

AGENDA
SPECIAL MEETING OF THE CITY COUNCIL
COMMUNITY SERVICES SUBCOMMITTEE
Agoura Hills City Hall - City Manager's Conference Room
30001 Ladyface Court, Agoura Hills, California 91301
Thursday, December 11, 2025
2:30 PM

Please silence all cell phones and other electronic devices during the meeting.

NOTE: *The Subcommittee and City staff will be participating in this meeting in-person in the City Manager's Conference Room. Members of the public have the opportunity to participate in-person in the conference room. For public participation on items listed on this Agenda, refer to "Public Comments" below.*

PUBLIC PARTICIPATION (PUBLIC COMMENT)

Option A: To provide public comments in-person at the meeting

Members of the public have an opportunity to attend the meeting in-person and speak or submit a written comment on any item listed on this Agenda. Public testimony is limited to three (3) minutes per speaker; a speaker's time may not be transferred to another speaker. Written public comments submitted at the meeting are not read aloud by staff.

To request to speak in-person at the meeting. *The Subcommittee will open the floor for public comment and any in-person attendee who raises their hand will have the opportunity to speak. Public testimony is limited to three (3) minutes per speaker; a speaker's time may no be transferred to another speaker.*

Option B: To submit written public comments by e-mail (prior to the meeting)

Members of the public have an opportunity to submit email correspondence on any item listed on the Agenda by sending an email to: comments@agourahillscity.gov. All public correspondence received by 1:30 p.m. on the meeting date will be provided to the Subcommittee prior to the meeting. Public comments are not read into the record. Any public comments received after 1:30 p.m. on the meeting day will not be considered as part of the Subcommittee's deliberations or entered into the official record, but will be provided to the Subcommittee the next day.

CALL TO ORDER

ROLL CALL

Mayor Penny Sylvester
Councilmember Chris Anstead

APPROVAL OF AGENDA

PUBLIC COMMENTS

(This section is reserved for persons wishing to address items not listed on the Agenda that are under the subject matter jurisdiction of the City Council. Please refer to "Public Participation" above for full details on how to speak or submit written public comments under this category.)

DISCUSSION ITEMS

1. E-Bikes Rules and Regulations

2. Community Development Block Grant (CDBG) Project Considerations For the 52nd Program Fiscal Year 2026-2027

3. AH-GO Update: Lyft WAV vs Current Model for ADA Compliance

SUBCOMMITTEE OR STAFF COMMENTS

ADJOURNMENT

Date Posted: December 4, 2025



REPORT TO COMMUNITY SERVICES SUBCOMMITTEE

DATE: DECEMBER 11, 2025

TO: HONORABLE MEMBERS OF THE COMMUNITY SERVICES SUBCOMMITTEE

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: AMY BRINK, DIRECTOR OF COMMUNITY SERVICES
CHARMAINE YAMBAO, DIRECTOR OF PUBLIC WORKS DIRECTOR / CITY ENGINEER

SUBJECT: E-BIKES RULES AND REGULATIONS

The following report provides options for enforcement of e-bike regulations to assist in discussions scheduled for the December 11, 2025, Community Services Subcommittee.

During the City Council meeting on October 22, 2025, staff presented options in regulating e-bike use on City sidewalks and parks and reviewed potential amendments to the Agoura Hills Municipal Code (AHMC). Following this discussion, the City Council approved moving forward with a new regulation that will prohibit riding e-bikes in City parks and on City sidewalks. The City Council also provided direction to staff to bring back options for enforcement of the new regulation

While education and engagement remain essential to ensuring the community understands the rules and regulations of operating e-bikes, enforcement will play a key role in achieving compliance and supporting public safety. Staff has been reviewing and identifying how other local and Southern California cities have been enforcing e-bike regulations, including multiple meetings with the team from the Lost Hills Sheriff Station to discuss e-bike regulations and options for enforcement. Staff presents the following options for enforcement of e-bike regulations to the Subcommittee for discussion and feedback.

