AGENDA
SPECIAL MEETING OF THE CITY COUNCIL
FINANCE SUBCOMMITTEE
Agoura Hills City Hall - City Manager's Conference Room
30001 Ladyface Court, Agoura Hills, California 91301
Monday, June 1, 2026
3:00 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 2:00 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 2:00 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 Jeremy Wolf
Councilmember Penny Sylvester

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. Community Outreach Grant Application Review
   Review Community Outreach Grant applications and make recommendations for funding for the 2026-2027 cycle

2. Review and Present the Proposed Mid-Cycle Biennial Fiscal Year Budget for 2025-26 & 2026-27
   That Finance Subcommittee will receive a presentation from Staff related to the Proposed Mid-Cycle Biennial Fiscal Year Budget for 2025-26 & 2026-27 and provide direction to staff prior to the presentation at the City Council meeting on June 10, 2026.

3. The Annual Investment Policy For Fiscal Year 2026-27
   Staff requests the Finance Subcommittee review the Investment Policy for Fiscal Year 2026-27.

SUBCOMMITTEE OR STAFF COMMENTS

ADJOURNMENT

Date Posted: May 28, 2026

CITY OF AGOURA HILLS

REPORT TO CITY COUNCIL

DATE:	**JUNE 1, 2026**
TO:	**HONORABLE MEMBERS OF THE FINANCE SUBCOMMITTEE**
FROM:	**NATHAN HAMBURGER, CITY MANAGER**
BY:	**RAMIRO ADEVA, ASSISTANT CITY MANAGER**
SUBJECT:	**COMMUNITY OUTREACH GRANT APPLICATION REVIEW**

Each year, the City of Agoura Hills Community Grant Program provides an opportunity for nonprofit organizations and community-serving groups to request financial assistance for programs, services, and initiatives that positively benefit the Agoura Hills community.

For the FY 2026–2027 grant cycle, the City received a total of thirty-two (32) grant applications requesting funding support, including applications from five new organizations. Collectively, applicants requested more than $100,000 in grant funding for FY 2026–2027. The significant number of applications received each year demonstrates the strong commitment of local organizations to enhancing quality of life for Agoura Hills residents.

However, while interest in the program continues to grow, the City currently has approximately $30,000 available for community grant funding within the proposed FY 2026–2027 budget. As a result, the Finance Subcommittee will be tasked with carefully reviewing the submitted applications, discussing the merits and community benefit associated with each request, and determining what funding levels, if any, should be recommended for consideration by the City Council.

It is important to clarify for the public that the Finance Subcommittee is not the final decision-making body regarding Community Grant Program awards. Any action or direction provided during this meeting is advisory in nature only and will serve as a recommendation to the full City Council. Final funding decisions will ultimately be considered by the City Council as part of the City's broader FY 2026–2027 budget discussions currently scheduled for June 10, 2026.

The attachment includes a summary of the submitted applications, including applicant information, requested funding amounts, proposed use of funds, and other relevant application details for the Subcommittee's review and consideration.

FISCAL IMPACT

The proposed FY 2026–2027 budget currently includes $30,000 for the Community Grant Program.

RECOMMENDATION

Review and consider the submitted FY 2026–2027 Community Grant Program applications and provide a recommendation to the City Council regarding which applicants should receive funding, and at what funding levels, for consideration as part of the FY 2026–2027 budget.

Attachments

FINALCommGrantapps26.27.pdf

AGOURA HIGH DANCE TEAM BOOSTERS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Agoura Dance Team Boosters

Organization Address: (Must be Local): 28545 W. Driver Avenue, Agoura Hills 91301

Grant Representative Contact

Name: Veridiana Pontes **Phone:** 3234476202

Address: 22061 Velicata Street

Description of Community Services Provided:
Please see attached document

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
Please see attached document

Fund Amount Requested: 5,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Please see attached document

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 22, 23 and 24 **Amount:** 1,000

Additional Documentation: *(Anything else we should know about your organization?)*

Please see attached

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Agoura Hills Community Outreach Grant

2026–2027

Description of Community Services Provided

The Agoura Dance Team is a performing arts program of Agoura High School, dedicated to helping students master their craft through rigorous training, competition, and community engagement. After a period of transition, we are proud to share that we have been working closely with Agoura High School administration to formally bring the program back under the school's umbrella, ensuring its long-term stability and continued service to our students and community.

The team provides Agoura High School students with the opportunity to develop their dance talents through technique, creativity, and teamwork. Most of our dancers have participated in studio-based dance education throughout childhood, and the Dance Team allows them to continue that journey as student athletes and proud ambassadors of Agoura High School and the Agoura Hills community.

Areas Served & Relationship to Agoura Hills Residents

Our 2026–2027 dance team consists of 20 students from Agoura High School. Throughout the year, the team engaged the broader community in several meaningful ways:

In the fall, the team hosted a Kids Clinic that welcomed over 50 children from kindergarten through fifth grade, led by our own team members. These young dancers learned choreography that they performed at our World of Dance Fundraising Event; a Dancing with the Stars-style showcase where Agoura High School students partner with dance team members to compete. It is always one of the most joyful nights of the year for students, families, and the community alike.

The team also performed at Agoura High School's Preview Night, introducing incoming 8th graders to the exciting dance opportunities that await them. Our annual Spring Concert, where competition routines and student-choreographed pieces are performed for family and community, rounds out a year full of connection and celebration.

Competition Season Highlights

This past competition season was nothing short of spectacular. Running from December through the end of March, the team competed through West Coast Elite (WCE), USA Spirit, and the California Association of Dance and Drill Teams.

At WCE, the team earned Grand Champion honors the best overall team distinction — at every regional competition in which they participated. At WCE Nationals, two routines won first place in their categories, with the large contemporary piece placing 5th in the Nation.

At USA Nationals, six of the team's seven group dances advanced to finals, with all six placing in the top three and two earning first-place finishes. These results are a true reflection of the incredible dedication of our athletes and coach.

Amount Requested

We respectfully request a grant of $5,000.00.

Proposed Use & Budget Plan for Grant Funds

The Agoura Dance Team operates as a 501(c)(3) not-for-profit organization, historically run entirely by parent volunteers and funded through donations and team fundraising.

As we work to re-establish the team within the school structure, we are starting fresh, without access to the reserves or assets held by the previous booster organization. This means that every dollar of community support has an outsized impact on our ability to provide students with a quality experience. Your grant will help us build a strong foundation for years to come.

The $5,000 grant will be applied entirely to transportation one of largest and fastest-growing operational expense our team faces.

Why transportation matters: The Agoura Dance Team competes at regional and national competitions, several of which are located more than 60 miles from campus. These events often conclude late at night, after hours of intense performance and competition. A dedicated team ensures that every athlete arrives and returns home safely, under adult supervision, as a team. It also provides something that cannot be purchased separately: the time together on the road. The bonding that happens on a team bus; the pre-competition focus, the post-competition celebration, the shared experience- is an integral part of what makes a championship team. We believe our back-to-back Grand Champion results this season are not just the product of rehearsal time; they are the product of a team that is deeply connected.

The cost of transportation is increasing early- just last year we received a 30% increase from the prior year. Fuel costs, driver fees, and vehicle availability continue to rise, and we project similar or greater increases for 2026–2027.

A $5,000 grant would cover the majority of our projected transportation costs for the season, ensuring that no student is left behind due to logistics or finances — and that

Agoura Hills continues to be represented on the national stage by a team that makes our community proud.

Previous Grant Funding from the City of Agoura Hills

Yes — the team received $1,000 in both 2022, 2023 and 2025 through the Community Outreach Grant Program.

Additional Information

We warmly invite you to get to know us! Learn more about the team at agouradanceteam.org and follow us on Instagram at @agouradanceteam.

Thank you so much for this opportunity!

It is with tremendous gratitude that we submit this application for your consideration.

The Agoura Dance Team Booster Board

Statement of Activity

Agoura High School Dance Team Boosters

July 1, 2025-April 13, 2026

	TOTAL
Revenue	
Camp Payments - Revenue	19,700.00
Donations - Dancers	64,902.00
Donations - Extra Dances	24,171.00
Donations - Solo Fees	16,688.00
Donations - Sponsorships / Public Support	6,000.00
Fundraising	$561.00
Company Matching	8,000.00
Kids Clinic - Revenue	1,524.75
Opportunity Drawing - Revenue	5,010.00
Senior Night donations	240.00
Snap Raise	12,705.70
Total for Fundraising	**$28,041.45**
Grants	1,000.00
Spirit Wear - Sales	11,242.00
WCE Univ Experience payments	1,950.00
WOD - Revenue	946.45
Total for Revenue	**$174,640.90**
Gross Profit	**$174,640.90**
Expenditures	
Banquet Expenses	500.00
Business/Taxes	
Misc Booster Operating	1,487.27
Total for Business/Taxes	**$1,487.27**
Camp fees	17,597.00
Camp Meals	6,412.85
Choreography Fees	14,165.00
Coaching - Hourly	8,550.00
Coaching - Stipend	7,725.00
Competition Fees	38,200.00
Costume Expense	14,011.42
Facility Use Fees	10,267.55
Fundraising Costs	
Kids Clinic - Exp	1,524.75
Master Class - Exp	350.00
Opportunity Drawing - Exp	1,062.95
Spirit Wear - Purchases	1,822.45
Spring Concert - Exp	1,262.39
WOD - Exp	255.00
Total for Fundraising Costs	**$6,277.54**
Hotel	20,233.95
Insurance	848.92
Optional Activities	27.00
Other	135.00

Statement of Activity

Agoura High School Dance Team Boosters

July 1, 2025-April 13, 2026

	TOTAL
Program Expenses (Form 990)	
Senior Night Expenses	1,714.95
Total for Program Expenses (Form 990)	**$1,714.95**
PT Spirit Wear Expenses	6,645.50
Spirit Wear Expenses	11,582.07
Team Spirit	6,058.72
Transportation	5,610.00
WCE University Experience - Expenses	1,950.00
Total for Expenditures	**$179,999.74**
Net Operating Revenue	**-$5,358.84**
Other Revenue	
Interest Earned	3.12
PT Spirit Wear Payment	7,429.00
Total for Other Revenue	**$7,432.12**
Net Other Revenue	**$7,432.12**
Net Revenue	**$2,073.28**

MEMBERSHIP AND TAX EXEMPT STATUS

CERTIFICATE

This document certifies that

Agoura High School Dance Team Boosters, Inc.

EIN: 80-0733244 • Fiscal year end: June

is a subordinate member in good-standing of Parent Booster USA, Inc. through

December 31, 2026

and as a result is recognized by the Internal Revenue Service as tax-exempt under section 501(c)(3) of the Internal Revenue Code.

Information about federal tax-exempt status under section 501(c)(3) of the Internal Revenue Code.

Membership in Parent Booster USA must be renewed annually to maintain tax-exempt status. To renew membership, visit: parentbooster.org/renew.

Parent Booster USA, Inc. is a Florida nonprofit corporation recognized by the IRS as tax-exempt under section 501(c)(3) of the Internal Revenue Code. Parent Booster USA, Inc. has also been issued a group exemption letter by the IRS that recognizes Parent Booster USA's subordinate organization members as tax-exempt under section 501(c)(3). Parent Booster USA quarterly provides the IRS with an updated list of its subordinate organizations in good standing. Subordinate organizations in good standing are provided with this certificate to confirm their federal tax-exempt status.

Confirming Parent Booster USA's tax-exempt status.

Parent Booster USA's federal tax-exempt status and group exemption letter may be confirmed on the IRS website as follows:

1. Go to www.irs.gov or visit apps.irs.gov/app/eos and skip to step 5
2. At the top the page under **Search**, or under **Menu** on mobile, click **Charities & Non-profits**
3. Click the link for the **Tax Exempt Organization Search**
4. Down the page, click the blue button for the **Tax Exempt Organization Search**
5. Enter Parent Booster USA's EIN: **30-0281785**
6. Click **Search**

Under **Deductibility Status**, it says **GROUP**. If you click on **GROUP**, an explanation regarding the group letter ruling that exempts PBUSA's subordinates appears.

ParentBoosterUSA

We Know Booster Clubs

13506 Summerport Village Pkwy #1506 Windermere, FL 34786
Phone: 407-347-0063 Fax: 407-459-7546 Email: info@parentboosterusa.com

Internal Revenue Service
P. O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: June 27, 2019

Person to Contact:
Mrs. Brown # 02-02975
Employer Identification Number:
30-0281785
Group Exemption Number:
5271

PARENT BOOSTER USA INC
3554 W ORANGE COUNTRY CLUB DR
WINTER GARDEN FL 34787

Dear Sir or Madam:

This is in response to your request dated June 24, 2019, for information about your tax-exempt status.

Our records indicate we issued a determination letter to you in October 2005, and that you're currently exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also recognized the subordinates on the list you submitted as exempt from federal income tax under IRC Section 501(c)(3).

For federal income tax purposes, donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106 and 2522.

Because IRC Section 170(c) describes your subordinate organizations, donors can deduct contributions they make to them.

Please refer to www.irs.gov/charities for information about filing requirements. Specifically, IRC Section 6033(j) provides that, if you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

In addition, each subordinate organization is subject to automatic revocation if it doesn't file a required return or notice for three consecutive years. Subordinate organizations can file required returns or notices individually or as part of a group return.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

Sincerely yours,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

AGOURA HIGH FOOTBALL

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Agoura High School Football

Organization Address: (Must be Local): _____

Grant Representative Contact

Name: Catherine Pulisic **Phone:** 8052185901

Address: 29829 Vista Del Arroyo

Description of Community Services Provided: _____

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Fund Amount Requested: 1000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☐ **NO** ☑ **If Yes: Year Received?** _____ **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

Supplemental Documentation Checklist:

- ☐ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☐ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☐ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Description of Community Services Provided:

Agoura Football Student-Athlete Development

Agoura Football is committed to developing well-rounded student-athletes through a program built on our core values—the **5 C's: Commitment, Competition, Courage, and Championship Mindset**. These pillars guide everything we do and shape our athletes both on and off the field.

Commitment is emphasized through accountability to academics, team responsibilities, and personal growth. Student-athletes are expected to prioritize their education while developing strong time management skills and a disciplined work ethic. Our Agoura Chargers once again (3rd time in a row) led the Ventura County Football Association with the most first team scholar athletes (14 total). Our football athletes maintained a 3.3 gpa.

Competition drives our athletes to push themselves to be their best, fostering resilience, perseverance, and a desire for continuous improvement. We teach our players how to compete with integrity while striving for excellence in all areas of life.

Courage is developed by encouraging athletes to face challenges head-on—whether overcoming injuries, adversity, or personal obstacles. Our program creates a supportive environment where players build confidence and learn to lead with strength and character.

Championship Mindset instills a standard of excellence, focus, and belief. It is not only about winning games, but about preparing athletes to succeed in high-pressure situations and carry themselves with pride and purpose.

Equally important, Agoura Football is deeply **community-minded** and committed to giving back. Our student-athletes actively engage in service by hosting **youth football clinics**, volunteering at local events such as the **Great Race**, and participating in **Agoura community clean-up efforts and Reyes Adobe parade**. These experiences reinforce leadership, responsibility, and the importance of contributing to something greater than themselves.

These values translated into historic success for our program. Last season, Agoura Football reached the **CIF semifinals for the first time in over 20 years**, a milestone that reflects the dedication, resilience, and culture built within the team. Agoura Chargers were also back-to-back Tri-County League Champions for Varsity and JV.

The program also prioritizes the physical and mental well-being of its athletes, emphasizing safe training practices, injury prevention, and mental resilience. Through mentorship and team culture, older players guide younger teammates, creating a strong sense of accountability and support.

Through this holistic approach, Agoura Football prepares student-athletes not only for success on the field, but for future opportunities in college, careers, and life-developing young men who are committed, confident, and ready to make a positive impact in their communities.

Areas Served by Organization | Number of Agoura Hills Residents

Agoura Football primarily serves the **City of Agoura Hills and surrounding Conejo Valley communities**, with the majority of participants residing in Agoura Hills. The program supports approximately **100-120 student-athletes annually**. In addition, the program engages hundreds of local residents through game attendance, youth clinics, and community events throughout the year.The football program also helps fund and supports the 26 other student athletics at Agoura High School through football ticket sales.

Description of Relationship to Agoura Hills Residents

Agoura Football maintains a strong and direct connection to Agoura Hills residents as a core part of the local high school and community ecosystem. The program serves local families by providing student-athletes with opportunities for athletic participation, character development, and academic accountability within their own community.

In addition to serving student-athletes, Agoura Football actively builds relationships with the broader community through **local business partnerships and fundraising initiatives**. Through our sponsorship program, we collaborate with Agoura Hills businesses and community members who support the team while gaining meaningful visibility and engagement with local families. These partnerships create a mutually beneficial relationship that strengthens community ties and supports youth development.

Our annual **A-Town Golf Classic** further expands this connection by bringing together residents, local businesses, and community leaders for a shared purpose, supporting Agoura Football student-athletes. The event serves as both a fundraiser and a community-building experience, fostering relationships, encouraging local involvement, and reinforcing a sense of collective pride in the program.

Beyond fundraising, the program remains deeply community-minded. Our student-athletes host youth clinics, volunteer at local events such as the Great Race, and participate in community clean-up efforts. These activities create meaningful touchpoints between players and residents, reinforcing the program's commitment to giving back.

Through these combined efforts of athletics, service, and community partnerships-Agoura Football plays an integral role in connecting and strengthening the Agoura Hills community while developing young leaders who are committed to making a positive impact.

Proposed Use and Budget Plan for Grant Funds

Agoura Football operates as a **self-funded program**, requiring significant annual resources to sustain a safe, competitive, and development-focused experience for its student-athletes. In addition to supporting its own operations, the program plays a vital role in the broader athletic community by helping fund **26 other athletic programs at Agoura High School through game ticket sales and event revenue**.

The cost to operate the football program each year is substantial, with funds allocated across the following essential areas:

- **Equipment and Uniforms:** Purchase, replacement, and maintenance of helmets, shoulder pads, practice gear, and game uniforms to ensure athlete safety and program consistency
- **Locker Room and Facility Upkeep:** Ongoing maintenance and improvements to provide a clean, safe, and functional environment
- **Field Rental and Facility Use:** Costs associated with practice and game field access and upkeep
- **Transportation and Travel:** Buses and related expenses for away games, team travel, and competitions
- **Coaching Support:** Stipends and resources to attract and retain qualified coaches who provide instruction, mentorship, and leadership development
- **Film and Technology:** Game film, video analysis tools, and technology used for player development, game preparation, and safety review
- **Player Training and Development:** Strength and conditioning programs, skill development, and training resources to support athlete growth and injury prevention
- **Meals and Nutrition:** Team meals on game days and during extended events to support athlete health and performance
- **Tournament and Competition Fees:** Entry fees and related costs for participation in competitions and postseason opportunities

Grant funding would directly support these core operational needs, helping to reduce the financial burden on families while ensuring that all student-athletes have access to a high-quality athletic experience regardless of financial circumstances.

By offsetting these critical costs, the grant would not only sustain the football program but also indirectly support the broader Agoura High School athletic community. As a key revenue-generating program, football helps provide opportunities for student-athletes across multiple sports, strengthening the overall athletic ecosystem.

Ultimately, investment in Agoura Football is an investment in youth development, community engagement, and equitable access to athletics—ensuring that student-athletes can continue to grow, compete, and represent their community with pride.

Balance Sheet

AHS Football Foundation, Inc.

As of March 18, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Business Market Rate Savings (1505)	50,603.66
Platinum Business Checking (8600)	30,520.88
Total for Bank Accounts	**$81,124.54**
Total for Current Assets	**$81,124.54**
Total for Assets	**$81,124.54**
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
Opening Balance Equity	65,211.55
Retained Earnings	61,160.59
Net Income	-45,247.60
Total for Equity	**$81,124.54**
Total for Liabilities and Equity	**$81,124.54**

Profit and Loss

AHS Football Foundation, Inc.

January 1-March 18, 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
Banquet Income	86.32
Total for Income	**$86.32**
Gross Profit	**$86.32**
Expenses	
Contractors/Coaches	39,441.25
Film/Highlights	4,922.47
Office Supplies & Software	230.00
Snack Shack purchases	1,000.00
Taxes & Licenses	30.00
Total for Expenses	**$45,623.72**
Net Operating Income	**-$45,537.40**
Other Income	
Donation	288.00
Interest	1.80
Total for Other Income	**$289.80**
Net Other Income	**$289.80**
Net Income	**-$45,247.60**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 07 2015

AHS FOOTBALL FOUNDATION INC
C/O BARBARA BREEST
29043 ACANTHUS CT
AGOURA HILLS, CA 91301

Employer Identification Number:
46-0551595
DLN:
17053090375005
Contact Person:
RENEE RAILEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
April 30, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Director, Exempt Organizations

Letter 947

AHS FOOTBALL FOUNDATION, INC. BYLAWS

PREAMBLE

The name of the organization is **AHS FOOTBALL FOUNDATION, INC.** (hereinafter referred to as the "Foundation" or "Foundation"). The Foundation is organized under the Nonprofit Public Benefit Foundation Law of the State of California and shall operate as a nonprofit corporation exclusively for charitable and educational purposes as defined under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

The Foundation has not been formed for profit and no part of the net earnings shall inure to the benefit of, or be distributable to, any director, officer, or private individual except that the Foundation is authorized and empowered to pay reasonable compensation for services rendered and to make distributions in furtherance of the purposes set forth in these Bylaws.

No substantial part of the activities of the Foundation shall consist of political campaigning, influencing legislation, or participating in any political activity prohibited by Section 501(c)(3) of the Internal Revenue Code.

ARTICLE I – NAME, PURPOSE, AND MISSION

Section 1.1 Tax-Exempt Purpose

The Foundation is organized exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code").

Section 1.2 Purpose

The specific purposes of the Foundation include supporting the football program at Agoura High School through fundraising, equipment provision, facility improvements, scholarships, and other activities that benefit student athletes and promote the sport of football.

Section 1.3 Mission Statement

The mission of the Foundation is to support and enhance the Agoura High School football program by providing financial assistance, resources, and volunteer support that promote athletic excellence, sportsmanship, teamwork, and student development.

ARTICLE II – OFFICES

Section 2.1 Principal Office

The principal office of the Foundation shall be located at the organization's principal place of business in Agoura Hills, California (28545 W Driver Ave, Agoura Hills, CA 91301), or at such other place as the Board of Directors may designate.

Section 2.2 Additional Offices

The Board of Directors may establish and maintain such other offices as may be necessary.

ARTICLE III – SUPPORTERS AND NON-VOTING MEMBERSHIP

Section 3.1 Supporters

The Foundation welcomes support from parents, guardians, and community members. Supporters are encouraged to contribute through voluntary donations and to participate in approved volunteer activities that assist the football program. Supporter participation is voluntary and does not constitute membership.

Section 3.2 No Voting Rights

Supporters, volunteers, and contributors shall have no voting rights. All governance authority resides solely with the Board of Directors.

ARTICLE IV – BOARD OF DIRECTORS

Section 4.1 Authority and General Powers

The business, property, and affairs of the Foundation shall be managed by or under the direction of the Board of Directors. The Board of Directors may exercise all powers of the Foundation except those reserved by law or these Bylaws.

Section 4.2 Composition

The Board of Directors shall consist of five (5) voting members:

- President
- Vice President
- Treasurer
- Secretary

- Director of Fundraising

Section 4.3 Qualifications and Eligibility

Directors shall be parents or legal guardians of current freshman, sophomore, junior, or senior football players. Exceptions may be granted by majority vote of the Board of Directors. Directors must be committed to the mission of the Foundation and act in the best interests of the football program.

Section 4.4 Election and Term

Directors shall be elected at the annual Board election meeting held on or before March 1.

Each Director shall serve a one (1) year term beginning on March 1 following election and ending on February 28 of the following year. Each Director shall serve until a successor is elected and qualified.

Section 4.5 Term Limits

No Director may serve more than two (2) consecutive one (1) year terms in the same position, unless no qualified candidate is available or unless re-elected in accordance with Section 4.7.

Section 4.6 President Eligibility Requirement

A candidate for President must have completed at least one (1) full year of service as a voting member of the Board of Directors before being eligible for election to the office of President.

Section 4.7 Re-Election Process

Incumbent Directors seeking re-election to the same position must submit written notice by February 1st. Re-election requires a two-thirds (2/3) vote of the Board at a meeting held on or before May 15th.

Section 4.8 Seeking a Different Board Position

An incumbent Director wishing to seek election to a different Board position must follow the same candidacy procedures as new candidates outlined in Section 4.9.

Section 4.9 Election of New Directors and Vacant Positions

Vacancies and expiring roles shall be announced by December 1st of the current year. Candidates must declare intent by January 1st. Elections to fill open positions shall be decided by simple majority vote of the Board members present at a meeting with a quorum.

Section 4.10 Nominating Committee

A Nominating Committee, chaired by the Vice President, shall review and vet all candidates for Board positions.

Section 4.11 One-Per-Family Rule

Only one individual from the same household may serve as a voting Director at any given time.

Section 4.12 Mid-Term Vacancies

Vacancies occurring during a term shall be filled by majority vote of the remaining Directors. A Director appointed to fill a vacancy shall serve the remainder of the unexpired term or until a successor is elected and qualified.

Section 4.13 Resignation

A Director may resign at any time by providing written notice to the President or Secretary. The resignation shall be effective at the time specified in the notice or, if no time is specified, upon receipt.

Section 4.14 Removal

Any Director may be removed, with or without cause, by majority vote of the full Board of Directors at a meeting called specifically for that purpose. Notice of such meeting and its purpose must be provided in accordance with these Bylaws.

Section 4.15 Attendance Requirement

Directors are expected to attend all regularly scheduled meetings. Failure to attend more than two-thirds (2/3) of scheduled meetings within a year may result in removal from the Board.

ARTICLE V – MEETINGS OF THE BOARD OF DIRECTORS

Section 5.1 Regular Meetings

The Board of Directors shall meet immediately following the annual election for the purposes of organization, assigning remaining officer duties if needed, appointing committee chairpersons, and conducting any other necessary business.

The Board may establish additional regular meetings by resolution, and no further notice shall be required beyond what is provided in the resolution. The Board shall meet no less than quarterly.

Section 5.2 Special Meetings

Special meetings may be called by the President, Vice President, Secretary, or any two Directors. Five (5) days written notice shall be provided by mail, email, or other electronic means. Notice is effective when sent.

Minutes of any special meeting shall be distributed to the Board within two (2) weeks.

Section 5.3 Notice of Meetings

Notice may be provided by mail, email, telephone, text message, or any reasonable communication method. Notice is deemed given when mailed, electronically transmitted, or communicated verbally.

Section 5.4 Waiver of Notice

Any Director may waive notice before, during, or after a meeting. Attendance constitutes waiver unless the Director objects at the beginning of the meeting on the grounds that it was not properly called or convened.

Section 5.5 Quorum

A majority of the voting Directors then in office constitutes a quorum for conducting business. In the absence of a quorum, a majority of those present may adjourn the meeting without further notice.

Section 5.6 Board Action and Voting

The act of a majority of Directors present at a properly called meeting with a quorum shall constitute action of the Board, unless a greater vote is required by law or these Bylaws.

Directors may continue to transact business after a quorum is established even if attendance later falls below a quorum.

Section 5.7 Presumption of Assent

A Director present at a meeting shall be presumed to have assented to all actions taken unless their dissent is entered into the minutes or submitted in writing to the Secretary.

Section 5.8 Minutes

Written minutes of all Board meetings shall be maintained in the Foundation's permanent records.

Section 5.9 Electronic Voting

The Board may conduct votes on routine or time-sensitive matters via email or text message, provided all Directors are included. Any action taken by electronic vote shall require unanimous consent of the Directors and shall be documented in the minutes of the next regular Board meeting.

ARTICLE VI – OFFICERS

Section 6.1 Officers and Composition

The officers of the Foundation shall be:

- President
- Vice President
- Treasurer
- Secretary
- Director or Fundraising

The Board of Directors may create additional officer positions as needed.

Section 6.2 Limitations on Concurrent Service

The President may not concurrently serve as Vice President, Secretary, or Treasurer.

No officer may hold more than one office at the same time unless temporarily assigned by Board vote to fill a vacancy.

Section 6.3 Election and Term

Officers shall be elected as provided in Article IV.

Each officer shall serve a one (1) year term beginning March 1 following election and shall continue to serve until a successor is elected and qualified.

Section 6.4 Removal

An officer may be removed by the Board of Directors as provided in Article IV, Section 4.14.

Section 6.5 President

The President shall:

- Preside over all Board and general membership meetings
- Serve as the chief executive officer and oversee the business, planning and affairs of the Foundation
- Maintain communication with coaches, parents/guardians, players, and school administration
- Prepare meeting agendas
- Work with the Treasurer to prepare the annual budget and oversee financial activities
- Co-sign checks with the Board-approved signer
- Assign committee chairpersons and oversee events and program activities
- Represent the Foundation at District- or school-level meetings

Eligibility: A candidate for President must have completed at least one (1) full year as a voting Board member.

Section 6.6 Vice President

The Vice President shall:

- Perform the duties of the President in their absence or at their request
- Serve as Chair of the Nominating Committee
- Assume the duties of the Secretary or Treasurer when necessary
- Co-sign checks with the Board-approved signer
- Assist in communication with coaches, parents/guardians, players, and school administration

Section 6.7 Director or Fundraising

The Director or Fundraising shall oversee and coordinate all fundraising activities of the Foundation. Duties for JV and Varsity include:

- Developing fundraising strategy and programs
- Organizing and executing fundraising initiatives (golf tournament sponsorships, other sponsorship program outreach, team and community drives, etc.)
- Working with the Board on fundraising timing, logistics, approvals, etc.
- Serving as a liaison between the Board and Committees of major fundraisers (e.g., Atown Golf Classic)
- Ensuring that all required notices and approvals for fundraising activities are communicated to applicable governing bodies (e.g., School, District, State of CA, etc.)

Section 6.8 Treasurer

The Treasurer shall:

- Receive all funds of the Foundation and maintain accurate records of receipts and expenditures
- Disburse funds as authorized by the Board
- Present a financial report at each meeting
- Prepare the annual budget with the President
- Ensure preparation and submission of the annual tax return (Form 990 or applicable form) and all required Federal & State forms
- Complete District-required booster compliance, including annual submissions to LVUSD
- Review Foundation bank accounts

Section 6.9 Secretary

The Secretary shall:

- Record minutes of all Board and general membership meetings
- Distribute draft minutes to the Board within seven (7) days of each meeting for approval
- Maintain permanent records of minutes for a minimum of three (3) years
- Serve as primary communication liaison to parents/guardians regarding player donations
- Maintain a roster of active players and parent contact information
- Coordinate and tally elections
- Maintain custody of corporate records and provide notice of meetings

Section 6.10 Compensation

Officers shall serve without compensation but may receive reasonable reimbursement for authorized expenses. Compensation for services, if any, must be approved by the Board and remain consistent with the Foundation's tax-exempt status.

ARTICLE VII – COMMITTEES

Section 7.1 Establishment of Committees

The Board of Directors may establish such standing or temporary committees as it deems necessary to carry out the work of the Foundation. Committees may be composed of Board members, supporters, or both.
Committee members shall be appointed by the President with approval of the Board.

Examples of committees may include, but are not limited to, the Annual Golf Tournament Committee, Events Committee, Volunteer Committee, or Concessions Committee.

Section 7.2 Authority and Limitations

Committees shall have only the authority expressly delegated to them by the Board of Directors. No committee may:

- Amend, adopt, or repeal these Bylaws
- Elect, appoint, or remove any Director or officer
- Approve a merger, consolidation, or dissolution of the Foundation
- Authorize the sale, lease, or exchange of all or substantially all of the Foundation's assets
- Enter into contracts or financial commitments binding the Foundation unless specifically authorized by Board resolution
- Incur or pay any expenses without approval of the Board

Section 7.3 Nominating Committee

The Nominating Committee shall be chaired by the Vice President and is responsible for identifying, vetting, and recommending qualified candidates for Board positions in accordance with Article IV.

Section 7.4 Advisory Committees

The Board may establish advisory committees composed of Directors, supporters, or both. Advisory committees serve in a consultative capacity and shall have no authority to act on behalf of the Foundation.

Committees may not amend Bylaws, remove officers, dissolve the corporation, or bind contracts.

ARTICLE VIII – CONFLICT OF INTEREST

Section 8.1 Purpose

The purpose of this Conflict of Interest policy is to protect the integrity of the Foundation's decision-making processes and ensure that all decisions are made in the best interests of the football program and the Foundation as a whole.

Section 8.2 Duty to Disclose

Any Director, officer, or committee member who has a financial interest, personal interest, or potential conflict in any matter under consideration must disclose the existence of such interest to the Board of Directors promptly and before any related discussion or action.

Section 8.3 Determining Whether a Conflict Exists

After disclosure of a potential conflict, the remaining disinterested Directors shall determine whether a conflict of interest exists. The individual with the potential conflict may provide information but shall not participate in deliberation or decision-making.

Section 8.4 Recusal and Abstention

Any Director, officer, or committee member with a conflict of interest must:

- Abstain from voting on the matter
- Refrain from influencing the vote
- Leave the meeting room during deliberations if requested by the Board

Section 8.5 Records of Proceeding

The minutes of the Board meeting shall include:

- The name of the person disclosing the conflict
- The nature of the conflict
- A summary of the discussion
- The vote taken
- The decision regarding whether a conflict existed
- The individual's abstention from voting

Section 8.6 Violations of the Conflict Policy

If the Board has reasonable cause to believe a Director or officer has failed to disclose an actual or potential conflict, the Board shall:

1. Inform the individual of the concern, and
2. Allow the individual an opportunity to explain.

If a violation is confirmed, the Board may take appropriate disciplinary or corrective action.

Section 8.7 Annual Acknowledgment

Each Director and officer shall annually sign a statement affirming that they:

- Have received and read the Conflict of Interest policy

- Understand their obligations under it
- Agree to comply with the policy

Section 8.8 Adoption of Policy

The Board of Directors shall adopt and maintain a written Conflict of Interest policy consistent with this Article. The policy shall be reviewed annually.

ARTICLE IX – FINANCIAL MANAGEMENT

Section 9.1 Fiscal Year

The fiscal year of the Foundation shall be January 1 through December 31, unless otherwise determined by resolution of the Board of Directors.

Section 9.2 Contracts and Execution of Instruments

The Foundation shall not maintain a corporate seal.

All instruments affecting an interest in real estate shall be executed by the President or Vice President **and** by the Secretary or Treasurer.

All other instruments may be executed by the President or Vice President unless the Board designates another officer or agent by resolution.

Section 9.3 Deposits

All funds of the Foundation shall be deposited in Board-approved banks or financial institutions, to the credit of the Foundation.

Section 9.4 Checks and Disbursements

All checks, drafts, or orders for payment of money shall require **two Board-approved signatures**, one of which must be the President or Board member other than the Treasurer unless otherwise authorized by Board resolution.

Section 9.5 Books and Records

The Foundation shall maintain correct and complete books and records of account, along with minutes of all Board and committee meetings. All financial and corporate records shall be retained for **a minimum of three (3) years**.

Section 9.6 Annual Budget

The President and Treasurer shall jointly prepare an annual budget for review and approval by the Board of Directors.

Section 9.7 Financial Reports

The Treasurer shall present a financial report at every regular Board meeting and shall prepare, or cause to be prepared, an annual financial report for Board review.

Section 9.8 Audit or Financial Review

The Foundation's books shall be subject to an audit or financial review, to be performed by the District or as determined by the Board.

Section 9.9 Tax Filings and Compliance

The Treasurer shall ensure timely filing of annual tax returns (Form 990 or applicable form), maintenance of all nonprofit compliance documentation, and completion of required booster applications for the Las Virgenes Unified School District.

ARTICLE X – INDEMNIFICATION

Section 10.1 Indemnification

To the fullest extent permitted by law, the Foundation shall indemnify and hold harmless any Director, officer, employee, or agent of the Foundation who is or was involved in any action, suit, or proceeding by reason of their position with the Foundation.

This indemnification applies whether or not the person is a party to the litigation, and shall cover expenses, judgments, fines, and amounts paid in settlement, provided the individual acted in good faith and in a manner reasonably believed to be in the best interests of the Foundation.

Indemnification shall include circumstances covered by future amendments to applicable law, but only to the extent that such amendments permit broader indemnification than previously allowed.

Section 10.2 Insurance

The Foundation may purchase and maintain insurance, at its expense, on behalf of any Director, officer, employee, or agent of the Foundation, against any liability asserted against them and incurred in their official capacity, or arising from their status with the Foundation, even if such liability is one that the Foundation is not legally permitted to indemnify.

ARTICLE XI – AMENDMENTS

Section 11.1 Amendment Process

These Bylaws may be amended, altered, or repealed by the Board of Directors by a **majority vote of a quorum** at any regular or special meeting.
The text of the proposed amendment shall be distributed to all Board members **at least ten (10) days prior** to the meeting.

Section 11.2 Consistency with Law

All amendments must comply with **California Nonprofit Foundation Law** and must not jeopardize the Foundation's tax-exempt status under **Section 501(c)(3) of the Internal Revenue Code**.

Section 11.3 Bylaws Update

The Bylaws shall be reviewed and updated every two (2) years.

ARTICLE XII – DISSOLUTION

Section 12.1 Authorization of Dissolution

The Foundation may be dissolved only with the authorization of its Board of Directors at a **special meeting called for that purpose**, and with the subsequent approval of **no less than two-thirds (2/3) of the Directors** then in office.

Section 12.2 Distribution of Assets

Upon dissolution, the Foundation's assets shall be applied and distributed as follows:

1. **Liabilities:** All debts, obligations, and liabilities of the Foundation shall be paid, satisfied, and discharged, or adequate provision shall be made for their payment.

2. **Charitable Distribution:** Assets not held for a specific conditional purpose shall be distributed, transferred, or conveyed, in trust or otherwise, to one or more charitable and educational organizations that are **organized and operated under Section 501(c)(3) of the Internal Revenue Code**, and whose purposes are consistent with those of the Foundation, as determined by the Board of Directors.

Section 12.3 Compliance with Section 501(c)(3)

All distributions upon dissolution shall be made **exclusively for charitable or educational purposes** consistent with Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XIII – PROHIBITED ACTIVITIES

Section 13.1 Political Activities

The Foundation shall not endorse, contribute to, work for, or otherwise support or oppose any candidate for public office.

Section 13.2 Limitations on Lobbying

No substantial part of the activities of the Foundation shall consist of carrying on propaganda or otherwise attempting to influence legislation. The Foundation shall not participate in or intervene in any political campaign on behalf of or in opposition to any candidate for public office.

Section 13.3 Prohibited Transactions

The Foundation shall not engage in any transaction that is prohibited for organizations exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XIV – MISCELLANEOUS

Section 14.1 Inspection of Records

Directors shall have the right to inspect all books, records, and documents of the Foundation at any reasonable time.

Section 14.2 Corporate Seal

The Foundation shall not have a corporate seal.

Section 14.3 Gender and Number

Whenever used in these Bylaws, the singular shall include the plural, the plural shall include the singular, and any gender shall include all genders, as the context requires.

CERTIFICATION

Adopted on: _____

President (Printed Name): Christa L. Bussiere
President (Signature): Christa L. Bussiere

Secretary (Printed Name): Lisa Stevenson
Secretary (Signature): Lisa Stevenson

AGOURA HIGH KIWANIS KEY CLUB

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Agoura High School Key Club

Organization Address: (Must be Local): 28545 West Driver Ave. Agoura Hills, CA 91301

Grant Representative Contact

Name: Janelle Chang **Phone:** 8186183497

Address: 32412 Lake Pleasant Drive Westlake Village, CA 91361

Description of Community Services Provided: Agoura Key Club provides a meaingful community service by organizing and participating in a variety of volunteer initiatives that address local needs and promote civic engagement. Club members contribute their time and effort to projects such as food and supply drives, fundraising for charitable causes, environmental clean ups, and partnerships with local organizations and city programs. Through these activities, the club supports vulnerable populations, enhances community spaces, and raises awareness for important social issues. In addition to direct service, Agoura Key Club fosters leadership, responsibility, and a longterm commitment to community involvement among its members, ensuring a sustained postive impact.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Agoura Key Club primarily serves the City of Agoura Hills and surrounding Conejo Valley area, approximately 20,000 residents, many of whom directly benefit from the club's service initiatives. With consistent participation in community based events and partnership with local organizations, schools, and city programs, Agoura Key Club maintains a close ongoing relationship with Agoura Hills residents. Club members regularly volunteer at city sponsored events, support local drives and fundraisers, and contribute to projects that enhance public spaces and assist families in need. Since the club is composed of students from Agoura High School, its members are deeply connected to the community they serve, allowing them to respond directly to the needs of Agoura Hills residents. This strong local presence fosters trust, collaboration, and a shared commitment to imrpoving the community.

