



**AGENDA  
SPECIAL MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
VIDEO CONFERENCE**

**Agoura Hills/Calabasas Community Center  
27040 Malibu Hills Road, Activity Room, Calabasas, CA 91301  
Monday, December 6, 2021  
6:30 p.m.**

Join Zoom Meeting

<https://us06web.zoom.us/j/85806458824?pwd=U3hDVTIjN0lSMElYxOG9oNUE5VzRlZz09>

Meeting ID: 858 0645 8824

Passcode: 533971

Call-In Telephone Number: 1-669-900-6833

*Pursuant to Governor Newsom's ongoing state of emergency declaration, this meeting is being conducted utilizing video conferencing and electronic means consistent with AB 361, regarding the COVID-19 pandemic. Members of the Joint Powers Authority Board or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing guidelines, members of the public may observe and offer comment at this meeting telephonically or electronically. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") please contact Amy Brink at [info@ahccc.org](mailto:info@ahccc.org) prior to the meeting for assistance. Emails will be summarized at the meeting.*

**I. CALL TO ORDER**

**II. ROLL CALL**

Chair James Bozajian  
Vice-Chair Deborah Lopez  
Authority Member Jim Bukowski  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Brad Rosenheim  
Authority Member Jerry Viner  
Alternate Member Linda Northrup (Agoura Hills City Council)  
Alternate Member Peter Kraut (Calabasas City Council)  
Alternate Member John Suwara (Calabasas)  
Student Member Ella Dobkousky (Calabasas)  
Student Member Kearston Stepenosky (Calabasas)

**III. SPECIAL PRESENTATIONS**

A. None

**IV. APPROVAL OF AGENDA**

## **V. ORAL COMMUNICATIONS**

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*

## **VI. CONSENT CALENDAR**

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

### **A. Approval of Minutes from August 26, 2021 Regular Meeting**

**STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK**

### **B. Approval of Demand Register for August 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **C. Approval of Treasurer's Report for August 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **D. Approval of Demand Register for September 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **E. Approval of Treasurer's Report for September 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **F. Approval of Demand Register for October 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **G. Approval of Treasurer's Report for October 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

### **H. Approval of Demand Register for November 2021**

**STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS**

**VII. COMMUNITY ALLIANCE REPORT**

A. Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

**VIII. COMMITTEE REPORTS**

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

A. Community Center Renovations Update

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES ERICA GREEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

**XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**

**XII. MATTERS FROM DIRECTORS**

**XI. ADJOURNMENT**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on January 27, 2022 at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during Coronavirus-19 closure.*

**###**



**MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
VIDEO CONFERENCE**  
Agoura Hills/Calabasas Community Center  
27040 Malibu Hills Road, Activity Room, Calabasas, CA 91301  
Thursday, August 26, 2021  
6:30 p.m.

Join Zoom Meeting:  
<https://us06web.zoom.us/j/83448778505?pwd=L29LRnlXbXhJT0E3L0pOZUt5UENmdz09>  
Meeting ID: 834 4877 8505  
Passcode: 051274  
Call-In Telephone Number: 1-669-900-6833

*Pursuant to Governor Newsom's Executive Order N-25-20 and N-29-20, members of the Joint Powers Authority Board or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing guidelines, members of the public may observe and offer comment at this meeting telephonically or electronically. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") please contact Amy Brink at [info@ahccc.org](mailto:info@ahccc.org) prior to the meeting for assistance. Emails will be summarized at the meeting.*

**I. CALL TO ORDER**

**Called to Order at 6:30 p.m.**

**II. ROLL CALL**

**Present JPA Boardmembers:** Chair James Bozajian  
Vice-Chair Deborah Lopez  
Authority Member Jim Bukowski  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Brad Rosenheim  
Authority Member Jerry Viner  
Alternate Member John Suwara (Calabasas)  
Student Member Ella Dobkousky (Calabasas)  
Student Member Kearston Stepenosky (Calabasas)

**Absent:** Alternate Member Linda Northrup (Agoura Hills City Council)  
Alternate Member Peter Kraut (Calabasas City Council)

**Present City Staff:** Melinda Brodsly, Finance Manager (Agoura Hills)  
Amy Brink, Director of Community Services (Agoura Hills)  
Nate Hamburger, City Manager (Agoura Hills)  
Kindon Meik, City Manager (Calabasas)

### III. SPECIAL PRESENTATIONS

A. None

### IV. APPROVAL OF AGENDA Approved 7-0

### V. ORAL COMMUNICATIONS

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*

### VI. CONSENT CALENDAR Approved 7-0

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

#### A. Approval of Minutes from June 24, 2021 Regular Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

#### B. Approval of Demand Register for June 2021

STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS

#### C. Approval of Treasurer's Report for June 2021

STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS

#### D. Approval of Demand Register for July 2021

STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS

#### E. Approval of Treasurer's Report for July 2021

STAFF REFERENCE: AHCCC TREASURER CHRISTY PINUELAS

### VII. COMMUNITY ALLIANCE REPORT

#### A. Community Center Alliance Update **No reportable action.**

REFERENCE: CCA PRESIDENT MATT HELLER

**VIII. COMMITTEE REPORTS**

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

**A. Community Center Renovations Update**

**No reportable action.**

STAFF REFERENCE:           ACTING DIRECTOR OF COMMUNITY SERVICES MARTY HALL  
  DIRECTOR OF COMMUNITY SERVICES AMY BRINK

**B. Annual CJPIA Conference**

**No reportable action.**

STAFF REFERENCE:           ACTING DIRECTOR OF COMMUNITY SERVICES MARTY HALL  
  DIRECTOR OF COMMUNITY SERVICES AMY BRINK

**XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**

**XII. MATTERS FROM DIRECTORS**

**XI. ADJOURNMENT**

**Moved to adjourn at 7:00 p.m.**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on September 23, 2021 at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during Coronavirus-19 closure.*

