



**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
November 14, 2022
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/87430246729?pwd=RGhHK0xrOEc5WnhWcW9ldllkeU9HZz09>

Meeting ID: 874 3024 6729

Passcode: 635066

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 Deborah Lopez
Vice-Chair James Bozajian
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)

III. SPECIAL PRESENTATIONS

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 October 27, 2022 Regular Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

B. Approval of Demand Register for September 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

C. Approval of Demand Register for October 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. Second Amendment to the Memorandum of Understanding By and Between the Agoura Hills/Calabasas Community Center Joint Powers Authority and the City of Calabasas Regarding the Community Center Repairs

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 November 24, 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
October 27, 2022
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/89414949984?pwd=VWJ2Ri91bzNjM3FyRGIKMnJpOE9aQT09>

Meeting ID: 894 1494 9984

Passcode: 367681

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

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I. CALL TO ORDER

II. ROLL CALL

Boardmembers Present:

Authority Member Matt Heller
Authority Member Lucy Martin
Authority Member Jerry Viner
Alternate Member Denis Weber (Agoura Hills
City Council)
Alternate Member Peter Kraut (Calabasas
City Council)
Alternate Member John Suwara (Calabasas)

Boardmembers Absent:

Chair Deborah Lopez
Vice-Chair James Bozajian
Authority Member Brad Rosenheim

City Staff Present:

Erica Green, Community Services Director
(Calabasas)
Kindon Meik, City Manager (Calabasas)

III. SPECIAL PRESENTATIONS
NONE

IV. APPROVAL OF AGENDA
APPROVED 5-0

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
NONE

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
No Report Given

A. Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

VIII. COMMITTEE REPORTS
NONE

IX. OLD BUSINESS
NONE

X. NEW BUSINESS
APPROVED

A. Award of Contract to AME Builders, Inc. DBA AME Roofing for the Agoura Hills/Calabasas Community Center Roof Replacement Project

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

XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS
NONE

XII. MATTERS FROM DIRECTORS
NONE

XIII. ADJOURNMENT

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AGOURA HILLS CALABASAS COMMUNITY CENTER

As of September 2022

EFT-98	8/30/2022	CALPERS	Unfunded Liability	3,637.75
24366	9/29/2022	AT&T CALNET 2	Communications	796.94
24367	9/29/2022	CHARTER COMMUNICATIONS	Internet Svcs. 9/22	139.98
24368	9/29/2022	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	1,414.44
24369	9/29/2022	SO CAL GAS COMPANY	Utilities	14.79
24370	9/29/2022	SOUTHERN CALIFORNIA EDISON	Electricity	1,843.55
EFT-99	9/26/2022	CALPERS RET	UAL Classic & PEPRA	29,377.50
Total:				37,224.95

AGOURA HILLS CALABASAS COMMUNITY CENTER

As of October 2022

24371	10/25/22	ANIMAL & INSECT PEST	Pest Control 9/22	249.00
24372	10/25/22	AT&T CALNET 2	Telephone	394.23
24373	10/25/22	AZTECA LANDSCAPE	Landscape Maint 9/22	450.00
24374	10/25/22	CHARTER COMMUNICATIONS	Internet Access	139.98
24375	10/25/22	LAS VIRGENES MUNICIPAL WATER	Water Svcs.	119.30
24376	10/25/22	RICHARDS, WATSON & GERSHON	Legal Svcs. 9/22	88.00
24377	10/25/22	SO CAL GAS COMPANY	Utilities	16.38
24378	10/25/22	SOUTHERN CALIFORNIA EDISON	Electricity	1,333.05
Total:				2,789.94



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

DATE: NOVEMBER 9, 2022

TO: HONORABLE CHAIR AND JPA BOARD MEMBERS

**FROM: ERICA GREEN, COMMUNITY SERVICES DIRECTOR
AMY BRINK, DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: SECOND AMENDMENT TO THE MEMORANDUM OF
UNDERSTANDING BY AND BETWEEN THE AGOURA
HILLS/CALABASAS COMMUNITY CENTER JOINT POWERS
AUTHORITY AND THE CITY OF CALABASAS REGARDING THE
COMMUNITY CENTER REPAIRS**

MEETING DATE: NOVEMBER 14, 2022

In June 2021, the Agoura Hills/Calabasas Community Center Joint Powers Authority (AHCCC JPA) and the City of Calabasas entered into a Memorandum of Understanding (MOU) authorizing the City of Calabasas to oversee and administer the roof repair project. The MOU was subsequently amended in July 2022 specifying that the City of Calabasas would provide the initial funding for the repairs and be reimbursed by the AHCCC JPA up to the amount of \$1,010,000, consistent with the funding awarded to the AHCCC JPA from the Los Angeles County Regional Park and Open Space District (RPOSD).

On October 27, 2022 the AHCCC JPA awarded the roof repair project to AME Builders Inc. in the amount of \$1,344,473.

Aware that the low bid amount exceeded the RPOSD funds, on October 26, 2022 the City of Calabasas allocated \$1,500,000 towards the roof project.