Fund Amount Requested: $300

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

1. Food for Club Members During Meetings/Service Events($100): Funds will be used to provide light refreshments and food for members during longer service projects and volunteer events. Providing meals or snacks ensures that student volunteers remain energized and able to fully participate in service avtivies that benefit the community.

2. Supplies for Service Projects($100): This portion of the funding will be used to purchase essential materials needed to complete hands on service projects. Supplies may include cleaning materials, gloves, packaging items, and art supplies used or organizing and executing volunteer eevents such as clean-ups and community outreach activities.

3. Donation Supplies for Community Distribution($100): Funds will be used to purcahse items directly donated to individuals and families in need within the Agoura Hills community. These may include non-parishable food items, hygiene products, and other goods distributed through local service partnerships.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $400

Additional Documentation: *(Anything else we should know about your organization?)*

Agoura Key Club is a student-led service organization dedicated to improving the Agoura Hills community through consistent volunteer work and civic engagement. As part of a long standing international service organization, our members complete hundreds of volunteer hours each year supporting local causes, schools, and nonprofit organizations. Since our members are high school students that live in the community, we have a direct and personal connection to the community we serve, allowing us to respond to real needs within Agoura Hills. We are committed to using grant funds responsibly and transparently, ensuring that all resources directly support service projects and benefit local residents. This funding would significantly expand our ability to serve the communiy while continuing to develope leadership and lifelong civic engagement among students.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Financial Statements and Revenue Breakdown – Agoura Key Club

Income Statement:

Revenue:

- Membership Dues: $416

Total Revenue: **$416**

Expenses:

- Program expenses:
  - Supplies: $30
  - Food: $175

Total Expenses: **$205**

Net Income:
$416 - $205 = **$211**

Balance Sheet:

Assets:

- Cash(remaining funds): $211

Liabilities:

- None: $0

Net Assets:

- $211

Percentage Breakdown:

Total revenue = $416

- Program costs: $205 ÷ $416 ≈ 49%
- Administrative costs: 0%
- Salaries: 0%

Revenue Sources Description:

Our organization's funding is derived entirely from membership dues collected from members. We do not currently rely on external funding sources such as grants, sponsorships, or large-scale fundraising. These funds are allocated directly toward supporting our programs, service projects, and organizational activities, ensuring that resources are used to benefit our members and the communities we serve.

Key Club Income/Expense Report for 2024-25

Expense	Amount	Income	Amount	Trust Balance
		Club funds from 2023-24		$1,186.41
		Donations 2024-25	$413.00	$1,599.41
Candu Graphics Banner	$312.08			$1,287.33
Kiwanis Dues	$416.00			$871.33
Kiwanis Dues	$16.00			$855.33
Amazon club supplies	$32.84			$822.49
Amazon club supplies	$48.16			$774.33
Amazon club supplies	$143.97			$630.36
			Balance to date	**$630.36**

Kiwanis Club of Thousand Oaks • P.O. Box 1791 • Thousand Oaks, CA 91358 • www.tokiwanis.org

July 26, 2022

The Kiwanis Club of Thousand Oaks is a 501 c(3) non-profit organization as defined by the Federal Tax Code. Attached is a copy of our exempt status.

Please contact me if I can be of further service.

Sincerely

Jim Stephenson

Jim Stephenson
Foundation Treasurer
jstephenson@tokiwanis.org
805.279.7115

*Student club does not have it's own 501(c)3

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 17 2001

KIWANIS CLUB OF THOUSAND OAKS
CALIFORNIA CHARITABLE FOUNDATION
PO BOX 1791
THOUSAND OAKS, CA 91358

Employer Identification Number:
77-0441218
DLN:
17053006721021
Contact Person:
FRANCIS E BERNHARDT ID# 31258
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
MAY 1997
Addendum Applies:
NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(2).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
KIWANIS CLUB OF THOUSAND OAKS CHARITABLE FOUNDATION

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☑ Other (see instructions) ▶ 501(C)(3)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 1

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
P.O. BOX1791

Requester's name and address (optional)

6 City, state, and ZIP code
THOUSAND OAKS, CA 91358

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
			-			-				

or

Employer identification number
7	7	-	0	4	4	1	2	1	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ W R Steele Date ▶ 4/19/20

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

AGOURA HIGH MUSIC BOOSTERS PROGRAM

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Agoura High School Music Boosters Program

Organization Address: (Must be Local): 28545 Driver Avenue, Agoura Hills, CA 91301

Grant Representative Contact

Name: Jody Green **Phone:** 310-266-1475

Address: 24504 Heavenly Court, West Hills CA 91307

Description of Community Services Provided:

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Approximately 80% of AHS music students reside in the City of Agoura Hills. Because AHS music students participate in numerous community and school events, we estimate that many family members and friends of each music student are likely also Agoura Hills residents who attend at least one, if not regularly attend AHS music events each year. As a result, a significant percentage of Agoura Hills residents can enjoy the entertainment provided by the AHS music program every year. In addition, as AHS is the only public high school located in Agoura Hills, the music program maintains a meaningful relationship with the community by providing a wide range of musical performances, including orchestral, classical, jazz, choir, and the annual Rhythm & Chews jazz festival. The festival showcases local restaurants and business, and is advertised locally and throughout the community, as all are AHS music concerts and events.

Fund Amount Requested: $1,000.00

Statement of Financial Position

Agoura High Music Boosters Club

As of January 27, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Cheddar Up	0.00
Citibank Checking 0964	68,774.77
PayPal	0.00
Total for Bank Accounts	**$68,774.77**
Other Current Assets	
Due from Erin Mayer	0.00
Overpayment - Bob Rogers Travel	0.00
Total for Other Current Assets	**$0.00**
Total for Current Assets	**$68,774.77**
Total for Assets	**$68,774.77**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Credit Cards	
Chase Ink Credit Card 2148	0.00
Total for Credit Cards	**$0.00**
Total for Current Liabilities	**$0.00**
Total for Liabilities	**$0.00**
Equity	
Retained Earnings	38,796.52
Net Income	29,978.25
Total for Equity	**$68,774.77**
Total for Liabilities and Equity	**$68,774.77**

Note
7/1/25-present

Statement of Activity

Agoura High Music Boosters Club

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL
Income	
Concert Attire/Spirit Wear	
Concert Attire / Spirit Wear Sales	1,460.02
Total for Concert Attire/Spirit Wear	**$1,460.02**
Concert Concessions	$777.05
Concessions - purchases	-492.84
Concessions - Sales	-8,011.00
Total for Concert Concessions	**-$7,726.79**
Concert Sponsorships	7,266.00
Donations	$7,126.00
Corporate & foundation grants/awards	1,500.00
Government Grants	
City of Agoura Hills	1,000.00
City of Westlake Village	3,000.00
Total for Government Grants	**$4,000.00**
Parent Donations	24,700.00
Parent Donations - incentives/ direct expenses	-1,005.25
Total for Donations	**$36,320.75**
Fundraising	
Restaurant Nights / Car Washes	231.19
Total for Fundraising	**$231.19**
Total for Income	**$37,551.17**
Gross Profit	**$37,551.17**
Expenses	
Administrative expenses	
Accounting fees / Tax Prep	50.00
Bank & CC Fees & PP Fees	72.17
Postage, Supplies, & Memberships	635.69
Shipping & postage	5.48
Total for Administrative expenses	**$763.34**
Clinicians	3,750.00
Concert Expenses	146.48
Gifts & Awards	263.73
Marching Band / Middle School Band Night	1,788.79
Recording & Video Fees	2,000.00
Repairs	49.88
Special Guest Performances	1,830.70
Trip & Transportation Expenses	-3,194.00
Uncategorized Expense	2,175.00
Total for Expenses	**$9,573.92**
Net Operating Income	**$27,977.25**
Net Other Income	
Net Income	**$27,977.25**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077552845
Jan. 22, 2009 LTR 4168C 0
95-3279990 000000 00 000
00034483
BODC: TE

AGOURA HIGH SCHOOL MUSIC BOOSTERS
CLUB
28545 DRIVER AVE
AGOURA CA 91301-3335

002313

Employer Identification Number: 95-3279990
Person to Contact: Mrs. Jones
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Dec. 19, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in February 1979, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Westcott

Cindy Westcott
Manager, EO Determinations

AGOURA HILLS FIRE SAFE COUNCIL

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Agoura Hills Fire Safe Council

Organization Address: (Must be Local): 5737 Kanan Road #170, Agoura Hills, CA 91301

Grant Representative Contact

Name: Peter Fehler **Phone:** 818-219-5001

Address: 29318 Gamebird Ct, Agoura Hills, CA 91301

Description of Community Services Provided:

The Agoura Hills Fire Safe Council (AHFSC)is the only organization providing wildfire mitigation and educational services to the residents of Agoura Hills. We have created 10 NFPA-recognized Firewise Communities in the City of Agoura Hills, with one more in progress. We help perform Home Ignition Zone assessments and run the very successful Agoura Hills Free Vent Mesh program.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

The Agoura Hills Firewise Communities currently cover over 75% of Agoura Hills residents, and with the completion of Oak View Ranch, which is in progress, we will cover over 80%. Our informative educational monthly newsletter goes out to over 2,000 residents with an open rate averaging over 40%. In 2025, Agoura Hills Firewise Community Residents self-reported: 1,483 Firewise Activity Hours, $742,260.00 in Firewise Activity Dollar contributions, 1,335 cubic yards of vegetation removal, and we completed 78 home assessments. Our goal for 2026 is to generate over $1 Million of Firewise Activities.

Fund Amount Requested: $3,500.00

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

The AHFSC, although we are a recognized 501(c)3, does not receive more than a few hundred dollars per year in the way of donations. We ask residents to make wildfire mitigation changes to their homes, which costs them money. To then ask for donations is very difficult and, in some ways, would lessen the amount of home hardening or defensible space they might do in their home, which is against our whole mission. We have applied for external grants, but to date, we have not received any funding. We struggle with infrastructure costs. We have basic costs and expenses to third parties, such as Mailbox, Postage, Banking Fees, Gas for home assessments, Insurance, Website Hosting, Software, Email Services, and Basic Office Supplies like toner and paper. In 2026-2027, we wish to greatly expand our services and engagement with the residents of Agoura Hills, which will result in an increase in these basic infrastructure costs.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☐ **NO** ☑ **If Yes: Year Received?** _____ **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

*We have been allocated some funds through the Free Vent Mesh Program for volunteer hours, but not through this Community Outreach Grant.

Supplemental Documentation Checklist:

☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)

☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.

☑ Breakdown and description of organization's sources(s) of revenue.

☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Agoura Hills Fire Safe Council Financials

PROFIT AND LOSS		YTD 2026
Income		
Donations from Individuals	$	452
Government Grants & Contracts		
Other		
Gross Profit	**$**	**452**
Expenses		
Program Educational Software & Apps	$	242
Rent	$	180
CA Secretary of State	$	25
Dept of Justice	$	25
Shipping & Postage	$	24
Office Supplies		
Meeting Expenses		
Online SaaS Service		
Directors & Officers Insurance		
Liability Insurance		
Supplies	$	42
Total Expenses	$	538
Net Revenue	**$**	**(86)**

BALANCE SHEET		
Assets	$	2,762
Liabilities	$	-
Total Equity and Liabilities	**$**	**2,762**

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

Date:
12/04/2023
Employer ID number:
93-4259235
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
October 28, 2023
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053725001983

AGOURA HILLS FIRE SAFE COUNCIL
5737 KANAN RD 170
AGOURA HILLS, CA 91301

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

5958460

STATE OF CALIFORNIA
Office of the Secretary of State
ARTICLES OF INCORPORATION
CA NONPROFIT CORPORATION
PUBLIC BENEFIT

California Secretary of State
1500 11th Street
Sacramento, California 95814
(916) 653-3516

For Office Use Only

-FILED-

File No.: 5958460

Date Filed: 10/28/2023

Corporation Name

Corporation Name	Agoura Hills Fire Safe Council

Initial Street Address of Principal Office of Corporation

Principal Address	5737 KANAN RD., #170 AGOURA HILLS, CA 91301

Initial Mailing Address of Corporation

Mailing Address	5737 KANAN RD., #170 AGOURA HILLS, CA 91301
Attention	

Agent for Service of Process

☒ I certify the selected California Registered Corporate Agent (1505) has agreed to serve as the Agent for Service of Process for this entity.

California Registered Corporate Agent (1505)	UNITED STATES CORPORATION AGENTS, INC. Registered Corporate 1505 Agent

Purpose Statement

This corporation is a Nonprofit Public Benefit Corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for: Public and Charitable purposes

Additional Statements

The specific purpose of this corporation is to It works with federal, state, and local agencies to protect life and property from wildfire in Agoura Hills, California. We educate homeowners on protecting their homes and the surrounding defensible space.

This corporation is organized and operated exclusively for the purposes set forth within the meaning of Internal Revenue Code section 501(c)(3).

No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

The property of this corporation is irrevocably dedicated to the purposes set forth herein and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.

Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable, educational and/or religious purposes and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

Notwithstanding any of the above statements of purpose and powers, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the specific purpose of this corporation.

Additional information and signatures set forth on attached pages, if any, are incorporated herein by reference and made part of these Articles of Incorporation.

Electronic Signature

☒ I declare that I am the person who executed this instrument, which execution is my act and deed.

Legalzoom.com, Inc., By: Cheyenne Moseley, Assistant Secretary — Signature

10/28/2023 — Date

B2215-5767 10/28/2023 2:28 PM Received by California Secretary of State

AMERICA SUPPORTING AMERICANS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: America Supporting Americans - ASA Greater Conejo Valley Chapter

Organization Address: (Must be Local): 193 N. Moorpark Road, Suite D, Thousand Oaks, CA 91360

Grant Representative Contact

Name: Jim Sumner **Phone:** 805-377-3322

Address: 368 Larchcrest Court, Thousand Oaks, CA 91320

Description of Community Services Provided: ASA ships cards and care packages to our Troops serving overseas. Our desire is to offer a little pleasure to their day and to help "raise their morale as high as the clouds". Many of these great soldiers came from our area. ASA-Greater Conejo Valley Chapter has shipped over 5000 care packages in our 11 years.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

ASA-GCVC serves the Conejo Valley, Camarillo, Oxnard and Ventura. Many Agoura residents support us by giving items to ship, money to pay for postage and by volunteering in a number of areas. The largest donation, $10,000, came from an Agoura Hills resident.

Fund Amount Requested: $3,000 - the more the City gives the more care packages we can ship.

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

All funds received go to cover operation expenses, buying products, much of which is donated and paying for postage of about $23 per care package. All of our workers are volunteers. No one from our National President to the ones packing the care packages, receives a salary or compensation.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2024 & 2025 **Amount:** $1000/yr.

Additional Documentation: *(Anything else we should know about your organization?)*

Please see a few of the many flyers from fundraisers we have held. Our annual event, Salute to our Troops, held on the closest Saturday to Flag Day, June 14th each year. The 2026 event will be held on June 13th at the Conejo Creek Park North, Lakeside Pavilion at 10 am. Sponsors of this event contribute about half of our annual income.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2025.

Please do NOT include any images or protected documents.

ASA - GCVC Chapter
INCOME STATEMENT - DECEMBER 2025

Contributions

	Amount	% of Total
Fund Raising		
- Salute The Troops	$20,250	61%
- Raffle	$4,315	13%
- Grants	$1,943	6%
Dontations		
- Corporate/Organizations	$1,570	5%
- Individuals	$5,095	15%
TOTAL	**$33,173**	**100%**

Expenses

	Amount	% of Total Expenses	% of Contributions
Shipping Expenses			
Shipping Postage	$5,668	26%	17%
Shipping Supplies	$1,425	6%	4%
Shipping Expenses - Total	**$7,092**	**32%**	**21%**
Office Expenses			
- *Office Supplies*	$3,665	33%	11%
- *Repair and Maintenance*	$0	0%	0%
- *Software*	$916	4%	3%
- *Communications*	$922	4%	3%
- *Insurance*	$849	4%	3%
- *Utilities*	$912	4%	3%
Office Expenses - Total	**$7,264**	**33%**	**22%**
Fund Raising			
- Salute The Troops	**$4,792**	22%	14%
- Other	**$1,347**	6%	4%
Fund Raising - Total	**$6,139**	**28%**	**19%**
Marketing	**$1,634**	7%	5%
Total	**$22,129**		**48%**

Other Income

Interest Income	**$1**	**0%**	
Net Income (Loss)	**$11,044**	**33%**	**33%**

ASA - GCVC Chapter
Balance Sheet - as of DECEMBER 31, 2025

Assets		
	Cash	$ 30,068.20
	Other Assets	$0
Total Assets		**$30,067**
Liabilities		
	Total Liabilities	**$0**
Equity		
	Retained Earnings	$ 19,022.78
	Net Income	$11,044
	Net Worth	$30,067
Total Liabilities and Equity		**$30,067**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 024820566
June 13, 2008 LTR 4168C E0
95-4301378 000000 00 000
0002066
BODC: TE

AMERICA SUPPORTING AMERICANS
% LINDA PATTERSON
PO BOX 574
PACIFIC PLSDS CA 90272-0574743

005172

Employer Identification Number: 95-4301378
Person to Contact: Ms. Johnson
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of June 04, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in August 1991, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

BOYS AND GIRLS CLUB OF GREATER CONEJO VALLEY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Boys & Girls Clubs of Greater Conejo Valley

Organization Address: (Must be Local): 699 Hampshire Road, Suite 100, Westlake Village, CA 91361

Grant Representative Contact

Name: Bree Smith **Phone:** 818-706-0905

Address: bsmith@bgcconejo.org

Description of Community Services Provided: Boys & Girls Clubs of Greater Conejo Valley (BGCGCV) provides high-quality out-of-school-time programming focused on three core areas: academic success, character and leadership, and healthy lifestyles, across five Club sites located directly on middle school campuses in Greater Conejo Valley. In the City of Agoura Hills, the Catlin Family Boys & Girls Clubs is located on the Lindero Canyon Middle School campus and serves 5th to 8th graders daily with academic support through Power Hour (homework support), enrichment in STEM, arts, and leadership, and consistent mentorship in a safe, structured environment. Our program is intentionally inclusive and responsive to community need. At this Club, half of our members have an IEP or 504 Plan, and we are uniquely equipped to support them through individualized attention and a credentialed special ed teacher on staff. Here is what one of our 7th graders shared last month:

"In sixth grade, I tried to get into general education classes. I failed. That didn't stop me because of my determination. Power hour gave me time to get my work done successfully, and the staff helps make sure my grades are checked. I just moved to 2 gen ed classes."

For many local families, accessible after-school options for youth with diverse learning needs are limited or non-existent —Boys & Girls Club fills this critical gap. Through consistent support, our youth build confidence and achieve strong outcomes, with 89% on track for graduation and 91% believing they can succeed in school.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

BGCGCV serves youth across Greater Conejo Valley, including Agoura Hills, Thousand Oaks, Newbury Park, and surrounding communities. Since 2012, the Catlin Family Boys & Girls Club has supported middle school students from Lindero Canyon as well as elementary school students from feeder schools including Mariposa, Sumac, Willow and Yerba Buena. In 2025, the Catlin Club served 69 residents in grades 5 - 8 and their families. We provide accessible, daily after-school programming that supports local youth and families, particularly those with diverse learning needs. Our Club is actively engaged in the community through participation in the Reyes Adobe Days parade, local creek clean-up efforts, and just had a visit from Agoura Hill's Mayor Jeremy Wolf. Through consistent programming and strong community ties, BGCGCV is a trusted resource helping Agoura Hills youth succeed academically and beyond. We also support not just the youth, but their families too.

Fund Amount Requested: $5,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funds will support "Math Mondays," a targeted academic support program offered through Power Hour at the Catlin Family Boys & Girls Club in Agoura Hills. Lindero Canyon Middle school sunset their on-campus math tutoring program due to high school tutors being unprepared to help. Math Mondays provides focused math intervention an area where many youth continue to experience learning gaps. In 2025, only about 60% of LVUSD students met or exceeded math standards, meaning nearly 4 in 10 students are not yet meeting grade-level expectations. At the Club, we see the same thing across our members with math being the lowest grade across the four main subjects (english, social studies, math and science). "Math Mondays" is open to all Lindero Canyon Middle School students at no cost, expanding access beyond Club members while prioritizing youth who need additional support, including those with IEPs and 504 Plans. Under the guidance of our credentialed special ed teacher on staff, we offer accommodations aligned with their plans, give extra time to get assignments done, and give lots of breaks. Each kid gets at least 10-15 one-on-one touch points during each tutoring session. Grant funds will be used to sustain and expand the program, supporting staffing, including trained youth development professionals and a credentialed special education teacher, as well as instructional materials. Importantly, this investment will ensure Math Mondays is free for students and for the Club at-large, no youth is turned away due to inability to pay. Through targeted math support and equitable access, the program helps youth build foundational skills, improve academic performance, and gain confidence in their ability to succeed in school. Our goal is to help middle school youth in Agoura Hills reach their full potential.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2024 **Amount:** $2,500

Additional Documentation: *(Anything else we should know about your organization?)*

BGCGCV creates a space where every young person feels seen, supported, and capable of success. For many Agoura Hills families—especially those with children who have IEPs or 504 Plans—our Club is one of the only places where their child can receive academic support, enrichment programs, and a true sense of belonging. This impact is reflected in our outcomes: 89% of youth are on track for graduation and 91% believe they can succeed in school, while 77% report they feel safe being themselves. We see every day how the right support can change a young person's trajectory, ensuring that youth who may struggle are given the tools, experiences, opportunities, encouragement, and confidence to succeed in the classroom, in the community, and in their own lives.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.

As of March 30, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
1071 Bill.com Money In Clearing	-397.64
1072 Bill.com Money Out Clearing	-22,811.02
1073 In-Kind clearing account	0.00
11 Banking Accounts	
1104 Montecito Bank & Trust 9689	5,732.90
1105 Montecito Payroll 1890	26,193.35
Total for 11 Banking Accounts	**$31,926.25**
12 Investment Accounts	
1201 Schwab Money Market #5644	53,267.23
1203 Schwab Bond & Equity Funds-9335	182,456.43
1204 VCCF Endowment Fund	79,236.30
1206 Schwab CD Investments #3080	0.00
1208 Private Mortgage Fund,LLC	250,771.00
1210 Morton Capital - Pvt Mngd Accts	54,899.85
1211 Schwab Anderson Endowment #8371	62,606.63
Total for 12 Investment Accounts	**$683,237.44**
Checking (1890)	280.74
Reserve Account	25.99
Stripe Clearing	12,726.43
Total for Bank Accounts	**$704,988.19**
Accounts Receivable	
1309 Allowance for Doubtful Accounts	-4,244.98
13 Accounts Receivable	
1301 FR Receivable - Current	58,702.99
1302 FR Receivable - Noncurrent	-94.78
1303 FR Accounts Receivable Discount	0.00
1306 Accounts Receivable - Other	0.57
1307 AR - C/C in Transit	0.00
1308 Accounts Receivable - Programs	25,330.20
Total for 13 Accounts Receivable	**$83,938.98**
Total for Accounts Receivable	**$79,694.00**

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.

As of March 30, 2026

	Total
Other Current Assets	
12000 *Undeposited Funds	0.00
16 Other Assets	$0.00
1602 Pension Forfeiture Fund	0.00
1603 Misc Prepaid Expenses	35,081.04
1605 Prepaid General Insurance	5,361.47
1606 Undeposited Funds	488.70
1607 Prepaid Health Insurance	17,166.37
1608 Prepaid Workers Comp	37,248.00
1610 Refundable Deposits	7,487.03
1612 501(c) Reserve Account	55,305.55
1613 Prepaid Rent	9,258.96
1614 STEM/Robotics Supplies	0.00
1615 Prepaid Gala Expenses	0.00
Total for 16 Other Assets	**$167,397.12**
Total for Other Current Assets	**$167,397.12**
Total for Current Assets	**$952,079.31**
Fixed Assets	
1510 STEM/Robotics	0.00
15 Fixed Assets	
1501 Buildings	$140,895.14
10100.1 Anderson	2,643,344.26
10200.1 Johnston	4,090,922.07
10300.1 Notter	3,301,352.41
10400.1 Morton	2,223,390.93
10500.1 Chaparral	157,284.97
10600.1 Catlin	301,071.64

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.

As of March 30, 2026

	Total
Total for 1501 Buildings	**$12,858,261.42**
1502 Furniture/Fixtures	
10100.2 Anderson	241,829.91
10200.2 Johnston	193,151.67
10300.2 Notter	127,845.54
10400.2 Morton	73,047.93
10500.2 Chaparral	0.00
10600.2 Catlin	54,433.66
10700.2 MPA	11,757.52
10800.2 Administration	85,322.36
10900.2 Marley Club (AHCCC)	0.00
11000.2 Bay Laurel	0.00
11100.2 A.C. Stelle Club	0.00
11200 Stem Robotics	130,752.00
Total for 1502 Furniture/Fixtures	**$918,140.59**
1503 Leasehold Improvements	
10100.3 Anderson	47,107.03
10200.3 Johnston	83,607.31
10300.3 Notter	5,243.44
10400.3 Morton	18,975.76
10500.3 Chaparral	45,445.84
10700.3 MPA	12,981.50
10800.3 Administration	3,200.20
11000.3 Bay Laurel	1,360.71
Total for 1503 Leasehold Improvements	**$217,921.79**
1504 Construction in Process	
10100.4 Anderson	0.00
10200.4 Johnston	0.00
10300.4 Notter	0.00
10400.4 Morton	0.00
12600.4 AEW	0.00
Total for 1504 Construction in Process	**$0.00**
1505 Website Design	20,331.89
1506 Accumulated Depreciation	-11,558,821.18
1507 Vehicles	164,885.62

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.
As of March 30, 2026

	Total
1508 Start up Costs	
10900.8 Marley Club (AHCCC)	1,808.70
11000.8 Bay Laurel	7,142.52
11100.8 A.C. Stelle Club	2,076.53
Total for 1508 Start up Costs	**$11,027.75**
1509 Accumulated Amortization	-16,135.13
Total for 15 Fixed Assets	**$2,615,612.75**
Total for Fixed Assets	**$2,615,612.75**
Other Assets	
1620 Right of Use Asset - Operating	117,454.22
1621 Right of Use Asset - Finance	34,073.46
Total for Other Assets	**$151,527.68**
Total for Assets	**$3,719,219.74**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-$348.57
2001 Accounts Payable	33,013.11
Total for 2000 Accounts Payable	**$32,664.54**
Total for Accounts Payable	**$32,664.54**
Credit Cards	
Center Center Card	16,370.11
Ramp Card	-4,384.77
Total for Credit Cards	**$11,985.34**
Other Current Liabilities	
20 Current Liabilities	
2005 Credits Due To Member	-14,669.50
2007 Club Rental Deposits	1,375.00
21 Accrued Liabilities	
2101 Accounts Payable Accrual	7,664.08
2104 Accrued Event Expenses	0.00
2105 Accrued Expenses	125,000.00
Total for 21 Accrued Liabilities	**$132,664.08**

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.

As of March 30, 2026

	Total
Total for 20 Current Liabilities	**$119,369.58**
2103 Accrued Bonus Liability	0.00
2224 PPP Round 2 Loan	0.00
2226 Reimbursement Liability	0.00
22 Payroll Current Liabilities	
2205 Garnishment	24.04
2206 401K (pre-tax)	234.19
2207 401K Roth (after-tax)	308.06
2208 401K Loan Payment	243.88
2209 401K Employer Contributions	357.24
2210 Accrued Vacation Payable	42,301.97
2211 Salaries/Wages Payable	45,000.00
2213 PAYROLL TAX LIABILITIES	-150.59
2214 FICA Payroll Tax Liability	0.00
2215 FEDERAL Payroll Tax Liability	0.00
2216 STATE Payroll Tax Liability	26.99
2217 CA/SDI Payroll Tax Liability	0.00
2220 Prom to give-Cur Mtr	0.00
Total for 22 Payroll Current Liabilities	**$88,345.78**
2305 Enrichment liability	6,882.39
23 Other Current Liabilities	
2302 501(c) Unemployment Liability	0.00
2303 Rent Abatement	0.47
Total for 23 Other Current Liabilities	**$0.47**
24 Deferred Revenue	
2401 Fundraising Deferred Revenue	0.00
2402 Def Club Prog Inc - Middle Scho	62,326.44
2403 Def Club Prog Inc - Elementary	0.00
2404 Deferred Summer Camp Income	0.00
2405 Deferred Revenue - Gala	5,000.00
2406 Non-Current Def Rev/FR	0.00
2407 Deferred Scholarship Discount	0.00
Total for 24 Deferred Revenue	**$67,326.44**
2510 Lease Liability, Operating leases (current)	32,830.44
2511 Lease Liability Finance (current)	14,303.83
California Department of Tax and Fee Administration Payable	0.00
Out Of Scope Agency Payable	0.00

Statement of Financial Position

Boys & Girls Clubs of Greater Conejo Valley, Inc.
As of March 30, 2026

	Total
Total for Other Current Liabilities	**$329,058.93**
Total for Current Liabilities	**$373,708.81**
Long-term Liabilities	
2225 EIDL Loan	139,826.00
2610 Lease Liability Operating (Long Term)	91,613.58
2611 Lease Liability - Finance (long term)	15,883.86
Total for Long-term Liabilities	**$247,323.44**
Total for Liabilities	**$621,032.25**
Equity	
30000 Opening Balance Equity	-70,185.20
30 Equity	
3001 Net Assets (Unrestricted)	6,841,104.79
3002 Unrestricted Bd designated VCCF	3,692.85
3004 BDF-Johnston Ed Fund	280,714.00
3005 BDF-Facilities Matching Gifts	580,000.00
Total for 30 Equity	**$7,705,511.64**
31 Net Assets Temp Restricted	
3102 Notter Building Fund	1,062,238.34
3103 MPA - Carpenter's Music Program	296,671.23
Total for 31 Net Assets Temp Restricted	**$1,358,909.57**
32 Net Assets Endowmnet Funds	
3201 Net Assets, Endowment Funds	67,000.00
3202 Net Assets, Endowment Fund VCCF	33,000.00
Total for 32 Net Assets Endowmnet Funds	**$100,000.00**
3300 2019 Net income/loss	-856,195.12
3301 YTD 08.31.2020 Net income/loss	70,465.94
32000 Unrestricted Net Assets	-5,099,384.79
Net Income	-110,934.55
Total for Equity	**$3,098,187.49**
Total for Liabilities and Equity	**$3,719,219.74**

Statement of Activity

Boys & Girls Clubs of Greater Conejo Valley, Inc.

January 1-March 30, 2026

	Total
Income	
47 RD Funding	$5,000.00
4201 Individual Donors	342,865.60
4204 Corporate Sponsors	2,560.00
4206 In Kind Donations	27,150.00
4401 Board of Governors Dues	14,850.00
4503 Other Grants	32,000.00
4700 Special Events - Gala	
4701 Sponsorships	7,600.00
Total for 4700 Special Events - Gala	**$7,600.00**
4750 Small Events	63,600.36
Total for 47 RD Funding	**$495,625.96**
48 Club Revenue	
4802 Club Prog Inc - Middle School	
21001 CVUSD ELOP Middle School Subsidy	119,125.00
21003 After School	205,617.74
21004 1 Hour Club - Middle School	2,072.00
21005 10 Day Pass	8,060.00
21300 Transportation	3,553.00
21807 Flag Football	300.00
Total for 4802 Club Prog Inc - Middle School	**$338,727.74**
4804 Camps Income	-$14.00
22401 Holiday Break Fees	1,015.00
22501 Summer Camps	12,416.00
Total for 4804 Camps Income	**$13,417.00**
4806 Other Club Income	
22502 Facility Rental	11,250.00
22503 Late Fee	50.00
22515 Withdrawal/Administrative fee	25.00
Total for 4806 Other Club Income	**$11,325.00**
4807 Scholarship Discounts (XR)	-48,851.10
Total for 48 Club Revenue	**$314,618.64**

Statement of Activity

Boys & Girls Clubs of Greater Conejo Valley, Inc.

January 1-March 30, 2026

	Total
49 Investment Income	
4901 Gain/(Loss) on Investments	30,300.19
4902 Interest Income	950.21
4904 Brokerage Fees Inv Acct	-1,216.96
Total for 49 Investment Income	**$30,033.44**
5100 Other Income	
51001 Ramp Cash Back Income	25.99
Total for 5100 Other Income	**$25.99**
Total for Income	**$840,304.03**
Gross Profit	**$840,304.03**
Expenses	
60 Personnel Expenses	
6001 Salaries	294,528.35
6002 Hourly Wages	173,717.85
6003 Outside Services - Contracts	1,747.07
6004 Recruitment and Hiring	2,833.52
6005 FICA	33,903.52
6008 Pension	11,958.70
6009 Health Insurance	46,902.13
6011 Training and Development	542.44
6012 Employees Uniforms/Name Tags	2,044.10
6013 Employee Relations and Engagement	340.24
Total for 60 Personnel Expenses	**$568,517.92**
6114 Safety Equipment	230.11
6115 Facility Safety Upgrades	367.84
61 Occupancy Expenses	
6101 Utilities	16,648.21
6102 Building Maintenance	3,328.38
6103 Equip Lease/Rpr/Rplcmnt	19,591.36
6104 Liability Insurance	41,978.19
6105 Janitorial Serv. & Supplies	33,506.41
6107 Club/Office Rental	22,111.00
6108 Telephone/Internet	16,971.10
6109 Security Monitoring Fees	2,579.89
Total for 61 Occupancy Expenses	**$156,714.54**

Statement of Activity

Boys & Girls Clubs of Greater Conejo Valley, Inc.

January 1-March 30, 2026

	Total
62 Transportation Expenses	
6201 Vehicle Maintenance and Repair	93.52
6203 Fuel Costs	1,620.86
6204 Mileage Reimbursement	305.73
6207 Travel, Airline & Parking	-8.00
Total for 62 Transportation Expenses	**$2,012.11**
63 Program Expenses	
6301 Supplies/Equip	1,740.97
6302 Incentives/ Club	1,439.60
6311 YOM Pizza Parties	184.63
6313 Sports Equipment	1,227.46
6314 SEL Expenses	265.04
6315 STEAM Expenses	531.23
6316 Healthy Snacks for Members	29,312.59
6319 Club Safety Expenses	1,410.21
Total for 63 Program Expenses	**$36,111.73**
64 Administrative Expenses	
6401 Postage	158.14
6404 Accounting	968.82
6405 Legal Fees & Licenses	16,742.21
6406 Office Supplies	2,272.26
6407 Dues & Subscriptions	$300.00
6407.22.10 Calabasas Chamber of Commerce	325.00
6407.22.13 Klaviyo	450.00
6407.22.23 HRIS	834.90
6407.22.25 ChatGPT subscription	1,194.26
6407.22.27 Adobe Subscription	59.97
6407.22.3 Apple Business Manager	287.04
6407.22.4 Microsoft Office	24.41
6407.22.8 United Imaging service contract	42.00
Total for 6407 Dues & Subscriptions	**$3,517.58**
6408 Conferences & Meetings	2,765.87
6409 Bank Fees	89.42
6410 CC Fees - Admin	5,916.26
6413 B&GCA Dues	19,329.46
6415 Interest Expense	967.00

Statement of Activity

Boys & Girls Clubs of Greater Conejo Valley, Inc.

January 1-March 30, 2026

	Total
6450 Bad Debts	310.00
Total for 64 Administrative Expenses	**$53,037.02**
65 Marketing Expenses	$520.00
6501 Graphic Design	3,490.83
6502 Printing	293.35
6503 Recruiting/ Marketing	15,277.66
Total for 65 Marketing Expenses	**$19,581.84**
66 Fundraising Expenses	
6601 Donor Incentives	70.95
Total for 66 Fundraising Expenses	**$70.95**
67 Event Expenses	
6701 Gala Outside Services - Event	2,500.00
6712 Gala Consignment on Auction Items	22,480.61
6751 Small Events - Outside Services	2,079.00
6752 Small Events - Incentives	401.13
6753 Small Events - Supplies & Décor	251.35
6754 Small Events - Facility Food and Beverage	7,851.50
6756 Small Events - Event Planning	1,340.61
6758 Small Events - Printing Expenses	1,682.46
Total for 67 Event Expenses	**$38,586.66**
68 Deprec. And Amort. Expenses	
6801 Depreciation	76,000.00
Total for 68 Deprec. And Amort. Expenses	**$76,000.00**
Total for Expenses	**$951,230.72**
Net Operating Income	**-$110,926.69**
Other Expenses	
80000 Ask My Accountant	7.86
Total for Other Expenses	**$7.86**
Net Other Income	**-$7.86**
Net Income	**-$110,934.55**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 10 2006

Employer Identification Number:
91-2151731
DLN:
17053091758086
Contact Person:
DEL TRIMBLE
ID# 31309
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

BOYS & GIRLS CLUBS OF CONEJO & LAS VIRGENES INC
26635 W AGOURA RD STE 255
CALABASAS, CA 91302-3807

Dear Applicant:

Our letter dated November 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

CALIFORNIA WILDLIFE CENTER

City of Agoura Hills
Community Outreach Grant Program

Organization Name: California Wildlife Center

Organization Address: (Must be Local): 26026 Piuma Rd, Calabasas, CA 91302

Grant Representative Contact

Name: Tayler Lackey **Phone:** 310-458-9453

Address: P.O. Box 2022 Malibu, CA 90265

Description of Community Services Provided: Since 1998, California Wildlife Center (CWC) has been committed to providing medical and rehabilitative care to wildlife in peril. Since CWC's founding its mission has been to mitigate the negative effects humans have on the environment and care for the wildlife that are forced to suffer the consequences of that impact. CWC is the only wildlife rehabilitation center that cares for both terrestrial animals and marine mammals on the West Coast, treating over 4,000 patients each year.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents: CWC serves Los Angeles County and the Southern portion of Ventura County. The organization does so at no cost to the public, working closely with other local agencies, such as the Agoura Hills Animal Shelter. In 2025, CWC admitted 133 patients from the City of Agoura Hills and fielded an additional 900 calls and texts from Agoura Hills residents concerning local wildlife.

