



**AGENDA
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 25, 2022
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/85203954898?pwd=VWMrOWM0K0JvVEhnYXdJN3V5dnVJQT09>

Meeting ID: 852 0395 4898

Passcode: 445938

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 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 Denis Weber (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. Recognition of Outgoing Authority Member Bukowski

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 June 23, 2022 Special Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

B. Approval of Demand Register for June 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

C. Approval of Treasurer's Report for June 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

D. Approval of Minutes from July 6, 2022 Special Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

E. Approval of Demand Register for July 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

F. Approval of Treasurer's Report for June 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

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 Status Update

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

XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS

XII. MATTERS FROM DIRECTORS

XIII. ADJOURNMENT

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on September 22, 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.

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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, June 23, 2022
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/83133876066?pwd=dmc4bEN4aWhQdGNhYU0xSmc2NzdLZz09>

Meeting ID: 831 3387 6066

Passcode: 359839

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

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I. **CALL TO ORDER**

Call to order at 6:32 p.m.

II. **ROLL CALL**

JPA Boardmembers Present:

Chair Deborah Lopez
Vice-Chair James Bozajian
Authority Member Jim Bukowski
Authority Member Matt Heller
Authority Member Lucy Martin
Authority Member Brad Rosenheim
Authority Member Jerry Viner
Alternate Member Peter Kraut (Calabasas)
Alternate Member John Suwara (Calabasas)
Student Member Ella Dobkousky (Calabasas)

City Staff Present:

Christy Truelsen, AHCCC Treasurer
Amy Brink, Director of Community Services
Kindon Meik, City Manager (Calabasas)

JPA Boardmembers Absent:

Alternate Member Denis Weber (Agoura Hills)
Student Member Kearston Stepenosky (Calabasas)

III. SPECIAL PRESENTATIONS

A. None

IV. APPROVAL OF AGENDA

Approved 7-0

V. ORAL COMMUNICATIONS

None.

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 May 26, 2022 Regular Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

B. Approval of Demand Register for May 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

C. Approval of Treasurer's Report for May 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

VII. COMMUNITY ALLIANCE REPORT

No report given.

A. Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

VIII. COMMITTEE REPORTS

No report given.

IX. OLD BUSINESS

None.

X. NEW BUSINESS

A. FY 2022/23 Budget Adoption

Approved 7-0.

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN
DIRECTOR OF COMMUNITY SERVICES AMY BRINK
DIRECTOR OF COMMUNITY SERVICES ERICA GREEN

- B. First Amendment to Memorandum of Understanding By and Between the Agoura Hills/Calabasas Community Center Joint Powers Authority and the City of Calabasas Regarding Community Center Repairs

Approved 7-0.

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

XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS

None.

XII. MATTERS FROM DIRECTORS

None.

XIII. ADJOURNMENT

Meeting adjourned at 6:48 p.m.

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on July 28, 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.

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AGOURA HILLS CALABASAS COMMUNITY CENTER
 Demand Register June 2022

24338	06/07/22	ANIMAL & INSECT PEST	Pest Control	249.00
24339	06/07/22	AT&T CALNET 2	Internet Access 6/21 - 5/22	4,084.21
24340	06/07/22	AZTECA LANDSCAPE	Landscape Svc. 5/22	450.00
24341	06/07/22	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	755.57
24342	06/07/22	SOUTHERN CALIFORNIA EDISON	Electricity	1,061.92
24343	06/29/22	CITY OF AGOURA HILLS	Audit Issuance	349.00
24344	06/29/22	GLOBAL CUSTOM SECURITY INC.	Monitoring Fees	105.00
24345	06/29/22	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	100.64
24346	06/29/22	SO CAL GAS COMPANY	Utilities	16.79
24347	06/29/22	SOUTHERN CALIFORNIA EDISON	Electricity	1,311.96
				<hr/> 8,484.09

Investment Report
For the Month of June 2022

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	0.684%	\$ 14,877.36	60%	\$ 14,877.36
Checking Account	Bank of America	On Demand	0%	\$ 9,877.91	40%	N/A
Petty Cash					0%	N/A
TOTAL COMMUNITY CENTER CASH AND INVESTMENT				\$ 24,755.27	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 pandemic.