**###**

**AGOURA HILLS CALABASAS COMMUNITY CENTER**

**Demad Register August thru November**

24265	08/23/21	AZTECA LANDSCAPE	Landscape Maint 7/21	450.00
24266	08/23/21	CHARTER COMMUNICATIONS	Internet 7/21 & 8/21	271.98
24267	08/23/21	DELTA DENTAL	COBRA 8/21	153.87
24268	08/23/21	EMPLOYMENT DEVELOPMENT DEPT.	4/21-6/21 Unemployment Ins	1,490.92
24269	08/23/21	LAS VIRGENES MUNICIPAL WATER	Water Svc 6/8-7/13	615.23
24270	08/23/21	TINA MILLER	Refund	362.00
24271	08/23/21	PYRO-COMM SYSTEMS, INC	Fire Alarm Monitoring	105.00
24272	08/23/21	RICHARDS, WATSON & GERSHON	Legal 5/21	61.80
24273	08/23/21	SOUTHERN CALIFORNIA EDISON	Electricity 7/19-8/16/21	5,503.90
24274	08/25/21	CALIFORNIA JPIA	Property Ins 21-22	19,093.00
24275	08/25/21	DELTA DENTAL	COBRA 9/21	153.87
24276	08/25/21	VSP INSURANCE	COBRA 8/21	115.84
24277	09/23/21	ANIMAL & INSECT PEST MANAGEMEN	Pest Control 7/9	454.00
24278	09/23/21	AZTECA LANDSCAPE	Landscaping Svcs 8/21	450.00
24279	09/23/21	KAISER PERMANENTE	Cobra 9/21	2,013.52
24280	09/23/21	LAS VIRGENES MUNICIPAL WATER	Water Svc.	888.77
24281	09/23/21	PYRO-COMM SYSTEMS, INC	Fire Alarm Maint Agreement	1,133.00
24282	09/23/21	SO CAL GAS COMPANY	Utilities	12.34
24283	09/23/21	SOUTHERN CALIFORNIA EDISON	Electricity	4,288.65
24284	10/21/21	CITY OF AGOURA HILLS	GASB Refund	3,500.00
24285	10/21/21	GLOBAL CUSTOM SECURITY INC.	Security	105.00
24286	10/21/21	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	772.50
24287	10/21/21	SO CALIFORNIA GAS CO.	Utilities 9/3/21-10/6/21	16.27
24288	10/21/21	SOUTHERN CALIFORNIA EDISON	Electricity 9/16-10/17/21	1,419.99
24289	11/17/21	ANIMAL & INSECT PEST MANAGEMEN	Pest Control 10/9/21	454.00
24290	11/17/21	AZTECA LANDSCAPE	Landscaping Svcs. 9/21	900.00
24291	11/17/21	EMPLOYMENT DEVELOPMENT DEPT.	3rd Qtr UI Insurance	1,498.00
24292	11/17/21	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	751.52
24293	11/17/21	SO CALIFORNIA GAS CO.	Utilities 10/6-11/5/21	18.11
EFT-94	11/17/21	CALPERS	GASB 68 Reports	700.0

**Total: 47,753.08**

Investment Report  
For the Month of August 2021

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	0.221%	\$ 54,737.41	67%	\$ 54,737.41
Checking Account	Bank of America	On Demand	0%	\$ 27,094.23	33%	N/A
Petty Cash					0%	N/A
<b>TOTAL COMMUNITY CENTER CASH AND INVESTMENT</b>				<b>\$ 81,831.64</b>	<b>100%</b>	

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandemic.

*Christy Pinuelas*

Christy Pinuelas, Finance Director

November 9, 2021



**AGOURA HILLS CALABASAS COMMUNITY CENTER**

**Demad Register August thru November**

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**Total: 47,753.08**

Investment Report  
For the Month of September 2021

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	0.206%	\$ 54,737.41	75%	\$ 54,737.41
Checking Account	Bank of America	On Demand	0%	\$ 17,853.95	25%	N/A
Petty Cash					0%	N/A
TOTAL COMMUNITY CENTER CASH AND INVESTMENT				\$ 72,591.36	100%	

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandem

*Christy Pinuelas*

Christy Pinuelas, Finance Director

November 9, 2021

**AGOURA HILLS CALABASAS COMMUNITY CENTER**

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EFT-94	11/17/21	CALPERS	GASB 68 Reports	700.0

**Total: 47,753.08**

Investment Report  
For the Month of October 2021

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	0.203%	\$ 54,770.74	82%	\$ 54,770.74
Checking Account	Bank of America	On Demand	0%	\$ 12,040.19	18%	N/A
Petty Cash					0%	N/A
<b>TOTAL COMMUNITY CENTER CASH AND INVESTMENT</b>				<b>\$ 66,810.93</b>	<b>100%</b>	

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandem

*Christy Pinuelas*

Christy Pinuelas, Finance Director

November 30, 2021

**AGOURA HILLS CALABASAS COMMUNITY CENTER**

**Demad Register August thru November**

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EFT-94	11/17/21	CALPERS	GASB 68 Reports	700.0

**Total: 47,753.08**