Fund Amount Requested: $1,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funding from the City of Agoura would be applied towards our general animal care departmental expenses, our largest budgetary category. Every patient that comes through our doors is assigned a care protocol after a through exam. Generally, a patient's care protocol will involve medicated intervention and species-specific nutrition. Support from the City of Agoura would supplement the $30,000 that we spend on patient nutrition annually, and the $25,000 we spend on live-saving medications. Our team works tirelessly, 7 days a week, 365 days a year, to provide the highest standard of rehabilitative care to the 4,500 animals we see each year. We are only able to do this with sustained community support from partners like the City of Agoura Hills.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2010, 2013-2018, 2020-2025 **Amount:** 25'- $750

Additional Documentation: *(Anything else we should know about your organization?)*

California Wildlife Center receives no sustained federal funding and relies on the generosity of individual donors, cities and private foundations to keep our doors open.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

California Wildlife Center
FY26 Budget
Totals by Department

	Admin	Animal Care	Education	Fundraising	MMR	Volunteers	Not Specified	TOTAL	
Expenditures									
5050 Payroll - Salaries and Wages	120,000.00	492,619.60	74,859.00	114,828.19	274,162.78	66,851.20		1,143,320.76	
5060 Payroll Taxes	9,600.00	39,409.57	5,988.72	9,186.26	21,933.02	5,348.10		91,465.66	
5090 Benefits	7,613.64	60,510.14	7,510.68	24,610.32	25,329.82	6,613.88		132,188.48	
5100 Employee Incentives	6,000.00	5,878.35	3,742.95	0.00	5,878.35	0.00		21,499.65	
5110 Volunteer Incentives	0.00	0.00	120.00	0.00	200.00	5,000.00		5,320.00	
5125 Employee uniforms	0.00	50.00	0.00	0.00	250.00	0.00		300.00	
5200 Facilities/New Construction	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
5210 Dues/Subscriptions	563.00	1,155.00	489.00	6,704.00	525.00	542.00		9,978.00	
5300 Educational Conferences/Travel	0.00	2,000.00	0.00	0.00	2,800.00	0.00		4,800.00	
5400 Facilities Maintenance	561.00	19,115.00	1,740.00	1,684.00	16,797.00	2,190.00		42,087.00	
5520 Marine Mammal Pumping	0.00	0.00	0.00	0.00	64,000.00	0.00		64,000.00	
5600 Feed & Feeding Supplies	0.00	30,000.00	0.00	0.00	26,800.00	0.00		56,800.00	
5620 Janitorial/Rubbish	104.00	3,196.00	307.00	307.00	3,860.00	411.00		8,185.00	
5630 Licenses and Permits	0.00	320.00	0.00	0.00	320.00	0.00		640.00	
5700 Medical Supplies	0.00	30,100.00	0.00	0.00	4,825.00	0.00		34,925.00	
5710 Animal Care Supplies	0.00	8,100.00	0.00	0.00	2,800.00	0.00		10,900.00	
5720 Animal Tools & Equipment	0.00	1,000.00	0.00	0.00	4,000.00	0.00		5,000.00	
5750 Lab Services (In House)	0.00	0.00	0.00	0.00	3,750.00	0.00		3,750.00	
5760 Lab Services (Submissions)					5,000.00			5,000.00	
5770 Lab Services (Maintenance)	0.00	8,000.00	0.00	0.00	1,600.00	0.00		9,600.00	
5825 Motor Vehicle Insurance								0.00	
5835 Motor Vehicle Operation	0.00	5,000.00	4,000.00	300.00	11,400.00	100.00		20,800.00	
5845 Motor Vehicle Registration	0.00	302.40	750.00	0.00	705.60	0.00		1,758.00	
5900 Student Stipends	0.00	0.00	0.00	0.00	0.00	6,500.00		6,500.00	
5910 Training Expenses	55.00	215.00	555.00	80.00	135.00	40.00		1,080.00	
5915 Board Meeting Expenses	175.00	0.00	0.00	0.00	0.00	0.00		175.00	
5920 Utilities	830.00	20,120.00	2,490.00	2,490.00	12,950.00	3,320.00		42,200.00	
5950 Public Education	0.00	0.00	3,000.00	0.00	100.00	0.00		3,100.00	
5960 Public Relations	0.00	0.00	5,000.00	0.00	100.00	0.00		5,100.00	
6000 Fundraising - Annual Events								0.00	
6200 Fundraising Expense - Other	0.00	0.00	0.00	10,000.00	0.00	0.00		10,000.00	
6240 Miscellaneous Expense								0.00	
6250 Logo Merchandise	0.00	0.00	2,000.00	4,000.00	0.00	0.00		6,000.00	
6300 Silent Auction Costs								0.00	
6350 Travel & Entertainment	200.00	200.00	100.00	0.00	550.00	0.00		1,050.00	
7020 Merchant Fees	1,000.00	0.00	0.00	500.00	0.00	0.00		1,500.00	
7025 Bank Charges	960.00	120.00	120.00	120.00	120.00	120.00		1,560.00	
7035 Depreciation Expense	360.00	8,640.00	1,080.00	1,080.00	5,400.00	1,440.00		18,000.00	
7045 Payroll Expenses	4,824.00	576.00	72.00	72.00	360.00	96.00		6,000.00	
7046 Data Processing								0.00	
7050 Insurance - Directors/Officers	90.00	2,160.00	270.00	270.00	1,350.00	360.00		4,500.00	
7060 Insurance - General Liability	640.00	16,000.00	2,000.00	2,000.00	10,000.00	5,850.00		36,490.00	
7070 Insurance - Fire								0.00	
7075 Insurance - Workman's Comp	380.00	9,120.00	1,140.00	1,140.00	5,700.00	1,520.00		19,000.00	
7080 Internet/Web Hosting	15.00	345.00	44.00	44.00	1,016.00	58.00		1,522.00	
7085 Personnel Recruitment	0.00	200.00	0.00	0.00	200.00	0.00		400.00	
7090 Telephones / Pagers	100.00	3,240.00	300.00	300.00	2,376.00	400.00		6,716.00	
7110 Newsletters	0.00	0.00	0.00	3,300.00	0.00	0.00		3,300.00	
7115 Computer Supplies	244.00	7,356.00	732.00	1,612.00	5,860.00	976.00		16,780.00	
7130 Office Equipment - Lease								0.00	
7135 Office Equipment - Purchase								0.00	
7140 Office Equipment - Repair								0.00	
7150 Office Supplies/Printing	120.00	2,880.00	360.00	6,240.00	1,800.00	480.00		11,880.00	
7160 Postage & Delivery	7.00	150.00	19.00	319.00	93.00	25.00		613.00	
7170 Professional Fees - Accounting	667.00	15,996.00	2,000.00	2,000.00	9,998.00	2,666.00		33,327.00	
7172 Professional Fees - Other	60.00	1,440.00	180.00	180.00	900.00	240.00		3,000.00	
7174 Professional Fees - Vet								0.00	
7175 Investment Fees - Unrestricted	700.00	16,800.00	2,100.00	2,100.00	10,500.00	2,800.00		35,000.00	
7190 Taxes	200.00			500.00				700.00	
Total Expenditures	**$ 156,068.64**	**$ 812,314.05**	**$ 123,069.35**	**$ 195,966.76**	**$ 546,444.57**	**$ 113,947.18**	**$ 0.00**	**$ 1,947,810.55**	$ -
	8%	42%	6%	10%	28%	6%			
Revenue									
Fundraising	$20,000								
Grants	$222,000								
Contributions	$712,500								
Interest Income	$700,000								
Total Revenue	$1,654,500								
Net	($293,311)								

PL FY2025

June 30, 2025

	ADMIN	ANIMAL CARE	VOLUNTEERS	EDUCATION	FUNDRAISING	MMR	TOTAL
Income							
4000 · Sponsorships							10,000
4055. · Grants - Unsolicited							
4100 · Contributions - Cash							425,588
4200 . Contributions in Kind							
4300 · Education & Training							
4400 · Annual Events							
4450 - Other Fundraisers							30,000
4500 · Grants - Solicited							540,896
4520 - Government Grants							
4600 - Legacies & Bequests Perm Restr							17,500
4610 - Legacies & Bequests Temp Restr							
4620 - Legacies & Bequests Unrestricted							
4700 · Membership							180,261
4800 · Miscellaneous							
4810 · Merchandise							4,234
4820 · Interest Income							418,872
4825 . Dividend Income							
4830 -Change Value Securities							328,850
4900 · Animal Rescues							39,579
Total Income							1,995,780
Expense							
5050 · Salaries	105,287	496,545	55,625	73,170	41,137	204,889	976,654
5060 · Payroll Taxes	2,737	41,725	4,353	5,650	3,016	10,563	68,044
5090 - Benefits	7,567	52,306	6,215	6,547	16,496	19,693	108,824
5100 - Employee Incentives	13	300	50	45	38	444	890
5110 - Volunteer Incentives	-	-	4,261	186	-	-	4,447
5125 - Employee Uniforms	-	49	244	-	-	274	567
5200 - Facilities /New Construction	-	-	-	-	-	-	-
5210 · Dues/Subscriptions	1,125	1,386	591	464	6,519	336	10,421
5300 · Educational Conferences/Travel	279	1,014	-	-	-	807	2,100
5400 · Facilities Maintenance	255	21,229	1,037	915	768	10,964	35,168
5520 - Marine Mammal Pumping	-	-	-	-	-	39,530	39,530
5600 · Feed & Feeding Supplies	-	33,998	-	-	-	29,837	63,835
5620 · Janitorial/Rubbish	70	2,831	374	267	248	2,190	5,980
5630 - Licenses & Permits	-	-	-	-	-	-	-
5700 · Medical Supplies	-	22,018	-	-	-	6,222	28,240
5710 - Animal Care Supplies	-	10,322	-	-	-	723	11,045
5720 - Animal Tools & Equipment	-	3,946	-	1,153	-	2,162	7,261
5750 - Lab Services (In House)	-	-	-	-	-	2,727	2,727
5760 - Lab Services (Submissions)	-	-	-	-	-	-	-
5770 - Lab Services (Maintenance)	-	5,584	-	-	-	1,990	7,574
5825 · Motor Vehicle Insurance	-	-	-	-	-	-	-
5835 · Motor Vehicle Operation	-	4,055	-	4,920	158	9,576	18,709
5845 · Motor Vehicle Registration	-	303	-	676	-	705	1,684
5900 - Student Stipends	-	2,801	4,259	-	4	1,028	8,092
5910 · Training Expenses	447	311	9	131	24	199	1,121
5915 - Board Meeting Expenses	-	-	-	-	-	-	-
5920 · Utilities	704	16,891	2,814	2,116	2,116	10,555	35,196
5950 · Public Education	-	-	-	4,481	-	-	4,481
5960 - Public Relations	-	-	-	3,174	-	-	3,174
6000 · Fundraising - Annual Events	-	-	-	-	-	-	-
6200 · Fundraising - Other	-	35	-	-	3,415	-	3,450
6250 - Logo Merchandise	-	-	-	-	3,605	-	3,605
6300 - Silent Auction Cost	-	-	-	-	-	-	-
6350 - Travel & Entertainment	-	465	-	-	-	1,468	1,933
7020 - Merchant Fees	715	-	-	-	-	-	715
7025 - Bank Charges	725	-	-	-	-	-	725
7035- Depreciation	576	12,601	-	-	576	12,450	26,203

PL FY2025

June 30, 2025

	ADMIN	ANIMAL CARE	VOLUNTEERS	EDUCATION	FUNDRAISING	MMR	TOTAL
7045 · Payroll Expense	3,357	217	41	2	78	85	3,780
7050 · Insurance - Directors/Officers	88	2,094	349	262	262	1,308	4,363
7060 · Insurance - General Liability	643	14,866	5,550	1,921	1,921	9,603	34,504
7075 · Insurance - Workman's Comp	309	7,384	1,233	925	924	4,617	15,392
7080 · Internet/Web Hosting	9	290	49	37	39	1,021	1,445
7085 - Personnel Recruitment	-	115	-	-	-	171	286
7090 · Telephones / Pagers	198	2,317	334	257	255	1,646	5,007
7110 . Newsletters	-	-	-	-	2,322	-	2,322
7115 . Computer Supplies	659	10,822	821	616	2,101	12,379	27,398
7130 · Office Equipment - Lease	-	-	-	-	-	-	-
7135 · Office Equipment - Purchase	-	-	-	25	-	-	25
7140 · Office Equipment - Repair	-	-	-	-	-	-	-
7150 · Office Supplies/Printing	117	1,994	300	1,373	6,708	1,170	11,662
7160 · Postage & Delivery	6	157	25	19	384	97	688
7170 · Professional Fees - Accounting	1,755	42,130	7,006	5,259	5,258	26,164	87,572
7172 · Professional Fees - Other	-	703	-	-	-	310	1,013
7174 · Professional Fees - Vet	-	444	-	-	-	444	888
7165 - Bad Debt Expense	-	-	-	-	-	-	-
7190 · Taxes	238	44	7	6	334	28	657
6240 - Miscellaneous Expenses	500	-	-	-	-	-	500
7175 Investment Fees	33,577	-	-	-	-	-	33,577
	161,956	814,292	95,547	114,597	98,706	428,375	1,713,474

Internal Revenue Service

Date: January 30, 2004

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Mr. Corbin-3100205
Customer Service Specialist
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-4580790

The California Wildlife Center
PO Box 2022
Malibu, CA 90265-7022

Dear Sir or Madam:

This is in response to your request of January 30, 2004, regarding your organization's tax-exempt status.

In July 1996 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of $20 a day, up to a maximum of $10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The California Wildlife Center
95-4580790

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

Section 6104 of the Internal Revenue Code requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. The law also requires organizations that received recognition of exemption on July 15, 1987, or later, to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. Organizations that received recognition of exemption before July 15, 1987, and had a copy of their exemption application on July 15, 1987, are also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing.
For additional information on disclosure requirements, please refer to Internal Revenue Bulletin 1999 - 17.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Acting Director, TE/GE
Customer Account Services

CANCER SUPPORT COMMUNITY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Cancer Support Community Valley/Ventura/Santa Barbara

Organization Address: (Must be Local): 4195 E. Thousand Oaks Blvd. #107, Westlake Village, CA 91362

Grant Representative Contact

Name: Katey Sanchez, Development Director **Phone:** 805-379-4777

Address: 4195 E. Thousand Oaks Blvd. #107, Westlake Village, CA 91362

Description of Community Services Provided: Cancer Support Community's goal is to help adults and children impacted by cancer strengthen their physical, emotional, and social health through participation in professionally facilitated support groups, individual counseling, educational workshops, wellness classes, and social events. It is a core principal that all programs are offered at no cost to our participants. During it's 35 years of service, we have helped more than 30,000 members of the community face and cope with this often devastating diagnosis. Annually, we serve 900-1,500 participants, through a minimum of 700 support group sessions, 800 individual support sessions, 100 wellness classes, 30 educational workshops, and 20 social events.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Cancer Support Community serves the communities of Ventura County, Santa Barbara County, and the West San Fernando Valley. In 2025, we served 27 Agoura Hills residents. Those 27 residents participate in more than one of our programs. For example, someone may attend a weekly support group, and also a weekly yoga class. Programs are offered for participants ages five and up. Our office is located in Westlake Village, therefore very accessible to the city's residents. We continue to offer both in-person and virtual programs to meet the needs of our participants. Our staff is very active in the community, as a member of the Greater Conejo Valley Chamber of Commerce, and attending numerous networking events in the community.

Fund Amount Requested: $2,500

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Cancer Support Community is respectfully requesting a grant of $2,500 that will help us to cover expenses this year and meet the increased needs of cancer support in our community. The funding will directly support Cancer Support Community's delivery of programs and support services, to include: Program staff, wellness classes, program supplies and equipment needed for support groups and wellness classes, educational workshops, and marketing costs associated with our programs and support services.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

Our 2026 program and service delivery plan is to continue to increase our in-person support groups and services. At the end of 2025, about 33% of our support and services were offered in-person in our Westlake Village office, at Dignity Health Camarillo Hospital, at the St. John's Cancer Center in Oxnard, and in Simi Valley. We will continue to offer support groups and classes via Zoom for the convenience of our participants and per their requests. We are also offering a variety of educational workshops depending on the needs/quests of participants and the availability of our speakers. In 2026 our kids' and parents' programs will include more social events that families can attend together. There will be a focused effort on our support groups to increase awareness, and we will accomplish this by increased marketing, outreach events, and paid media.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Cancer Support Community Valley/Ventura/Santa Barbara
Profit & Loss Budget Overview
January through December 2026

	Jan - Dec 26
Ordinary Income/Expense	
Income	
40100 · Corporate Contributions	10,000.00
40200 · Foundation Contributions	259,500.00
40300 · Government Grants/Contracts	30,000.00
40400 · Individual Contributions	145,000.00
40500 · Program Services	50,000.00
40502 · Workshops	5,000.00
40900 · Community Fundraisers	5,000.00
49000 · Special Events Income	337,500.00
59000 · Special Event Expenses	(60,300.00)
Total Income	781,700.00
Gross Profit	781,700.00
Expense	
60900 · Business Expenses	17,883.00
62100 · Contract Services	45,109.50
62800 · Facilities and Equipment	84,906.08
65000 · Operations	24,501.00
65100 · Other Business Expenses	44,050.00
66000 · Payroll Expenses	825,213.47
68300 · Travel and Meetings	13,400.00
Total Expense	1,055,063.05
Net Ordinary Income	(273,363.05)
Other Income/Expense	
Other Income	
70100 · Interest Income	35,000.00
70800 · Carry Back Mortgage Int Income	5,100.00
Total Other Income	40,100.00
Other Expense	
62810 · Depreciation & Amortization	2,311.93
80020 · Investment Fees	20,000.00
Total Other Expense	22,311.93
Net Other Income	17,788.07
Net Income	**(255,574.98)**

Cancer Support Community Valley/Ventura/Santa Barbara
Balance Sheet
As of February 28, 2026

	Feb 28, 26
ASSETS	
Current Assets	
Checking/Savings	
10600 · Montecito Bank & Trust	251,135.79
Total Checking/Savings	251,135.79
Accounts Receivable	
11000 · Accounts Receivable	70,452.52
Total Accounts Receivable	70,452.52
Other Current Assets	
13000 · Prepaid & Deferred Expenses	5,924.94
Total Other Current Assets	5,924.94
Total Current Assets	327,513.25
Fixed Assets	
15000 · FIXED ASSETS	27,922.85
17100 · Accumulated Depreciation	(17,299.61)
Total Fixed Assets	10,623.24
Other Assets	
18010 · Edward Jones Acct #0113	939,847.66
18020 · Edward Jones Investment #45910	2,131,918.60
18025 · Edward Jones Cash - #46017	68,830.45
18310 · Loan Fees	15,688.00
18312 · Accumulated Amort-Loan Fees	(15,688.00)
18610 · Web Site Development	14,732.94
18612 · Accumulated Amort-Web Site	(14,732.94)
18650 · Ameriprise Life Ins #2004	7,085.42
18700 · Deposits	7,090.71
19000 · Building Carryback Loan	75,000.00
Total Other Assets	3,229,772.84
TOTAL ASSETS	**3,567,909.33**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	3,203.82
20010 · Accrued Wages Payable	27,340.56
Total Accounts Payable	30,544.38
Other Current Liabilities	
24300 · Accrued Vacation Payable	42,065.53
Total Other Current Liabilities	42,065.53
Total Current Liabilities	72,609.91
Total Liabilities	72,609.91
Equity	
31300 · Perm. Restricted Net Assets	582,898.29
32000 · Unrestricted Net Assets	2,943,333.61
Net Income	(30,932.48)
Total Equity	3,495,299.42
TOTAL LIABILITIES & EQUITY	**3,567,909.33**

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	124,699	56,024	38,049	30,626
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	483,908	286,866	56,320	140,722
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	61,977	33,077	10,735	18,165
10 Payroll taxes	55,090	31,038	8,542	15,510
11 Fees for services (nonemployees):				
a Management				
b Legal	540		540	
c Accounting	7,371		7,371	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	14,378		14,378	
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Schedule O.)	14,644	13,406	1,005	233
12 Advertising and promotion	12,002	10,456	377	1,169
13 Office expenses	22,192	16,920	1,438	3,834
14 Information technology	29,978	21,568	5,426	2,984
15 Royalties				
16 Occupancy	76,431	64,967	7,651	3,813
17 Travel	12,345	6,925	3,456	1,964
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	600	200	200	200
20 Interest				
21 Payments to affiliates	13,759	13,759		
22 Depreciation, depletion, and amortization	3,813	3,241	382	190
23 Insurance	13,183	11,206	1,318	659
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a TELEPHONE	3,980	3,383	398	199
b MEMBERSHIP & DUES	3,898	3,188	350	360
c BANK & CREDIT CARD FEES	2,591	4	2,578	9
d FOREIGN TAX PAID	673		673	
e All other expenses	472	189	42	241
25 **Total functional expenses.** Add lines 1 through 24e	958,524	576,417	161,229	220,878
26 **Joint costs.** Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720)		60%	17%	23%

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550279
Aug. 29, 2012 LTR 4168C 0
77-0205691 000000 00
00032722
BODC: TE

CANCER SUPPORT COMMUNITY VALLEY-
VENTURA-SANTA BARBARA INC
% BOOKKEEPER
530 HAMPSHIRE RD
WESTLAKE VLG CA 91361-2218

005469

Employer Identification Number: 77-0205691
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your July 03, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in May 1993.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550279
Aug. 29, 2012 LTR 4168C 0
77-0205691 000000 00
00032723

CANCER SUPPORT COMMUNITY VALLEY-
VENTURA-SANTA BARBARA INC
% BOOKKEEPER
530 HAMPSHIRE RD
WESTLAKE VLG CA 91361-2218

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Thomas

Cindy Thomas
Manager, EO Determinations

CONEJO FREE CLINIC

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Conejo Free Clinic

Organization Address: (Must be Local): 80 E. Hillcrest Drive, Suite 102, Thousand Oaks, CA 91

Grant Representative Contact

Name: Sarah Hawkins **Phone:** 949-413-8162

Address: 80 E. Hillcrest Drive,

Description of Community Services Provided: Conejo Free Clinic (CFC) provides free medical, dental, and legal care to over 3,500 individuals annually. All services are delivered with a focus on high-quality, compassionate care, ensuring patients receive the treatment and support they need regardless of their ability to pay.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
Conejo Free Clinic (CFC) serves individuals and families across Ventura County and neighboring communities in North Los Angeles County, including Agoura Hills. In 2025–2026, we served approximately 150 Agoura Hills facing barriers such as lack of insurance, low income, and language access challenges. We also serve individuals who work in Agoura Hills but live nearby, particularly in hospitality and home care. CFC partners with Agoura Hills physicians Dr. Bente Berman and Dr. Robert Dye, who provide no-cost dermatological surgical care to our patients.

Fund Amount Requested: 2,500.00

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funds will support:

1. Patient navigation and care coordination
2. Outreach to Agoura Hills workers and employers
3. Interpreter services and bilingual materials
4. Volunteer onboarding and coordination
5. Supplies for screenings and chronic care visits (medical supplies as well as lab work)

All services are provided at no cost to our patients.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** 2000.00

Additional Documentation: *(Anything else we should know about your organization?)*

For nearly 50 years, Conejo Free Clinic has provided free care to underserved individuals th
staff and over 130 volunteers, contributing more than $1 million annually in donated services
Even in Agoura Hills, many residents face barriers to care, particularly seniors and working f
This funding will help us continue providing accessible, high-quality care and strengthen local partnerships.

Please visit our website for more information! www.conejofreeclinic.org

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Profit and Loss

Conejo Free Clinic

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Community and Civic Groups	
Ascension Lutheran Church	813.10
Community Civic Contributions	45.00
Community/Civic Groups - Other	9,252.36
Saint Patrick's Episcopal	3,000.00
TO Rotary (General)	2,981.00
WLV Rotary	500.00
Total for Community and Civic Groups	**$16,591.46**
Dental Clinic Income	
Delta Dental Community Care Foundation	80,000.00
Ella Fitzgerald Foundation	4,000.00
HIV Services	927.58
Individual Donations	2,800.00
Meadowlark Service League	4,250.00
Pozzi Family Trust	32,500.00
Total for Dental Clinic Income	**$124,477.58**
Expansion Project Donations	20,000.00
Grants	
AmeriCares	18,000.00
CAFCC	90,000.00
CA Wellness Foundation	100,000.00
City of Agoura Hills	2,000.00
City of Hope	5,000.00
City of TO (CDBG)	8,500.00
City of WLV	5,000.00
Conrad N Hilton Foundation	10,000.00
Gold Coast RISE	82,500.00
Hogan family Fund	2,000.00
Kaiser Permanente	15,000.00
Sherwood Country Club Charitabl	45,001.00
Thomas and Dorothy Leavey Foundation	50,000.00
VCCF Community Fund	38,706.00
Total for Grants	**$471,707.00**
Holiday Mailing	1,000.00
Immigration Support Fund	6,376.00
Individual Contributions	
Individual	94,655.51
Total for Individual Contributions	**$94,655.51**

Profit and Loss

Conejo Free Clinic

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Legal Clinic Income	
AAMLF	11,000.00
American College of Bankruptcy	14,000.00
Individual Donations	45.00
Total for Legal Clinic Income	**$25,045.00**
Mammogram Fund	$800.00
Mammogram Fund Grants	
Meadowlarks League	4,250.00
Soroptimist Intl of the Conejo	1,500.00
Total for Mammogram Fund Grants	**$5,750.00**
Mammo Individual Contributions	1,000.00
Total for Mammogram Fund	**$7,550.00**
Network For Good Website	600.00
Patient Donations	
Dental Clinic Donations	10,674.58
Medical Clinic Donations	17,690.00
Total for Patient Donations	**$28,364.58**
Special Events	
Annual Fall Dinner	
Auction Income	5,060.00
Fund-A-Need Donations	1,600.00
General Donations	5,895.00
Raffle Ticket Sales	3,060.00
Sponsors	45,000.00
Ticket Sales	10,000.00
Total for Annual Fall Dinner	**$70,615.00**
Raffle Fundraiser	400.00
Total for Special Events	**$71,015.00**
TO Rotary (Bear Hugs)	303.00
Total for Income	**$867,685.13**
Gross Profit	**$867,685.13**
Expenses	
Clinic Expenses	
Licenses and Permits	2,145.00
Medical Supplies	$5,907.87
Medical Supplies	7,361.59
Total for Medical Supplies	**$13,269.46**
Medical Waste	132.00
OSHA-Sharps Disposal	206.00

Profit and Loss

Conejo Free Clinic

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Urgent Care	1,470.00
Total for Clinic Expenses	**$17,222.46**
Clinic Expenses-Mammo	
Breast Biopsy	4,270.00
Mammogram-Diagnostic	1,031.60
Mammograms-Screening	4,560.00
Mammo-Ultrasound	2,650.00
Total for Clinic Expenses-Mammo	**$12,511.60**
Dental Clinic Expense	$151.32
Dental Clinic Expense - Other	3,210.93
Equipment	$820.42
Repair & Maintenance	254.29
Total for Equipment	**$1,074.71**
Outside Services	350.00
Patient Transportation	900.36
Supplies	15,214.20
Total for Dental Clinic Expense	**$20,901.52**
Discretionary	1,105.00
Dues and Subscriptions	$871.89
Membership	1,230.00
Total for Dues and Subscriptions	**$2,101.89**
Employee Cost	
Fidelity 401K Expense	5,774.10
Payroll	
Hourly	90,324.05
Overtime	3,737.67
Salaries	318,990.81
Sick Pay	3,434.00
Total for Payroll	**$416,486.53**
Payroll Processing Fees	1,624.78
Payroll Taxes	36,075.64
Reimbursed Expenses	121.24
Total for Employee Cost	**$460,082.29**
Expansion Project	35,873.99
Fundraising exp	$4,500.00
Annual Fall Dinner Event	15,639.09
Community Outreach/Awareness	1,606.17
Development	1,740.41
Total for Fundraising exp	**$23,485.67**
Gifts	944.26

Profit and Loss

Conejo Free Clinic

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Insurance	$257.95
Directors+Officers	2,365.00
P&C	1,122.20
Workmen's Comp	4,807.90
Total for Insurance	**$8,553.05**
Labs & Imaging Fees	
Imaging - MDI/Rolling Oaks	23,847.50
Lab Fees-WHF Acct	586.25
Labs - Quest Diagnostics	29,863.31
Total for Labs & Imaging Fees	**$54,297.06**
Other Business Costs	
Bank Service Charges	45.00
Credit Card Service Fees	2,218.78
Postage and Delivery	4.89
Printing and Reproduction	3,013.07
Taxes	530.84
Total for Other Business Costs	**$5,812.58**
Outside Services	700.00
Professional Fees	
Accouting Services	5,623.00
Bookkeeping	12,886.25
IT Services	5,180.00
Web Site	453.84
Total for Professional Fees	**$24,143.09**
Rent, Utilities and Op Expenses	
Cell	2,694.04
Computer Exp - Software	6,194.05
Electronic Health Records	60.00
Leased Equipment	3,734.04
Office Expense	16,361.44
Refrigerator Alarm	491.40
Storage locker	3,342.00
Telephone/Internet	3,366.44
UOR Annual Mardi gras Event Fee	1,595.00
UOR Utility Surcharge	12,992.00
VANT	6,176.90
Total for Rent, Utilities and Op Expenses	**$57,007.31**
Repairs	
Building Repairs	32.16
Total for Repairs	**$32.16**

Profit and Loss

Conejo Free Clinic

January-December, 2025

DISTRIBUTION ACCOUNT	TOTAL
Travel & Ent	
Lodging	767.73
Parking	6.00
Transportation	282.28
Total for Travel & Ent	**$1,056.01**
Volunteer Expenses	
Training	35.24
Volunteer Expenses General	109.85
Volunteer Recog.	3,360.11
Total for Volunteer Expenses	**$3,505.20**
Voucher Services	
Dental	6,491.35
Medical	5,229.92
Total for Voucher Services	**$11,721.27**
Total for Expenses	**$741,056.41**
Net Operating Income	**$126,628.72**
Other Income	
Interest Income	20,725.13
Other Income	
Cashback Rewards	74.14
Total for Other Income	**$74.14**
Total for Other Income	**$20,799.27**
Net Other Income	**$20,799.27**
Net Income	**$147,427.99**

Balance Sheet

Conejo Free Clinic

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Bank of America (deleted)	0.00
Edward Jones	
Mammogram Fund MM IRA#0310	65,475.82
MM IRA#9117	505,893.92
Total for Edward Jones	**$571,369.74**
Montecito Bank & Trust	100,324.49
Pacific Western Bank Ckg #1425	537,655.94
Petty Cash	200.00
Union Bank Svgs#1762	0.00
Total for Bank Accounts	**$1,209,550.17**
Accounts Receivable	
Accounts Receivable	0.00
Pledges Receivable	0.00
Total for Accounts Receivable	**$0.00**
Other Current Assets	
Accrued Donations	0.00
Certificates of Deposit	110,031.41
Dental Supplies on hand	25,000.00
Investments	0.00
Prepaid Expense	0.00
Right-of-Use Asset	6,252.52
Suspense	0.00
Undeposited Funds	50.00
Total for Other Current Assets	**$141,333.93**
Total for Current Assets	**$1,350,884.10**
Fixed Assets	
Accumulated Depreciation	-218,915.00
Fixed Asset - Dental Clinic	
Computer Equipment	17,884.17
Dental Equipment	140,491.08
Leasehold Improvements	99,075.39
Total for Fixed Asset - Dental Clinic	**$257,450.64**
Fixed Asset - Medical Clinic	
Computer Equipment	26,474.71
Leasehold Improvements	13,276.02
Medical Equipment	1,000.00
Office Equipment	23,368.23

Balance Sheet

Conejo Free Clinic

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Fixed Asset - Medical Clinic	**$64,118.96**
Total for Fixed Assets	**$102,654.60**
Total for Assets	**$1,453,538.70**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,946.37
Total for Accounts Payable	**$2,946.37**
Credit Cards	
Banc of California Mastercards	-$22.22
Eileen's MC #5912	1,041.81
Frank's MC #5901	0.00
Sarah's MC #0175	1,170.92
Sheri Jo's MC #4853	1,654.24
Total for Banc of California Mastercards	**$3,844.75**
Total for Credit Cards	**$3,844.75**
Other Current Liabilities	
Accrued expense	0.00
Accrued Payroll	0.00
Contract Payable (Copier Lease)	0.00
Deferred Grant Funds	0.00
Direct Deposit Payable	0.00
Fidelity Payable 401K	0.00
Lease liability	6,252.52
Payroll Clearing	0.00
Payroll Liabilities	-$11.99
CA PIT / SDI	0.00
CA SUI / ETT	209.46
Federal Taxes (941/943/944)	0.00
Simple IRA Co. Match	0.00
Simple IRA Emp.	0.00
Total for Payroll Liabilities	**$197.47**
Payroll Taxes Payable	0.00
Total for Other Current Liabilities	**$6,449.99**
Total for Current Liabilities	**$13,241.11**
Long-term Liabilities	
PPP Loan.	0.00
Total for Long-term Liabilities	**$0.00**
Total for Liabilities	**$13,241.11**

Balance Sheet

Conejo Free Clinic

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Equity	
Opening Bal Equity	0.00
Temporarily Resticted net asset	0.00
Retained Earnings-Unrestricted	1,292,869.60
Net Income	147,427.99
Total for Equity	**$1,440,297.59**
Total for Liabilities and Equity	**$1,453,538.70**

Conejo Free Clinic
Sources of Revenue

Community Support	
Individual Contributions	$104,800
Patient Donations	$28,400
Annual Fall Dinner Event:	$70,600
Community and Civic Groups	$27,500
Donated Service (Doctors, Dentists, Diagnostics, and Legal)	$750,000
Corporate Support	
Kaiser Permanente	$15,000
Conrad N. Hilton Foundation – Westlake	$10,000
Grants	
City of Westlake Village Community Grants	$5,000
City of Agoura Hills	$2,000
City of Thousand Oaks	$8,500
Americares	$18,000
Sherwood Cares – Sherwood Country Club Foundation	$65,000

Gold Coast RISE Foundation	$82,500
CA Wellness Foundation	$100,000
CAFCC	$90,000
Thomas and Dorothy Leavey Foundation	$50,000
City of Hope	$5,000
Delta Dental Community Care Foundation	$80,000
Pozzi Family Trust	$32,500
VCCF Community Fund	$38,700
Hogan Family Fund	$2,000
AAMLF	$11,000
American College of Bankruptcy	$14,000
Total Revenue (Incl. Donated Services)	**$1,610,500**

Conejo Free Clinic
Percentages of Revenue

Program	
Direct Care Staff Salaries	18%
Program Expenses	52%
Administrative	
Administrative Salaries	13%
Operating Expenses	8%
Fundraising Expenses	9%

Statement of Financial Position

Conejo Free Clinic

As of Mar 31, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
Edward Jones	
Mammogram Fund MM IRA#0310	66,059.11
MM IRA#9117	512,318.40
Total for Edward Jones	**$578,377.51**
Montecito Bank & Trust	100,349.24
Pacific Western Bank Ckg #1425	543,337.02
Petty Cash	200.00
Union Bank Svgs#1762	0.00
Total for Bank Accounts	**$1,222,263.77**
Accounts Receivable	
Accounts Receivable	50.00
Pledges Receivable	0.00
Total for Accounts Receivable	**$50.00**
Other Current Assets	
Accrued Donations	0.00
Certificates of Deposit	110,031.41
Dental Supplies on hand	25,000.00
Investments	0.00
Prepaid Expense	0.00
Right-of-Use Asset	6,252.52
Suspense	0.00
Undeposited Funds	50.00
Total for Other Current Assets	**$141,333.93**
Total for Current Assets	**$1,363,647.70**
Fixed Assets	
Accumulated Depreciation	-218,915.00
Fixed Asset - Dental Clinic	
Computer Equipment	17,884.17
Dental Equipment	140,491.08
Leasehold Improvements	99,075.39
Total for Fixed Asset - Dental Clinic	**$257,450.64**
Fixed Asset - Medical Clinic	
Computer Equipment	26,474.71
Leasehold Improvements	21,958.15
Medical Equipment	1,000.00
Office Equipment	23,368.23
Total for Fixed Asset - Medical Clinic	**$72,801.09**
Total for Fixed Assets	**$111,336.73**
Total for Assets	**$1,474,984.43**

Statement of Financial Position

Conejo Free Clinic

As of Mar 31, 2026

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total for Accounts Payable	**$0.00**
Credit Cards	
Banc of California Mastercards	-$0.16
Eileen's MC #5912	0.00
Frank's MC #5901	0.00
Sarah's MC #0175	0.16
Sheri Jo's MC #4853	0.00
Total for Banc of California Mastercards	**$0.00**
Total for Credit Cards	**$0.00**
Other Current Liabilities	
Accrued expense	0.00
Accrued Payroll	0.00
Contract Payable (Copier Lease)	0.00
Deferred Grant Funds	0.00
Direct Deposit Payable	0.00
Fidelity Payable 401K	0.00
Lease liability	6,252.52
Payroll Clearing	0.00
Payroll Liabilities	$0.00
CA PIT / SDI	0.00
CA SUI / ETT	0.00
Federal Taxes (941/943/944)	0.00
Simple IRA Co. Match	0.00
Simple IRA Emp.	0.00
Total for Payroll Liabilities	**$0.00**
Payroll Taxes Payable	0.00
Total for Other Current Liabilities	**$6,252.52**
Total for Current Liabilities	**$6,252.52**
Total for Liabilities	**$6,252.52**
Equity	
Opening Bal Equity	0.00
Temporarily Resticted net asset	0.00
Retained Earnings-Unrestricted	1,443,782.32
Net Income	24,949.59
Total for Equity	**$1,468,731.91**
Total for Liabilities and Equity	**$1,474,984.43**

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350 Los Angeles, Calif. 90053

CONEJO FREE CLINIC
80 E HILLCREST DRIVE #211
THOUSAND OAKS, CA 91360

Person to Contact:
L BARRAGAN
Telephone Number:
(213) 894-2336
Refer Reply to:
EO(0925)95
Date:
MARCH 11, 1996

EIN: 95-3177953

Gentlemen:

This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate that this organization was recognized to be exempt from Federal income tax in AUGUST 1976 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(iii).

The exempt status for the determination letter issued in AUGUST 1976 continues to be in effect.

If you need further assitance, please contact our office at the above address or telephone number.

Sincerely,

L Barragan

Disclosure Assistant

EXPOSE

City of Agoura Hills
Community Outreach Grant Program

Organization Name: EXPOSE

Organization Address: (Must be Local): 30125 Agoura Rd, Suite 2B, Agoura Hills, CA 91301

Grant Representative Contact

Name: Monalisa Okojie **Phone:** 18182510685

Address: 4846 Heaven Avenue, W.H, CA 913

Description of Community Services Provided: Free mental health services

EXPOSE provides community based mental health education, awerness, and support programs designed to strenghten emotional well being amoung youth and families. Through sessions, facilitated discussions and community engagement activities, the organizarion works to increase awareness of mental health challenges, reduce stigma and encourage healthy coping strategies. The programs encourage individuals to seek support when needed. Our goal is to promote emotional well being and strengthen healthier, more connected communities.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Agoura Hills and surrounding communities - 20 -30
Greater Los Angeles County
We would be be serving way more with plans to work with Agoura hills in the works
Mental health education workshops
Community wellness and stress management sessions
Emotional resilience and coping skills training for youth and families

Fund Amount Requested: $5,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funds will support community mental health education workshops for youth and families connected to the Agoura Hills community. Funds will be used to provide educational materials, wellness resources, and supplies for mental health awareness sessions focused on stress management, emotional resilience, and healthy coping strategies. A portion of the funds will also support workshop facilitation and community outreach to ensure residents are informed and able to participate in the program. The goal is to increase awareness of mental health resources and strengthen emotional well being within the community.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☐ **NO** ☑ **If Yes: Year Received?** _____ **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

EXPOSE is a nonprofit organization dedicated to supporting youth and families through education, wellness initiatives, and community engagement. The organization has experience delivering programs that promote mental health awareness, leadership development, and positive community outcomes. Through partnerships with community leaders and organizations, EXPOSE works to create accessible programs that strengthen emotional well being and support healthy communities.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Activity

EXPOSE

January 1-December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Income from Fundraising	142,200.68
Sales	10,325.00
Total for Income	**$152,525.68**
Gross Profit	**$152,525.68**
Expenses	
Accounting Services	237.50
Advertising & Marketing	2,055.00
Bank Charges	575.00
Entertainment	1,000.00
Individual Contractor	24,624.54
Insurance	602.70
Meals	5,714.72
Office/General Administrative Expenses	5,385.51
Office Supplies	1,140.12
Permits and Licenses	25.00
Printing Expense	1,690.02
Program Expenses	62,666.21
Rent	3,250.00
Subscription	497.78
Travel	113.68
Total for Expenses	**$109,577.78**
Net Operating Income	**$42,947.90**
Net Other Income	
Net Income	**$42,947.90**

Revenue Source Breakdown

Organization: EXPOSE

Fiscal Year: 2025–2026

Overview

EXPOSE receives funding from a combination of grants, donations, and program partnerships that support community-based programming and mental health education initiatives.

Revenue Sources

Foundation Grants – Support from private foundations and philanthropic organizations that fund youth development, mental health education, and community programs.