Option 1: Administrative Citations

An administrative citation is used to enforce the provisions of the municipal code without criminal punishment and are handled through the City or by other police agencies that are under contract to provide police services to the City, such as the Los Angeles County Fire Department or the Los Angeles County Sheriff's Department. An administrative citation may be issued in place of or in addition to any criminal or civil remedies. From a survey of other jurisdictions, the majority enforce e-bike regulations with administrative citations. Administrative citations must be issued by a City designated enforcement official, as defined in Section 1500 of the AHMC, and must contain all of the required information listed in Section 1503 of the AHMC. A police agency under contract by the City is also considered a designated enforcement official.

The AHMC provides for administrative citations for enforcement of various building, plumbing, electrical or other similar structural or zoning issues that create an immediate danger to health or safety. The amount of administrative fines for structural or zoning issues typically increase with each subsequent violation and are based on the severity of the violation, up to a maximum of \$1,000 per day per violation. An individual issued an administrative citation may request an administrative appeal hearing within 20 days of the date of service of the citation, and the hearing must take place within 60 days of the appeal request. The decision of the administrative appeal officer may be appealed to the superior court.

Since the City's Administrative Citations Ordinance was designed specifically for building and zoning related issues, if this option is chosen it would be necessary to update the ordinance to provide a specific administrative citation process for e-bike related citations.

Option 2: Infractions

An infraction is a violation that is non-criminal and is generally punishable by a fine, usually handled by the courts if the fine is not paid. The most common kind of infraction involves traffic violations, such as speeding tickets. This option would render the enforcement of e-bike regulations as a violation, that may affect one's driving record, and issuance of a ticket.

The AHMC is already set up to issue infractions for traffic-related issues referenced in Sections 3209 through 3211, and Section 1200(b). Furthermore, Section 3209 is "reserved", so e-bike regulations could be added in that section. Infraction amounts have also been established in section 1200(b):

"Infractions. Any person violating any provision or failing to comply with any mandatory requirement of this Code expressly stated by this Code to be an infraction shall be guilty of an infraction. Any person convicted of an infraction shall be punishable by:

- (1) A fine not exceeding one hundred dollars (\$100.00) for a first violation;*
- (2) A fine not exceeding two hundred dollars (\$200.00) for a second violation of the same provision of this Code within one (1) year;*
- (3) A fine not exceeding five hundred dollars (\$500.00) for each additional violation of the same provision of this Code within one (1) year."*

This option would be easiest to implement since the framework is already established in the AHMC, compared to Option 1 above, which will require creating a new administrative citation section with new administrative fine amounts from scratch.

Option 3: Misdemeanors

A misdemeanor is a type of offense punishable by criminal law, which could result in jail time and fines. It is important to note that an infraction may increase to misdemeanor level as soon as the e-cyclist becomes noncompliant with a peace officer and evades instructions.

Option 4: Combination

The fourth option provides for flexibility in enforcement of the e-bike regulation. The team from the Lost Hills Sheriff Station calls this option a "wobbler", providing the officer broad discretion when initially deciding whether the activity warrants an infraction or a misdemeanor.

The proposed AHMC revisions with the enforcement options are expected to go before the City Council in early 2026.

RECOMMENDATION

Staff respectfully recommend the Community Services Subcommittee provide feedback on the options to enforce violation of E-bike regulations presented.



REPORT TO COMMUNITY SERVICES SUBCOMMITTEE

DATE: DECEMBER 11, 2025

TO: HONORABLE MEMBERS OF THE COMMUNITY SERVICES SUBCOMMITTEE

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: JOHN TREICHLER, ADMINISTRATIVE ANALYST
AMY BRINK, DIRECTOR OF COMMUNITY SERVICES

SUBJECT: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT CONSIDERATIONS FOR THE 52ND PROGRAM FISCAL YEAR 2026-2027

Each year, Community Development Block Grant (CDBG) funds are allocated to cities by the Federal Housing and Urban Development Department (HUD) and administered through the Los Angeles County Development Authority (LACDA). Funding for participating cities of the Los Angeles Urban County CDBG Program is based upon the total number of participating Cities. It is also based on the City's need to provide housing, economic and social services, and community development opportunities that principally benefit seniors and persons of low and moderate-income levels. Funding is also used to aid in the prevention of neighborhood blight, and to meet other urgent community development needs due to natural disasters or other emergencies.

