Liability
102119	5/16/2018	ZATZ/GERALD//	RECREATION REFUND	6.00	Recoverable / Refund / Liability
102099	5/16/2018	RAUBER HOMES	REFUND BUILDING PERMIT	2.00	Recoverable / Refund / Liability



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Total Amount for 12 Line Item(s) from Recoverable / Refund / Liability				\$5,614.92	
<u>Tennis & Swim Center</u>					
102083	5/16/2018	LEISURE CREATIONS	POOL FURNITURE	3,144.60	Tennis & Swim Center
102072	5/16/2018	GONZALES MASONRY	CONCRETE REPAIRS- T&SC	2,600.00	Tennis & Swim Center
102105	5/16/2018	SOUTHERN CALIFORNIA GAS CO	GAS SERVICE	1,945.04	Tennis & Swim Center
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,504.64	Tennis & Swim Center
102059	5/16/2018	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	1,288.27	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- POWER SYSTEMS	896.04	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- NATIONAL GYM SUPPLY	833.63	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- LALA LAND IMPORTS	673.92	Tennis & Swim Center
102059	5/16/2018	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	669.70	Tennis & Swim Center
102184	5/30/2018	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	661.68	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- HOME DEPOT	647.69	Tennis & Swim Center
102082	5/16/2018	LAS VIRGENES MUNICIPAL WATER	WATER SERVICE	610.04	Tennis & Swim Center
102083	5/16/2018	LEISURE CREATIONS	POOL FURNITURE	607.05	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- AMAZON.COM	580.74	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- ARC SERVICES	569.00	Tennis & Swim Center
102113	5/16/2018	VORTEX INDUSTRIES INC	DOOR REPAIRS - T&SC	560.56	Tennis & Swim Center
102205	5/30/2018	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	538.39	Tennis & Swim Center
102205	5/30/2018	MARKET PLAYS PRODUCTIONS	STAFF UNIFORMS	483.76	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- JUNIOR CHALLENGE	443.61	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- AMAZON.COM	409.39	Tennis & Swim Center
102184	5/30/2018	CASCIONE/GAYLENE//	RECREATION INSTRUCTOR	404.36	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- VIVA WHOLESALE	395.50	Tennis & Swim Center
102223	5/30/2018	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	380.68	Tennis & Swim Center
102186	5/30/2018	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	372.52	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- MICHAELS	351.87	Tennis & Swim Center
102059	5/16/2018	COMMERCIAL AQUATIC SVCS INC	POOL SERVICE/REPAIR	340.00	Tennis & Swim Center
102109	5/16/2018	TIME WARNER CABLE	CABLE MODEM/HDTV- T&SC	326.44	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- INDEED	285.78	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- SUPER A CLEANERS	285.00	Tennis & Swim Center
102115	5/16/2018	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	271.88	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- JONAS FITNESS	268.25	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- OFFICE DEPOT	266.03	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- ACME VALLEY KEYS	260.06	Tennis & Swim Center



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102038	5/15/2018	US BANK	VISA- HOME DEPOT	240.89	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- SMART SIGNS	237.56	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- ALLIED BLDG PRODUCTS	236.96	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- AMAZON.COM	231.74	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- JW DOOR CORP	219.00	Tennis & Swim Center
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	211.28	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- CAP LEASING	191.00	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- ROADSIDE LUMBER	190.10	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- CONSTANT CONTACT	100.00	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- MCCALLA CO	91.19	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- SHERWIN WILLIAMS	90.91	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- FENCE FACTORY	80.12	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- SMART & FINAL	71.63	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- MALIBU LAUNDRY	68.75	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- ALBERTSONS	55.85	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- HOUZZ INC.	50.00	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- DIY	44.25	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- USTA	43.00	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- RALPHS	42.24	Tennis & Swim Center
102174	5/30/2018	AIRGAS- WEST	TC HELIUM	42.10	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- HOME DEPOT	33.76	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- LESLIE'S POOL MART	32.83	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- S&S WORLDWIDE	29.53	Tennis & Swim Center
102038	5/15/2018	US BANK	VISA- PYRAMID PIPE & SUPPLY	24.53	Tennis & Swim Center
102047	5/16/2018	BCC	LIFE & DISABILITY INS- MAY 18	20.10	Tennis & Swim Center
Total Amount for 58 Line Item(s) from Tennis & Swim Center				\$26,555.44	

Transportation

102101	5/16/2018	SECURITY PAVING COMPANY INC	LOST HILLS INTERCHANGE PROJ	1,469,127.51	Transportation
102046	5/16/2018	BANK OF SACRAMENTO	LOST HILLS PROJ- RETENTION	77,322.50	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - MAR 18	25,306.87	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - APR 18	19,742.89	Transportation
102155	5/23/2018	PCI	PAVEMENT STRIPING & MARKING	17,203.95	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - MAR 18	13,442.00	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - APR 18	13,148.22	Transportation
102066	5/16/2018	FERREIRA CONSTRUCTION CO, INC.	STREET REPAIRS	12,999.00	Transportation