Government Grants – Funding from city, county, and state programs that support educational programming, youth empowerment initiatives, and community wellness activities.

Individual Donations – Contributions from individual supporters who believe in the mission of EXPOSE and help sustain programs serving youth and families.

Corporate Sponsorships – Support from businesses and corporate partners that contribute funding or resources for community programs and outreach initiatives.

Program Partnerships – Collaborative projects with schools, community organizations, and educational partners that support program implementation and service delivery.

Revenue Allocation

Approximately 80 percent of organizational revenue supports program activities and direct services to the community, including workshops, educational materials, and program delivery. Approximately 20 percent supports administrative costs necessary to operate the organization and manage programs effectively.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 30 2015

UPWARD, AFRICAN WOMAN
C/O MONA OKOJIE
880 W 1ST ST STE 313
LOS ANGELES, CA 90012

Employer Identification Number:
46-5106924
DLN:
17053110310035
Contact Person:
JOY M MCCOY ID# 31495
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
June 12, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 947

ARTICLES OF INCORPORATION OF THE STATE OF CALIFORNIA

OF

EXPOSE

I.

The name of this corporation is EXPOSE.

II.

A. This corporation is a nonprofit PUBLIC BENEFIT CORPORATION and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

B. This corporation is organized in furtherance of an educational purpose and to provide resources, mentorship, and instruction on subjects useful to the individual and beneficial to the community; including but not limited to representing underrepresented and underserved communities, empowering women, youths, and children for a better future. This notwithstanding, the Corporation reserves the rights to expand the geographical reach and services provided to attain its desired mission.

III.

The name and address in the State of California of this corporation's initial agent for service of process is:

Odion Okojie

880 West First Street #313 Los Angeles, California 90012

IV.

The initial street address of this corporation is 880 West First Street #313, Los Angeles, California 90012.

V.

A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

VI.

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever insure to the benefit of any director, officer, or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation, or

corporation which is organized and operated exclusively for charitable purposes and which has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code

IN WITNESS WHEREOF, the undersigned incorporator has executed these Articles of Incorporation on the date below.

Date: 05/07/2024

For Office Use Only

-FILED-

File No.: BA20241168877

Date Filed: 6/17/2024

Certificate of Amendment of Articles of Incorporation

The undersigned certify that:

1. They are the **president** and the **secretary**, respectively, of EXPOSE, a California corporation, with California Entity Number (3578546).

2. Article 11 B of the Articles of Incorporation of this corporation is amended to read as follows:

> B. This corporation is organized in furtherance of an educational purpose and to provide resources, mentorship, and instruction on subjects useful to the individual and beneficial to the community; including but not limited to representing underrepresented and underserved communities, empowering women, youths, and children for a better future. This notwithstanding, the Corporation reserves the rights to expand the geographical reach and services provided to attain its desired mission.

3. The foregoing amendment of Articles of Incorporation has been duly approved by the board of directors.

4. The foregoing amendment of Articles of Incorporation has been duly approved by the required vote of the members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

Date 6/10/24

Mona Okojie, President

Date: **6/10/24**

Aineakho Ojior, Secretary

B2747-9113 06/17/2024 5:00 PM Received by California Secretary of State

FUTURE FOUNDATION-CONEJO/LAS VIRGENES

CITY OF AGOURA HILLS

CITY OF AGOURA HILLS
COMMUNITY OUTREACH GRANT PROGRAM
APPLICATION FORM
2026

1. NAME AND ADDRESS OF ORGANIZATION: (must be the local branch)

Conejo/Las Virgenes Future Foundation
P.O. Box 3814
Thousand Oaks, CA 91359

2. GRANT APPLICANT REPRESENTATIVE'S NAME, ADDRESS, AND TELEPHONE NUMBER:

Karen Malatesta, Executive Director
P.O. Box 3814
Thousand Oaks, CA 91359
(818) 880-1054

3. DESCRIPTION OF COMMUNITY SERVICES PROVIDED:

Conejo/Las Virgenes Future Foundation (CLVFF) is a 53-year old non-profit organization serving as a catalyst and a facilitator to involve citizens in studies, projects, and events that focus on enhancing the quality of life in our region and planning for the future. **The Foundation is the only non-profit of its kind in this region that examines issues, projects and concerns that affect all stakeholders in the Conejo/Las Virgenes Community.** Our multiple projects are funded through private and corporate donations, and civic grants. Our studies often result in published reports that are made available to interested parties. Our sponsored colloquia provide opportunities for leaders from local business, government, educational institutions, other local organizations, and the general public to share ideas about current topics of interest. Our Board of Trustees consists of 33 leaders in the community including Danielle Borja, President/CEO, Greater Conejo Valley Chamber of Commerce; Louis Celaya, Deputy City Manager City, Agoura Hills; John Loesing, Managing Editor, The Acorn Newspapers; Dave Pedersen, General Manager, Las Virgenes Municipal Water District; Jenn Seetoo, Commander, North Patrol Division, Los Angeles County Sheriff's Dept., Dan Stepenosky, Superintendent, Las Virgenes Unified School District; and Jeremy Wolf, Mayor, City of Agoura Hills as well as those listed on the attached roster.

In 2025 CLVFF sponsored:

1. **Youth Congress Leadership Program:** For 42 years, the Foundation has provided programs for high school students in the region. The Foundation currently provides a Youth Leadership Program that is held annually. Last year, the program was conducted virtually and had 200 students participating, representing the Conejo Valley Unified, Las Virgenes Unified, Oak Park Unified and private high schools in the region. The program provided high school students the opportunity to develop effective leadership skills from a variety of speakers with different perspectives. In addition to being able to accept more students into the program, staying virtual has given us the opportunity to have speakers from across the country and students were able to gain insight from presenters they would not have had access to otherwise.

   The 2025-2026 program is also being conducted virtually and also has over 200 students participating.

2. **Senior Congress XXII, Getting Smarter at Getting Older,** took place on March 25, 2026. There were presentations by seven experts in the field speaking on topics that included: Tech Made Easier: How to Manage Your Digital Life, Stay Secure and Use Tools that Matter Most, Brain Health and Memory: What Really Helps, Getting Smarter at Getting Older, Seniors Vs. Scams: Your Guide to Staying Safe, Everyday AI Made Simple: Staying Capable, Connected and Curious, and The Future of Home: Creative Approaches to Aging in Place

4. LIST AREA(S) SERVED BY ORGANIZATION (include brief description of the relationship of your organization to the residents of the City of Agoura Hills), PLEASE INCLUDE NUMBER OF AGOURA HILLS RESIDENTS SERVED.

CLVFF serves the area along the 101 Freeway corridor from Calabasas to Newbury Park. The organization's focus is regional in nature. Agoura Hills is in the heart of the region. In the 3 programs that the Foundation offers annually, every year there are 200 students in the Youth Leadership Program, 250 attendees at Senior Congress and 180 attendees at our 10x10 event. Approximately, 25% of each event attendees reside within the Agoura Hills city limits.

5. AMOUNT OF FUNDS REQUESTED:
A total of **$7,000** is requested to fund three programs:
Senior Congress
Youth Congress Leadership Program
10x10: The Future of the Conejo Las/Virgenes Region

6. PROPOSED USE AND BUDGET PLAN FOR GRANT FUNDS (Please include as much detail as possible as this may affect your award status.)

This year a grant from the City of Agoura Hills is requested to fund 3 regional programs that have a significant impact to the City of Agoura Hills. We offer programs, unique to the community, that are not currently being offered by the local cities or school districts. By helping to fund CLVFF, the City is effectively leveraging resources and providing valuable services for a fraction of what they would otherwise cost. As reflected in this grant request, the cost of these events is kept to a minimum because of volunteer involvement, so that City funds are maximized to the greatest degree.

1. Planning for **Senior Congress XXIII** will begin in August with the event to be held in the first quarter of 2026.

   The Foundation began Senior Congress in 2005 as a way of addressing the needs and concerns of senior citizens in the region. The popularity of Senior Congress supports the notion that the senior citizen population is growing in numbers and that this group is highly motivated to learn more about how they can remain healthy, productive, informed, and involved in the planning of their own individual futures. Past programs have included subjects such as financial concerns, healthy aging techniques, end of life issues, safety issues, how to improve memory, how to recognize, diagnose and manage memory loss, aging in place, transitions and choices, healthy senior living, money 101 for seniors, senior medical concerns, parts 1 and 2, lifelong learning, making sense of your senses, technology, planning for the future, better with age, turning obstacles into opportunities, stepping into your future, embracing your changing world, ageless living, and getting smarter at getting older.

Budget Plan: Senior Congress XXIII

Project Coordinator	$ 6,000
Program Supplies	$ 300
Printing	$ 3,200
Facility Use	$ 1,000
Lunch	$ 1,500
Outside Services	$ 850

Signs and Publicity	$ 250
Total	**$13,100**

2. **Youth Congress Leadership Program** is an annual program.

   Planning for the 2026-2027 Youth Leadership Program will begin in July. At that time, we will discuss keeping the program all virtual or having it be a hybrid of in-person and virtual meetings. By continuing to have meetings virtually, we will be able to secure speakers from around the country to give their perspective on leadership. Being able to reach out to speakers beyond our region has given the participants an opportunity to hear from leaders they would not have had access to otherwise. Having some of the meetings in-person would give the students the opportunity to meet local leaders and to be involved in an interactive meeting with their peers from the other high schools.

   In addition to different aspects of leadership and what makes a good leader, the program will continue to explore leadership with regard to important issues such as: race, water, climate change, and mental health.

   Today's high school students are the leaders of the future, and the program is designed to help them develop the skills necessary to be a good leader. The students will be exposed to a variety of speakers and programs that are designed to inform and stimulate their interest in pursuing leadership roles. This highly specialized program provides students with a unique opportunity to interact and engage with leaders from across the country.

   It is our hope that many of the participants continue to seek leadership opportunities. We are hopeful that the education gained through this program will motivate the participants to give back to their community in a meaningful way, either as a volunteer or as an employee.

Budget Plan: Youth Congress Leadership Program

Project Coordinator	$6,000
Zoom Webinar	$ 750
Program Supplies	$ 200
Printing	$ 600
Total	**$7,550**

3. **10x10: The Future of the Conejo/Las Virgenes Region** will take place in the fall 2026. The first 10x10 took place on October 10, 2015. It was such a success that it became an annual program. The 10x10 consists of 10 experts speaking on 10 different topics, for 10 minutes each. Ten new topics are selected each year. Topics are discussed as relevant to the Conejo/Las Virgenes Region and where the speaker sees us 10 years from now. The goal of the 10x10 is to focus on important issues in order to stimulate discussion, raise awareness, and demonstrate interconnections that impact the quality of life in our region.

   Planning for the 10x10 will begin in May with the event to be held in the fall of 2026.

Budget Plan: 10X10

Project Coordinator	$ 5,000
Program Supplies	$ 250
Printing	$ 1,750
Postage	$ 250
Refreshments	$ 500
Outside Services	$ 250
Signs and Publicity	$ 500
Total	**$8,500**

7. **HAVE YOU RECEIVED GRANT FUNDING FROM THE CITY OF AGOURA HILLS IN THE PAST? (If your organization has received multiple awards, please state most recent time.)**

YES___X_____ NO_____

If YES:	**YEAR RECEIVED**	**AMOUNT**
	2025	**$2,000**
	2024	$2,000
	2023	$2,000
	2022	$1,000
	2021	$1,000
	2020	$,2000
	2019	$3,000

8. **ADDITIONAL DOCUMENTATION: (Anything else we should know about your organization?)**

Please see attached information.

Supplemental Documentation Checklist:

- [x] 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- [x] Income statement and balance sheet for current year.
- [x] Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- [x] Breakdown and description of organization's sources(s) of revenue.
- [x] I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2025.

Conejo / Las Virgenes Future Foundation
Statement of Changes in Net Assets
As of March 31, 2026

	Mar 31, 26	Mar 31, 25
ASSETS		
Current Assets		
Checking/Savings		
1050 · Union Bank Checking (Cash in Checking)	96,059.23	88,591.87
1070 · One West MM Account (Money Market Account)	0.00	6,493.97
Total Checking/Savings	96,059.23	95,085.84
Total Current Assets	96,059.23	95,085.84

Conejo / Las Virgenes Future Foundation
Statement of Operations
January through March 2026

	Jan - Mar 26	Jan - Mar 25
Ordinary Income/Expense		
Income		
5010 · Donations (Donations)	15,919.66	14,593.43
5050 · Interest Income (Interest Income)	0.00	2.41
Total Income	15,919.66	14,595.84
Expense		
8050 · Bank charges (Bank Charges)	54.50	0.00
8410 · Licenses & Fees (Licenses & Fees)	0.00	51.97
8450 · Miscellaneous (Miscellaneous)	0.00	28.07
8470 · Office Expense (Office Expense)	46.67	117.88
8495 · Wages (Wages and Salaries)	10,500.00	10,500.00
8496 · Payroll Expense (Payroll Expense)	1,284.70	1,268.19
8520 · Outside Services (Outside Services)	1,138.72	800.00
8550 · Printing (Printing)	0.00	583.09
8570 · Program Supplies (Program Supplies)	1,148.34	1,499.16
8750 · Telephone (Telephone)	132.10	161.34
8760 · On Line Services (Webb site, internet)	278.50	756.93
Total Expense	14,583.53	15,766.63
Net Ordinary Income	1,336.13	-1,170.79
Other Income/Expense		
Other Expense		
9999 · Fund Balance Transfer Account	1,336.13	-1,170.79
Total Other Expense	1,336.13	-1,170.79
Net Other Income	-1,336.13	1,170.79
Net Income	**0.00**	**0.00**

Conejo/Las Virgenes Future Foundation
Percentage of Revenue
January through December
2025

Income	Programs	Admin.	Total
Donations	$59,550.42	$94.54	$59,644.96
Interest Income		$2.98	$2.98
Transfers to General Fund	$2,483.53		$2,483.53
Total Income	$62,033.95	$97.52	$62,131.47

Note: CLVFF accounts for all fund transfers as either a positive or negative expense. Fund transfers are not considered income. In 2025, cash disbursement exceeded cash receipts by $2,483.53 and therefore there were net transfers of $2,483.53 from the restricted fund.

Programs %	76.1%
Admin %	10.1%
Wages %	13.9%
Transfers %	0.0%
Total	100.0%

Note: Admin is exclusive of wages.

Conejo/Las Virgenes Future Foundation
Sources of Revenue

January - December 2025

	Amount	%
Donations	$47,634.00	79.99%
Grants	$12,000.00	20.00%
Interest	$10.00	0.01%
Total	**$59,644.00**	**100.00%**

Department of the Treasury

District Director

Internal Revenue Service

Date: DEC 11 1972

In reply refer to: LA:EO:72:1859
FL-1254, Code 421:1504:RG

Tel. (213) 688-4405

Conejo Future Foundation
3078 North Saddleback Court
Post Office Box 1843
Thousand Oaks, California 91360

Purpose: Educational
File Returns with Internal Revenue Service Center: Philadelphia, Pennsylvania
Accounting Period Ending: August 31
Address Inquiries to District Director of Internal Revenue: Los Angeles, California

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you can reasonably be expected to be an organization of the type described in sections 170(b)(1)(A)(vi) and 509(a)(1). Accordingly, for your first two tax years, you will be treated as an organization which is not a private foundation.

At the end of your first two tax years, however, you must establish with the Internal Revenue Service that for such two years you were in fact an organization of the type described in section 170(b)(1)(A)(vi). If you establish this fact with the Service, you will be classified as a section 509(a)(1) organization for all purposes beginning with the first day of your third tax year and you must normally meet the requirements of section 170(b)(1)(A)(vi) thereafter. If, however, you do not meet the requirements of section 170(b)(1)(A)(vi) for your first two tax years, you will be classified as a private foundation as of the first day of your third tax year. Furthermore, you will be treated as a private foundation as of the first day of your first tax year for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation for your first two tax years, unless notice that you will no longer be treated as a section 509(a)(1) organization is published in the Internal Revenue Bulletin. However, a grantor or donor may not rely on such determination if he was in part responsible for, or was aware

cbb

(OVER)

of, the act or failure to act that resulted in your loss of section 509(a)(1) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) organization.

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible under sections 2055, 2106, and 2522 of the Code.

If your sources of support, or your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than $5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

CFF OFFICE NOTE:

Identification Number Assigned is: 95-2808200

T. E. Schmidt
District Director

FL-1254 (10-71)

GOLDEN HEART RANCH

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Golden Heart Ranch

Organization Address: (Must be Local): 3190 Triunfo Canyon Road

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Grant Representative Contact

Name: Rose van Wier Hein **Phone:** 310-567-6984

Address: 3190 Triunfo Canyon Road

Description of Community Services Provided: Golden Heart Ranch, located in Agoura Hills provides inclusive programs for young adults with intellectual and developmental disabilities throughout Los Angeles County. Our mission is to create opportunities for participants to build life skills, confidence and meaningful friendships in a supportive and engaging environment. At GHR participants benefit from enriching on site activities alongside regular community integration outings throughout Agoura Hills. Ranchers visit local parks and trails for fitness, practice social and daily living skills at neighborhood grocery stores and restaurants, and take part in recreational activities within the community.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

GHR serves individuals throughout Los Angeles County, including Agoura Hills, the Conejo Valley, San Fernando Valley, South Bay and surrounding communities. Currently GHR serves serveral participants who reside in Agoura Hills and regularly welcomes additional local residents to participate in our programs, camps and community events. GHR is located in Agoura Hills and maintains strong ties to the local community. The Ranch also hosts camps, seasonal events and volunteer opportunities that bring Agoura Hills residents, families and other local organizations together. Through these connections our participants participate in and contribute to the Agoura Hills community.

Fund Amount Requested: 1200.00

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

GHR respectfully requests $1,200.00 to support community integration and life-skills programming for young adults with I/DD. Grant funds will be used to help cover staffing support, program supplies, and transportation cost associated with supervised outings in Agoura Hills. Funds will also support materials used in our onsite programs such as cooking actitivites, health and wellness programming and vocational gardening.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** 1100.00

Additional Documentation: *(Anything else we should know about your organization?)*

Golden Heart Ranch is deeply rooted in the Agoura Hills community and is dedicated to creating a safe, welcoming place where young adults with I/DD can build confidence, friendships and life skills. Our programs are designed to promote independence while also strengthening connections between participants and and the broader community.

Supplemental Documentation Checklist:

- ☐ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☐ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☐ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Breakdown and Description of Organizationôs Sources of Revenue:

Golden Heart Ranch is supported through a combination of individual donations, foundation grants, participant program fees, corporate sponsorships, and community fundraising events. Individual donors and family foundations provide a significant portion of annual support, helping sustain daily programming and program growth.

Participant program fees contribute toward the cost of services, though these fees do not fully cover the true cost of operating the programs. Golden Heart Ranch intentionally keeps fees as accessible as possible to ensure individuals with intellectual and developmental disabilities can participate regardless of financial circumstances.

Additional support is generated through special events, corporate partnerships, and community-based fundraising efforts. These diverse revenue streams allow Golden Heart Ranch to maintain high-quality programming while continuing to expand opportunities for the individuals and families we serve throughout Los Angeles County and the Agoura Hills community.

Allocation of Organizational Revenue

Golden Heart Ranch directs the majority of its resources toward program delivery and direct participant services. The organization maintains a lean administrative structure to ensure funds are used as efficiently as possible to support the individuals we serve.

Program Services (Direct Programming, Activities, Supplies, Transportation, Animal Care, Garden Program): **70%**

Salaries and Benefits (Program Staff, Instruction, Supervision, and Participant Support): **20%**

Administration and Operations (Insurance, accounting, compliance, utilities, office expenses): **10%**

This structure allows Golden Heart Ranch to prioritize hands-on services and meaningful experiences for participants while maintaining responsible financial oversight and operational sustainability.

Golden Heart Ranch
Balance Sheet
As of December 31, 2025

		Dec 31, 25
ASSETS		
Current Assets		
Checking/Savings		
Checking GHR - CNB 0129		229,275.20
Paypal Account		3,975.20
Petty Cash - AH Ranch		415.00
Petty Cash - Office		140.14
Savings (New) CNB 0449		84,023.03
Wells Fargo MM Investment		5,038.43
Total Checking/Savings		322,867.00
Other Current Assets		
Wells Fargo Investments		801,798.27
Prepaid Insurance		7,750.00
Total Other Current Assets		809,548.27
Total Current Assets		1,132,415.27
Fixed Assets		
Accum Depr - Fixed Assets		-251,976.17
Buildings		495,909.00
Buildings & Land Improvements		179,348.84
Const in Prog #6 (Buildings)		276,657.59
Equipment		46,591.96
Furniture and Fixtures		45,758.92
Land Purchase		1,983,638.10
Vehicles		146,476.79
Total Fixed Assets		2,922,405.03
Other Assets		
Contributions Receivable		
Contributions Receivable-Pledge	300,000.00	
Total Contributions Receivable		300,000.00
Total Other Assets		300,000.00
TOTAL ASSETS		**4,354,820.30**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
American Express		230.45
Chase Card Services		12,396.13
Total Credit Cards		12,626.58
Other Current Liabilities		
Hankey Line of Credit		118,615.39
Interest Payable		18,421.09
Total Other Current Liabilities		137,036.48
Total Current Liabilities		149,663.06
Long Term Liabilities		
Loan Payable - R James		50,000.00
Notes, Mortgages, and Leases		
Hankey Capital, LLC (Loan A)	1,500,000.00	
Hankey Capital, LLC (Loan B)	1,000,000.00	
Total Notes, Mortgages, and Leases		2,500,000.00

Golden Heart Ranch
Balance Sheet
As of December 31, 2025

	Dec 31, 25
SBA Loan Accrued Interest	2,188.58
SBA Loan Payable	150,000.00
Total Long Term Liabilities	2,702,188.58
Total Liabilities	2,851,851.64
Equity	
Opening Balance Equity	5,136.33
Unrestricted Net Assets	1,154,566.40
Net Income	343,265.93
Total Equity	1,502,968.66
TOTAL LIABILITIES & EQUITY	**4,354,820.30**

Golden Heart Ranch
Profit & Loss - Consolidated
January through December 2025

	Jan - Dec 25	
Ordinary Income/Expense		
Income		
Direct Public Grants		
Foundation and Trust Grants	56,000.00	
Direct Public Grants - Other	342,046.00	
Total Direct Public Grants		398,046.00
Direct Public Support		260,149.60
Investments		
Dividend, Interest (Securities)	30,264.81	
Total Investments		30,264.81
Other Types of Income		
Merchandise Sales - Ranch Store	656.83	
Total Other Types of Income		656.83
Program Income		
Social Living Club Fees	609,136.33	
Total Program Income		609,136.33
Rentals		
Rent Revenue - Debt Property	1,050.00	
Total Rentals		1,050.00
Securities		
Security Sales	-75.59	
Total Securities		-75.59
Total Income		1,299,227.98
Gross Profit		1,299,227.98
Expense		
Advertising Expenses		1,182.45
Bank & Credit Card Charges		
Fees - Blackbaud	1,964.07	
Fees - Blue Snap	433.06	
Bank Service Charges	1,861.93	
Finance Charge - CC	40.00	
Merchant Fees	424.75	
Paypal Fees	972.03	
Total Bank & Credit Card Charges		5,695.84
Business Expenses		
Business Registration Fees	532.00	
Total Business Expenses		532.00
Contract Services		
Accounting Fees	3,682.50	
Bookkeeping	7,210.00	
Database Provider	5,907.14	
Outside Contract Services	5,266.13	
Total Contract Services		22,065.77

Golden Heart Ranch
Profit & Loss - Consolidated
January through December 2025

	Jan - Dec 25	
Facilities and Equipment		
DMV Fees	1,903.06	
Equip Rental and Maintenance	6,429.95	
Maintenance of Property	44,667.64	
Property Insurance	6,606.45	
Rent	12,511.13	
Transportation for Programs	7,567.62	
Total Facilities and Equipment		79,685.85
Meals & Entertainment		1,145.80
Memberships & Dues		1,494.00
Operations		
Computer Software	2,345.73	
Postage, Mailing Service	402.78	
Printing and Copying	394.14	
Supplies	64,536.08	
Telephone, Telecommunications	10,004.32	
Total Operations		77,683.05
Other Types of Expenses		
Gifts	82.63	
Insurance - Health	12,007.44	
Insurance - Liability, D and O	30,983.34	
Interest Expense - General	2,750.00	
Interest Expense - Land Loan	109,461.12	
interest Expense - SBA Loan	7,692.00	
Staff Development	8,890.19	
Total Other Types of Expenses		171,866.72
Payroll Expenses		
Gross Payroll Wages	448,035.29	
Payroll Tax Expense	36,704.66	
Total Payroll Expenses		484,739.95
Payroll Processing		19,900.57
Property Taxes		1,048.78
Property Utility Costs		31,541.54
Seminars and Education		
Online Education	19.98	
Seminars and Education - Other	285.00	
Total Seminars and Education		304.98
Social Living Club Activities		51,822.21
Travel and Meetings		
Conference, Convention, Meeting	182.54	
Total Travel and Meetings		182.54
Web Registration		5,846.72
Workers Comp Insurance		1,960.00
Total Expense		958,698.77
Net Ordinary Income		340,529.21
Other Income/Expense		
Other Income		
Interest Income - Other		77.32
Rewards - Credit Cards		2,659.40
Total Other Income		2,736.72
Net Other Income		2,736.72
Net Income		**343,265.93**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 0 1 2009

GOLDEN HEART RANCH
C/O ROSE VAN WIER HEIN
607 6TH ST
MANHATTAN BEACH, CA 90266

Employer Identification Number:
26-3131470
DLN:
17053242328008
Contact Person:
ARIEANE H. BARRS ID# 52662
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
July 17, 2008
Contribution Deductibility:
Yes
Addendum Applies:
NO

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

HIVE OF HOPE

City of Agoura Hills
Community Outreach Grant Program

CITY OF AGOURA HILLS

Organization Name: Hive of Hope

Organization Address: (Must be Local): 30125 Agoura Rd Suite 2B, Agoura Hills, CA 91301

Grant Representative Contact

Name: Jaiden Seehoffer **Phone:** 8058235820

Address: 30125 Agoura Rd Suite 2B, Agoura Hills, CA 91301

Description of Community Services Provided: Provides low fee sliding scale therapy services to those in need. Serves children, parents, couples, families and individuals who are experiencing challenges with their mental health.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
LA and Ventura County

Fund Amount Requested: 5000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

will use funds for providing services, covering costs like resource printing, books we use workbooks, toys for our therapy services etc

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☐ **NO** ☑ **If Yes: Year Received?** _____ **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

NA

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Financial Position

Hive of Hope

As of December 31, 2025

DISTRIBUTION ACCOUNT	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
Assets												
Current Assets												
Bank Accounts												
USBank -1097	766.19	806.24	1,888.02	2,013.37	2,189.66	1,852.58	2,188.33	1,893.02	6,363.98	4,768.46	2,655.81	1,906.11
Total for Bank Accounts	**766.19**	**806.24**	**1,888.02**	**2,013.37**	**2,189.66**	**1,852.58**	**2,188.33**	**1,893.02**	**6,363.98**	**4,768.46**	**2,655.81**	**1,906.11**
Other Current Assets												
Advance to Bahareh Talei	830.66	830.66	830.66	830.66	830.66	830.66	830.66	2,630.66	2,630.66	2,630.66	2,630.66	2,630.66
Advance to Psych Eval	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00
Total for Other Current Assets	**4,530.66**	**4,530.66**	**4,530.66**	**4,530.66**	**4,530.66**	**4,530.66**	**4,530.66**	**6,330.66**	**6,330.66**	**6,330.66**	**6,330.66**	**6,330.66**
Total for Current Assets	**5,296.85**	**5,336.90**	**6,418.68**	**6,544.03**	**6,720.32**	**6,383.24**	**6,718.99**	**8,223.68**	**12,694.64**	**11,099.12**	**8,986.47**	**8,236.77**
Total for Assets	**5,296.85**	**5,336.90**	**6,418.68**	**6,544.03**	**6,720.32**	**6,383.24**	**6,718.99**	**8,223.68**	**12,694.64**	**11,099.12**	**8,986.47**	**8,236.77**
Liabilities and Equity												
Liabilities												
Current Liabilities												
Credit Cards												
AMEX Amazon Business Prime -51001	60.36	846.87	674.61	329.98	106.47	406.14	1,454.30	3,569.66	6,126.39	7,246.23	9,608.15	9,773.10
Total for Credit Cards	**60.36**	**846.87**	**674.61**	**329.98**	**106.47**	**406.14**	**1,454.30**	**3,569.66**	**6,126.39**	**7,246.23**	**9,608.15**	**9,773.10**
Other Current Liabilities												
Advance from DCC	47,380.37	48,880.37	52,130.37	55,142.95	57,828.02	59,682.07	60,816.07	63,616.07	70,782.77	73,282.77	73,282.77	75,782.77
Total for Other Current Liabilities	**47,380.37**	**48,880.37**	**52,130.37**	**55,142.95**	**57,828.02**	**59,682.07**	**60,816.07**	**63,616.07**	**70,782.77**	**73,282.77**	**73,282.77**	**75,782.77**
Total for Current Liabilities	**47,440.73**	**49,727.24**	**52,804.98**	**55,472.93**	**57,934.49**	**60,088.21**	**62,270.37**	**67,185.73**	**76,909.16**	**80,529.00**	**82,890.92**	**85,555.87**
Total for Liabilities	**47,440.73**	**49,727.24**	**52,804.98**	**55,472.93**	**57,934.49**	**60,088.21**	**62,270.37**	**67,185.73**	**76,909.16**	**80,529.00**	**82,890.92**	**85,555.87**
Equity												
Retained Earnings	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87	-39,797.87
Net Income	-2,346.01	-4,592.47	-6,588.43	-9,131.03	-11,416.30	-13,907.10	-15,753.51	-19,164.18	-24,416.65	-29,632.01	-34,106.58	-37,521.23
Total for Equity	**-42,143.88**	**-44,390.34**	**-46,386.30**	**-48,928.90**	**-51,214.17**	**-53,704.97**	**-55,551.38**	**-58,962.05**	**-64,214.52**	**-69,429.88**	**-73,904.45**	**-77,319.10**
Total for Liabilities and Equity	**5,296.85**	**5,336.90**	**6,418.68**	**6,544.03**	**6,720.32**	**6,383.24**	**6,718.99**	**8,223.68**	**12,694.64**	**11,099.12**	**8,986.47**	**8,236.77**

Statement of Activity

Hive of Hope

January-December, 2025

DISTRIBUTION ACCOUNT	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	TOTAL
Income													
Service Revenue	860.49	818.75	1,197.68	1,464.65	1,476.99	878.62	1,652.85	920.39	4,698.76	2,791.48	2,127.15	968.50	19,856.31
Total for Income	**860.49**	**818.75**	**1,197.68**	**1,464.65**	**1,476.99**	**878.62**	**1,652.85**	**920.39**	**4,698.76**	**2,791.48**	**2,127.15**	**968.50**	**$19,856.31**
Gross Profit	**860.49**	**818.75**	**1,197.68**	**1,464.65**	**1,476.99**	**878.62**	**1,652.85**	**920.39**	**4,698.76**	**2,791.48**	**2,127.15**	**968.50**	**$19,856.31**
Expenses													
Advertising & Marketing													
Listing fees	29.95	29.95	29.95	29.95	29.95	29.95	29.95	29.95	29.95	29.95	29.95	29.95	359.40
Total for Advertising & Marketing	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**29.95**	**$359.40**
Bank Charges & Fees			35.00	39.00	39.00	21.00	0.00		39.00	0.00			173.00
Business Filings & Fees	417.00												417.00
Continued Education		90.00											90.00
Interest paid			30.14	26.47	21.41	10.92	24.85	56.26	142.47	184.65	228.89		726.06
Office Expenses													
Computer & Software Expenses	189.16	276.00	397.25	517.32	531.00	531.00	531.00	646.96	1,033.84	1,551.00	891.00		7,095.53
Office Refreshments	52.49	64.85	64.85	33.95									216.14
Office supplies	234.59	340.00	270.55	559.34	840.20	356.85	407.86	1,027.95	2,204.34	731.77	435.90		7,409.35
Small Furniture & Fixtures Expenses									788.04	464.22			1,252.26
Total for Office Expenses	**476.24**	**680.85**	**732.65**	**1,110.61**	**1,371.20**	**887.85**	**938.86**	**1,674.91**	**4,026.22**	**2,746.99**	**1,326.90**		**$15,973.28**
Payroll expenses													
Payroll Fees	116.00	128.00	116.00	128.00	116.00	128.00	116.00	128.00	116.00	116.00	128.00	116.00	1,452.00
Payroll Tax	200.70	200.70	224.10	261.30	137.70	137.70	137.70	137.70	361.80	361.80	361.80	352.20	2,875.20
Payroll Wages												3,750.00	$3,750.00
Owner Salary - BT									1,800.00	1,800.00	1,800.00		5,400.00
Owner Salary - CI	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00		19,800.00
Total for Payroll Wages	**1,800.00**	**1,800.00**	**1,800.00**	**1,800.00**	**1,800.00**	**1,800.00**	**1,800.00**	**1,800.00**	**3,600.00**	**3,600.00**	**3,600.00**	**3,750.00**	**$28,950.00**
Total for Payroll expenses	**2,116.70**	**2,128.70**	**2,140.10**	**2,189.30**	**2,053.70**	**2,065.70**	**2,053.70**	**2,065.70**	**4,077.80**	**4,077.80**	**4,089.80**	**4,218.20**	**$33,277.20**
Professional and Legal Services													
Accounting & Bookkeeping Services	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00		1,650.00
Total for Professional and Legal Services	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**	**150.00**		**$1,650.00**
Repair & Maintenance	44.15								49.76	51.35			145.26
Subcontracted Services (1099)													
Billing	29.60		75.80		97.00		113.40			159.20			475.00
Total for Subcontracted Services (1099)	**29.60**		**75.80**		**97.00**		**113.40**			**159.20**			**$475.00**
Testing Materials							188.50	377.00	1,065.95	759.75	829.50	135.00	3,355.70
Travel													
Airfare				461.92									461.92
Total for Travel				**461.92**									**$461.92**
Website Expenses						204.00			372.00				576.00
Total for Expenses	**3,263.64**	**3,079.50**	**3,193.64**	**4,007.25**	**3,762.26**	**3,369.42**	**3,499.26**	**4,353.82**	**9,953.15**	**8,159.69**	**6,655.04**	**4,383.15**	**$57,679.82**

Statement of Activity

Hive of Hope

January-December, 2025

DISTRIBUTION ACCOUNT	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	TOTAL
Net Operating Income	**-2,403.15**	**-2,260.75**	**-1,995.96**	**-2,542.60**	**-2,285.27**	**-2,490.80**	**-1,846.41**	**-3,433.43**	**-5,254.39**	**-5,368.21**	**-4,527.89**	**-3,414.65**	**-$37,823.51**
Other Income													
Amazon Credits	57.14	14.29						22.76	1.92	152.85	53.32		302.28
Total for Other Income	**57.14**	**14.29**						**22.76**	**1.92**	**152.85**	**53.32**		**$302.28**
Net Other Income	**57.14**	**14.29**						**22.76**	**1.92**	**152.85**	**53.32**		**$302.28**
Net Income	**-2,346.01**	**-2,246.46**	**-1,995.96**	**-2,542.60**	**-2,285.27**	**-2,490.80**	**-1,846.41**	**-3,410.67**	**-5,252.47**	**-5,215.36**	**-4,474.57**	**-3,414.65**	**-$37,521.23**

Statement of Financial Position
Hive of Hope
As of April 1, 2026

	January 2026	February 2026	March 2026
Assets			
Current Assets			
Bank Accounts			
USBank -1097	4,292.37	4,950.38	7,593.73
Total for Bank Accounts	**4,292.37**	**4,950.38**	**7,593.73**
Other Current Assets			
Advance to Bahareh Talei	2,630.66	2,630.66	2,330.66
Advance to Psych Eval	3,700.00	3,700.00	3,700.00
Total for Other Current Assets	**6,330.66**	**6,330.66**	**6,030.66**
Total for Current Assets	**10,623.03**	**11,281.04**	**13,624.39**
Total for Assets	**10,623.03**	**11,281.04**	**13,624.39**
Liabilities and Equity			
Liabilities			
Current Liabilities			
Credit Cards			
AMEX Amazon Business Prime -51001	7,389.16	5,089.53	7,078.76
Total for Credit Cards	**7,389.16**	**5,089.53**	**7,078.76**
Other Current Liabilities			
Advance from DCC	83,382.77	89,201.54	90,301.54
Total for Other Current Liabilities	**83,382.77**	**89,201.54**	**90,301.54**
Total for Current Liabilities	**90,771.93**	**94,291.07**	**97,380.30**
Total for Liabilities	**90,771.93**	**94,291.07**	**97,380.30**
Equity			
Retained Earnings	-77,134.37	-77,134.37	-77,134.37
Net Income	-3,014.53	-5,875.66	-6,621.54
Total for Equity	**-80,148.90**	**-83,010.03**	**-83,755.91**
Total for Liabilities and Equity	**10,623.03**	**11,281.04**	**13,624.39**

Statement of Activity
Hive of Hope
January 1-March 31, 2026

	January 2026		February 2026	
	CURRENT	% of Income	CURRENT	% of Income
Income		0.00%		0.00%
Service Revenue	1,717.75	100.00%	1,154.01	100.00%
Total for Income	**1,717.75**	**100.00%**	**1,154.01**	**100.00%**
Cost of Goods Sold		0.00%		0.00%
Gross Profit	**1,717.75**	**100.00%**	**1,154.01**	**100.00%**
Expenses		0.00%		0.00%
Advertising & Marketing		0.00%		0.00%
Listing fees	71.90	4.19%	29.95	2.60%
Total for Advertising & Marketing	**71.90**	**4.19%**	**29.95**	**2.60%**
Business Filings & Fees		0.00%	392.00	33.97%
Continued Education		0.00%	304.00	26.34%
Interest paid	120.14	6.99%	165.47	14.34%
Office Expenses		0.00%		0.00%
Internet & TV services	181.45	10.56%	81.25	7.04%
Office Refreshments	24.28	1.41%	39.56	3.43%
Office supplies	2,702.72	157.34%	392.87	34.04%
Total for Office Expenses	**2,908.45**	**169.32%**	**513.68**	**44.51%**
Payroll expenses		0.00%		0.00%
Payroll Fees	116.00	6.75%	104.00	9.01%
Total for Payroll expenses	**116.00**	**6.75%**	**104.00**	**9.01%**
Repair & Maintenance	22.49	1.31%	24.63	2.13%
Testing Materials	1,513.75	88.12%	2,273.09	196.97%
Website Expenses		0.00%	299.84	25.98%
Total for Expenses	**4,752.73**	**276.68%**	**4,106.66**	**355.86%**
Net Operating Income	**-3,034.98**	**-176.68%**	**-2,952.65**	**-255.86%**
Other Income		0.00%		0.00%
Amazon Credits	20.45	1.19%	91.52	7.93%
Total for Other Income	**20.45**	**1.19%**	**91.52**	**7.93%**
Other Expenses		0.00%		0.00%
Net Other Income	**20.45**	**1.19%**	**91.52**	**7.93%**
Net Income	**-3,014.53**	**-175.49%**	**-2,861.13**	**-247.93%**

March 2026		Total	
CURRENT	% of Income	Jan 1 - Mar 31 2026	% of Income
	0.00%		
2,447.35	100.00%	5,319.11	100.00%
2,447.35	**100.00%**	**$5,319.11**	**100.00%**
	0.00%		0.00%
2,447.35	**100.00%**	**$5,319.11**	**100.00%**
	0.00%		
	0.00%		0.00%
29.95	1.22%	131.80	2.48%
29.95	**1.22%**	**$131.80**	**2.48%**
	0.00%	392.00	7.37%
	0.00%	304.00	5.72%
138.16	5.65%	423.77	7.97%
	0.00%		0.00%
85.00	3.47%	347.70	6.54%
182.85	7.47%	246.69	4.64%
361.80	14.78%	3,457.39	65.00%
629.65	25.73%	$4,051.78	76.17%
	0.00%		0.00%
104.00	4.25%	324.00	6.09%
104.00	**4.25%**	**$324.00**	**6.09%**
132.77	5.43%	179.89	3.38%
2,158.70	88.21%	5,945.54	111.78%
	0.00%	299.84	5.64%
3,193.23	**130.48%**	**$12,052.62**	**226.59%**
-745.88	**-30.48%**	**-$6,733.51**	**-126.59%**
	0.00%		
	0.00%	111.97	2.11%
	0.00%	**$111.97**	**2.11%**
	0.00%		0.00%
	0.00%	**$111.97**	**2.11%**
-745.88	**-30.48%**	**-$6,621.54**	**-124.49%**

TZ

Secretary of State
Articles of Incorporation of a Nonprofit Public Benefit Corporation

ARTS-PB-501(c)(3)

4646896

UKMEW

FILED
Secretary of State
State of California
SEP 22 2020

WES

IPC

This Space For Office Use Only

IMPORTANT — Read Instructions before completing this form.