The Second Amendment to the MOU outlines that the City of Calabasas will provide an advanced payment of \$750,000 to the Authority to be used towards the cost of the roof repairs. In turn, the AHCCC JPA will contract for the repairs up to the approved bid amount of \$1,344,473 with additional authority for change orders up to a total amount of \$1,500,000. The Second Amendment to the MOU further notes that the City of

Calabasas will oversee grant administration compliance and submit request for funds from the granting agency.

REQUESTED ACTION:

Staff respectfully requests that the AHCCC JPA Board approve the Second Amendment to the Memorandum of Understanding between the Agoura Hills/Calabasas Community Center Joint Powers Authority and the City of Calabasas regarding the Community Center repairs.

**SECOND 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**

This Second Amendment to the Memorandum of Understanding (“Agreement”) is made and entered into effective November 14, 2022 (“Effective Date”) by and between the Agoura Hills/Calabasas Community Center Joint Powers Authority, a California municipal joint powers authority (“Authority”), and the City of Calabasas, a California municipal corporation (“Calabasas”) (collectively, “Parties”).

RECITALS

WHEREAS, the Cities of Agoura Hills and Calabasas entered into a Construction Agreement in June 1996 for the planning, design, construction, and maintenance of the Agoura Hills/Calabasas Community Center, located at 27040 Malibu Hills Road, Calabasas, CA 91301 (the “Community Center”);

WHEREAS, the Cities of Agoura Hills and Calabasas then entered into a Joint Powers Agreement on November 24, 1997, and later amended it in 1999, 2000, 2004, and 2006, (as amended, the “Joint Powers Agreement”) to govern the operation of the Center;

WHEREAS, the Joint Powers Agreement created a public entity, separate from the two Cities, known as the Agoura Hills and Calabasas Community Center Authority (the “Authority”).

WHEREAS, under the Joint Powers Agreement, the Authority has the power to enter into contracts and to manage, maintain, and operate the Community Center;

WHEREAS, Calabasas and the Authority entered into a Memorandum of Understanding dated June 7, 2021 by which Calabasas agreed to oversee and administer the contracting and implementation of needed repairs to the Community Center and by which the parties agreed that Calabasas could do so utilizing funding as available from County of Los Angeles, together with any additional funds as may be available from Calabasas, Agoura Hills, and the Authority;

WHEREAS, in light of adjustments in the terms of the available grant funding from the County of Los Angeles, Calabasas and the Authority entered into a First Amendment to the Memorandum of Understanding, dated July 6, 2022, providing for Calabasas to initially provide the necessary funding for the repairs to the Authority, who will then contract for the repairs with Calabasas providing construction management services, then for the Authority to reimburse Calabasas for the repairs and related costs once it receives the available grant funding from the County of Los Angeles; and

WHEREAS, given higher than expected bids, Calabasas, per City Council direction at its October 26, 2022 City Council meeting, has agreed to provide certain additional project funding and Calabasas and Authority entered into this Second Amendment to the Memorandum of Understanding to govern the additional funding commitment to the roof repairs project by Calabasas.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

1. GENERAL PROVISIONS

1.1. The Recitals above are true and correct and fully incorporated herein.

2. SCOPE OF SERVICES

2.1. Calabasas and Authority agree to amend Section 2.2 to read as follows: "Calabasas and Authority agrees that Authority may complete the Repairs by contract, with oversight and administration of the public project competitive bid process by Calabasas. Calabasas agrees to provide an advance payment of \$750,000 on or before November 21, 2022 to the Authority to be used for the costs of the Repairs. In turn, Authority shall contract for the Repairs up to the approved bid amount of \$1,344,473, with additional authority for change orders, if approved by Authority and City, up to a grand total of \$1,500,000. Authority further agrees that it shall then reimburse Calabasas for the amount paid by Calabasas to Authority for the Repairs, up to the amount of grant funding provided by Los Angeles County/Los Angeles County Regional Park and Open Space District, within ninety (90) days of receipt of available funds from Los Angeles County/Los Angeles County Regional Park and Open Space District. Calabasas also agrees to oversee said grant administration

compliance and submit reimbursement requests for the grant funds on behalf of the Authority directly to Los Angeles County/Los Angeles County Regional Park and Open Space District.

3. Except as specifically amended by this Second Amendment, the terms and provisions of the Memorandum of Understanding entered into on or about June 7, 2021, and modified by the First Amendment entered into on or about July 6, 2022, between the Authority and Calabasas shall remain in full force and effect.

* * * *

IN WITNESS WHEREOF, the City of Calabasas and the Agoura Hills/Calabasas Community Center Joint Powers Authority have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date:

AGOURA HILLS/CALABASAS
COMMUNITY CENTER JOINT POWERS
AUTHORITY

CITY OF CALABASAS,
a Municipal Corporation

By: _____
Deborah Klein-Lopez
Chair

By: _____
Kidon Meik
City Manager

ATTEST:

By: _____

ATTEST:

By: _____
Maricela Hernandez, MMC
City Clerk

APPROVED AS TO FORM:

By: _____
Candice Lee
Authority Counsel

APPROVED AS TO FORM:

By: _____
Matthew T. Summers
City Attorney