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102121	5/23/2018	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD SVCS	5,782.24	Transportation
102164	5/23/2018	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,632.68	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	TRANSIT MAINTENANCE	4,252.67	Transportation
102215	5/30/2018	SIEMENS MOBILITY, INC	TRAFFIC SIGN MAINTENANCE	4,212.50	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - MAR 18	3,784.57	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - APR 18	3,318.60	Transportation
102217	5/30/2018	STATEWIDE TRAFFIC SAFETY &	TRAFFIC SIGNS	3,038.32	Transportation
102161	5/23/2018	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	2,739.50	Transportation
102202	5/30/2018	LAS VIRGENES UNIFIED SCHOOL	BEFORE & AFTER SCHOOL AIDES	1,227.60	Transportation
102038	5/15/2018	US BANK	VISA- AMAZON.COM	1,215.55	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE FUEL COST- APR 18	998.91	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - APR 18	946.37	Transportation
102090	5/16/2018	MV TRANSPORTATION, INC.	SHUTTLE SERVICES - MAR 18	547.64	Transportation
102038	5/15/2018	US BANK	VISA- ULINE SHIPPING	518.66	Transportation
102214	5/30/2018	SAFeway SIGN COMPANY	TRAFFIC SIGNS	433.80	Transportation
102163	5/23/2018	SO-CAL PRESSURE WASH	PRESSURE WASHING	400.00	Transportation
102161	5/23/2018	SIEMENS INDUSTRY INC.	TRAFFIC SIGN MAINTENANCE	350.00	Transportation
102172	5/23/2018	WESTERN HIGHWAY PRODUCTS, INC.	TRAFFIC SIGNS	302.44	Transportation
102038	5/15/2018	US BANK	VISA- BATTERIES PLUS	233.91	Transportation
102038	5/15/2018	US BANK	VISA- UNION 76	217.69	Transportation
102038	5/15/2018	US BANK	VISA- SHELL OIL	170.00	Transportation
102081	5/16/2018	LA DWP	TRAFFIC METER SERVICE	142.58	Transportation
102176	5/30/2018	AT&T	TELEPHONE SERVICE	106.98	Transportation
102211	5/30/2018	R P BARRICADE INC	EQUIPMENT RENTAL- LOST HILLS	105.00	Transportation
102038	5/15/2018	US BANK	VISA- CHEVRON	100.00	Transportation
102226	5/30/2018	WILLDAN ASSOCIATES INC.	PUBLIC WORKS SERVICES	97.50	Transportation
102038	5/15/2018	US BANK	VISA- EXXON MOBIL	61.03	Transportation
102038	5/15/2018	US BANK	VISA- EXXON MOBIL	55.34	Transportation
102038	5/15/2018	US BANK	VISA- 7 ELEVEN	37.55	Transportation
102038	5/15/2018	US BANK	VISA- UNION 76	30.00	Transportation
102038	5/15/2018	US BANK	VISA- CALABASAS SINCLAIR	27.55	Transportation
Total Amount for 39 Line Item(s) from Transportation				\$1,688,380.12	
GRAND TOTAL for 632 Line Items				\$3,110,552.81	

TENTATIVE FUTURE AGENDA ITEMS

Department Agenda Headings Agenda Title/Future Agenda

27-Jun

PW	Consent	Adoption of Resolution No. 2018-1581, certifying the result of the assessment ballot proceeding with respect to the proposed increase; and adoption of Resolution No. 2018-1582, approving the final Engineer's Reprt in connection with Landscape Lighting Act District Nos. 22, 24, 27, 32 and confirming diagrams and assessments for such districts for Fiscal Yar 2018-2019
PS	Consent	Adoption of Resolution No. 2018-1587, false alarm service charge
CD	Consent	Budget increase for consultant M VI contract
CD	Consent	Consideration of refund to LVUSD for Blackbird
CD	Consent	Annual Update of the City's Tobacco Retailer Registration Program
CD	Public Hearing	Planning fee increases for commercial and multi-family projects
CD	New Business	Montessori Call for Review
FIN	New Business	Budget presentation
CS	New Business	PRE recommendations regarding Wild Walnut Park Master Plan

Future Items

AS	Consent	Adoption of Resolution No. 2018-____, approving a salary schedule for permanent employees
FIN	Public Hearing	Budget adoption
PS	New Business	Public Safety to review The Oaks Emergency Preparedness and give recommendation Council
CC	Consent	League voting delegate
CC	Consent	Conflict of Interest Code
PW	New Business	Environmental Commission to review rodenticides Resolution
PW	New Business	Plastic bag ordinance review by EC, including cost of bags
PW	New Business	Enviromental Commission recommendation for outreach plan regarding plastic straws, etc.
CD	New Business	Ridgeline discussion
PS	Consent	Approval of Las Virgenes-Malibu COG Multi-Jurisdictional Hazard Mitigation Plan
MO	New Business	CTC review of AM radio

2018 Meeting Dates

11-Jul - Canceled	24-Oct
25-Jul - Canceled	6-Nov - General Municipal Election
8-Aug	14-Nov
22-Aug	28-Nov
12-Sep - Canceled League's Annual Conference	12-Dec - Election Certification/Council Reorganization
26-Sep	26-Dec - Canceled
10-Oct	