Filing Fee – **$30.00**

Copy Fees – First page $1.00; each attachment page $0.50; Certification Fee - $5.00

Note: A separate California Franchise Tax Board application is required to obtain tax exempt status. For more information, go to https://www.ftb.ca.gov.

1. Corporate Name (Go to www.sos.ca.gov/business/be/name-availability for general corporate name requirements and restrictions.)

The name of the corporation is Hive of Hope

2. Business Addresses (Enter the **complete** business addresses. Item 2a cannot be a P.O.Box or "in care of" an individual or entity.)

a. Initial Street Address of Corporation - **Do not enter a P.O. Box**	City (no abbreviations)	State	Zip Code
26500 Agoura Road, Suite 102-401	CALABASAS	CA	91302
b. Initial Mailing Address of Corporation, if different than Item 2a	**City (no abbreviations)**	**State**	**Zip Code**

3. Service of Process (Must provide either Individual **OR** Corporation.)

INDIVIDUAL – Complete Items 3a and 3b only. Must include agent's full name and California street address.

a. California Agent's First Name (if agent is not a corporation)	Middle Name	Last Name	Suffix

b. Street Address (if agent is not a corporation) - **Do not enter a P.O. Box**	City (no abbreviations)	State	Zip Code
		CA	

CORPORATION – Complete Item 3c. Only include the name of the registered agent Corporation.

c. California Registered Corporate Agent's Name (if agent is a corporation) – Do not complete Item 3a or 3b
LegalCorp Solutions, Inc

4. Purpose Statement

~~**Item 4a:** One or both boxes must be checked.~~
Item 4b: If "public" purposes is checked in Item 4a, or if you intend to apply for tax-exempt status in California, you must enter the specific purpose in Item 4b.)

a. This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for: ☑ **public** purposes. ☑ **charitable** purposes.

b. The specific purpose of this corporation is to provide low fee or sliding scale based mental health services to individuals without healthcare.

5. Additional Statements (See Instructions and Filing Tips.)

a. This corporation is organized and operated exclusively for the purposes set forth in **Article 4** hereof within the meaning of Internal Revenue Code section 501(c)(3).
b. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.
c. The property of this corporation is irrevocably dedicated to the purposes in **Article 4** hereof and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.
d. Upon the dissolution or winding up of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for **charitable, educational and/or religious** purposes and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

6. Read and Sign Below (This form must be signed by each incorporator. **See Instructions.** Do not include a title.)

Signature

Sonia Becerra
Type or Print Name

LINDERO CANYON MIDDLE SCHOOL PFC

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Lindero Canyon Middle School Parent Faculty Club (PF

Organization Address: (Must be Local): 5844 Larboard Lane, Agoura Hills, CA 91301

Grant Representative Contact

Name: Nicole Cullen **Phone:** 310-951-9304

Address: 5881 Woodglen Drive, Agoura Hills

Description of Community Services Provided: The Lindero Canyon Middle School (LCMS) PFC endeavors to further enhance the education and welfare of the students at LCMS. The PFC s academic needs identified by the school's teachers and leadership (such as subscriptions to e websites), as well as activities lead by the associated student body (i.e., the events they plan year). The PFC also funds instructional aides and campus supervisors to support the learning students and ensure their safety during recess and lunch. The PFC executive board works clo Principal and Assistant Principal at LCMS to identify areas where state funding falls short and is needed.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
Lindero Canyon Middle School and the PFC serve approximately 800 students from 700 famil of which live in Agoura Hills. The PFC is comprised of both faculty members at the middle sch parents of the current students (so the majority of parents are also residents of Agoura Hills. primary middle school for the area. Mariposa is the only other middle school in Agoura Hills, smaller group of students and families. LCMS is dedicated to providing a safe and nurturing e where students are respected, encouraged to do their best, recognized for their achievements support to succeed in both school and life.

Fund Amount Requested: $2,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

The PFC has discussed current student needs with the Principal and Assistant Principal. The District recently installed a 1-mile turf track around the upper field. We would like to add workout equipment stations around the loop, similar to the types of workout stations you would find in a community park. Physical fitness and providing more options for this instead of just the standard activities like basketball and soccer is an area we would like to focus on this year so that all kids feel included when trying to pursue individual health goals. We are also hoping to install a small putting green area and wrestling mats, as well as a designated space for TRX-type of strength building.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1,500

Additional Documentation: *(Anything else we should know about your organization?)*

We are focusing on trying to prepare our students for sports options in high school so that they feel more confident in trying out for new teams, or attempting new activities. Giving them spaces to build strength and practice new skills will help them to develop physically and mentally for new challenges.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

LCMS

PARENT FACULTY CLUB

—

5844 LARBOARD LANE
AGOURA HILLS, CA 91301
818.889.2134
TAX ID # 23-7439989

Nicole Cullen
Rhiannon Dourado
CO-PRESIDENTS

Jessica Sprague
Heather Weissman
TREASURERS

Aisha Werber
Megan Grossbart
Abby Barhama
VPs, HOSPITALITY

Chelene Martin
VP, PARLIAMENTARIAN

Amy Gerstel
Jessica Dubane
VPs, FUNDRAISING

Amanda Poulos
VP, MEMBERSHIP

Tara Maynard
VP, COMMUNICATIONS

2025-26 Lindero Canyon Middle School PFC Revenue Spending

TOTAL BUDGET: $182,289

CAMPUS SUPERVISORS & INSTRUCTIONAL AIDES: $56,500 (31%)

STUDENT/TEACHER ACADEMIC SUPPORT: $44,909 (25%)

CAMPUS EVENTS/STUDENT ACTIVITIES: $22,500 (12%)

MEDIA SPECIALIST & ADMIN: $21,110 (12%)

HOSPITALITY: $21,000 (11.5%)

FUNDRAISING COSTS: $8,090 (4.5%)

PFC OPERATIONAL EXPENSES: $8,180 (4%)

Statement of Financial Position

Lindero Canyon Middle School PFC

As of Apr 22, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
PFC Bank Accounts	
CHASE - CD	103,325.04
CHASE Checking - Main Checking	250,799.20
CHASE - Main Savings	120,966.18
Total for PFC Bank Accounts	**$475,090.42**
Total for Bank Accounts	**$475,090.42**
Other Current Assets	
Other Asset adj	0.00
Stripe Clearing Refunds - Acodei	0.00
Uncategorized Asset	0.00
Undeposited Funds	1,534.27
Total for Other Current Assets	**$1,534.27**
Total for Current Assets	**$476,624.69**
Total for Assets	**$476,624.69**
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
Opening Balance Equity	0.00
Retained Earnings	412,437.11
Net Income	64,187.58
Total for Equity	**$476,624.69**
Total for Liabilities and Equity	**$476,624.69**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248467584
Oct. 31, 2011 LTR 4168C E0
23-7439989 000000 00
00017778
BODC: TE

PARENT FACULTY CLUB OF LINDERO
CANYON MIDDLE SCHOOL
5844 LARBOARD LN
AGOURA HILLS CA 91301-1423

006066

Employer Identification Number: 23-7439989
Person to Contact: Mrs. Scheper
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Oct. 20, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in January 1976.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

LOS ROBLES HOSPITAL VOLUNTEERS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Los Robles Hospital Volunteers, Inc.

Organization Address: (Must be Local): 215 W Janss Road, Thousand Oaks CA 91360

Grant Representative Contact

Name: Robin Segal **Phone:** 805-368-9434

Address: 215 West Janss Road, Thousand Oaks CA 91360

Description of Community Services Provided: Los Robles Hospital Volunteers, Inc. is a non-profit organization and a California registered 501 (c) 3 Corporation, separate from Los Robles Health System. The organization is funded by sales form our gift shop, grants, and in-kind donations. No portion of charitable contributions, donations, in-kind donations, grants, or proceeds from the gift shop goes to the Los Robles Health System. Through its many and varied patient-centered programs, Los Robles Hospital Volunteers, Inc. provides direct patient services in the form of providing clothing to indigent patients; transportaion and/or lodging for patient and/or family; patient medications, durable equipment such as wheelchairs, crutches, etc.; personal incidentals such as chargers, toothbrushes, etc.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Services are provided primarily to residents of communities in and around Ventura County and portions of Los Angeles County:

Cities:

Agoura, Camarillo, Moorpark, Newbury Park, Oak Park, Simi Valley, Thousand Oaks, Westlake Village

Fund Amount Requested: $2500.00

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

All of the funds will be used towards patient services.

Patient Clothing 42%

Patient Medicine and Equipment 31%

Patient Misc Expense (Supplies) 16%

Patient Motel/Lodging 11%

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2024 **Amount:** $1000.00

Additional Documentation: *(Anything else we should know about your organization?)*

Providing a charger during a stressful emergency room visit allows patients to contact loved ones, reducing anxiety and keeping family informed during critical moments.

Underinsured patients facing barriers to hospital discharge due to medication costs are assisted with the help of the Volunteers' program acting as a bridge, ensuring patients can afford necessary prescriptions, which reduce readmission rates and eases the financial burden of care.

These are two examples of many of how we care for our patients.

https://www.losrobleshospitalvolunteers.com/ or facebook:

https://www.facebook.com/losrobleshospitalvolunteers or InstaGram: lrhvolunteers

Supplemental Documentation Checklist:

☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)

☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.

☑ Breakdown and description of organization's sources(s) of revenue.

☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Financial Position

Los Robles Hospital Volunteers, Inc.

As of December 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Chase Certificate of Deposit	51,580.09
Chase Checking	196,959.28
Total for Bank Accounts	**$248,539.37**
Other Current Assets	
In Kind Clearing	0.00
Total for Other Current Assets	**$0.00**
Total for Current Assets	**$248,539.37**
Total for Assets	**$248,539.37**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Credit Cards	
Chase Credit Card	-$46,086.20
Brandy	-68,357.00
Chris	13,544.81
Isabelle	101,685.67
Total for Chase Credit Card	**$787.28**
Total for Credit Cards	**$787.28**
Total for Current Liabilities	**$787.28**
Total for Liabilities	**$787.28**
Equity	
Opening balance equity	134,799.27
Retained Earnings	77,252.05
Net Income	35,700.77
Total for Equity	**$247,752.09**
Total for Liabilities and Equity	**$248,539.37**

	2026 Budget
Revenue	
Donations	$1,000.00
Grants	$20,600.00
Recognition Dinner Donation	$5,000.00
Volunteer Uniforms	$12,500.00
Sales	$170,000.00
Total Revenue	**$209,100.00**
Accounting Fees	$1,650.00
Advertising & Marketing	$500.00
Computer Expense	$1,000.00
Gift Shop Buyer's Expense	$4,500.00
Gift Shop Charge Card Fees	$4,000.00
Gift Shop Expenses	$95,000.00
Insurance	$700.00
IT Support	$500.00
Legal Fees	$500.00
Memorial Donations	$500.00
Office Expenses	$500.00
Patient Clothing	$20,000.00
Patient Medicine/Equipment	$15,000.00
Patient Motel/Lodging	$5,000.00
Patient Services	$4,000.00
Pet Therapy	$3,750.00
Phone Chargers	$3,500.00
[illegible] stockings)	$500.00
Recognition / Event	$25,000.00
Sales Tax	$7,500.00
Subscription Services	$2,000.00
Uniforms	$12,500.00
Volunteer Expense	$1,000.00
Total Expenditures	**$209,100.00**
Net Revenue	$0.00

IRS Department of the Treasury
Internal Revenue Service

OGDEN UT 84201-0038

In reply refer to: 0438108649
Mar. 16, 2023 LTR 4168C 0
95-3263505 000000 00
Input Op: 0438108649 00046844
BODC: TE

LOS ROBLES HOSPITAL VOLUNTEERS INC
215 W JANSS STREET
THOUSAND OAKS CA 91360

070528

Employer ID number: 95-3263505
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Mar. 07, 2023, about your tax-exempt status.

We issued you a determination letter in April 1979, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

We also show you're a private non-operating foundation as defined under IRC 509(a).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

0438108649
Mar. 16, 2023 LTR 4168C 0
95-3263505 000000 00
Input Op: 0438108649 00046845

LOS ROBLES HOSPITAL VOLUNTEERS INC
215 W JANSS STREET
THOUSAND OAKS CA 91360

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

Tracie A Nicholas

Tracie A. Nicholas
Program Manager, AM OPS 2

LVUSD- LIBRARY MEDIA

2026 Community Outreach Grant Program
City of Agoura Hills

NAME AND ADDRESS OF ORGANIZATION

This application is for the following school libraries located in Agoura Hills.

Sumac / Mariposa Elementary School

6050 Calmfield Avenue, Agoura Hills

Willow Elementary School

29026 Laro Drive, Agoura Hills

Yerba Buena Elementary School

6098 Reyes Adobe Road, Agoura Hills

Lindero Canyon Elementary School

5844 Larboard Lane, Agoura Hills

Agoura High School

28545 West Driver Avenue, Agoura Hills

GRANT APPLICANT REPRESENTATIVE'S NAME, ADDRESS AND NUMBER

Tina Johnson, District Library Media Coordinator

Las Virgenes Unified School District

4111 Las Virgenes Road

Calabasas, CA 91302

(818) 878-5253 - Office

(631) 291-0529 - Cell

DESCRIPTION OF COMMUNITY SERVICES PROVIDED

LVUSD Media Centers serve the Agoura Hills community by providing inclusive, high-impact services that extend beyond the classroom. They support student learning and engagement through author visits, book clubs, homework help, community

collaboration events, makerspaces, and technology training, all designed to foster a love of learning and a strong sense of belonging.

LVUSD libraries also function as distribution hubs for student laptops and provide student-led technology support for device maintenance and repair. As we continue to evolve, our libraries remain focused on meeting community needs and ensuring equitable access to knowledge, resources, and opportunity for all students.

LIST AREAS SERVED BY ORGANIZATION

We are applying on behalf of LVUSD students and families who reside in Agoura Hills. Below is the number of students enrolled in our Agoura Hills schools for the 25-26 SY.

School	**Student Enrollment**
Mariposa	408
Sumac	359
Willow	473
Yerba Buena	379
Lindero Canyon MS	787
Agoura HS	1680
Total	**4,086**

AMOUNT OF FUNDS REQUESTED

$4,086 (This figure would be applied towards books and author visits to encourage reading. This figure represents approximately $1/student enrolled at LVUSD schools in Agoura.)

PROPOSED USE AND BUDGET PLAN FOR GRANT FUNDS:

Grant funds will be used to enhance the impact and relevance of our school libraries by supporting three key areas: curriculum-aligned programming, collection development, and makerspace resources. With this funding, we plan to bring in authors and speakers who reflect the diversity of our student body and enrich classroom learning through engaging, real-world connections. We will also build our library collections with high-interest, inclusive, and age-appropriate materials that reflect our curriculum and community. Additionally, we will expand our makerspace offerings to provide hands-on learning opportunities that encourage innovation, problem-solving, and creativity. By supporting these initiatives, the City of Agoura Hills will be helping to equip students with the tools and experiences they need to thrive.

HAVE YOU RECEIVED GRANT FUNDING FROM THE CITY OF AGOURA HILLS IN THE PAST?

Yes. We have received grants from The City of Agoura Hills starting in 2016-2017, for the last nine school years. They have ranged from $1000-$2000. This money was used to purchase subscriptions for research databases, to fund social-emotional and social justice learning books, create kits for makerspaces and to offset the cost of community speakers. We are so grateful for the City's contribution to our students and libraries.

ADDITIONAL DOCUMENTATION

LVUSD school libraries rely on parent funding. All non-curriculum related materials and programming are provided by grants and PFC donations. At the beginning of the school year, LVUSD Libraries generally receive a letter of intent from our parent leadership that indicates the amount of money that they are willing to fund for the library. Any donation from the City can help offset this amount, and will allow our PFC groups to redirect those funds or invest in other areas of the library that need attention. Since our

libraries are funded by parent organizations, it is a struggle to find funding that brings the entire community together for a shared event. Holding virtual educational events like author visits and community speakers creates an opportunity for LVUSD Libraries to reach all of our Agoura Hills patrons with a single community event.

SUPPLEMENTAL DOCUMENTATION

Financial Statements - not applicable

Proof of 501C3 - We are a not for profit, public school district.

None of this money would be used for administration, salaries or program costs. It would be used to fund assembly costs and speaker fees to bring programming opportunities to our students.

The operation of the library, staff and all curriculum related materials are funded by the school district, but library books, databases and programming are funded by direct donations.

There are no Articles of Incorporation and Bylaws for LVUSD School Libraries.

There are no library marketing materials available.

If needed, I can attend the Finance Subcommittee Meeting.

CERTIFICATION

I certify that on behalf of LVUSD Libraries that I have read, understand and agree that the aforesaid information is accurate, factual and correct.

Tina Johnson

MALIBU SEARCH AND RESCUE

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Malibu Search and Rescue

Organization Address: (Must be Local): PO Box 1092, Agoura Hills CA 91376-1092

Grant Representative Contact

Name: Neal Thornhill **Phone:** 818-730-1875

Address: PO Box 1092, Agoura Hills CA 91376-1092

Description of Community Services Provided: The Malibu Search & Rescue Team is an all volunteer organization comprised of Reserve LA County Deputy Sheriffs and Civilian Volunteer Specialists. We are available 24 hours a day in all weather conditions. We cover the Santa Monica Mountains from the LA/Ventura Coutny border to Pacific Palisades. We respond to lost hikers, injured hikers, missing persons, vehicles over the side, aircraft accidents, wildfires, animal rescues and mass casualty incidents.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

The City of Agoura Hills is one of our primary rescue areas. We serve all the residents both in the city and when they are recreating in the nearby mountains. We are a unique organization in that we are not funded by the Sheriff's department, and we do not charge for rescues. In addition, 100% of funds raised go directly to the equipment and management of rescue operations because we have no overhead costs. This grant will both protect the safety of our responders and help save lives.

Fund Amount Requested: 7014.68

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

We are in the process of modernizing our field uniforms so our responders can safely operate in the extreme heat and rugged conditions of our area. We wish to adopt a specialty shirt that members of our Emergency Operations Bureau have already tested and adopted. It is the Crye Precision G4 shirt with special wicking/cooling features and durable material. The cost is 220.90 per shirt and we have 29 deployable members. Total with tax is 7014.68.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** 2000.00

Additional Documentation: *(Anything else we should know about your organization?)*

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Financial Position

Malibu Mountain Rescue Team, inc

As of December 31, 2025

	Total
Assets	
Current Assets	
Bank Accounts	
BUS COMPLETE CHK (7579) - 3	206,909.26
Business Adv Relationship - 7990 - 1	-235.00
PayPal Bank	0.00
Total for Bank Accounts	**$206,674.26**
Other Current Assets	
Payments to deposit	0.00
Total for Other Current Assets	**$0.00**
Total for Current Assets	**$206,674.26**
Fixed Assets	
Accumulated depreciation	-82,743.00
JEEP	116,211.56
Total for Fixed Assets	**$33,468.56**
Total for Assets	**$240,142.82**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Sales tax to pay	0.00
Total for Other Current Liabilities	**$0.00**
Total for Current Liabilities	**$0.00**
Total for Liabilities	**$0.00**
Equity	
Opening balance equity	107,601.87
Retained Earnings	17,123.12
Net Income	115,417.83
Total for Equity	**$240,142.82**
Total for Liabilities and Equity	**$240,142.82**

MALIBU MOUNTAIN RESCUE TEAM, INC.
dba MALIBU SEARCH AND RESCUE

City of Agoura Hills Grant Information Request

Percentage of revenue received that is used for administration, salaries and program costs:

Zero. We do not have any administration, salary or program costs as we are an all-volunteer organization with no paid employees.

Breakdown and description of organization's sources of revenue:

***Donations** and **grants** are the primary sources of revenue.*

Board of Directors - 2026

President:	Neal Thornhill R22@malibusar.org 818-730-1875
Treasurer:	Dan Farrell R07@malibusar.org 310-850-6539
Secretary:	James Grasso R62@malibusar.org 626-202-7636

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 14 2014

MALIBU MOUNTAIN RESCUE TEAM INC
PO BOX 222
MALIBU, CA 90265

Employer Identification Number:
95-3786532
DLN:
17053092337034
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
May 15,2013
Contribution Deductibility:
Yes
Addendum Applies:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Tamera Ripperda

Director, Exempt Organizations

Letter 947

MANNA CONEJO VALLEY FOOD DISTRIBUTION

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Manna Conejo Valley Food Distribution Center, Inc.

Organization Address: (Must be Local): 95 N. Oakview Drive, Thousand Oaks, CA 91362

Grant Representative Contact

Name: Anthony Linquata **Phone:** 805-497-4959

Address: P.O. Box 1114, Thousand Oaks, CA 91358

Description of Community Services Provided: For over five decades, Manna Conejo Valley Food Bank has been a reliable and compassionate presence in the lives of those experiencing food insecurity across the Conejo Valley since 1971. Established by a small group of concerned neighbors, Manna has grown alongside the community, evolving from a grassroots effort into one of the region's most trusted and innovative independent food banks. At the heart of our mission is a commitment to serve our neighbors in need with dignity, equity, and care.At the core of our work is our choice-model food pantry, which functions more like a neighborhood grocery store than a traditional food bank. Clients walk through organized aisles, selecting the items that best suit their families' preferences, dietary needs, and cultural traditions. Fresh produce, dairy products, frozen meats dry goods, and baked items. Unlike pre-boxed systems, which can leave clients with unwanted or unusable items, the choice-based approach gives people the autonomy to take home food they will use and enjoy, thereby significantly reducing food waste.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Manna serves the Conejo Valley, an area that straddles northern Los Angeles County and Southern Ventura County, including the communities of Agoura Hills, Calabasas, Newbury Park, Oak Park, Thousand Oaks, and Westlake Village. We began to serve Malibu after the devastating Woolsey Fire in 2018, and have served this area permanently ever since. Annually, Manna serves approximately 900 residents of Agoura Hills.

Fund Amount Requested: $1,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funds will be utilized for Manna's choice-model food bank program. Clients can visit the pantry every two weeks, receiving an average of about 85 pounds per visit, which is equivalent to 70 meals per week. Because of established partnerships, Manna is able to provide clients with a wide variety of fresh foods. Clients are not just going home to hope they can make something to eat from a pre-boxed selection of non-perishable items. They leave Manna with groceries just like any other family would get from the grocery store that can be used to prepare healthy, hearty meals at home, and they are not forced to choose between paying for other things like medication, rent, or food.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

In 2025, we hosted 4,459 unduplicated family visits, serving more than 13,000 individuals. We took in food donations of more than 450,000 pounds, and distributed 376,000 pounds through the pantry. Data from Feeding America indicates that over 70,000 people in Ventura County experience food insecurity, including more than 18,000 children (26%). Hunger here often takes the form of smaller meals, skipped dinners, or parents going without so their children can eat. As we confront these realities, Manna remains a consistent presence for those who have nowhere else to turn. Our client-centered model is built to restore dignity, choice, and hope in times of distress.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Statement of Activity
Manna Conejo Valley Food Distribution Center, Inc.
March 1-April 21, 2026

	Total
Revenue	
4010 FOOD DONATIONS/DISTRIBUTIONS	
4011 In-Kind Food Donations	78,402.50
4014 Food Distributions	-79,938.75
4090 Food Inventory Adjustments	-9,197.50
Total for 4010 FOOD DONATIONS/DISTRIBUTIONS	**-$10,733.75**
4201 Individual Donations	51,283.00
4203 Gift Cards	0.00
4206 Corporate Donations	4,204.00
4207 Foundation Donations	2,669.00
Total for Revenue	**$47,422.25**
Cost of Goods Sold	
Inventory Shrinkage	0.00
Total for Cost of Goods Sold	**$0.00**
Gross Profit	**$47,422.25**
Expenditures	
6000 OUTSIDE PROFESSIONAL SERVICES	
6010 Accounting	2,040.00
6011 Payroll Service Fee	267.48
6016 Grant Writing	3,000.00
Total for 6000 OUTSIDE PROFESSIONAL SERVICES	**$5,307.48**
6100 PERSONNEL EXPENSES	
6110 Gross Wages	36,397.35
6112 Vacation Accrual Adjustment	1,296.00
6115 Health Insurance	4,033.19
6120 Payroll Tax Expense	2,945.65
6130 Workers Compensation Insurance	862.02
Total for 6100 PERSONNEL EXPENSES	**$45,534.21**
6200 FACILITIES EXPENSES	
6230 OAKVIEW DRIVE	
6233 Utilities-Oakview	1,872.97
6234 Bldg Maintenance-Oakview	572.00
6235 Insurance-Oakview	60.83
6237 Property Tax-Oakview	109.83
6239 Mortgage Interest-Oakview	6,144.28
6240 Depreciation-Oakview	2,073.65
6241 Amortization-Oakview	98.00
Total for 6230 OAKVIEW DRIVE	**$10,931.56**

Total for 6200 FACILITIES EXPENSES	**$10,931.56**
6300 PROGRAM/OPERATIONS EXPENSES	
6310 Warehouse Expenses	1,745.31
6312 Warehouse Equipment Rep/Maint.	775.00
6315 Vehicle Fuel/Maintenance	371.48
6317 Vehicle Insurance	851.03
6398 Depreciation-Vehicles	287.00
6399 Depreciation-Whs Equipment	24.75
Total for 6300 PROGRAM/OPERATIONS EXPENSES	**$4,054.57**
6400 OTHER BUSINESS EXPENSES	
6410 Advertising/Promotion	2,858.75
6415 D&O Insurance	61.77
6417 Office Supplies/Expense	802.29
6418 Telephone/Internet	394.82
6419 Postage & Delivery	156.00
6420 Dues, Subscription, Memberships	284.99
6422 Volunteer Appreciation	0.00
6430 Website Maintenance	89.95
6439 Fundraising Appeals	438.90
Total for 6400 OTHER BUSINESS EXPENSES	**$5,087.47**
Total for Expenditures	**$70,915.29**
Net Operating Revenue	**-$23,493.04**
Other Revenue	
7015 Interest Income	7.68
7018 Dividend Income	1,078.00
7020 Unrealized Gain/Loss	0.00
8900 In Kind Donations-Non Food	
8910 In Kind Donations	0.00
Total for 8900 In Kind Donations-Non Food	**$0.00**
Total for Other Revenue	**$1,085.68**
Other Expenditures	
9000 BALANCE SHEET BUDGETED ACTIVITY	
9006 Food Purchases (Inventory)	1,132.83
9007 Food Purchases Contra	-1,132.83
9015 Oakview Mortg Principal Pmt	2,836.81
9016 Oakview Mortg Principal Contra	-2,836.81
Total for 9000 BALANCE SHEET BUDGETED ACTIVITY	**$0.00**
Total for Other Expenditures	**$0.00**
Net Other Revenue	**$1,085.68**
Net Revenue	**-$22,407.36**

Statement of Financial Position 4/21/26

Manna Conejo Valley Food Distribution Center, Inc.

As of Apr 21, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
0000 Journal Entries	0.00
1005 Petty Cash	-405.00
1010 PWB-Checking #7717	44,630.77
1011 PWB-Money Market #4724	35,537.36
1012 PWB-FB Fundraising #6799	50,000.00
1013 PWB-Construction Loan 5460	0.00
1014 PWB-Capital Campaign #1626	19,168.36
1015 PWB-Cash Sweep Savings #7240	613,564.52
1016 CWB-Money Market #4616	35,751.68
1017 PWB-Cash Sweep Savings #7995	21,150.11
1020 PayPal- General Account	-12,630.07
1022 PayPal-Capital Campaign Account	-1,750.26
1090 Edward Jones - MF	398,821.01
1091 Edward Jones - CD	0.00
1092 Edward Jones - Cash	246.18
1093 PWB CD	100,000.00
Total for Bank Accounts	**$1,304,084.66**
Accounts Receivable	
1100 Accounts Receivable	0.00
Total for Accounts Receivable	**$0.00**
Other Current Assets	
1199 Undeposited Funds	0.00
1220 Inventory-Gift Cards	7,657.47
1222 Inventory-Food	343,221.32
1280 Prepaid/Deferred Expenses	877.80
1280.1 Building Ins	
1280.1.1 Crescent Way	0.00
1280.1.2 Oak View	4,959.47
Total for 1280.1 Building Ins	**$4,959.47**
1280.2 D & O Insurance	123.55
1280.3 Auto Insurance	
1280.3.1 Ford F350	3,040.58
1280.3.2 Toyota Sienna	5,331.76
Total for 1280.3 Auto Insurance	**$8,372.34**
1280.4 Workers Comp Insurance	1,165.84

1280.5 Property Taxes	0.00
1280.5.1 Crescent Way	0.00
1280.5.2 Oak View	1,096.83
Total for 1280.5 Property Taxes	**$1,096.83**
1280.6 Prepaid Taxes	2,147.94
Total for 1280 Prepaid/Deferred Expenses	**$18,743.77**
1295 Marketable Securities	0.00
1299 Uncategorized Asset	0.00
Total for Other Current Assets	**$369,622.56**
Total for Current Assets	**$1,673,707.22**
Fixed Assets	
1300 REAL PROPERTY	
1310 Crescent Way Bldg & Land	0.00
1320 Oakview Drive-Bldg	686,763.70
1321 Oakview Drive-Land	171,145.60
1322 Oakview Drive-CIP Bldg. Impr.	3,245,346.94
1399 Accum. Depreciation-Real Property	-286,271.65
Total for 1300 REAL PROPERTY	**$3,816,984.59**
1400 OTHER PROPERTY	
1430 Computer Software	6,850.00
1432 Computers & Peripherals	7,613.47
1435 Warehouse Equipment	63,822.84
1437 Vehicles	50,000.00
1499 Accum. Depreciation-Other Property	-74,760.00
Total for 1400 OTHER PROPERTY	**$53,526.31**
Total for Fixed Assets	**$3,870,510.90**
Other Assets	
1980 Deposits	9.61
1998 Oakview Appraisal and Loan Fees	24,479.75
1999 Suspense	0.00
Total for Other Assets	**$24,489.36**
Total for Assets	**$5,568,707.48**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	0.00
Total for Accounts Payable	**$0.00**
Other Current Liabilities	
2000.1 AP CONTRA	0.00
2010 Accrued Vacation Payable	13,668.00
2011 Payroll Tax Payable	0.00
2012 Accrued Payroll	0.00

2015 Accrued Expenses Payable	0.00
2100 Rent Deposits Held	1,750.00
2110 Mortgage Pbl (CP)-Crescent Way	0.00
2115 Mortgage Pbl (CP)-Oakview Dr.	0.00
Total for Other Current Liabilities	**$15,418.00**
Total for Current Liabilities	**$15,418.00**
Long-term Liabilities	
2510 Mortgage Pbl (LTP)-Crescent Way	0.00
2515 Mortgage Pbl (LTP)-Oakview Dr.	0.00
2516 Mortgage Oakview	1,279,596.15
2517 PWB Solar Loan	0.00
Total for Long-term Liabilities	**$1,279,596.15**
Total for Liabilities	**$1,295,014.15**
Equity	
3000 Opening Balance Equity	0.00
3005 Prior Year Adjustments	-1,043.22
3010 Net Assets-Temp Restricted	616,244.74
3900 Net Assets-Unrestricted	3,680,899.17
Net Income	-22,407.36
Total for Equity	**$4,273,693.33**
Total for Liabilities and Equity	**$5,568,707.48**

Manna
CONEJO VALLEY FOOD BANK

Revenue Ratio

- Gifts and Grants, 76%
- In-Kind, 24%
- Government Grants, 3%

Expense Ratio

- Administration: 11%
- Salaries: 21%
- Program Cost: 75%

EIN: 95-3413415
Mailing Address: PO Box 1114, Thousand Oaks, CA 91358
Physical Address: 95 N. Oakview Drive, Thousand Oaks, CA 91362
805-497-4959 I director@mannaconejo.org

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752251763
Mar. 04, 2020 LTR 4168C 0
95-3413415 000000 00
00052345
BODC: TE

MANNA CONEJO VALLEY FOOD
DISTRIBUTION CENTER INC
PO BOX 1114
THOUSAND OAKS CA 91358-0114

050015

Employer ID number: 95-3413415
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Feb. 24, 2020, about your tax-exempt status.

We issued you a determination letter in July 1979, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

MANY MANSIONS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Many Mansions

Organization Address: (Must be Local): 1259 E. Thousand Oaks Blvd., Thousand Oaks, CA 91362

Grant Representative Contact

Name: Natalie Helton **Phone:** 805-732-3064

Address: See organization address above

Description of Community Services Provided: See attached.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
See attached.

Fund Amount Requested: $2,500

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

See attached.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2018-2025 **Amount:** $23,000

Additional Documentation: *(Anything else we should know about your organization?)*

See attached.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Description of Community Services Provided
As the leading provider of affordable housing and supportive services in Ventura County, Many Mansions is committed to addressing the challenge of homelessness in the City of Agoura Hills and the surrounding Conejo Valley. Through its Supportive Services Program, Many Mansions aims to increase access to permanent housing while delivering services that promote stability, improved life skills and self-sufficiency, and enhanced community integration.

Program Design and Services
Many Mansions creates more than housing—it builds communities. The Supportive Services Program is designed to guide residents in their transition out of homelessness while facilitating long-term housing success and improved quality of life. On-site services are tailored to each community and provided free of charge to residents.

Core program elements include:

- Individual Case Management: Case Managers are the cornerstone of the program, delivering wraparound support through one-on-one counseling, service coordination, and intensive assistance as needed. Using evidence-based practices—such as trauma-informed care and motivational interviewing—Case Managers help residents set personal goals and create individualized action plans to achieve them.

- Life Skills Workshops: Monthly workshops focus on building practical skills and fostering independence. Topics include health and wellness, first aid, disaster preparedness, and household management. Residents also receive training to build economic resilience through budgeting, banking, and tax preparation. Health and wellbeing are routinely prioritized, with the spring 2025 Health Resource Fair serving over 100 individuals through screenings for diabetes, blood pressure, BMI, mental health, and vision.

- Community Building Events: To reduce social isolation and promote support networks, Many Mansions staff host regular community-building activities such as property anniversaries, holiday celebrations, game nights, and coffee socials. Residents are encouraged to lead activities based on their interests (such as hobby demonstrations or arts and crafts), and resident councils provide structured opportunities to share input and shape programming. Together, these activities foster a sense of belonging and community.

- Resource Referrals: Many Mansions partners with local organizations to expand residents' access to essential services. Partners include Harbor House, Lutheran Social Services, Ventura County Behavioral Health, and Ventura County Agency on Aging, among others. These collaborations connect residents with mental health services, employment support, healthcare, and other critical resources.

Program Goals and Outcomes
Annual resident-focused outcomes include:

- 90% remain housed or exit to more independent housing
- 90% obtain or retain mainstream benefits
- 75% maintain or increase their total income
- 75% complete and/or update a budget

- 75% pay their rent on time
- 75% establish 1-3 personal goals and show progress toward achieving those goals
- 75% participate in life skills training, community volunteering, and/or social events

By focusing on the most vulnerable members of the community, Many Mansions' Supportive Services Program ensures residents not only remain stably housed but also build the skills and support systems needed to thrive.

Area(s) Served by Organization | Include Number of Agoura Hills Residents |Provide Description of Relationship Organization to Agoura Hills Residents:

Many Mansions has over 40 years of experience operating in the Greater Conejo Valley. Serving both Los Angeles and Ventura Counties, the organization has a deep understanding of the City of Agoura Hills and its unique place within the region.

Many Mansions currently serves over 2,000 economically disadvantaged individuals, including vulnerable groups like veterans, seniors, youth, people with disabilities, and those who have experienced chronic homelessness. Residents originate from the City of Agoura Hills, as well as Los Angeles County. After the launch of La Guadalupe in Boyle Heights this December, Many Mansions now provides affordable housing and wraparound services to more than 200 Angelenos across Los Angeles County—ensuring these highly vulnerable households have the tools and resources needed to build a brighter future.

Previous support from the City of Agoura Hills has had a measurable impact on Many Mansions Supportive Services residents, who continue to make progress towards outcome goals. The following 2025 results demonstrate the program's effectiveness (see 2025 Report for more information):

- **98%** of supportive service residents remain stably housed.
- **90%** have engaged with Case Managers to receive impactful wraparound services, including referrals and individualized care, demonstrating progress toward increasing wellness and self-determination.
- **85%** have made advancements in reaching personal goals.

Continued funding will help to ensure this vulnerable population's long-term success.

Funding Amount Requested:
$2,500

Proposed Use & Budget Plan for Grant Funds
A key element of Many Mansions' growth strategy includes deepening its focus on the Supportive Service program. Funding will be allocated toward on-site supportive case management salaries and maintaining their best-in-class service ratios of approximately 20 clients per case manager. By addressing the need for housing combined with the root causes of homelessness, Many Mansions helps to expand opportunities for those who need it most in the City of Agoura Hills and its surrounding communities.

Additional Documentation *(Anything Else We Should Know About Your Organization?)*
Many Mansions is helping to increase access to affordable housing in the Conejo Valley by partnering with the City of Agoura Hills to provide consulting support on the inclusion of affordable units in the Regency Apartments development. This project consists of 250 units, with 30 designated as low-income housing and the remainder as market-rate housing. Leveraging the organization's expertise as an affordable housing developer and property manager, Many Mansions will assist the City in drafting the regulatory agreement with the developer to ensure the long-term affordability of the 30 units. Additionally, Many Mansions will support the income qualification process for prospective residents and may assist with outreach to eligible applicants.

To address broader regional needs, Many Mansions is expanding its portfolio, with seven housing communities in active development across Southern California. Over the past year, the organization has opened three new communities: one serving low-income families in Camarillo, another serving vulnerable seniors in unincorporated Ventura County, and one serving chronically homeless individuals in Los Angeles County. During this same period, Many Mansions also began operating Thrive Grove, the first interim housing community in East Ventura County, providing critical housing and services for individuals experiencing homelessness.

Within the next few years, Many Mansions service population is expected to grow to serve 2,600 individuals. With support from the City, Many Mansions will continue to advance its mission to end homelessness and poverty throughout the region.

The following experience highlights Many Mansions' impact on its resident population:

"The program is responsible for most of my success. Today I am happy, safe, independent, and secure. I believe in myself and have the ability to live well. I need consistent support to achieve my goals and have been able to do so with the help of Many Mansions' staff. My Case Manager is my hero!" - Many Mansions Resident

ORGANIZATIONAL FUNDING FY 25-26

Many Mansions Top 5 sources of Organizational Funding Budget for the period of 7/1/25 to 6/30/26

Developer fees	2,663,617
Property rental revenue	2,172,951
Property cost reimbursements	2,502,552
Government grants	792,083
Property management fees	683,977
Total	8,815,180

Fundraising Revenue Sources

Individuals	608,400
Government grants	792,083
Foundation	461,160
Corporate	182,890
Total	2,044,533

Revenue used for the following expenses:

Administration	6%
Salaries	68%
Program costs	24%

In a competitive fundraising environment, Many Mansions sustains its programs through diversified funding, increased individual donations, and strong community visibility. The organization actively broadens support beyond a few large grants and has expanded its Resource Development team to manage these efforts.