Christy Truelsen

Christy Truelsen, Finance Director

July 22, 2022



MINUTES
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
Wednesday, July 6, 2022
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/81775964355?pwd=YW9YK0UrRGNLOUlodVF5OHZOTHcvdz09>

Meeting ID: 817 7596 4355

Passcode: 540951

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

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I. CALL TO ORDER

II. ROLL CALL

JPA Boardmembers Present:

Chair Deborah Lopez
Vice-Chair James Bozajian
Authority Member Jim Bukowski
Authority Member Matt Heller
Authority Member Brad Rosenheim
Alternate Member Denis Weber (Agoura Hills)
Alternate Member Peter Kraut (Calabasas)
Alternate Member John Suwara (Calabasas)

City Staff Present:

Erica Green, Community Services Director
Christy Truelsen, AHCCC Treasurer
Amy Brink, Director of Community Services

JPA Boardmembers Absent:

Authority Member Lucy Martin
Authority Member Jerry Viner
Student Member Ella Dobkousky (Calabasas)
Student Member Kearston Stepenosky (Calabasas)

III. SPECIAL PRESENTATIONS

A. None

IV. APPROVAL OF AGENDA

Approved 7-0.

V. ORAL COMMUNICATIONS

None.

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.

VII. COMMUNITY ALLIANCE REPORT

A. Community Center Alliance Update

No report given.

REFERENCE:

CCA PRESIDENT MATT HELLER

VIII. COMMITTEE REPORTS

None.

IX. OLD BUSINESS

X. NEW BUSINESS

Motion to approve with two changes as indicated. Approved 7-0.

A. First Amendment to Memorandum of Understanding By and Between the Agoura Hills/Calabasas Community Center Joint Powers Authority and the City of Calabasas Regarding Community Center Repairs

STAFF REFERENCE:

DIRECTOR OF COMMUNITY SERVICES ERICA GREEN
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS

None.

XII. MATTERS FROM DIRECTORS

None.

XIII. ADJOURNMENT

Meeting adjourned at 7:00 p.m.

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on July 28, 2022 at 6:30 pm.

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AGOURA HILLS CALABASAS COMMUNITY CENTER
 As of July 20202

24348	07/13/22	ALLIANT INSURANCE SVCS, INC.	Crime Ins. 22/23	868.00
24349	07/13/22	ANIMAL & INSECT PEST	Pest Control	249.00
24350	07/13/22	AZTECA LANDSCAPE	Landscape Maint 6/22	450.00
24351	07/13/22	CALIFORNIA JPIA	Liability Ins 22/23	36,749.00
24352	07/13/22	CHARTER COMMUNICATIONS	Internet Access 3/22 -7/22	559.92
24353	07/13/22	RICHARDS, WATSON & GERSHON	Legal Svcs. 6/22	844.60
24354	07/13/22	SO CAL GAS COMPANY	Utilities	14.79
24355	07/21/22	AT&T Calnet	Telephone	374.21
24356	07/21/22	Philadephia Ins. Comp	Participant Ins 22-23	300.00
EFT-96	07/21/22	CALPers Retirement	Unfunded Liability	2,937.67
				<hr/> 43,347.19



**AGOURA HILLS/CALABASAS COMMUNITY CENTER
JOINT POWERS AUTHORITY BOARD
AGENDA REPORT**

DATE: AUGUST 25, 2022

TO: HONORABLE CHAIR AND JPA BOARD MEMBERS

**FROM: AMY BRINK, DIRECTOR OF COMMUNITY SERVICES
CHRISTY TRUELSEN, AHCCC TREASURER**

**SUBJECT: ESTABLISH NEW BANK ACCOUNT FOR THE AHCCC BY ADOPTING
RESOLUTION NO. 2022-03 AN AMENDMENT TO THE RESOLUTION NO.
2019-08 AUTHORIZING SIGNATORIES FOR THE AHCCC JPA BANK
ACCOUNT AND AUTHORIZE INVESTMENT OF MONIES IN THE LOCAL
AGENCY INVESTMENT FUND BY ADOPTING RESOLUTION NO. 2022-04**

The Agoura Hills/Calabasas Community Center (AHCCC) has a bank account established at Bank of America. When the bank account was established, it was listed as an association, and not a government agency. This has created several problems for the AHCCC, including the inability to delete signatories, and add current ones, and to have the money collateralized.

The Federal Deposit Insurance Corporation (FDIC) insures money in the bank up to \$250,000. Banks must collateralize all monies above that amount held in government agency bank accounts. Because the AHCCC account is not listed as a governmental account, amounts held over \$250,000 are currently not collateralized. Since the bank account has not been above the \$250,000 mark in the past few years, this has not been a concern. However, with the receipt of the recent grant, and the need to deposit funds into the bank, this needs to be urgently addressed.