The City's CDBG allocation for the 2026-27 Program Year averages at or around \$69,593.00. The figures provided will be adjusted accordingly once the LACDA reports the exact allotment to Agoura Hills.

Staff has provided the following projects for consideration for the new CDBG 52nd Program Fiscal Year 2026-27:

1. Continue the annual allotment towards the city's senior social services public service program. (\$10,000)
2. Roll over the remaining funds towards a future project. (\$59,593)

RECOMMENDATION

Staff respectfully recommends the Community Services Subcommittee provide authorization to present the CDBG Project considerations above, to the City Council for the upcoming 2026/27 Fiscal Year.



REPORT TO COMMUNITY SERVICES SUBCOMMITTEE

DATE: DECEMBER 11, 2025

TO: HONORABLE MEMBERS OF THE COMMUNITY SERVICES SUBCOMMITTEE

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: STEPHANIE POZOS, MANAGEMENT ANALYST
AMY BRINK, DIRECTOR OF COMMUNITY SERVICES

SUBJECT: AH-GO UPDATE: LYFT WAV VS CURRENT MODEL FOR ADA COMPLIANCE

On January 24, 2024, the City entered into a contract with Spare Labs, Inc., which expires on January 24, 2026, and includes the option to extend for one additional year. The current service operates 40 hours per week as an on-demand extension of the City's Dial-A-Ride program, providing flexible transportation support for eligible riders. To ensure the long-term sustainability of the program, staff worked with Spare Labs, Inc. to identify cost-saving options while continuing to provide wheelchair-accessible vehicle(WAV) service. Below you will find a summary of these options.

The comparison of service models shows that the current model provides full dedicated vehicle availability and guaranteed WAV coverage but costs approximately \$16,720 per month, making it difficult to sustain without reducing service hours. In contrast, the new hybrid model combines Lyft services with reduced dedicated vehicle deployment—using the dedicated vehicle only during high-demand periods or as determined by staff—and incorporates Lyft's new WAV service. This approach cuts the costs by about 50%, lowering monthly expenses to roughly \$8,360 while maintaining operational flexibility. Although the hybrid model reduces the dedicated vehicle coverage and depends more on Lyft's WAV performance, it offers a more balanced, cost-effective, and sustainable path for the program moving forward.

When the contract was awarded in FY 2023/24, the Proposition A cost analysis projected that the program would remain sustainable until at least 2027 at current costs; incorporating the Lyft WAV option will help extend the program's longevity by reducing that portion of the contract by approximately 50%.

Category	Current Model: <i>Status Quo / Higher Cost</i>	New Hybrid Model : <i>Cost-Saving / New Lyft WAV option</i>
Non-WAV (Standard) Trips	Lyft & Dedicated Vehicle	Lyft & Limited Dedicated Vehicle availability
WAV Trips	Dedicated vehicle provides all WAV rides	Combination: Lyft WAV service (new) + reduced dedicated vehicle hours

Dedicated Vehicle Use	Used full-time for WAV trips; can take general rides when not needed for WAV	Deployed only during high-demand periods or as determined by staff
Approx. Monthly Cost for Dedicated Vehicle	~\$16,720 / month	~\$8,360 / month (50% reduction in hours)
Program Sustainability	Not sustainable long-term without reducing service hours	More sustainable due to lower cost; maintains flexibility
Pros	• Full dedicated vehicle availability • Guaranteed WAV coverage	• ~50% cost savings • Leverages Lyft's new WAV service • Maintains targeted dedicated vehicle coverage
Cons	• High cost • Requires service reductions to remain sustainable	• Reduced dedicated vehicle coverage compared to current model • Reliance on Lyft WAV performance
Overall Assessment	Most reliable but financially challenging	Balanced, cost-effective, and flexible

RECOMMENDATION

Staff respectfully recommends that the Subcommittee consider incorporating the new Lyft WAV option as part of the one-year extension to reduce costs while continuing to meet ADA requirements.