As a real estate developer, Many Mansions also benefits from tax incentives, rental income, and developer fees, while incorporating environmentally sustainable building practices. These combined strategies allow the organization to supplement program funding as needed.

Many Mansions remains fiscally responsible and does not anticipate any operational or programmatic deficits at this time.

Many Mansions
Statement of Financial Position By Fund
As of December 31, 2025

	Many Mansions	Richmond Terrace	Casa de Paz	Bella Vista	La Rahada	Peppertree	D Street Project	Casa Garcia	Oxnard Duplex	Total	Eliminations Dr/(Cr)	Adjusted Total
CURRENT ASSETS												
Cash and Cash Equivalents												
Operating cash	1,048,182	3,279	194	9,001	367	11,538	396	34,147	21,836	1,128,940		1,128,940
Total Cash and Cash Equivalents	1,048,182	3,279	194	9,001	367	11,538	396	34,147	21,836	1,128,940		1,128,940
Accounts Receivable												
Tenant rent receivable		1,928	105,079	29,712	2,809	6,410	24,291	16,444	106	186,779		186,779
Accounts receivable - other (Azure)	445,437							392		445,829		445,829
Interfund/affiliate receivable	1,545,591									1,545,591	(721,404)	824,187
Subsidy/grants receivable					26,890		17,927			44,817		44,817
Total Accounts Receivable	1,991,028	1,928	105,079	29,712	29,699	6,410	42,218	16,836	106	2,223,016		1,501,612
Prepaid expenses	356,250	3,881	4,107	36,604	712	955	753	1,160	249	404,671		404,671
Deferred developer fee	550,000									550,000		550,000
Advance for New Projects	4,605,224	-		-			-			4,605,224		4,605,224
TOTAL CURRENT ASSETS	**8,550,684**	**9,088**	**109,380**	**75,317**	**30,778**	**18,903**	**43,367**	**52,143**	**22,191**	**8,911,851**		**8,190,447**
Fixed Assets												
Land & Improvement	500,000	852,922	293,659	4,749,571	1,005,404	471,515	381,071	389,443	200,000	8,843,585	(48,000)	8,795,585
Building	1,330,140	2,054,800	550,000	10,242,148	424,400	967,000	588,965	1,560,113	130,234	17,847,800	(224,000)	17,623,800
Building Improvements	1,870,000	2,987,637	930,287	3,660,267	874,768	1,304,097	1,133,974	-	84,437	12,845,467		12,845,467
Furniture and Equipment	501,324	236,918	117,565	641,693	32,551	24,501	39,205	36,382		1,630,139		1,630,139
	4,201,464	6,132,277	1,891,511	19,293,679	2,337,123	2,767,113	2,143,215	1,985,938	414,671	41,166,991		40,894,991
Accumulated Depreciation	(733,651)	(2,680,207)	(828,128)	(6,230,853)	(523,886)	(623,373)	(588,532)	(272,260)	(67,589)	(12,548,479)		(12,548,479)
Total Fixed Assets	3,467,813	3,452,070	1,063,383	13,062,826	1,813,237	2,143,740	1,554,683	1,713,678	347,082	28,618,512		28,346,512
Other Assets												
Advance for New Projects long term	1,119,950									1,119,950		1,119,950
Operating/Transition Reserve		12,171		265,034	27,173	70,435	71,762			446,575		446,575
Replacement Reserve		40,534	23,071	84,127	1,450	43,154	7,614	41,886	20,426	262,262		262,262
Supplemental COSR						11,043				11,043		11,043
Other Restricted Fund - properties			3,491	38,515						42,006		42,006
Endowment Fund	81,320									81,320		81,320
Scholarship Fund	295,326									295,326		295,326
Restricted Fund - MM resident fund	4,606									4,606		4,606
Deferred developer fee	3,835,441									3,835,441	(181,320)	3,654,121
Notes and interest receivable	13,780,735									13,780,735	(850,394)	12,930,341
Deposits & Investment in partnership	479,798									479,798		479,798
Right of use asset - Thrive Grove	15											
Tenant security deposits	-	9,041	3,317	73,564	2,165	3,723	918	18,871	1,222	112,821		112,821
Total Other Assets	19,597,191	61,746	29,879	461,240	30,788	128,355	80,294	60,757	21,648	20,471,898		19,440,169
TOTAL ASSETS	**$ 31,615,688**	**$ 3,522,904**	**$ 1,202,642**	**$ 13,599,383**	**$ 1,874,803**	**$ 2,290,998**	**$ 1,678,344**	**$ 1,826,578**	**$ 390,921**	**$ 58,002,261**	**(1,303,714)**	**$ 55,977,128**

	Many Mansions	Richmond Terrace	Casa de Paz	Bella Vista	La Rahada	Peppertree	D Street Project	Casa Garcia	Oxnard Duplex	Total	Eliminations Dr/(Cr)	Adjusted Total
LIABILITIES												
Current Liabilities												
Current maturities of LTD		62,216		256,471				9,238	4,387	$ 332,312		$ 332,312
Accounts payable	117,196	11,686	2,933	56,774	2,877	2,528	1,212	5,126	781	201,113		201,113
Accrued liabilities	976,997	5,331	5,546	32,924	1,793	4,718	3,090	2,053	1,199	1,033,651		1,033,651
Interfund/affiliate payable		265,457	146,980	237,132	55,733	2	16,096	3	1	721,404	721,404	-
Notes payable - new projects	2,050,000									2,050,000		2,050,000
Deferred revenue/Prepaid rent	-	1,165	(2,170)	6,488	400	3,173	48,629	240	-	57,925		57,925
TOTAL CURRENT LIABILITIES	3,144,193	345,855	153,289	589,789	60,803	10,421	69,027	16,660	6,368	4,396,405		3,675,001
Long-Term Debt												
Bank Loans or Bonds Payable	1,000,000	592,502		5,308,485				624,761	1,870	7,527,618		7,527,618
Dept of HCD		2,438,576	346,381	3,400,000	1,191,345	1,951,820	940,954			10,269,076		10,269,076
MHSA Loan					786,653	223,937	666,390			1,676,980		1,676,980
HUD capital advance			1,122,000							1,122,000		1,122,000
City Loans		420,000	122,551	4,139,200	250,000	575,000	299,500		367,127	6,173,378		6,173,378
Other Loans(Sponsor & AHP)		500,000	-			120,000	80,000	350,394		1,050,394	850,394	200,000
Total Long-Term Debt	1,000,000	3,951,078	1,590,932	12,847,685	2,227,998	2,870,757	1,986,844	975,155	368,997	27,819,446		26,969,052
Other Liabilities												
Accrued interest payable		1,802,949	247,179	4,043,898	1,020,568	832,559	791,675		191,255	8,930,083		8,930,083
Deferred developer fees/costs	-	181,320		-						181,320	181,320	-
Land Lease Liability	15											
Tenant security deposits	-	9,099	3,303	73,362	2,165	3,723	918	18,869	1,222	112,661		112,661
Total other liabilities	15	1,993,368	250,482	4,117,260	1,022,733	836,282	792,593	18,869	192,477	9,224,064		9,042,744
TOTAL LIABILITIES	**4,144,208**	**6,290,301**	**1,994,703**	**17,554,734**	**3,311,534**	**3,717,460**	**2,848,464**	**1,010,684**	**567,842**	**41,439,915**		**39,686,797**
Net assets - beginning of the year	29,125,204	(2,745,322)	(793,765)	(3,902,973)	(1,365,104)	(1,383,189)	(1,113,486)	799,368	(170,083)	18,450,650	272,000	18,178,650
TOTAL NET ASSETS - BEGINNIN(	29,125,204	(2,745,322)	(793,765)	(3,902,973)	(1,365,104)	(1,383,189)	(1,113,486)	799,368	(170,083)	18,450,650		18,178,650
Change in net assets												
Change in net assets	(1,653,724)	(22,075)	1,704	(52,378)	(71,627)	(43,273)	(56,634)	16,526	(6,838)	(1,888,319)		(1,888,319)
Total Change in Net Assets	(1,653,724)	(22,075)	1,704	(52,378)	(71,627)	(43,273)	(56,634)	16,526	(6,838)	(1,888,319)		(1,888,319)
TOTAL NET ASSETS	27,471,480	(2,767,397)	(792,061)	(3,955,351)	(1,436,731)	(1,426,462)	(1,170,120)	815,894	(176,921)	16,562,331		16,290,331
AL LIABILITIES AND NET ASSETS	**$ 31,615,688**	**$ 3,522,904**	**$ 1,202,642**	**$ 13,599,383**	**$ 1,874,803**	**$ 2,290,998**	**$ 1,678,344**	**$ 1,826,578**	**$ 390,921**	**$ 58,002,261**	**(1,303,714)**	**$ 55,977,128**

Many Mansions Statement of Activities by Fund
YTD (7/1/25 - 12/31/25)

	Many Mansions	Bella Vista	Richmond Terrace	Casa de Paz	La Rahada	Peppertree	D Street	Casa Garcia	Terry's Place	Total	Eliminations Dr/(Cr)	Adjusted Total
Service Fees												
Bookkeeping fees	74,888									74,888	12,270	62,618
Property management fees	408,553									408,553	75,399	333,154
Cash Flow from Properties	-									-		-
Developer fees/Lease up fee	21,325									21,325		21,325
Service/Asset Mgmt/Partnership fees	60,750									60,750		60,750
Grants and Contracts												
Government grants	249,893	-	17,809	7,868	-	16,628	14,357	-	-	306,555		306,555
Private grants and contracts	530,309									530,309		530,309
Contributions												
Donation revenue	384,197									384,197		384,197
Interest and dividends	17,926	12	-	-	-	97	-	-	-	18,035		18,035
Special events and fundraising	110,334									110,334		110,334
Rental Revenue												
Revenue - properties		642,808	165,838	67,342	60,487	63,952	36,117	83,481	15,282	1,135,307		1,135,307
Property Reimbursements												
Property cost reimbursements	1,506,222	-	-	-						1,506,222	263,015	1,243,207
TOTAL REVENUE	3,364,397	642,820	183,647	75,210	60,487	80,677	50,474	83,481	15,282	4,556,475	350,684	4,205,791
Expenses												
Administrative Expenses	-	61,627	26,883	15,120	11,375	16,786	12,424	9,293	1,781	155,289	(87,669)	67,620
Payroll Related Expenses												
Salaries	3,666,614	90,118	38,587	24,687	13,981	22,801	15,681	6,207	3,703	3,882,379	(215,765)	3,666,614
Payroll taxes	268,390	6,594	2,839	2,024	989	1,984	1,310	464	256	284,850	(16,460)	268,390
Employee benefits	278,746	8,997	3,881	2,707	1,395	3,361	2,902	378	635	303,002	(24,256)	278,746
Workmans' compensation	52,661	2,327	1,213	907	411	875	568	109	124	59,195	(6,534)	52,661
Retirement Benefits	60,335									60,335		60,335
Third Party Services	153,168									153,168		153,168
Total Payroll Related Expenses	4,479,914	108,036	46,520	30,325	16,776	29,021	20,461	7,158	4,718	4,742,929	(263,015)	4,479,914

	Many Mansions	Bella Vista	Richmond Terrace	Casa de Paz	La Rahada	Peppertree	D Street	Casa Garcia	Terry's Place	Total	Eliminations Dr/(Cr)	Adjusted Total
Interest												
Loan or Bond interest		174,841	18,877	-	-	-	-	19,455	199	213,372	-	213,372
Total Interest	-	174,841	18,877	-	-	-	-	19,455	199	213,372		213,372
Program services	147,040									147,040	-	147,040
Fundraising and special Events	71,266									71,266	-	71,266
Community & public relationship	2,296									2,296		2,296
Computer and network support	22,746									22,746	-	22,746
Staff and board development	16,722									16,722	-	16,722
Project feasibility expenses	7,000									7,000		7,000
Dues and subscriptions	29,834									29,834	-	29,834
Employee education & conferences	11,687									11,687		11,687
Equipment lease	9,140									9,140	-	9,140
Insurance	37,833	34,863	10,442	5,823	3,450	4,504	3,694	5,523	1,289	107,421	-	107,421
Organization expenses	400									400		400
Office supplies	30,976									30,976	-	30,976
Postage	2,048									2,048		2,048
Printing	2,595									2,595		2,595
Legal and professional	7,000									7,000		7,000
Property taxes, Licenses and Permits	200									200		200
Human resource expense	43,965									43,965		43,965
Repairs and maintenance	26,257	96,339	26,263	12,163	18,731	10,158	7,928	21,950	3,327	223,116	-	223,116
Telephone	31,313									31,313		31,313
Travel	31,628									31,628	-	31,628
Utilities	6,780	86,798	33,149	10,267	10,155	20,208	5,967	3,210	1,248	177,782		177,782
Total Operating Expenses	538,726	218,000	69,854	28,253	32,336	34,870	17,589	30,683	5,864	976,175	-	976,175
										-	-	-
TOTAL EXPENSES	5,018,640	562,504	162,134	73,698	60,487	80,677	50,474	66,589	12,562	6,087,765	(350,684)	5,737,081
Net Operating Income	(1,654,243)	80,316	21,513	1,513	-	-	-	16,892	2,720	(1,531,290)	-	(1,531,290)
Capital Expenditures for MM										-		-
Principal Payment for Debt		40,125	28,545	-	-	-	-	4,539	2,003	75,212	-	75,212
Debt Admin Fee										-	-	-
Reserves		7,200						3,330		10,530		10,530
Total Other Payments	-	47,325	28,545	-	-	-	-	7,869	2,003	85,742	-	85,742
Net Cash Flow	$ (1,654,243)	$ 32,991	$ (7,032)	$ 1,513	$ -	$ -	$ -	$ 9,023	$ 717	$ (1,617,032)	$ -	$ (1,617,032)

INTERNAL REVENUE SERVI(

DEPARTMENT OF THE TREASURY

EIN: 95-3424516

te: FEB 2 4 1984

Our Letter Dated:
January 22, 1980

Person to Contact:
Desk Officer

Many Mansions
100 E Thousand Oaks Blvd. Rm. 117
Thousand Oaks, CA 91360

Contact Telephone Number:
~~(415)~~ 556-5353

This modifies our letter of the above date in which we stated that you would be treated as an organization which is not a private foundation until the expiration of your advance ruling period.

Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Internal Revenue Code, because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi). Your exempt status under section 501(c)(3) of the code is still in effect.

Grantors and contributors may rely on this determination until the Internal Revenue Service publishes notice to the contrary. However, a grantor or a contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(1) and 170(b)(1)(A)(vi) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(1) and 170(b)(1)(A)(vi) organization.

We have determined that you are a publicly supported organization of the type described in Sections 509(a)(1) and 170(b)(1)(A)(vi) as opposed to Section 509(a)2) of the Code. This change does not affect your exempt status as an organization described in Section 501(c)(3) of the Code, your non-private foundation status or your filing requirements.

Because this letter could help resolve any questions about your foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,

Michael Sassi

District Director

MARIPOSA ELEMENTARY/CAPTnS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: "CAPTnS" (Collaborative Alliance Parents Teachers St

Organization Address: (Must be Local): 6050 Calmfield Ave., Agoura Hills, Ca 91301

Grant Representative Contact

Name: Lyndsey Bender **Phone:** 626 3942867

Address: 5445 Colodny Dr Agoura Hills CA 91

Description of Community Services Provided:

The Collaborative Alliance of Parents, Teachers and Students (CAPTnS) coordinates and works to unify the parents, faculty, and interested individuals in support of the Mariposa School of Global Education in Agoura Hills, California. Mariposa is now an officially accredited public Waldorf school, one of only 5 in the entire United States, and has six primary tenets that include Global Education, Social Emotional Development, a Developmental Approach, Integration of Movement and Art, Project-Based Learning, and Parent Participation. CAPTnS supports this ambitious school mission through rigorous fundraising efforts to fund the salaries of specialized teachers including a Naturalist, a Strings Music Teacher, a Spanish teacher, Handwork specialist and a Physical Education teacher. Additional funds are used to purchase enriching Waldorf educational materials and robust teacher training to enhance the school's teaching and learning. Mariposa also leads the way for a slow tech approach and is the model school in LVUSD for a successful cell phone-free campus and school culture, CAPTnS supports this through sponsoring parent education throughout the school year.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

CAPTnS serves Mariposa's 518 parents, 406 students and 86 staff members. The Mariposa School of Global Education is intensely focused on educating the whole child. CAPTnS supports Mariposa so that the future leaders and community members of Agoura Hills develop strong social-emotional skills who understand the importance of their civic responsibility to the community and to the environment. These skills will translate to producing citizens invested in the betterment of our community. The CAPTnS board also hosts and organizes activities to strengthen community connectivity within the city of Agoura Hills. Each year, CAPTnS hosts the Mariposa Winter Faire, a treasured community event, that is open to all Agoura Hills families free of charge. Additionally, CAPTnS strives to support Agoura Hills-based businesses through our Eagle Chase event and monthly restaurant nights. Eagle Chase business sponsorships expose Mariposa School families to local businesses and our frequent restaurant nights encourage and support the growth of our Agoura Hills economy.

Fund Amount Requested: $1,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

-Rattlesnake fencing (if approved by the district)

-Irrigation for our Oak Grove outdoor learning area

-Potentially supplementing our commitment to fund Mariposa staff, which will increase next

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2023; 2024 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

MARIPOSA'S CAPTNS MAIN SOURCES OF YEARLY REVENUE

FALL ANNUAL GIVING

GOAL: $190,000

Back to school night every August marks the launch of the Annual Giving campaign which runs for roughly eight weeks. All Mariposa families are encouraged to give a minimum of $750 per enrolled child. Annual Giving marks the bulk of CAPTnS revenue which in turn funds the following Mariposa programs: Nature Connection and Gardening Programs, Physical Education for grades, music for grades 1-8th, Waldorf Teacher Training and Curriculum, High Quality school supplies, our Handwork Curriculum and materials.

WINTER FAIRE

2024 Amount Raised: $24,819

Generally in February, Mariposa's Winter Faire is a Waldorf-based community gathering for which CAPTnS sells tickets, food, and donated goods. Held on Mariposa's campus, attendees can participate in a variety of carnival games and crafts. All-access presale wristbands are $45 per person or $50 per person at the gate. General admission is free, but attendees can purchase tickets at $1 per ticket to participate in game and ride booths. Winter Faire is open to the Agoura Hills community.

SPRING EAGLE CHASE JOG-A-THON

GOAL: $50,000

Mariposa's version of a fun run, Eagle Chase, is held annually in every spring. Students and their families are encouraged to set up an individual pledge page via Pledgestar, which CAPTnS pays to host the Eagle Chase campaign. Student goals were set at $250 or $550 per student. Students are then encouraged to ask friends, family and members of the community to sponsor their run. The CAPTnS also reaches out to local businesses for corporate sponsorship to supplement a portion of the Eagle Chase goal in exchange for promoting said businesses to the Mariposa community. This year corporate sponsorships were set at $350 or $750 per business.

Statement of Financial Position

CAPT'nS

As of Apr 23, 2026

	TOTAL
Assets	
Current Assets	
Bank Accounts	
B of A Checking (3798)	100.00
B of A Savings	215,163.55
Cash Adj	0.00
Chase Operating	138,161.87
Chase Paypal	56,694.15
Chase Savings	$100,168.26
School Faciilty Improvements	0.00
Total for Chase Savings	**$100,168.26**
Exchange	0.00
PayPal Account	0.00
PayPal balance account	60,248.83
PayPal Bank 2	0.00
Petty Cash- CAPTNS	0.00
Reserves - B of A CD (5583)	0.00
Reserves - B of A CD (9299)	0.00
Reserves- Fixed Term CD	0.00
WF Business Market Rate Savings	0.00
WF Checking	0.00
WF Credit Card Checking	0.00
Total for Bank Accounts	**$570,536.66**
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total for Accounts Receivable	**$0.00**
Other Current Assets	
Prepaid Expenses	0.00
Uncategorized Asset	0.00
Undeposited Funds	0.00
Total for Other Current Assets	**$0.00**
Total for Current Assets	**$570,536.66**
Fixed Assets	
Equipment	
01 Equipment	2,586.94
02 Accumulated Depreciation	-1,345.00
Total for Equipment	**$1,241.94**
Facility Improvements	
01 Shade & Other Improvements	65,578.82
02 Accumulated Depreciation	-37,559.00
Total for Facility Improvements	**$28,019.82**
Total for Fixed Assets	**$29,261.76**
Total for Assets	**$599,798.42**

Statement of Financial Position

CAPT'nS

As of Apr 23, 2026

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total for Accounts Payable	**$0.00**
Total for Current Liabilities	**$0.00**
Total for Liabilities	**$0.00**
Equity	
Opening Balance Equity	0.00
Retained Earnings	615,224.13
Net Income	-15,425.71
Total for Equity	**$599,798.42**
Total for Liabilities and Equity	**$599,798.42**

Statement of Activity

CAPT'nS

July 1, 2025-April 23, 2026

	TOTAL
Revenue	
FUNDRAISING INCOME	$747.61
Field Trips	$388.51
Field Trips - 3rd Grade	-363.52
Field Trips - 4th Grade	1,586.90
Field Trips - 7th Grade	-350.00
Total for Field Trips	**$1,261.89**
Grant Income	$1,000.00
School Garden Grants	350.00
Total for Grant Income	**$1,350.00**
Parent Education Programs	-137.10
Yearbook	8,442.85
Total for FUNDRAISING INCOME	**$11,665.25**
PROGRAM SERVICES INCOME	
Annual Giving	$194,555.30
Field Trips	-8,919.55
Total for Annual Giving	**$185,635.75**
Bonfire Spirit Wear	24.69
Community Yard Sale/Flea Market	4,296.29
Eagle Chase/Jog-a-thon/ Read-a-thon	50.00
Enchanted Nook/Spirit Wear	2,778.74
Holiday Boutique	235.00
Other Program Services Income	5,763.81
Restaurant Nights	983.79
Shopping Fundraisers	$227.86
Amazon.com	-24.35
Total for Shopping Fundraisers	**$203.51**
Square 1 Art	843.28
Winterfaire	19,358.40
Total for PROGRAM SERVICES INCOME	**$220,173.26**
Total for Revenue	**$231,838.51**
Gross Profit	**$231,838.51**

Statement of Activity

CAPT'nS

July 1, 2025-April 23, 2026

	TOTAL
Expenditures	
ADMINISTRATIVE EXPENSE	$643.55
Banking Fees	646.77
CAPTnS Hospitality (Teas, Staff Appr.)	1,676.27
Insurance, Taxes & Legal	2,215.00
Treasury Expenses	1,242.00
Total for ADMINISTRATIVE EXPENSE	**$6,423.59**
FUNDRAISING EXPENSE	
Field Trips Expense	$797.44
Field Trip Expense - 2nd Grade	-8.00
Field Trip Expense - 4th Grade	705.00
Field Trip Expense - 8th Grade	1,433.00
Total for Field Trips Expense	**$2,927.44**
Total for FUNDRAISING EXPENSE	**$2,927.44**
Office Supplies & Software	223.46
PROGRAM SERVICES EXPENSE	
Annual Giving Expense	8,435.28
Butterfly Ball Expense	8,988.55
Eagle Chase/Jog-a-thon/ Read-a-thon Expense	4,845.02
Enchanted Nook Expense	6,250.69
Handwork Supplies	$3,239.02
CAPTnS Handwork Supplies	147.62
Total for Handwork Supplies	**$3,386.64**
PayPal Fees	79.27
Program Service Supplies	
Event/Program Supplies	2,488.43
Library Supplies	260.38
Music Supplies	884.57
School Beautification	1,516.84
School Garden Supplies	2,316.85
Waldorf School Supplies (Mercurius)	34,550.32
Total for Program Service Supplies	**$42,017.39**
Program Staffing Needs (SALARIES)	134,558.49
Square Fees	30.00
Staff Development	
Individual Teacher Training	2,056.22
Public Waldorf Conference	4,170.00
Waldorf Training	740.55
Total for Staff Development	**$6,966.77**
Surplus 2023-2024	1,796.61

Statement of Activity

CAPT'nS

July 1, 2025-April 23, 2026

	TOTAL
Teacher Budgets	
1st-5th Grade	
2nd - Wendee Anstead	739.32
3rd - Andrea Cirino	1,017.02
4th - Ashley Shanks	1,595.35
4th - Sharon Fliegelman	1,053.00
5th - Ashley Miller	61.79
Total for 1st-5th Grade	**$4,466.48**
6th - 8th	
6th - Devin Milligan	615.52
6th - Stacy Page	812.34
7th - Allie Gold	910.17
8th - Gina Armfield	815.11
Total for 6th - 8th	**$3,153.14**
Kindergarten	
K - Rachel Paul	364.58
TK - Gwyn Carr	875.15
TK/K - Anne Brekken Ledis	973.21
Total for Kindergarten	**$2,212.94**
Physical Education	112.90
Special Ed	1,194.49
Speech Pathologist	231.88
Total for Teacher Budgets	**$11,371.83**
Winterfaire Expense	8,879.70
Total for PROGRAM SERVICES EXPENSE	**$237,606.24**
Unapplied Cash Bill Payment Expense	137.84
Total for Expenditures	**$247,318.57**
Net Operating Revenue	**-$15,480.06**
Other Revenue	
Interest Earned on Bank Accounts	54.35
Total for Other Revenue	**$54.35**
Net Other Revenue	**$54.35**
Net Revenue	**-$15,425.71**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: AUG 0 9 2007

COLLABORATIVE ALLIANCE PARENTS
TEACHERS STUDENTS
C/O BRENDA HARARI
4029 N LAS VIRGENES RD
CALABASAS, CA 91302-1929

Address change:
4111 N. Las Virgenes Rd.

Employer Identification Number:
71-1029553
DLN:
17053156085007
Contact Person:
GARY MUTHERT ID# 31518
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
JUNE 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
YES
Effective Date of Exemption:
APRIL 27, 2007
Contribution Deductibility:
YES
Advance Ruling Ending Date:
JUNE 30, 2011

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

NEW WEST SYMPHONY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: New West Symphony Association

Organization Address: (Must be Local): 2100 E Thousand Oaks Blvd, Suite D, Thousand Oaks

---

Grant Representative Contact

Name: Janet Young **Phone:** (805) 497-5800

Address: Same as above

Description of Community Services Provided: See attached.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
See attached.

Fund Amount Requested: $5,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

See attached

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

See attached.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

NEW WEST SYMPHONY
MICHAEL CHRISTIE | Music Director

GRANT RESPONSES FOR CITY OF AGOURA HILLS
COMMUNITY OUTREACH GRANT PROGRAM

Description of Community Services Provided:

Now in its 31st year of service, New West Symphony is a leading cultural institution dedicated to enriching the Conejo Valley and neighboring communities, including Agoura Hills, through high-quality live symphonic music. Founded in 1995, the Symphony has grown into a vibrant professional orchestra that welcomes broad and diverse audiences to experience the power of orchestral performance. Under the artistic leadership of Grammy Award–winning conductor Michael Christie, New West Symphony presents a six-concert season annually in Thousand Oaks, serving residents throughout the region.

At the heart of New West Symphony's work is a commitment to artistic integrity, accessibility, and community connection. The organization strives to present performances of exceptional caliber featuring renowned guest artists, while ensuring that live symphonic music remains welcoming and accessible to audiences of all backgrounds. Alongside a strong respect for classical tradition, the Symphony embraces innovation and industry best practices to remain responsive to evolving community needs. Responsible financial stewardship underpins these efforts, supporting long-term organizational sustainability and continued public service.

Education and community engagement are central to New West Symphony's mission. Through a wide range of educational initiatives, the Symphony introduces young people to orchestral music and supports music learning for students, educators, families, and lifelong learners. In addition, Symphony musicians actively participate in outreach activities throughout the year, including performances, workshops, clinics, and masterclasses at schools, festivals, and community events. These programs deepen community relationships and extend the impact of live music well beyond the concert hall.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
New West Symphony is a resident company of the Bank of America Performing Arts Center in Thousand Oaks, just a short distance from Agoura Hills. We provide live concerts, educational programs that are easily accessible for residents of Agoura Hills. A total of 350 tickets to our performances were purchased by Agoura Hills residents during 2025 and anticipate the same level of participation this coming year.

Proposed Use and Budget Plan for Grant Funds: (Include details)

Grant funding from the City of Agoura Hills will be utilized to help support our Symphonic Adventures program. Symphonic Adventures is a curriculum-based music education initiative designed to introduce third through fifth grade students—and their families—to the orchestra through structured classroom learning paired with shared concert experiences. Rather than centering on a single, student only performance as we have done in the past, the program will integrate educational curriculum with attendance at specially chosen New West Symphony concerts presented at the Bank of America Performing Arts Center. This addresses a need we have recognized – to provide additional community engagement and educational opportunities for students and their families in our community.

Classroom Study

The foundation of Symphonic Adventures is a comprehensive set of standards aligned educational study guides developed specifically for elementary students and their teachers. These materials are distributed in advance of concerts and include age-appropriate lessons, vocabulary, listening guides, and pre- and post-concert activities that connect musical concepts to broader learning objectives. The curriculum aligns with the California Education Standards in Music and emphasizes the four artistic processes of creating, performing, responding, and connecting, ensuring that students are prepared to actively and meaningfully engage with live orchestral music.

Live Concert Experiences

Students and their families are then provided access to New West Symphony's world-class concerts selected to align with the Symphonic Adventures curriculum. By attending these designated performances together students can apply what they have learned in the classroom while sharing the live concert experience with their families. This approach reinforces learning through exposure to classical music, while also fostering family engagement, community engagement, and expanding access to cultural experiences within the Thousand Oaks community. All concerts take place at the Bank of America Performing Arts Center.

Following concert attendance, students participate in guided reflection and assessment activities led by their teachers. These post-concert activities encourage students to articulate their observations, respond creatively to the music, and connect the concert experience to classroom learning. Teachers are also invited to provide feedback through evaluations that assess student engagement, curriculum alignment, and overall educational impact, supporting continuous improvement of the program.

Budget Plan

Detailed below is the budget for Symphonic Adventures:

Itemized Expenses	**Amount**
Project Material, Supplies, Equipment	$11,000
Office Space, Rent, Utilities	$16,000
Project Personnel, Salaries, Professional Fees (Orchestra, Conductor)	$49,500

Publicity, Outreach, Events	$ 3,500
Conferences, Travel	$ 2,000
Capital Items	$ 2,500
Total Expenses	**$84,500**

Projected Revenue

Individual Donations	$ 9,000
Corporate and Foundation Grants	$ 43,000
Fund A Need Fundraiser	$ 11,500
Total Projected Revenue	**$63,500**

Additional Documentation: (Anything else we should know about your organization?)

Research shows that attending symphony concerts can significantly benefit 3rd to 5th graders by enhancing cognitive skills, emotional well-being, and social behavior. Music education has been linked to improved academic performance, including higher SAT scores, and fosters emotional regulation and social skills. Specifically, music education has been shown to:

Enhance cognitive development: Research shows that listening to classical music activates parts of the brain linked to problem-solving and reasoning, which are essential skills in subjects like math and science. This phenomenon, known as "The Mozart Effect," has led to further studies on how classical music supports children's brain development

Improve listening skills and concentration: Classical music's rich variations in tempo, harmony, and dynamics create a unique auditory experience. When listening, children are encouraged to focus and identify familiar melodies and rhythms, strengthening their concentration and auditory processing skills.

Foster emotional development: Classical music provides children with a safe space to explore and express emotions. By listening to different pieces, they learn to identify feelings in the music and relate them to their own experiences. This connection can foster empathy, as children begin to understand and respond to the emotions conveyed by the composer and musicians.

Research indicates that third grade is generally considered a good age to start introducing children to classical music, as it's a time when they are developmentally ready to absorb new concepts and are often curious about different types of music, making it a great time to cultivate a potential lifelong interest in classical music; early exposure is key to learning and appreciation.

New West Symphony is a professional symphonic organization in Thousand Oaks that introduces elementary age students to orchestral instruments through interactive concerts. Music education in our community remains somewhat limited. While there is some music instruction in middle and high schools, the band and orchestra directors share with us that recruitment should ideally start in elementary school, and that introductions to orchestra instruments and experiences are vital.

At best, elementary age students receive 30 minutes of music instruction every week. Though there are some before/after school opportunities, they usually require a fee, and participation is limited. The need exists to bring quality education programs to local area schools, and to advocate for the inclusion of music in school curriculum. New West Symphony is uniquely positioned with its education programs to partner with local elementary schools to enhance the music offerings for 3rd-5th grade students. The impact of hearing a live orchestra through Symphonic Adventures, or being exposed to and learning a music instrument, are immeasurable.

Supplemental Documentation Checklist:

501(c)(3) paperwork proof of status (if you are an applicant, please include Bylaws/Articles of Incorporation.) Attached

Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs. Breakdown and description of organization's sources(s) of revenue. Attached

.

NEW WEST SYMPHONY
REVENUE PERCENTAGES
FOR PROGRAM COSTS, ADMINISTRATION, SALARIES
Calendar Year 2026

- Program Costs: 53%
- Administration: 25%
- Salaries: 22%

Total: 100%

BREAKDOWN AND DESCRIPTION OF SOURCES OF REVENUE
Calendar Year 2026

- Concert Program Income: 43%
- Annual Fund: 27%
- Grant Income: 15%
- Harmony Project: 10%
- Sponsorships: 5%

Total: 100%

Balance Sheet

New West Symphony

As of February 28, 2026

Account	Feb 28, 2026
Assets	
Current Assets	
Cash and Cash Equivalents	
Bill.com Money Out Clearing	6,591.77
Montecito Bank - General - 6072	340.47
Petty Cash	74.11
Total Cash and Cash Equivalents	**7,006.35**
Accounts Receivable	126,029.96
Beneficial Interest in VCCF	497,270.02
Impairment on Investment	(196,277.00)
Investment	196,277.00
Long Term Pledges Receivable - audit act	(23,850.00)
Prepaid Expenses - Performances	32,947.68
Prepaid Insurance	1,315.26
Total Current Assets	**640,719.27**
Fixed Assets	
Accumulated Depreciation	(158,057.00)
Book Library	508.00
Equipment	70,002.94
Music Library	2,227.93
Musical Instruments	102,043.36
Software	4,243.00
Vehicle	32,711.29
Total Fixed Assets	**53,679.52**
Total Assets	**694,398.79**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	193,183.58
Accounts Payable - audit acct	15,200.00
Accrued Loan Interest	14,003.08
ASCAP Payment Plan	23,569.86
BMI - Payment Plan	572.06
BoA Credit Card - 6425	44.78
Deferred Revenue - 2026	165,513.80
East West Bank - General	8,384.93
East West Bank - Payroll	28,297.01
Insane Impact	1,590.00
Loans from Donors	610.00
Loans-Direct from Board Members	18,252.00
MechanicsBank/Rabobank CC	7,194.75
Payroll Tax clearing	(5,228.20)
Payroll Withholdings Payable	(1,661.02)
Vacation Accrual	36,977.21
Withheld 403(b)	2,249.95
Total Current Liabilities	**508,753.79**
Long Term Liabilities	
Payroll Clearing	2,501.26
SBA EIDL Loan Payable	149,359.00
SBA Loan Payable - Thomas Fire	234,364.10
Union Dues	8,164.84
Total Long Term Liabilities	**394,389.20**
Total Liabilities	**903,142.99**
Equity	
Current Year Earnings	(149,576.31)
Fund Balance-Restricted	490,242.01
Fund Balance-Temp Restricted	181,271.00
Fund Balance-Unrestricted	(612,495.31)
Retained Earnings	(118,185.59)
Total Equity	**(208,744.20)**
Total Liabilities and Equity	**694,398.79**

Income Statement (Profit and Loss)

New West Symphony

For the month ended February 28, 2026

Account	Feb 2026
Income	
CI - Annual Fund	95,079.41
EI - CPI - Other Concert Income	4,426.00
Total Income	**99,505.41**
Gross Profit	**99,505.41**
Operating Expenses	
Admin - Insurance	6,128.54
Admin - Insurance- Workers' Compensation	11,834.04
Admin - Professional Services	3,930.00
Admin - Professional Services -Legal	712.50
Admin- Facilities -Rent	507.00
Admin- Int&Fees - Merchant Fees	524.69
Admin-Int&Fees-Credit Card Fees & Interest	107.00
Admin-Int&Fees-Interest & Bank Fees	782.32
Admin-Int&Fees-Payroll Service Fees	1,154.26
Admin-Office Op-Equipment Expense	508.16
Admin-Office Op-Postage & Shipping	20.00
Admin-Office Op-Supplies & Printing	239.80
Admin-Office Op-Telephone	428.50
CEP- HP - Payroll taxes	780.58
CEP- HP- Teaching Artist Wages	5,946.48
CO - Concert Wages & Salaries	3,220.04
CO - EQUIP&CART - Cartage	655.00
CO - EQUIP&CART - Instrument Rental	3,880.63
CO - Facilities - Concert Hall	930.87
CO - Music Director - Wages	4,166.67
CO - Music Library - Wages	674.54
CO - Orchestra - H & W	(4,865.02)
CO - Orchestra - Independent Contractors	7,637.45
Dev&Mktg - Dev - Consultant Fees	4,435.84
Dev&Mktg - Dev - Grant Writing	4,500.00
Dev&Mktg - Development	5,439.80
Dev&Mktg - Mktg - Human Resources	1,200.00
Dev&Mktg - Mktg - Marketing	11,891.59
SC - PR Taxes - Admin	3,504.14
SC - Staff Compensation	34,865.97
Uncategorized Expense	1,350.00
Total Operating Expenses	**117,091.39**
Operating Income	**(17,585.98)**
Net Income	**(17,585.98)**

Internal Revenue Service

Date: July 14, 2005

NEW WEST SYMPHONY ASSOCIATION
2100 E THOUSAND OAKS BLVD SUITE D
THOUSAND OAKS CA 91362

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Kathy Masters ID# 31-04015
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
77-0406042

Dear Sir or Madam:

This is in response to your request of July 14, 2005, regarding your organization's tax-exempt status.

In January 1996 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under section 509(a)(2) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

ONEgeneration

City of Agoura Hills
Community Outreach Grant Program

Organization Name: ONEgeneration

Organization Address: (Must be Local): 17400 Victory Blvd., Van Nuys, CA 91406 (Serving Agoura Hills)

Grant Representative Contact

Name: Jenna Hauss **Phone:** 818-708-6610

Address: 17400 Victory Blvd., Van Nuys, CA 91406

Description of Community Services Provided: ONEgeneration's services include energy and water conservation services that directly serve residents throughout the City and County of Los Angeles, as well as Ventura County and the City of Agoura Hills. Through our programs, we assist older adults, families, and caregivers by connecting them to a variety of safety net services including nutrition, transportation, in-home care benefits enrollment assistance, and Adult Day Care. Our energy and water conservation programs have allowed our fastest-growing and most vulnerable population receive direct access to easy and affordable ways to electrify local homes, reduce water usage, conserve energy, and apply for energy efficient rebates, and utility assistance programs. We serve over 10,000 individuals each year and leverage trusted relationships to connect residents with resources that allow them to live a more sustainable life.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

ONEgeneration currently provides nutrition services through LA County's Elderly Nutrition Program for dedicated regions within the San Fernando Valley, including the City of San Fernando, Calabasas, and Agoura Hills. Specifically, we provide congregate, home-delivered and emergency meals, as well as telephone monitoring calls to over 150 older adults daily. We deliver over 20 meals, 5 days a week specifically to Agoura Hills residents, including frozen meals for the weekend. In addition, we also provide energy and water conservation education and utility assistance through this program to our homebound seniors and other residents throughout Agoura Hills. Our community outreach team also conduct ongoing outreach and education, as well as benefits enrollment support (CalFresh, Medi-cal, etc.) to all residents in Agoura Hills.