Furthermore, because the account was opened as an association, signatories are listed as primary shareholders, and cannot be removed. In 2019, the AHCCC passed a resolution authorizing the two City Managers and two Finance Directors to be signatories. To date, staff has been unable to adjust the signatures, and the only current signatories assisting the AHCCC are the two current Finance Directors. Although numerous attempts have been made to adjust the signatures, the bank branches have been closed and unable to assist.

Staff is therefore recommending that the AHCCC open a new bank account. The two cities work with Wells Fargo and Bank of America, so quotes were requested from both banks. Bank of America declined to provide a quote. They have been transitioning away from small governmental accounts. The following information can be summarized below:



**AGOURA HILLS/CALABASAS COMMUNITY CENTER
JOINT POWERS AUTHORITY BOARD
AGENDA REPORT**

Service Fee	Wells Fargo	Bank of America
Account Set-up Fee	\$10	No quote
Account Maintenance Fee	\$15	No quote
Positive Pay Fee	\$20	No quote
Fraud Filter Review	\$20	No quote
Wire Fees	\$15	No quote
Online Banking fee	\$10	No quote
Earnings Allowance	1.15%	No quote

The attached Pro Forma details other charges that will be applied. The earnings allowance is the amount of interest that will be credited towards any fees. It is recommended that Wells Fargo be selected as the new bank for the AHCCC.

In order to set-up the bank account, Resolution 2022-03 needs to be adopted. Establishing the current officers as signatories and allowing for their successors to replace them. Additionally, Resolution 2022-04 must be adopted establishing authorized officers to deposit and withdraw monies from the Local Agency Investment Fund (LAIF). Although the AHCCC currently has a LAIF account, it was established prior to the requirement to have an authorizing resolution.

RECOMMENDATION

1. Establish a new bank account with Wells Fargo
2. Adopt Resolution 2022-03 amending resolution 2019-08 and authorizing signatories for the AHCCC JPA bank account
3. Adopt Resolution 2022-04 authorizing investment of monies in LAIF

RESOLUTION NO. 2022-03

AN AMENDMENT TO THE RESOLUTION NO. 2019-08 OF THE
BOARD OF DIRECTORS OF THE AGOURA HILLS/ CALABASAS
COMMUNITY CENTER AUTHORIZING SIGNATORIES FOR THE
AHCCC JPA'S BANK ACCOUNT

WHEREAS, the Agoura Hills / Calabasas Community Center Joint Powers Authority's (AHCCC JPA) Board of Directors has opened a bank account to conduct regular business and make vendor payments; and

WHEREAS, the AHCCC JPA Board of Directors has chosen Wells Fargo to provide banking services; and

WHEREAS, the AHCCC JPA Board of Directors wished to designate and authorized certain positions to serves as signatories on AHCCC JPA bank accounts on October 24, 2019, and

WHEREAS, the AHCCC JPA Board of Directors wishes to amend the original designations to delete a position and update the individuals holding positions.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Agoura Hills / Calabasas Community Center, as follows:

Section 1. The following District officers holding the title(s) specified hereinbelow **or their successors in office** are each hereby authorized to serve as signatories on the bank account with Wells Fargo and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Finance Director, City of Agoura Hills	Christy Truelsen
City Manager, City of Agoura Hills	Nathan Hamburger
City Manager, City of Calabasas	Kindon Meik
Finance Director, City of Calabasas	Ron Ahlers

Section 2. This resolution shall remain in full force and effect until rescinded by Board of Directors by resolution.

PASSED, APPROVED, AND ADOPTED, this 25 day of August 2022, by the following vote to wit;

AYES: ()
NOES: ()
ABSENT: ()
ABSTAIN: ()

Deborah Klein Lopez, Chair JPA Board

ATTEST:

Amy Brink, Community Center Clerk

RESOLUTION NO. 2022-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
AGOURA HILLS/CALABASAS COMMUNITY CENTER
AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL
AGENCY INVESTMENT FUND.**

WHEREAS, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the District;

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby authorizes the deposit and withdrawal of District monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following District officers holding the title(s) specified hereinbelow **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Finance Director, City of Agoura Hills	Christy Truelsen
City Manager, City of Agoura Hills	Nathan Hamburger
City Manager, City of Calabasas	Kindon Meik
Finance Director, City of Calabasas	Ron Ahlers

Section 2. This resolution shall remain in full force and effect until rescinded by Board of Directors by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED, APPROVED, AND ADOPTED, this 25 day of August 2022, by the following vote to wit:

AYES: ()
NOES: ()
ABSENT: ()
ABSTAIN: ()

Deborah Klein Lopez, Chair JPA Board

ATTEST:

Amy Brink, Community Center Clerk