Fund Amount Requested: $5,000

Docusign Envelope ID: A84E5E9C-561F-88D3-819D-8B0392D50FBC

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

We would like to use these funds to support our efforts in reaching and serving older adults in Agoura Hills outside of the existing and current clients already receiving services. Through our outreach efforts, we would like to ensure that all members of the community have access to various benefits programs, including the gas assistance fund and energy assistance fund, as well as provide application enrollment and follow up. We also plan to provide conservation education on topics including: how to save energy in your home and how to apply for energy efficiency rebates and utility discount. We will also continue to expand our outreach by hosing booths/tables at Agoura Hills community events, present at community spaces and through partnership work with the City of Agoura Hills Senior Center.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

In our 48th year, ONEgeneration is a trust non-profit provider, serving individuals and families who are extremely vulnerable and underserved. While our offices are located in the City of Los Angeles (Van Nuys & Reseda), our outreach team and staff will provide direct services within the City of Agoura Hills. Our multilingual staff provide guidance on reducing utility costs, energy and water use, and elecrification. Through past grants, we've developed effective community engagement strategies that drive long-term behavior change. Our programs have earned national recognition, including accreditation from the National Council on Aging, and the National Association for the Education of Young Children, as well as the 2022 Eisner Prize winner. Our grant last year allowed us to directly serve both homebound and active older adults and provide ongoing education and outreach.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

ONEgeneration

INCOME STATEMENT

(Internal - Preliminary - Unaudited)

	February			Year to Date - February		
	2026	2025	Variance	2026	2025	Variance
CASH REVENUE						
Fees - Childcare (includes TK)	$ 249,018	$ 281,611	$ (32,593)	$ 1,922,150	$ 1,957,343	$ (35,193)
Fees - Adult Daycare	43,048	40,550	2,498	352,357	353,752	(1,394)
Fees - Veterans Administration	7,522	3,895	3,627	66,247	46,265	19,982
Fees - Enhanced Case Management	18,510	19,371	(861)	169,861	166,717	3,144
Grants - Government *	919,658	418,621	501,037	5,443,677	4,633,247	810,430
Grandparents as Parents - Revenues	10,000	10,000	-	80,000	70,200	9,800
Grants - Restricted/Unrestricted **	14,084	124,500	(110,416)	967,426	976,587	(9,161)
General Fund Raising	6,894	119,837	(112,943)	138,704	219,496	(80,793)
Major Gifts / Grants **	-	230,000	(230,000)	235,500	829,010	(593,510)
Fundraising - Events (net of costs)	1,000	18,050	(17,050)	29,022	45,457	(16,435)
Program Donations	12,428	11,839	589	142,424	125,610	16,814
Farmers Market	19,207	19,779	(572)	171,138	165,906	5,231
Rental	15,444	5,696	9,748	134,652	145,476	(10,825)
Travel Revenue (net of costs)	-	-	-	-	400	(400)
Gain on Extinguishment PPP Loan	-	-	-	-	-	-
Misc-CC Lunchs/Consult.	52,404	30,366	22,038	267,552	236,239	31,313
TOTAL CASH REVENUE	**1,369,217**	**1,334,116**	**35,101**	**10,120,709**	**9,971,706**	**149,003**
EXPENDITURES						
CASH EXPENDITURES						
Wages and Benefits	861,073	788,487	72,585	6,778,810	6,453,129	325,681
Prof. Services/Contractors	35,812	25,151	10,660	292,078	299,185	(7,107)
Supplies	6,743	3,440	3,303	132,630	172,681	(40,051)
Food & Nutrition	116,175	155,590	(39,415)	918,958	1,296,204	(377,246)
Transportation	16,898	12,253	4,646	128,647	132,559	(3,911)
Other	8,612	1,871	6,741	79,964	80,517	(553)
Admin/Finance	40,125	36,806	3,318	157,724	128,565	29,158
Marketing	1,104	3,130	(2,026)	32,634	33,633	(1,000)
Fund Development	-	35	(35)	21,277	24,985	(3,708)
Facilities	71,096	41,872	29,225	466,881	412,952	53,929
Program Tenant Rent Subsidies LA ADU	42,218	23,591	18,627	337,744	226,430	111,314
Human Resources	15,520	3,771	11,749	50,691	49,224	1,467
Information Technology	9,974	4,543	5,432	166,064	156,829	9,235
TOTAL CASH EXPENDITURES	**1,225,349**	**1,100,538**	**124,810**	**9,564,102**	**9,466,894**	**97,208**
EXCESS OF CASH REVENUE OVER EXPENDITURES	**143,868**	**233,577**	**(89,709)**	**556,607**	**504,813**	**51,795**
NET NON CASH REVENUE/EXPENDITURES						
Depreciation	(55,000)	(40,000)	(15,000)	(380,000)	(320,000)	(60,000)
DOA - Indirect income	44,190	36,047	8,143	421,415	327,408	94,007
DOA - Indirect expenditures	(44,190)	(36,047)	(8,143)	(421,415)	(307,870)	(113,544)
DOA - Matching income	45,867	46,404	(537)	305,461	391,095	(85,634)
DOA - Matching expenditures	(45,867)	(46,404)	537	(305,461)	(391,095)	85,634
TOTAL NON CASH REVENUE/EXPENDITURES	**(55,000)**	**(40,000)**	**(15,000)**	**(380,000)**	**(300,463)**	**(79,537)**
EXCESS OF REV OVER EXPENDITURES	**$ 88,868**	**$ 193,577**	**$ (104,709)**	**$ 176,607**	**$ 204,350**	**$ (27,743)**

* Grants - Government includes $261,625 from City Los Angeles CIFD funded OSEC improvement award, A/C and Heating Replacement contracted 09/2025, plus LA City CIFD OSEC improvement perimeter fencing project $424,680 contracted 02/2026.

** Foundation Grants and Other Donations: total **Current Year $1,307.1k** versus total **Prior Year $1,648.36k.**

ONEgeneration
Balance Sheet
(Internal - Preliminary - Unaudited)

	28-Feb 2026	28-Feb 2025	Variance
ASSETS			
Cash and Cash Equivalents			
Cash - Operating Accounts	$ 428,433	$ 523,906	$ (95,473)
Cash - Board Designated (Operating Reserve)	-	-	-
Cash - Childcare Expansion	3,236,879	3,603,795	(366,916)
Short Term Investments / CDs (Operating Reserve)	1,311,368	1,262,310	49,058
Unemployment Cash Reserve	61,964	63,576	(1,612)
Total Cash and Cash Equivalents	5,038,644	5,453,587	(414,943)
Grants Receivable	2,215,345	1,501,833	713,512
Medi-Cal receivable	9,924	15,349	(5,425)
Other Receivables	102,112	114,054	(11,942)
Total Receivable	2,327,381	1,631,236	696,145
Less Allowance for Doubtful Accounts	-	(200)	200
Net Receivable	2,327,381	1,631,036	696,345
Prepaid Expenses/Deposits	41,255	23,528	17,727
Total Prepaid Expenses	41,255	23,528	17,727
Fixed Operating Assets			
Building	2,181,000	2,181,000	-
Building Improvements	4,097,978	3,319,817	778,161
Furniture, Fixtures & Equipment	2,093,917	1,988,951	104,966
Vehicles	1,140,506	973,517	166,989
Construction in Progress	925,401	1,134,084	(208,683)
Total Fixed Operating Assets	10,438,802	9,597,369	841,433
Accumulated Depreciation	(5,817,221)	(5,113,631)	(703,590)
Total Fixed Operating Assets	4,621,581	4,483,738	137,843
Total ASSETS	**$ 12,028,861**	**$ 11,591,888**	**$ 436,973**
LIABILITIES			
Payables & Accrued Expenses			
Accounts Payable	$ 101,724	$ 91,956	$ 9,768
Loans Payable	2,094,227	1,620,439	473,788
Discount of Loan Payable	(2,607)	(6,518)	3,911
Unemployment Claims Reserve	44,467	37,891	6,576
Other Accrued Expenses	42,499	26,700	15,799
Accrued Wages/Vacation Payable	460,101	405,018	55,083
Payroll Taxes & Benefits Payable	30,955	27,584	3,371
Deferred Revenues - Childare Expansion	3,236,879	3,511,047	(274,168)
Total Payables & Accrued Expenses	6,008,245	5,714,117	294,128
Total LIABILITIES	**6,008,245**	**5,714,117**	294,128
NET ASSETS		-	
Unrestricted Undesignated Net Assets			
Unrestricted Undesignated Net Assets - Beginning	5,844,009	5,673,422	170,587
Surplus (Deficiency) of Support over Expenses	176,607	204,350	(27,742)
Total Surplus/(Deficiency) of Support over Expenses	6,020,616	5,877,771	142,845
Total NET ASSETS	6,020,616	5,877,771	142,845
TOTAL LIABILITIES AND NET ASSETS	**$ 12,028,861**	**$ 11,591,888**	**$ 436,973**

ONEgeneration Distribution of Funding Types, per FYE2025 ending audited financials, City of Agoura Hills

funding group	Account Description		$ balance
A. FOUNDATION GRANTS	CONTRIBUTIONS RESTRICTED	$	1,604,334
	MAJOR GIFTS/GRANTS	$	372,510
	TOTAL $	**$**	**1,976,844**
	TOT % TO GRAND TOT REVENUES		11.54%
	ROUNDED TO FULL %		**12.00%**
B. INDIVIDUAL CONTRIBUTIONS	ENRICHING LIVES - CONTRIB	$	72
	CONTRIBUTIONS / DONATIONS	$	172,504
	PROGRAM INCOME	$	136,896
	TOTAL $	**$**	**309,472**
	TOT % TO GRAND TOT REVENUES		1.81%
	ROUNDED TO FULL %		**2.00%**
C. GOVERNMENT FUNDING	GRANTS - GOVERNMENT	**$**	**8,204,692**
	TOT % TO GRAND TOT REVENUES		47.89%
	ROUNDED TO FULL %		**48.00%**
D. IN-KIND CONTRIBUTIONS	IN-KIND INCOME	**$**	**1,110,048**
	TOT % TO GRAND TOT REVENUES		6.48%
	ROUNDED TO FULL %		**6.00%**
E. FUNDRAISING	OSEC - SR SYMPOSIUM	$	58,335
	GALA EVENT - INCOME	$	92,872
	TOTAL $	**$**	**151,207**
	TOT % TO GRAND TOT REVENUES		0.88%
	ROUNDED TO FULL %		**1.00%**
F. EARNED INCOME	DAYCARE FEES	$	2,612,595
	Child Care Fitness	$	108,375
	DAYCARE FEES - TK	$	978,597
	TOTAL $	**$**	**3,699,567**
	TOT % TO GRAND TOT REVENUES		21.59%
	ROUNDED TO FULL %		**21.00%**
G. OTHER SOURCES	RENTAL	$	199,128
	INTEREST	$	160,715
	NEWSLETTER / ADVERTISING	$	5,040
	MEALS ON WHEELS	$	-
	INDIRECT INCOME	$	629,874
	SENIOR PROGRAMS	$	81,276
	CHILD CARE LUNCHES	$	-
	SHARE CARE MANAGEMENT	$	236,875
	OSEC MEMBERSHIP	$	29,743
	OTHER INCOME	$	82,766
	GROWERS & VENDORS	$	248,002
	BAGELS, BOOKS, ROBERTA'S STORE	$	7,003
	TOTAL $	**$**	**1,680,422**
	TOT % TO GRAND TOT REVENUES		9.81%
	ROUNDED TO FULL %		**10.00%**
H. GRANT TOTAL REVENUES		**$**	**17,132,252**
			100.00%
	VALIDITY TEST		**100.00%**

I. PROGRAM / ADMINISTRATION / FUND RAISING ALLOCATIONS

PROGRAM TOT FROM AUDITED F/S, PAGE 6, STATEMENT OF FUNCTIONAL		$	15,198,931	**89.71%**
ADMIN TOT FROM AUDITED F/S, PAGE 6, STATEMENT OF FUNCTIONAL		$	1,698,199	**10.02%**
FUND DEV TOT FROM AUDITED F/S, PAGE 6, STATEMENT OF FUNCTIONAL		$	45,681	**0.27%**
	TOTAL EXPENSES	$	16,942,811	**100.00%**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248653327
May 27, 2010 LTR 4168C E0
95-4066979 000000 00
00018938
BODC: TE

ONEGENERATION
VALLEY SENIOR SERV & RESOURCES CTR
17400 VICTORY BLVD
VAN NUYS CA 91406-5349

006466

Employer Identification Number: 95-4066979
Person to Contact: Ms. Espelage
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your May 18, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in May 1991.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

SANTA MONICA MOUNTAINS FIRE SAFE COUNCIL

Organization Name: Santa Monica Mountains Fire Safe Council

Organization Address: (Must be Local): 942 Las Virgenes Rd, Calabasas 91302

Grant Representative Contact:

Name: Danielle Picciano Phone: 818-518-0454

Address: 11936 Chandler Blvd, Valley Village 91607 Apt 1

Description of Community Services Provided:

The mission of the Santa Monica Mountains Fire Safe Council (SMMFSC) is to promote wildfire safety and community resilience in the communities of the Santa Monica Mountains through education, technical support, subject matter expertise, and community driven action plans. We do so through various initiatives such as our Home Ignition Zone Evaluation Program, Community Workday Program, Community Buffer Program, FireWise and Fire Safe Council support meetings, community based grant acquisition and year round educational events.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

SMMFSC serves the region of the Santa Monica Mountains including the cities of Agoura Hills, Westlake Village, Calabasas, Topnga, Malibu, Pacific Palisades and unincorporated zones. We are the regional fire safe council for the ~ 20,000 residents of Agoura Hills and directly support the efforts of Agoura Hills Fire Safe Council, FireWise communities, and individual residents through our programing. We are also a key working group member and grant holder for the Agoura Hills CWPP.

Fund Amount Requested: $1,700.00

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Funds will be used to acquire dumpsters for two Community Workday Program events for the Firewise communities of Agoura Hills. Peter Fehler, the president of the Agoura Hills Fire Safe Council has agreed to work with SMMFSC to coordinate these events with two eligible Firewise communities. Community Workdays help Firewise neighborhoods accomplish goals defined within their three year plan, lower ignition risk through coordinated on the ground mitigation work and provide robust community education. Workdays enhance community knowledge of home hardening and defensible space through in person demonstrations and help communities create stronger emergency preparedness and response networks. SMMFSC will facilitate these workdays alongside the Agoura Hills FSC and designated Firewise leaders by helping to organize, outreach and plan event logistics. SMMFSC will provide tools, outreach materials and help coordinate dumpster drop off and pick up. Workday activities include an educational talk, removal of hazardous vegetation from zone 0 and zone 1, limbing up trees and shrubs, removal of dry debris, breaking up fuel continuity between neighbors as well as a 1/16th mesh vent screening DIY installation demonstration. Dumpsters are typically the biggest cost hurdle that communities face when planning a workday, therefore funding will both encourage and fast track community wildfire preparedness within Agoura Hills.

Budget outline:

10 yard capacity dumpster fee drop off and disposal - **$850.00**

10 yard capacity dumpster fee drop off and disposal - **$850.00**

Total: $1,700.00

Have You Received Grant Funding From the City of Agoura Hills in the Past?:
YES_____ NO__X__ If Yes: Year Received? _____ Amount: _____

Additional Documentation: ***(****Anything else we should know about your organization?)*

The Santa Monica Mountain's Fire Safe Council has had great success putting on these events in Topanga, Westlake Village and are in the process of planning a workday for Seminole Springs.

Supplemental Documentation Checklist:

501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)

Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.

Breakdown and description of organization's sources(s) of revenue.
I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Certification

I certify on behalf of (name of organization), that I have read, understand, and agree that the aforesaid information is accurate, factual, and correct. I understand that award of funds if granted, will be only for the use as reflected in the attached Application Form.

I am aware of and certify that our organization will adhere to all City regulations regarding the 2026-2027 Community Outreach Grant Program; including, but not limited to, maintaining non-discriminatory policies, practices, and intent. I also, on behalf of our organization, indemnify, defend, and hold harmless the City of Agoura Hills, its elected officials, and employees relative to any and all liability that may arise as a result of the receipt and use of the City of Agoura Hills Community Outreach Grant Program monies.

Signature: *Pauline Allen* **Date: 4/23/26**

(Executive Director of Designee)

Signature: Jerry Vandermeulen Date: 04/23/2026

Officer of Board of Directors (If Applicable)

Balance Sheet (Fiscal Year-to-date)

July 2025 - March 2026

Name	Jul '25 - Mar '26	Jul '24 - Mar '25
ASSETS	**-**	**-**
Current Assets	-	-
Bank Accounts	-	-
1020 Southland Credit Union	-	-
1020.1 Business Checking	$24,804	$65,985
1020.2 Agoura Hills CWPP	-	$29,305
1020.3 Outreach Advance	$77,051	$59,634
1020.99 Southland Savings	$30	$30
Total 1020 Southland Credit Union	**$101,886**	**$154,955**
Total Bank Accounts	**$101,886**	**$154,955**
Other Current Assets	-	-
1210 Wix Clearing Account	-$27	$96
Uncategorized Asset	-$52,104	-
Total Other Current Assets	**-$52,132**	**$96**
Total Current Assets	**$49,753**	**$155,051**
TOTAL ASSETS	**$49,753**	**$155,051**
LIABILITIES AND EQUITY	**-**	**-**
Liabilities	-	-
Current Liabilities	-	-
Accounts Payable	-	-
2000 Accounts Payable (A/P)	$718	-
Total Accounts Payable	**$718**	**-**
Credit Cards	-	-
2100 Ramp Credit Card	$3,566	-
Total Credit Cards	**$3,566**	**-**
Other Current Liabilities	-	-
2400 Payroll Liabilities	-	-
2400-07 Accrued Payroll	$10,124	$37,241
Total 2400 Payroll Liabilities	**$10,124**	**$37,241**
2500 Advances from Funders	-	-
2500.01 Advance from Agora Hills CWPP	-$4,452	$31,662

Name	Jul '25 - Mar '26	Jul '24 - Mar '25
2500.02 Advance From Outreach Grant	$4,628	$68,441
2500.03 Advance from RFFC (Capacity Building)	$31,277	-
2500.04 Advance from SCE24	-$18,000	-
Total 2500 Advances from Funders	**$13,453**	**$100,103**
Total Other Current Liabilities	**$23,578**	**$137,345**
Total Current Liabilities	**$27,863**	**$137,345**
Total Liabilities	**$27,863**	**$137,345**
Equity	-	-
Retained Earnings	$11,270	-
Net Income	$10,619	$17,705
Total Equity	**$21,890**	**$17,705**
TOTAL LIABILITIES AND EQUITY	**$49,753**	**$155,051**

Profit and Loss (last 3 months)

January 2026 - March 2026

Name	Jan '26 - Mar '26	Jul '25 - Mar '26
Income	**-**	**-**
4000 Contributions and Grants	-	-
4010 Contract Income	$137,389	$321,020
4020 General Contributions	-	$8,791
Total 4000 Contributions and Grants	**$137,389**	**$329,811**
Total Income	**$137,389**	**$329,811**
Gross Profit	**$137,389**	**$329,811**
Expenses	**-**	**-**
6100 Contract Services	-	-
6100-01 Accounting Services	$3,000	$7,425
6100-02 Professional Personnel	$57,916	$92,909
6100-03 Admin Services	$6,410	$8,000
6100-04 Communications	$2,200	$7,200
Total 6100 Contract Services	**$69,526**	**$115,534**
6200 Payroll Expenses	-	-
6210 Wages	$54,242	$142,346
6220 Payroll Taxes & Benefits	$15,492	$37,038
6255 EPLI	-	$211
Total 6200 Payroll Expenses	**$69,734**	**$179,596**
6300 Operating Costs	-	-
6315 Computer Software	$407	$1,158
6320 Dues & Subscriptions	$174	$174
6325 Equipment & Supplies	$796	$3,273
6330 Insurance	$506	$506
6335 Licenses & Fees	$100	$100
6350 Office Supplies	$1,047	$1,254
6360 Printing	$2,437	$2,508
6375 Travel	$2,853	$8,301
6380 Travel Meals	$883	$883
6390 Fees	-	-
6390-01 Bank & Credit Card Fees	-	$270

Name	Jan '26 - Mar '26	Jul '25 - Mar '26
6390-02 Payroll Processing Fees	-	$1,750
Total 6390 Fees	**-**	**$2,020**
6345 Postage & Shipping	-	$15
Total 6300 Operating Costs	**$9,207**	**$20,196**
6400 Program Expenses	-	-
6400-02 Program Materials	$286	$432
6400-05 Employee Education	-	$70
Total 6400 Program Expenses	**$286**	**$502**
Uncategorized Expense	$3,021	$3,472
Total Expenses	**$151,777**	**$319,302**
Net Operating Income	**-$14,388**	**$10,508**
Other Income	**-**	**-**
8010 Interest	$12	$20
8030 Rebate/Reward Income	-	$91
Total Other Income	**$12**	**$111**
Net Other Income	**$12**	**$111**
Net Income	**-$14,376**	**$10,619**

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

SANTA MONICA MOUNTAINS REGIONAL
FIRE SAFE COUNCIL INC
21501 ROSCOE BLVD UNIT 327
CANOGA PARK, CA 91304

Date:
03/05/2024
Employer ID number:
93-4806101
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
June 30
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
January 15, 2024
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053460002854

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

ARTICLES OF INCORPORATION
OF
SANTA MONICA MOUNTAINS REGIONAL FIRE SAFE COUNCIL

ARTICLE I – NAME

The name of this corporation is Santa Monica Mountains Regional Fire Safe Council.

ARTICLE II – PURPOSE

This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the California Nonprofit Public Benefit Corporation Law for public purposes.

The mission of the Santa Monica Mountains Regional Fire Safe Council is to promote wildfire safety and community resilience through education, technical support, subject matter expertise, and community-driven action plans.

ARTICLE III – PRINCIPAL OFFICE & MAILING ADDRESS

The address where the corporation's principal place of business will be located is:

Street/Mailing Address:	21501 Roscoe Blvd
City, State, Zip:	Canoga Park, California 91304
County:	Los Angeles

ARTICLE IV – INITIAL REGISTERED AGENT

The name and address of this corporation's initial agent for service of process is:

Name:	Pauline Allen	3541 Beethoven St Los Angeles, California 90066

ARTICLE V – OFFICERS & DIRECTORS

The initial officers and directors shall be the following persons and positions:

President:	Haddee Hammoud	12605 Osborne Street, Pacoima, California 91331
Treasurer:	Megan Currier	3970 Carbon Canyon Rd, Malibu, California 90265
Secretary:	Brian Cameron	25328 Prado de Los Arboles, Calabasas, California 91302
Director:	Jerry Vandermeulen	23825 Stuart Ranch Rd, Malibu, California 90265
Director:	Bradley Yocum	23825 Stuart Ranch Rd, Malibu, California 90265

ARTICLE V – DURATION & DISSOLUTION

The duration of the corporate existence shall be perpetual. The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer, or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes, and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

_____

Haddee Hammoud
Incorporator

SANTA MONICA MOUNTAINS FUND

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Santa Monica Mountains Fund

Organization Address: (Must be Local): 1 Baxter Way Sute 180, Westlake Village, CA 91362

Grant Representative Contact

Name: Deanna Armbruster, Executive Director **Phone:** 818-693-1144

Address: 1 Baxter Way Suite 180, Westlake Village, CA 91362

Description of Community Services Provided: Santa Monica Mountains Fund (SAMO Fund) is the official non-profit partner to both National Park Service and California State Parks- Los Angeles District. SAMO Fund focuses on protecting biodiversity and local wildlife of the Santa Monica Mountains, especially populations of Monarch butterflies. One of SAMO Fund's main conservation projects is the distribution of native narrowleaf milkweed to local communities. Narrowleaf milkweed is the essential host plant to Monarchs. Monarchs use narrowleaf milkweed as their sole food source and habitat. Milkweed is necessary for monarch survival and through community engagement and plant distribution, the Agoura Hills Community can support an increase in the Monarch population. Free to community members, SAMO Fund has distributed over 50,000 milkweed plants annually. Our community engagement includes free plant giveaways, hands-on workshops, educational materials, and public events that enhance community connection and appreciation of our natural landscape.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

SAMO Fund serves communities throughout Los Angeles and Ventura Counties, including Agoura Hills, Calabasas, Thousand Oaks, Malibu, Topanga, Woodland Hills, Newbury Park, Santa Monica, Oxnard, Westlake Village and surrounding areas within the Santa Monica Mountains National Recreation Area. Within Agoura Hills, we anticipate reaching at least 500 residents through continued native milkweed giveaways. This includes families, youth, new residents, and local residents who are interested in outdoor education, supporting monarch habitats, and growing native plants, specifically narrowleaf milkweed. SAMO Fund is grateful for the continued support from Agoura Hills and to be a grant recipient in both 2024 and 2025. In previous years, we received funding for multilingual activity books and free native plant giveaways. This exemplifies our shared commitment to making conservation education accessible and impactful.

Fund Amount Requested: $2500

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Funding from the City of Agoura Hills will support full execution of narrowleaf milkweed giveaways which will not only enhance the biodiversity within Agoura hills, but planting native species also supports wildfire resiliency, monarch populations, and beautification of privately and publicly owned landscapes.

Funds will cover the cost of growing native narrowleaf milkweed, staffing public events with knowledgeable biologists, and distributing the plants and related educational materials to local residents. Support from the City of Agoura Hills ensures SAMO Fund's ability to provide free resources, engage the community, and empower residents to contribute directly to pollinator conservation and local biodiversity.

Budget:

Staffing: $1000 Educational Materials: $250

Native Narrowleaf milkweed plants: ($2.50/plant) x 500 residents = $1250

Total: $2500

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1000

Additional Documentation: *(Anything else we should know about your organization?)*

Santa Monica Mountains Fund (SAMO Fund) is the official philanthropic and cooperative partner to both National Park Service and California State Parks- Los Angeles District. As the official partner, SAMO Fund supports wildlife research, education, restoration, and promotes the appreciation and and recreation of Santa Monica Mountains National Recreation Area. SAMO Fund often hosts free, public events to local communities. These events, such as film screenings on ongoing conservation work, community interpretive hikes, free plant giveaways, and hands-on workshops, enhance community connection and understanding of the importance of this natural landscape. Our outreach and educational programming impacts thousands of Agoura Hills community members annually because Agoura Hills is located within the Santa Monica Mountains.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Santa Monica Mountains Fund
Statement of Activity
Quarter ended 3/31/26

	Quarter Ended 3/31/26
Revenues and Support	
Donations and Contributions	15,353
Significant Donors	10,476
Grants	34,255
Federal Contracts	875,363
Other	108
TOTAL REVENUE AND SUPPORT	**935,555**
Expenses	
Salaries and benefits	660,768
Staff Development and Appreciation	2,068
Supplies and Materials	33,247
Equipment	-
Travel, Conferences and meetings	44,736
Transportation	15,157
Contract Support	31,178
Intern Stipends	45,205
Professional Fees	90,589
Telephone, voice and data	365
Printing and postage	156
Software and subscriptions	7,307
Insurance	-
Bank and Merchant Fees	251
Advertising and Promotion	(1,064)
Event Costs	8,403
Taxes Licenses and registrations	1,485
Grants to other Organizations	-
Total EXPENSES	**939,851**
CHANGE IN NET ASSETS BEFORE INVEST	**(4,296)**
Net Investment Inc/(Loss)	(36,871)
CHANGE IN NET ASSETS	**(41,167)**

FUNCTIONAL CATEGORY	**Total Expenses**	**Allocation %**
Direct Program Services	$887,105	94%
Management & General	$33,404	4%
Fundraising & Development	$19,343	2%
Total Organization Expenses	939,851	100%

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
PO Box 2508
Cincinnati, OH 45201

Date:
February 18, 2026
Employer ID number:
95-4187832
Form 990 required:
Yes
Person to contact:
Name: Mr. Robinson
ID number: 1005653840

SANTA MONICA MOUNTAINS FUND
1 BAXTER WAY STE 180
WESTLAKE VLG, CA 91362

Dear Sir or Madam:

We're responding to your request dated September 05, 2025, about your tax-exempt status.

We issued you a determination letter in March 1989, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC .

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax-deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period.

- Form 990, Return of Organization Exempt From Income Tax
- Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Internal Revenue Service
District Director

Department of the Treasury

P O BOX 2350 ROOM 5127 ATTN: E.O.
LOS ANGELES, CA 900532350

Date: MAR. 17, 1989

SANTA MONICA MOUNTAINS PARKLANDS
ASSOCIATION
22900 VENTURA BLVD SUITE 140
WOODLAND HILLS, CA 91364

Employer Identification Number:
95-4187832
Case Number:
959058001
Contact Person:
JOSEPH CUNHA
Contact Telephone Number:
(213) 594-4170

Accounting Period Ending:
December 31
Form 990 Required:
yes
Caveat Applies:
none

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The heading of this letter indicates whether you must file Form 990, Return of Organization Exempt from Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the

SANTA MONICA MOUNTAINS PARKLANDS

15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of $10 a day, up to a maximum of $5,000, when a return is filed late, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If the heading of this letter indicates that a caveat applies, the caveat below or on the enclosure is an integral part of this letter.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

Frederick C. Nielsen
District Director

SCORE

City of Agoura Hills Community Outreach Grant Program

Organization Name: SCORE Ventura County

Organization Address: (Must be Local): 2213 Hillsbury Road Westlake Village CA 91361

Grant Representative Contact

Name: Scott Glassberg Phone: 310-291-6280

Address: 29509 Ridgeway Dr. Agoura Hills, CA 91301

Description of Community Services Provided:

SCORE is an all volunteer 501c(3) organization operating as a Resource Partner to the SBA. Our primary services are mentoring small businesses and entrepreneurs, which is provided free of charge. We also provide educational services for small business through our many webinars and workshops.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Our SCORE chapter serves Ventura County and the adjoining cities in Los Angeles County. Over the past 5 years, we have mentored over 65+ individuals residing in Agoura Hills regarding their existing or proposed businesses. Additionally, we have about 100 Agoura Hills residents on our email list, getting regular information about our services. We have conducted several in-person workshops in Agoura Hills as a result of receiving this city grant in 2025, and also offer workshops in Thousand Oaks that are convenient to Agoura Hills residents. This supplements our robust webinar program. We also have local mentors, both in person and on Zoom, as well as mentors nationally available via Zoom or email. All mentoring is free of cost to the client.

Fund Amount Requested: $1,000

Proposed Use and Budget Plan for Grant Funds: (***Include details***)

The requested funds would be used in the following ways: Help us fund the promotional efforts for our services; materials needed to facilitate our workshops and other services; increase our outreach efforts to teh residents of Agoura Hills to make them aware of the services we provide for small business owners and entrepreneurs.

Have You Received Grant Funding From the City of Agoura Hills in the Past?: YES X NO_____

If Yes: Year Received? ___2025____ Amount: ___$1,000_

Additional Documentation: ***(Anything else we should know about your organization?)***

See the attached files and our website: https://www.score.org/about

Supplemental Documentation Checklist:

501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)

Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.

Breakdown and description of organization's sources(s) of revenue.

We would like to attend the Finance Subcommittee Meeting to be held in

SCORE ASSOCIATION
(PARENT-ONLY)
COMBINING SCHEDULES OF ACTIVITIES
YEARS ENDED SEPTEMBER 30, 2024 AND 2023

	2024				2023			
	National	Chapters	Eliminating Adjustments	Total	National	Chapters	Eliminating Adjustments	Total
Revenue and support:								
U.S. government grant	**$ 17,047,243**	**$ -**	**$ -**	**$ 17,047,243**	$ 16,825,979	$ -	$ -	$ 16,825,979
Chapter program revenue	**-**	**937,562**	**-**	**937,562**	-	853,716	-	853,716
Gifts and grants	**-**	**2,173,521**	**-**	**2,173,521**	-	2,188,242	-	2,188,242
Donated facilities, goods and services	**521,289**	**3,359,750**	**-**	**3,881,039**	1,117,878	2,720,992	-	3,838,870
Interest and other	**69,446**	**1,702,617**	**-**	**1,772,063**	1,438	1,140,151	-	1,141,589
Total revenue and support	**17,637,978**	**8,173,450**	**-**	**25,811,428**	17,945,295	6,903,101	-	24,848,396
Expenses:								
Field expenses	**1,705,514**	**4,700,158**	**-**	**6,405,672**	1,599,653	4,408,419	-	6,008,072
Donated facilities, goods and services (rent)	**540,135**	**3,340,904**	**-**	**3,881,039**	1,117,878	2,720,992	-	3,838,870
Salaries and fringe benefits	**7,414,253**	**-**	**-**	**7,414,253**	6,622,813	-	-	6,622,813
Technology and website	**2,060,405**	**-**	**-**	**2,060,405**	1,852,449	-	-	1,852,449
Chapter clerical support	**2,449,359**	**-**	**-**	**2,449,359**	2,373,708	-	-	2,373,708
National leader conference	**27,793**	**-**	**-**	**27,793**	690,387	-	-	690,387
Professional services (contractual)	**195,744**	**-**	**-**	**195,744**	139,998	-	-	139,998
Marketing	**988,620**	**-**	**-**	**988,620**	1,554,757	-	-	1,554,757
Board expenses	**40,890**	**-**	**-**	**40,890**	40,213	-	-	40,213
Office supplies	**199,759**	**-**	**-**	**199,759**	146,248	-	-	146,248
Staff travel	**98,189**	**-**	**-**	**98,189**	55,461	-	-	55,461
Other	**666,750**	**-**	**-**	**666,750**	836,388	-	-	836,388
Volunteer services	**552,817**	**-**	**-**	**552,817**	345,475	-	-	345,475
Insurance	**78,267**	**-**	**-**	**78,267**	58,788	-	-	58,788
Total expenses	**17,018,495**	**8,041,062**	**-**	**25,059,557**	17,434,216	7,129,411	-	24,563,627
Change in net assets	**619,483**	**132,388**	**-**	**751,871**	511,079	(226,310)	-	284,769
Net assets, beginning of year	**903,781**	**9,767,618**	**-**	**10,671,399**	392,702	9,993,928	-	10,386,630
Net assets, end of year	**$ 1,523,264**	**$ 9,900,006**	**$ -**	**$ 11,423,270**	$ 903,781	$ 9,767,618	$ -	$ 10,671,399

See independent auditor's report.

SCORE ASSOCIATION
STATEMENTS OF ACTIVITIES (PARENT-ONLY)
YEARS ENDED SEPTEMBER 30, 2024 AND 2023

	2024			2023		
	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
Revenue and support:						
U.S. government Cooperative Agreement	**$ 17,047,243**	**$ -**	**$ 17,047,243**	$ 16,825,979	$ -	$ 16,825,979
Chapter program revenue	**-**	**937,562**	**937,562**	-	853,716	853,716
Gifts and grants	**2,173,521**	**-**	**2,173,521**	2,188,242	-	2,188,242
Donated facilities, goods and services	**3,881,039**	**-**	**3,881,039**	3,838,870	-	3,838,870
Interest and other	**1,772,063**	**-**	**1,772,063**	1,141,589	-	1,141,589
Net assets released from restrictions	**908,787**	**(908,787)**	**-**	833,801	(833,801)	-
Total revenue and support	**25,782,653**	**28,775**	**25,811,428**	24,828,481	19,915	24,848,396
Expenses:						
Field Expenses	**6,405,672**	**-**	**6,405,672**	6,008,072	-	6,008,072
Donated facilities, goods and services	**3,881,039**	**-**	**3,881,039**	3,838,870	-	3,838,870
Salaries and fringe benefits	**7,414,253**	**-**	**7,414,253**	6,622,813	-	6,622,813
Technology and website	**2,060,405**	**-**	**2,060,405**	1,852,449	-	1,852,449
Chapter clerical support	**2,449,359**	**-**	**2,449,359**	2,373,708	-	2,373,708
National leader conference	**27,793**	**-**	**27,793**	690,387	-	690,387
Professional services	**195,744**	**-**	**195,744**	139,998	-	139,998
Marketing	**988,620**	**-**	**988,620**	1,554,757	-	1,554,757
Board expenses	**40,890**	**-**	**40,890**	40,213	-	40,213
Office supplies	**199,759**	**-**	**199,759**	146,248	-	146,248
Staff travel	**98,189**	**-**	**98,189**	55,461	-	55,461
Other	**666,750**	**-**	**666,750**	836,388	-	836,388
Volunteer services and field staff	**552,817**	**-**	**552,817**	345,475	-	345,475
Insurance	**78,267**	**-**	**78,267**	58,788	-	58,788
Total expenses	**25,059,557**	**-**	**25,059,557**	24,563,627	-	24,563,627
Change in net assets	**723,096**	**28,775**	**751,871**	264,854	19,915	284,769
Net assets, beginning of year	**10,600,171**	**71,228**	**10,671,399**	10,335,317	51,313	10,386,630
Net assets, end of year	**$ 11,323,267**	**$ 100,003**	**$ 11,423,270**	$ 10,600,171	$ 71,228	$ 10,671,399

See accompanying notes to parent-only financial statements

SCORE ASSOCIATION
STATEMENTS OF FINANCIAL POSITION (PARENT-ONLY)
SEPTEMBER 30, 2024 AND 2023

	2024	2023
ASSETS		
Current assets:		
Cash and cash equivalents	**$ 6,521,412**	$ 5,947,692
Grant receivable	**3,616,083**	4,452,994
Accounts receivable	**16,393**	16,379
Due from SCORE Foundation	**1,083,998**	765,304
Prepaid expenses and deposits	**738,303**	750,058
Total current assets	**11,976,189**	11,932,427
Property, plant and equipment, net	**1,040,428**	694,799
ROU lease asset, net	**242,013**	347,947
	$ 13,258,630	$ 12,975,173
LIABILITIES AND NET ASSETS		
Current liabilities:		
Accounts payable and accrued expenses	**$ 1,025,367**	$ 1,451,325
Accrued payroll and related liabilities	**161,438**	52,102
Accrued vacation	**306,497**	331,222
ROU Lease Liability, Current Portion	**70,728**	102,812
Deferred revenue	**100,045**	118,852
Total current liabilities	**1,664,075**	2,056,313
Long Term Liabilities:		
ROU Lease Liability	**171,285**	245,135
Pledges Payable	**-**	2,326
Total Long Term Liabilities	**171,285**	**247,461**
Net assets:		
Without donor restrictions:		
Undesignated	**11,323,267**	10,335,317
With donor restrictions	**100,003**	51,313
Total net assets	**11,423,270**	**10,386,630**
	$ 13,258,630	$ 12,690,404

See accompanying notes to parent-only financial statements

SCORE ASSOCIATION
STATEMENTS OF CASH FLOWS (PARENT-ONLY)
YEARS ENDED SEPTEMBER 30, 2024 AND 2023

	2024	2023
Cash flows from operating activities:		
Change in net assets	**$ 751,871**	$ 284,769
Adjustments to reconcile change in net assets to net cash from operating activities:		
Depreciation expense	**211,971**	**127,317**
Change in:		
Grant receivable	**836,911**	(1,326,674)
Accounts receivable	**(14)**	22,336
Prepaid expenses and deposits	**11,755**	(167,023)
Accounts payable and accrued expenses	**(343,673)**	507,825
Due to/from SCORE Foundation	**(318,694)**	(280,994)
Deferred revenue and other liabilities	**(18,807)**	17,928
Net cash from operating activities	**1,131,320**	(814,516)
Cash flows from investing activities:		
Purchase of property, plant and equipment	**(557,600)**	(299,736)
Net change in cash and cash equivalents	**573,720**	**(1,114,252)**
Cash and cash equivalents, beginning of year	**5,947,692**	7,061,944
Cash and cash equivalents, end of year	**$ 6,521,412**	$ 5,947,692

See accompanying notes to parent-only financial statements

NOTE 5. LINE OF CREDIT

SCORE has a $3,000,000 unsecured bank line of credit with a maturity date of January 31, 2025. Amounts borrowed under the agreement bear interest at the interest rate of the Secured Overnight Financing Rate (SOFR) Daily Floating Rate plus 2.17 percentage points. The SOFR rate on September 30, 2024 was 4.96%.

For the line of credit which matured on January 31, 2024, the interest rate was the BBA LIBOR Daily Floating Rate plus 2.25%. This rate was 5.47% at September 30, 2023.

As of September 30, 2024 and 2023, $0 was drawn on the line of credit.

NOTE 6. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions for fiscal year 2023 are as follows:

	Beginning of Year	Additions	Released	End of Year
Purpose restricted:				
SBA grant provisions	$ 71,228	$ 937,562	$ (908,787)	$ 100,003

Net assets with donor restrictions for fiscal year 2023 are as follows:

	Beginning of Year	Additions	Released	End of Year
Purpose restricted:				
SBA grant provisions	$ 51,313	$ 853,716	$ (833,801)	$ 71,228

All chapter funds raised by program activities are considered donor restricted for purpose in accordance with the SBA Notice of Award and all other revenues have no restrictions. In 2024 and 2023, the release of temporarily restricted net assets reflects this determination.

NOTE 7. DONATED FACILITIES, GOODS AND SERVICES

SCORE operates out of space donated by the SBA and other organizations. Contributions of goods and services are received throughout the year. Fair value of in-kind contributions recognized as unrestricted support and as expenses in the statements of activities for the years ended September 30, 2024 and 2023, are as follows:

NOTE 7. DONATED FACILITIES, GOODS AND SERVICES (Continued)

	2024	2023
Donated use of facilities	**$ 2,037,578**	$ 2,854,992
Donated services	**1,843,461**	983,878
Donated goods	**-**	-
	$ 3,881,039	$ 3,838,870

NOTE 8. FUNCTIONAL EXPENSES

The costs of the Association have been summarized on a natural classification basis. For functional expense purposes, costs have been allocated among the program and supporting services for the year ended September 30, 2024, as follows:

	Year Ended September 30, 2024		
Element of Cost	**Program Services**	**Management and General**	**Total**
Field expenses	$ 4,700,158	$ 1,705,514	$ 6,405,672
Donated facilities, goods and services	3,359,750	521,289	3,881,039
Salaries and fringe benefits	5,604,008	1,810,245	7,414,253
Technology and website	1,885,204	175,201	2,060,405
Chapter clerical support	1,224,680	1,224,679	2,449,359
National leader conference	27,793	-	27,793
Professional services	70,587	125,157	195,744
Marketing	988,620	-	988,620
Board expenses	-	40,890	40,890
Office supplies	172,375	27,384	199,759
Staff travel	98,189	-	98,189
Other	666,750	-	666,750
Volunteer services	552,817	-	552,817
Insurance	-	78,267	78,267
Total	$ 19,350,931	$ 5,708,626	$ 25,059,557

NOTE 8. FUNCTIONAL EXPENSES (Continued)

SCORE's functional expenses for the purpose of reporting gross program and supporting services for the year ended September 30, 2023, were allocated as follows:

	Year Ended September 30, 2023		
Element of Cost	Program Services	Management and General	Total
Field expenses	$ 4,408,419	$ 1,599,653	$ 6,008,072
Donated facilities, goods and services	2,720,992	1,117,878	3,838,870
Salaries and fringe benefits	5,400,612	1,222,201	6,622,813
Technology and website	1,674,438	178,011	1,852,449
Chapter clerical support	1,186,854	1,186,854	2,373,708
National leader conference	690,387	-	690,387
Professional services	80,123	59,874	139,997
Marketing	1,554,757	-	1,554,757
Board expenses	-	40,213	40,213
Office supplies	126,135	20,113	146,248
Staff travel	55,461	-	55,461
Other	836,388	-	836,388
Volunteer services	345,475	-	345,475
Insurance	-	58,788	58,788
Total	$ 19,080,042	$ 5,483,585	$ 24,563,627

NOTE 9. CONCENTRATION OF REVENUE

For fiscal years 2024 and 2023, 66% and 68% of SCORE's revenue was derived from an SBA grant.

NOTE 10. CONTINGENCIES

SCORE receives federal funding, which is subject to periodic audit by the SBA, its cognizant agency. As such, a contingent liability exists for potential questioned costs that may result from such an audit. All asserted claims for questioned cost have been significantly repaid by SCORE. As of September 30, 2024 and 2023, the amount of $14,665 and $5,885 remained outstanding to the SBA.

NOTE 11. LEASES

SCORE recognizes right-of-use (ROU) asset and lease liability in the accompany statement of financial position in accordance with FASB ASC Topic 842, *Leases*. For leases greater than twelve (12) months, SCORE records the related right-of-use asset and liability at the present value of the lease payments over the contract term using a rate implicit in the lease. The ROU asset is amortized over their estimated useful life and the interest is recognized using the effective interest method.

The weighted average remaining lease term and discount rate are as follows as of September 30, 2024 and 2023:

	2024	2023
Weighted-average lease term	4.46 years	5.54 years
Weighted-average discount rate	6.00%	6.00%

Lease expenses totaled $257,012 and $189,644 for the years ended September 30, 2024 and 2023, respectively.

The following table summarizes the maturity of right-of-use lease liabilities for subsequent fiscal years as of September 30, 2024:

2025	$ 83,301
2026	61,552
2027	35,543
2028	30,097
2029	18,007
Thereafter	63,664
	292,164
Less: amount representing interest	(50,151)
Total lease liabilities	242,013
Less: current portion, lease liabilities	70,728
Long-term portion, lease liabilities	$ 171,285

NOTE 12. RETIREMENT PLAN

SCORE offers a 401(k) retirement plan to its employees. Employees are eligible to participate in the retirement plan 60 days from their start date. Employees can make voluntary contributions up to a legal maximum. SCORE matches employee contribution up to a maximum of 3 percent (3%) of an employee's gross salary. SCORE also makes a discretionary contribution of up to 4 percent (4%) of the employee's gross base salary. Employer contributions vest at 20% per year over a five-year period. Contributions to the Plan for 2024 and 2023 were $370,900 and $293,974, respectively.

NOTE 13. FISCAL AGENT

SCORE acts as the fiscal agent for the Small Business Administration's National Small Business Week. As such, SCORE maintains a checking account with sponsorship funds used for this program. The balance of the checking accounts was $114,962 and $132,035 as of September 30, 2024, and 2023, respectively. These activities and balances have not been included in the financial statements of SCORE.

NOTE 14. LIQUIDITY AND AVAILABILITY

The following represents SCORE's financial assets at September 30, 2024 and 2023:

	2024	2023
Assets:		
Cash and cash equivalents	**$ 6,521,412**	$ 5,947,692
Accounts receivable, net	**4,716,474**	5,234,677
Total financial assets	**$ 11,237,886**	$ 11,182,369
Financial assets available to meet general expenditures over the next twelve months	**$ 11,237,886**	$ 11,182,369

SCORE's goal is generally to maintain financial assets to meet 90 days of operating expenses (approximately $6,179,069). SCORE also maintains lines of credit arrangements to meet cash flow needs. At September 30, 2024 and 2023, $3,000,000, were available on the lines of credit. (See Note 5).

SCORE ASSOCIATION
(PARENT-ONLY)
SCHEDULES OF CHAPTER EXPENSES
YEARS ENDED SEPTEMBER 30, 2024 AND 2023

	2024	2023
Field expenses		
Clerical	**$ 1,393,455**	$ 1,351,857
Marketing	**621,515**	565,498
Workshop	**135,050**	105,795
Special events	**736,140**	546,137
Volunteer training	**6,392**	15,826
Office supplies	**133,654**	161,278
Rent	**167,240**	189,644
Travel	**122,814**	88,553
Meetings	**137,513**	130,064
Telecommunications	**72,647**	79,584
Publications	**55,757**	44,207
Donations	**8,927**	17,803
Professional fees	**44,890**	131,639
Insurance	**2,496**	8,753
Other	**1,061,668**	971,781
	$ 4,700,158	$ 4,408,419

See independent auditor’s report.

IRS Department of the Treasury
Internal Revenue Service

OGDEN UT 84201-0038

In reply refer to: 0438077500
Jan. 06, 2020 LTR 4168C 0
52-1067290 000000 00
00026008
BODC: TE

SERVICE CORPS OF RETIRED EXECUTIVES
ASSOCIATION
1175 HERNDON PKWY STE 900
HERNDON VA 20170-5532

021757

Employer ID number: 52-1067290
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Dec. 27, 2019, about your tax-exempt status.

We issued you a determination letter in July 1976, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

SENIOR CONCERNS

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Conejo Valley Senior Concerns

Organization Address: (Must be Local): 401 Hodencamp Road, Thousand Oaks, CA 91360

Grant Representative Contact

Name: Julie Harvey, Director of Development **Phone:** 805-497-0189

Address: 401 Hodencamp Road, Thousand Oaks, CA 91360

Description of Community Services Provided: For over 50 years, Senior Concerns has provided the community with comprehensive services that help older adults remain safe, nourished, and independent in their own homes. Core programs include Meals On Wheels, which delivers dietitian-approved nutritional meals paired with daily wellness checks and a dedicated case manager for wrap-around services; a licensed Adult Day program offering therapeutic activities and care for seniors with cognitive and physical mobility issues; a Caregiver Support Center; and Senior Advocacy services that provide consultations, support groups, and educational seminars. Last year, Senior Concerns served more than 13,000 older adults and their family caregivers in the Conejo Valley to ensure no senior is left hungry, isolated, or without support. Together, these services address food insecurity, isolation, and the increasing challenges families face as loved ones age.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Senior Concerns serves older adults and family caregivers throughout eastern Ventura County and western Los Angeles County, including the communities of Thousand Oaks, Newbury Park, Westlake Village, Lake Sherwood, Oak Park, Simi Valley Moorpark, and Agoura Hills. We have a strong, ongoing partnership with the City of Agoura Hills and colloborate with the Recreation Program. We provide Agoura Hills seniors and family caregivers with individualized case management, family caregiver support, access to our Adult Day program. Through our Meals On Wheels program, we deliver fresh, nutritious meals to homebound Agoura Hills seniors, helping them maintain their independence and nutritional health. We also provide a weekly Zoom Support Group and educational seminars to Agoura Hills older adults and caregivers. Most of these services are provided absolutely free or at cost (Adult Day and Meals On Wheels). Since July 1, 2025, we have provided direct services to 156 Agoura Hills residents.

Fund Amount Requested: $10,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funding from the City of Agoura Hills will be used to support the delivery of Senior Concerns' essential programs to residents of Agoura Hills. These services include our Adult Day Program for seniors with cognitive or physical impairments, Meals On Wheels for homebound older adults, our Caregiver Support Center offering education, counseling, and respite resources, Senior Advocacy Services, In-Home Geriatric Assessments, neuropsychologist-led memory screenings, pro bono legal and financial consultations, and community educational workshops. Funds will be applied toward direct program costs, including staffing (i.e. case managers, program aides), and meal costs. An example of grant funding impact just for the Meals On Wheels Program for Agoura Hills residents, which last year provided 7,000 meals, $2,500 would provide approximately 600 meals and wellness checks for Agoura Hill residents, while $10,000 in grant support would provide approximately 2,400 meals and consistent safety monitoring. This is just one of the many programs and services that are provided to Agoura Hills older adults and family caregivers at little or no cost. Grant funds would help offset the rising costs of providing services during a time when federal funding for senior services have been cut or are increasingly uncertain.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $2,500

Additional Documentation: *(Anything else we should know about your organization?)*

Please see attached.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

SENIOR CONCERNS' PROGRAMS & LOCAL IMPACT FOR RESIDENTS OF AGOURA HILLS

Senior Concerns respectfully requests $10,000 in grant funding from the City of Agoura Hills to support essential services for older adults and family caregivers, residents who are increasingly vulnerable due to age, disability, and rising costs of living.

Senior Concerns provides a coordinated continuum of care that allows Agoura Hills residents to remain safely and independently in their homes while reducing reliance on more costly emergency and institutional care.

Senior Concerns currently serves 156 Agoura Hills residents across multiple programs.

MEALS ON WHEELS: NUTRITION, SAFETY, AND EARLY INTERVENTION

Senior Concerns has operated a Meals On Wheels program since its founding in 1975. Many recipients face challenges such as income insufficiency, mobility limitations, reduced food quality, lack of socialization, and malnutrition, often exacerbated by rising food costs, housing, and healthcare. For seniors living solely on social security, the removal of meal costs can mean the difference between staying safely housed or falling into homelessness. Meals On Wheels is more than a meal, it is a daily safety net.

Each delivery includes:

- Nutritious, dietitian-approved meals
- A wellness check by a trained volunteer
- Real-time reporting of concerns

A dedicated Meals On Wheels Case Manager oversees all clients and provides wraparound services, including:

- Follow-up on health and safety concerns
- Coordination of care and referrals
- Connection to caregiver support and community resources

This model ensures that Agoura Hills residents receive not only food, but also ongoing monitoring, early intervention, and access to additional support services that help prevent crises.

<u>AGOURA HILLS RESIDENT IMPACT:</u>

- Currently, 29 residents receive Meals On Wheels services (up from 27 last year)
    - Based on current service levels, Senior Concerns delivers an estimated 7,000+ meals annually to Agoura Hills residents, each paired with a wellness check
    - 100% of these individuals are disabled and homebound

Last year, Senior Concerns provided over 70,000 meals to over 425 Seniors in the Conejo Valley.

ADULT DAY PROGRAM: SUPPORTING SENIORS AND THEIR CAREGIVERS

Senior Concerns' Adult Day Program provides a dynamic, person-centered environment for seniors with cognitive or physical impairments (i.e., Alzheimer's Disease, Dementia, Parkinson's Disease) designed to enhance their overall well-being.

Participants benefit from:

- Therapeutic activities and social engagement
- Supervision and safety during the day
- Improved emotional and cognitive well-being

Equally important, the program provides critical respite for family caregivers, allowing them to:

- Maintain employment
- Manage personal responsibilities
- Reduce stress and burnout

Without this support, many families would face difficult decisions, often resulting in premature placement in higher-cost care settings.

AGOURA HILLS RESIDENT IMPACT:

- Currently, six residents participate in the Adult Day Program
    - Based on current service levels, Senior Concerns also provides approximately 15 Agoura Hills family caregiver residents with respite and support

Last year, Senior Concerns' Adult Day Program provided over 20,800 hours of care to 90 seniors while offering respite to 217 caregivers in the Conejo Valley

WRAPAROUND SERVICES FOR SENIORS AND FAMILY CAREGIVERS

Senior Concerns provides a full range of services that support both seniors and those caring for them, including:

- **The Caregiver Support Center** provides personalized guidance, education, and respite planning for family caregivers.
- **Senior Advocacy Services** assists seniors with navigating health and social services systems.
- **In-Home Geriatric Assessments** are conducted by trained staff to evaluate seniors' safety and care needs.
- **Pro Bono Legal and Financial Services** connect seniors with volunteer professionals to address estate planning, fraud prevention, and financial literacy.
- **Community Education Workshops** that address topics such as dementia care, end-of-life planning, and caregiver stress management.
- **Neuropsychologist-led Memory Screenings** are free, confidential assessments to help older adults evaluate memory concerns in a supportive, clinical setting.
- **Early Memory Loss Support Group** provides a safe, supportive space for individuals experiencing mild memory loss to share experiences, learn coping strategies, and build community.
- **Parkinson's Support Group** offers guidance, education, and emotional support tailored to individuals with Parkinson's disease and their family caregivers**.**
- **Solo Aging Workshops** empower older adults without traditional support systems to plan for aging confidently through expert-led guidance on finances, care, and community connection.

These services ensure that Agoura Hills residents are not navigating aging-related challenges alone and that support evolves as needs become more complex.

AGOURA HILLS RESIDENT IMPACT:

- Currently, eight Agoura Hills residents are participating in our caregiver support groups
- Since July 1, 2025, Senior Concerns has received calls from 76 Agoura Hills residents for senior advocacy services.
- Since July 1, 2025, Senior Concerns has hosted 22 Agoura Hills residents in our seminars

Last year, Senior Concerns served over 13,000 seniors and family caregivers and assisted with over 10,000 Senior Advocacy and Support Inquires from the community. Additionally, we supported more than 830 attendees at our educational seminars in the Conejo Valley.

WHY THIS MATTERS TO AGOURA HILLS

While Agoura Hills is often perceived as an affluent community, many older adults live on fixed incomes and face increasing financial pressure from housing, food, and healthcare costs.

At the same time:

- More residents are aging into higher levels of need
- Family caregivers are under increasing strain
- Demand for services continues to grow

Without access to community-based support, these challenges can lead to:

- Increased emergency room visits
- Hospitalizations
- Premature institutional care

Senior Concerns helps prevent these outcomes by providing cost-effective, community-based services that stabilize seniors and support caregivers.

A STRONG RETURN ON INVESTMENT FOR THE CITY

An investment from the City of Agoura Hills directly supports:

- Thousands of meals for homebound residents
- Daily wellness checks and safety monitoring
- Case management and coordinated care
- Support for family caregivers
- Reduced strain on emergency and healthcare systems

Senior Concerns has served the community for over 50 years with a deep commitment to meeting community needs. Senior Concerns plays a critical role in ensuring that Agoura Hills residents can age safely, with dignity, and with the support they need.

City of Agoura Hills funding helps sustain not only meals, but a comprehensive system of care that addresses nutrition, health, safety, and caregiver support, delivering meaningful impact to some of the community's most vulnerable residents.

Fiscal Year 2025 Revenue Table

Public Support	697,079	25%
Grants	333,225	12%
Government Contracts	471,499	17%
Program Service Fees	613,826	22%
Special Events net of Expenses $327,511	417,881	15%
In-Kind Support	58,400	2%
Investment Income	114,025	4%
Realized/unrealized gains(losses on investment	30,706	1%
Total Revenue	**2,736,641**	**100%**
Program Costs	1,841,453	70.7%
Management and General	385,716	14.8%
Fundraising	379,047	14.5%
Total Expenses	**2,606,216**	**100.0%**

Conejo Valley Senior Concerns, Inc.
Balance Sheet
As of March 31, 2026

	Mar 31, 26
ASSETS	
Current Assets	
Checking/Savings	
1066 · Chase Bank (Checking)	30,792.83
1079 · Live Oak Bank	41,647.78
1080 · Logix Fed Cr Un Checking	5.00
1081 · Logix Fed Cr Un Money Market	200,609.49
1015 · Banc of CA - General Checking	735,711.04
1025 · Banc of CA - Payroll	6,914.74
1040 · Petty Cash - Office	1,435.50
Total Checking/Savings	1,017,116.38
Accounts Receivable	
1110 · Accounts Receivable	
1115 · Special Event Acct Rec	21,100.00
1110 · Accounts Receivable - Other	58,498.13
Total 1110 · Accounts Receivable	79,598.13
1240 · Contract Revenue Receivables	86,145.00
Total Accounts Receivable	165,743.13
Other Current Assets	
1400 · Other Current Assets	
1475 · HT Acct #9151 Operating	
1476 · Sweep Acount #9191	-50,560.60
1540 · Investment Portfolio #9151	1,579,536.69
1475 · HT Acct #9151 Operating - Other	131,134.41
Total 1475 · HT Acct #9151 Operating	1,660,110.50
1480 · HT Acct #4562 50thAnniversary	
1478 · Sweep Account #4562	-8,417.28
1479 · Investment Portfolio #4562	1,060,136.16
1480 · HT Acct #4562 50thAnniversary - Other	198,651.00
Total 1480 · HT Acct #4562 50thAnniversary	1,250,369.88
1450 · Prepaid Expenses	12,420.56
Total 1400 · Other Current Assets	2,922,900.94
Total Other Current Assets	2,922,900.94
Total Current Assets	4,105,760.45
Fixed Assets	
15000 · Property and Equipment	3,523,323.97
17100 · Accum Depr - Prop and Equip	-2,119,344.95
Total Fixed Assets	1,403,979.02
Other Assets	
18300 · VCCF - Trust Funds	184,207.61
Total Other Assets	184,207.61
TOTAL ASSETS	**5,693,947.08**
LIABILITIES & EQUITY	

Conejo Valley Senior Concerns, Inc.
Balance Sheet
As of March 31, 2026

	Mar 31, 26
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	89,827.78
Total Accounts Payable	89,827.78
Credit Cards	
2027 · Citi Cash Back Card	7,256.84
Total Credit Cards	7,256.84
Other Current Liabilities	
2600 · Cash Clearing Account	2,446.86
2560 · Accrued Vacation	52,143.22
2810 · Deferred Revenue	22,160.00
Total Other Current Liabilities	76,750.08
Total Current Liabilities	173,834.70
Long Term Liabilities	
2760 · Economic Injury Disaster Loan	135,562.59
Total Long Term Liabilities	135,562.59
Total Liabilities	309,397.29
Equity	
32000 · Unrestricted Net Assets	4,904,255.17
Net Income	480,294.62
Total Equity	5,384,549.79
TOTAL LIABILITIES & EQUITY	**5,693,947.08**

Conejo Valley Senior Concerns, Inc.
Profit & Loss
July 2025 through March 2026

	Jul '25 - Mar 26
Income	
5250 · Inkind Income	43,799.94
4000 · Public Support	
4010 · Donations	
4010 · Donations - Other	496,498.73
Total 4010 · Donations	496,498.73
4020 · Planned Giving	86,000.00
4210 · Grant Revenue	
4235 · Grants (General)	36,067.04
4220 · Corporate & Business Grants	29,500.00
4225 · Foundations & Trusts Grant	287,500.00
Total 4210 · Grant Revenue	353,067.04
5010 · Contract Revenue	403,181.30
6800 · Other Revenue	2,767.96
Total 4000 · Public Support	1,341,515.03
5000 · Program Service Revenue	
5180 · Program Service Fees	460,658.00
5185 · Program Services Scholarship	-98,765.39
5195 · Referral Program Fees	27,117.68
Total 5000 · Program Service Revenue	389,010.29
5300 · Investment Revenue	
5320 · Dividend & Int Inc Accrued	67,541.42
Total 5300 · Investment Revenue	67,541.42
5500 · Restricted Revenue	
5515 · Meals On Wheels	26,000.00
5500 · Restricted Revenue - Other	24,000.00
Total 5500 · Restricted Revenue	50,000.00
5800 · Special Events Income	
5802 · Special Events - Fund-A-Need	196,515.00
5801 · Special Events - Donations	10,917.84
5805 · Special Events - Attendees	103,757.91
5808 · Special Event - Vendors	1,500.00
5810 · Special Events - Sponsors	230,500.00
5815 · Special Events-Auctions/Sales	103,660.00
Total 5800 · Special Events Income	646,850.75
Total Income	2,538,717.43
Expense	
6000 · PERSONNEL COSTS	
6010 · Salaries and Wages	957,270.83
6020 · Payroll Tax Expense	72,548.94
6030 · Unemployment Insurance	6,468.18
6040 · Employer 3% Match 403b	15,611.52

Conejo Valley Senior Concerns, Inc.
Profit & Loss
July 2025 through March 2026

	Jul '25 - Mar 26
6050 · Medical/Dental Insurance	31,353.40
6060 · Workers Comp Insurance	6,233.04
6070 · Recruitment & Personnel Support	1,777.50
6090 · Staff Development/Training	803.29
Total 6000 · PERSONNEL COSTS	1,092,066.70
7500 · OPERATING EXPENSE	
7583 · Inkind Expense	43,799.94
9510 · Advertising/ Marketing	
9511 · Digital Media	614.44
9512 · Print Advertising	3,913.00
9510 · Advertising/ Marketing - Other	5,698.19
Total 9510 · Advertising/ Marketing	10,225.63
7550 · Bank Charges	908.00
7520 · Computer Support	33,230.14
9020 · Conference, Seminars & Meetings	9,603.52
7560 · Credit Card Merchant Fees	23,260.56
7570 · Dues & Subscriptions	15,879.26
8700 · EIDL Interest Expense	2,841.53
6510 · Food Supplies	255,627.33
7580 · Licenses, Permits & Fees	436.67
7020 · Minor Equipment Purchases	4,415.01
8540 · Outside Services	122,333.26
7510 · Postage & Shipping	5,466.31
7545 · Printing	4,139.27
7010 · Supplies	39,960.59
9010 · Travel - Mileage, Air	5,946.32
Total 7500 · OPERATING EXPENSE	578,073.34
8000 · OCCUPANCY EXPENSES	
8010 · Telephone & Communication	14,515.96
8020 · Equip Repairs and Maintenance	3,667.53
8030 · Insurance	29,777.87
8040 · Utilities	30,663.56
8050 · Real Estate Taxes	217.74
8060 · Occupancy Supplies	2,450.00
8070 · Facility Maintenance	35,756.08
8100 · Depreciation Expense	60,132.15
Total 8000 · OCCUPANCY EXPENSES	177,180.89
8500 · PROFESSIONAL EXPENSES	
8510 · Accounting	12,232.00
8520 · Legal Consultation	3,690.00
Total 8500 · PROFESSIONAL EXPENSES	15,922.00
8800 · SPECIAL EVENT EXPENSES	

Conejo Valley Senior Concerns, Inc.
Profit & Loss
July 2025 through March 2026

	Jul '25 - Mar 26
8810 · Auction/Sales Expenses	1,074.22
8815 · Consignment Expense	10,240.00
8820 · Event Venue Expense	82,042.98
8855 · Postage	3,323.23
8857 · Printing	8,628.25
8860 · Outside Services	95,800.09
8870 · Meeting & Confer	1,126.17
8880 · Advertising/Mkt	
8822 · Digital Advertising	1,332.33
8858 · Print Advertising	3,763.26
8880 · Advertising/Mkt - Other	50.00
Total 8880 · Advertising/Mkt	5,145.59
8881 · Signage	2,257.08
8883 · Rentals	7,309.89
8885 · Supplies	13,859.86
Total 8800 · SPECIAL EVENT EXPENSES	230,807.36
Total Expense	2,094,050.29
Other Income	
70600 · Unrealized Gains/Loss - Invest	35,627.48
Total Other Income	35,627.48
Net Income	**480,294.62**

IRS Department of the Treasury
Internal Revenue Service
P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0752255943
Jan. 13, 2023 LTR 4168C 0
95-2992927 202206 67
00036455
BODC: TE

CONEJO VALLEY SENIOR CONCERNS
401 HODENCAMP RD
THOUSAND OAKS CA 91360-5467

014696

Employer ID number: 95-2992927
Form 990 required: yes

Dear Taxpayer:

We issued you a determination letter in Nov 1978, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

SUMAC ELEMENTARY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Sumac Elementary School Parent Faculty Association

Organization Address: (Must be Local): 6050 N. Calmfield Ave., Agoura Hills, CA 91301

Grant Representative Contact

Name: Thuy Wu **Phone:** (714) 262-9292

Address: Same as above.

Description of Community Services Provided: Please see attached.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

Please see attached.

Fund Amount Requested: $3,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Please see attached.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** '24-'25 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

Please see attached.

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☑ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Attachment to City of Agoura Hills Community Outreach Grant
Sumac Elementary School PFA

Description of Community Services Provided:

Sumac Elementary School is a dual language Spanish/English immersion STEAM (science, technology, engineering, art, and math) program. Most of our students are proficient in Spanish by the time they complete fifth grade. As a dual language program, we take pride in not only learning about but also ***celebrating*** different cultures.

One of our biggest community events is our annual *Dia de los Muertos* celebration. *Dia de Los Muertos* (Day of the Dead) is a holiday where families honor their ancestors by creating altars (ñ*ofrendas*ò) with pictures, food, and other items that celebrate and represent these ancestors. Each year, our students learn about a specific Latin American country and notable figures from that country. Students decorate *ofrendas* to honor individuals such as writer Gabriel Garcia Marquez, singer Celia Cruz, and artist Frida Kahlo. Our students also make a personal connection to this event by creating shoebox-sized *ofrendas* to honor their own loved ones. We then transform our multi-purpose room into a ñcemetaryòadorned with soft candlelight, traditional *cempazuchitl* (marigold) flowers and colorful *papel picado*ï traditional cut paper artï and invite our community to be a part of our celebration.

Last year, over 300 students, parents, and community members came to our campus to learn about and experience this wonderful tradition. Our community came to tour the display of *ofrendas* and sample traditional *pan de muerto* and chocolate. We provided arts, crafts, face-painting, and tacos. Throughout the event, a mariachi band played while people of all ages gathered to dance and celebrate life.

A picture is worth a thousand words so we invite the committee to view videos of our event on our instagram page at @sumac_lstem. *Dia de los Muertos* events are saved in our stories highlights. To learn more about our PFA, please visit our website at www.sumacpfa.org .

List area(s) served by organization; include number of Agoura Hills Residents; Provide Description of Relationship Organization to Agoura Hills Residents:

There are 359 students enrolled at Sumac, and most of our families live and work in Agoura Hills. Our students and families are an integral part of the Agoura Hills community. Sumac participates in community events like Reyes Adobe Days and the Great Race. We host events at local restaurants like 101 Tavern and the Canyon Club

in Whizin Square. Our students participate in countless after-school activities in the local community and we emphasize and practice being good neighbors to the families that live near our campus. Sumac is proud to be a part of our Agoura Hills community and we look forward to more opportunities to engage with the greater community.

Fund Amount Requested:
$3,000

Proposed Use and Budget Plan for Grant Funds: (Include Plenty of Detail)

Our event is organized, funded, and managed entirely by our amazing staff and parent volunteers. The event costs roughly $3,000, which breaks down as follows:

-Decorations for the event, including traditional sugar skulls (*calaveras*), *papel picado*, and *cempazuchitl* flowers: $450
-Mariachi band: $1200
- Face painter: $350
-Food (*pan de muerto*, chocolate, drinks): $410
-Crafts, floral headbands and activities for children: $470
- Facilities: $120

Have you received grant funding from the City of Agoura Hills in the past:
Yes, we received $1,000 in 2024 and $1,000 in 2025.

Additional Documentation (Add supplemental information that supports your organization)

Sumac teaches and prepares our students to be good citizens and leaders in our community. We promote 21st century learning that goes above and beyond the standards-based instructional program to elevate global literacy for our students through Spanish language immersion and STEAM.

We firmly believe that our *Dia de los Muertos* celebration is an important investment in our students and the greater community. However, the event is funded entirely through direct donations from our families, 36% of whom identify as low income or economically disadvantaged. Our families face increasingly high living costs and each year it becomes more difficult to raise the funds we need to keep our programs running. A grant from the city of Agoura Hills would help tremendously in allowing us to continue hosting this important community event.



Sumac Parent Faculty Association

August 1, 2025-July 31, 2026

ACCOUNT	TOTAL
Income	
Art Cards	500.00
Book Fair All	$5,000.00
Book Fair Expenses	-5,300.00
Total for Book Fair All	**-$300.00**
Company Match	15,000.00
Direct Donation	$80,000.00
Direct Donation Bank Fees	-2,000.00
Direct Donation Expenses	-1,000.00
Total for Direct Donation	**$77,000.00**
Gift Wrap	6,000.00
Partybook	$5,000.00
Partybook Bank Fees	-200.00
Total for Partybook	**$4,800.00**
Paver Sales	$1,500.00
Paver Expenses	-600.00
Total for Paver Sales	**$900.00**
Restaurant/Food Nights	1,000.00
Retail/Grocery	2,000.00
Shoutouts	$200.00
Shoutouts-Bank Fees	-20.00
Total for Shoutouts	**$180.00**
Silent Auction	$15,000.00
Silent Auction Bank Fees	-1,500.00
Silent Auction/Expenses	-100.00
Total for Silent Auction	**$13,400.00**
Special Events	$5,000.00
Special Events Bank Fees	-200.00
Special Events Expenses	-4,900.00
Total for Special Events	**-$100.00**
Sponsorships	$4,500.00
Sponsorship Expenses	-500.00
Sponsorships Bank Fees	-100.00
Total for Sponsorships	**$3,900.00**
Spring Fundraiser (Space Race)	$0.00
Spring Fundraiser Bank Fees	-2,500.00
Spring Fundraiser Donation	70,000.00
Spring Fundraiser Expenses	-11,000.00
Spring Fundraiser Sponsorships	5,000.00
Total for Spring Fundraiser (Space Race)	**$61,500.00**



Sumac Parent Faculty Association

August 1, 2025-July 31, 2026

ACCOUNT	TOTAL
Sumac Apparel	$14,000.00
Sumac Apparel Bank Fees	-500.00
Sumac Apparel Expenses	-11,750.00
Total for Sumac Apparel	**$1,750.00**
Talent Show	$200.00
Talent Show Bank Fees	-20.00
Talent Show Expenses	-350.00
Total for Talent Show	**-$170.00**
Yearbook	$3,500.00
Yearbook (5th Grade Ads)	750.00
Yearbook Bank Fees	-150.00
Yearbook Expenses	-1,500.00
Yearbook Scholarship (5th Grade)	-150.00
Total for Yearbook	**$2,450.00**
Total for Income	**$189,810.00**
Cost of Goods Sold	0.00
Gross Profit	**$189,810.00**
Expenses	
Academic Supplies	$0.00
Developmental Supplies	500.00
Gardening Supplies	3,500.00
Library Supplies	1,000.00
PE Supplies	250.00
STEM Supplies	3,000.00
VAPA Supplies	0.00
Total for Academic Supplies	**$8,250.00**
Classroom Funds	$0.00
Argano	500.00
Bettiga	500.00
Birkett	500.00
Camiolo	250.00
Castillo	500.00
Diaz	500.00
Ernenwein	500.00
Frank	500.00
Galan	250.00
Gant	500.00
Henry	500.00
Krock	500.00
Marino	250.00
Palomar	500.00



Sumac Parent Faculty Association

August 1, 2025-July 31, 2026

ACCOUNT	TOTAL
Peterson	500.00
Pike	500.00
Poretz	500.00
Rasmussen	500.00
Rivera	250.00
Rodriguez	250.00
Shaphran	500.00
Teacher to be hired	500.00
VanNote	500.00
Total for Classroom Funds	**$10,250.00**
Community Events	$0.00
5th Grade Activities	1,000.00
Blast Off	3,000.00
Dia de los Muertos	$3,000.00
Grant	-1,000.00
Total for Dia de los Muertos	**$2,000.00**
Diversity Equity & Inclusion Events	1,500.00
Parent's Night Out	200.00
Teacher Appreciation (SAW)	3,000.00
TK/Kinder Welcome Events	500.00
Total for Community Events	**$11,200.00**
Educational Events	$0.00
Assemblies	1,000.00
Field Trips	0.00
Science Fair	3,000.00
STEM Lab Days	15,000.00
Teacher Development Events	1,000.00
Total for Educational Events	**$20,000.00**
PFA Operating Expenses	$0.00
Accounting	2,500.00
Bank Fees	100.00
Insurance	450.00
Operating Supplies	500.00
Treasurer Audit	1,000.00
Website	1,000.00
Total for PFA Operating Expenses	**$5,550.00**
Scholarships	2,500.00
School Operating Funds	$0.00
Janitorial Supplies	600.00
Principal Fund	1,500.00
Total for School Operating Funds	**$2,100.00**



Sumac Parent Faculty Association

August 1, 2025-July 31, 2026

ACCOUNT	TOTAL
Site upgrades	2,000.00
Staffing Expenses	$0.00
Garden Specialist	14,000.00
IA/CS	77,100.00
PE Salary	45,000.00
STEM Salary	18,000.00
Total for Staffing Expenses	**$154,100.00**
Uncategorized Expenses	0.00
Total for Expenses	**$215,950.00**
Net Operating Income	**-$26,140.00**
Other Income	
Interest Earned	7,500.00
Total for Other Income	**$7,500.00**
Other Expenses	0.00
Net Other Income	**$7,500.00**
Net Income	**-$18,640.00**

2026 Budget vs. 2025 Actuals

August 2025 - July 2026

	Total		
	Actual	Budget	Remaining
REVENUE			
Art Cards		500.00	500.00
Book Fair All	4,920.00	5,000.00	80.00
Book Fair Expenses	-4,734.99	-5,300.00	-565.01
Total Book Fair All	**185.01**	**-300.00**	**-485.01**
Company Match	5,851.56	15,000.00	9,148.44
Direct Donation	87,926.75	80,000.00	-7,926.75
Direct Donation Bank Fees	-1,943.45	-2,000.00	-56.55
Direct Donation Expenses	-640.48	-1,000.00	-359.52
Total Direct Donation	**85,342.82**	**77,000.00**	**-8,342.82**
Family Nights	279.15		-279.15
Gift Wrap	3,465.80	6,000.00	2,534.20
Partybook	3,026.00	5,000.00	1,974.00
Partybook Bank Fees	-1.31	-200.00	-198.69
Total Partybook	**3,024.69**	**4,800.00**	**1,775.31**
Paver Sales		1,500.00	1,500.00
Paver Expenses		-600.00	-600.00
Total Paver Sales		**900.00**	**900.00**
Restaurant/Food Nights	341.27	1,000.00	658.73
Retail/Grocery	993.51	2,000.00	1,006.49
Shoutouts	190.00	200.00	10.00
Shoutouts-Bank Fees	-10.61	-20.00	-9.39
Total Shoutouts	**179.39**	**180.00**	**0.61**
Silent Auction		15,000.00	15,000.00
Silent Auction Bank Fees		-1,500.00	-1,500.00
Silent Auction/Expenses		-100.00	-100.00
Total Silent Auction		**13,400.00**	**13,400.00**
Special Events		5,000.00	5,000.00
Special Events Bank Fees		-200.00	-200.00
Special Events Expenses	-156.28	-4,900.00	-4,743.72
Total Special Events	**-156.28**	**-100.00**	**56.28**
Sponsorships	5,575.00	4,500.00	-1,075.00
Sponsorship Expenses	-397.24	-500.00	-102.76
Sponsorships Bank Fees	-160.58	-100.00	60.58
Total Sponsorships	**5,017.18**	**3,900.00**	**-1,117.18**
Spring Fundraiser (Space Race)	300.00		-300.00
Spring Fundraiser Bank Fees	-24.12	-2,500.00	-2,475.88
Spring Fundraiser Donation		70,000.00	70,000.00

			Total
	Actual	Budget	Remaining
Spring Fundraiser Expenses		-11,000.00	-11,000.00
Spring Fundraiser Sponsorships	457.50	5,000.00	4,542.50
Total Spring Fundraiser (Space Race)	**733.38**	**61,500.00**	**60,766.62**
Sumac Apparel	18,251.00	14,000.00	-4,251.00
Sumac Apparel Bank Fees	-470.05	-500.00	-29.95
Sumac Apparel Expenses	-15,764.23	-11,750.00	4,014.23
Total Sumac Apparel	**2,016.72**	**1,750.00**	**-266.72**
Talent Show		200.00	200.00
Talent Show Bank Fees		-20.00	-20.00
Talent Show Expenses		-350.00	-350.00
Total Talent Show		**-170.00**	**-170.00**
Teacher Appreciation	4,500.00		-4,500.00
Yearbook		3,500.00	3,500.00
Yearbook (5th Grade Ads)		750.00	750.00
Yearbook Bank Fees		-150.00	-150.00
Yearbook Expenses		-1,500.00	-1,500.00
Yearbook Scholarship (5th Grade)		-150.00	-150.00
Total Yearbook		**2,450.00**	**2,450.00**
Total Revenue	**111,774.20**	**189,810.00**	**78,035.80**
GROSS PROFIT	**111,774.20**	**189,810.00**	**78,035.80**
EXPENDITURES			
Academic Supplies			
Developmental Supplies	49.99	500.00	450.01
Gardening Supplies	3,621.77	3,500.00	-121.77
Gardening Grant (Sprout's)	-5,000.00		5,000.00
Total Gardening Supplies	**-1,378.23**	**3,500.00**	**4,878.23**
Library Supplies		1,000.00	1,000.00
PE Supplies		250.00	250.00
STEM Supplies	2,700.00	3,000.00	300.00
VAPA Supplies		0.00	0.00
Total Academic Supplies	**1,371.76**	**8,250.00**	**6,878.24**
Advertising/Marketing	394.09		-394.09
Charity Registration Fees	75.00		-75.00
Classroom Funds		0.00	0.00
Argano		500.00	500.00
Bettiga	156.41	500.00	343.59
Birkett	488.01	500.00	11.99
Camiolo		250.00	250.00
Castillo	500.00	500.00	0.00

	Total		
	Actual	Budget	Remaining
Diaz	227.96	500.00	272.04
Duarte	500.00		-500.00
Ernenwein		500.00	500.00
Frank		500.00	500.00
Galan		250.00	250.00
Gant		500.00	500.00
Hanaman	73.38		-73.38
Henry	324.15	500.00	175.85
Krock	500.00	500.00	0.00
Marino		250.00	250.00
Palomar		500.00	500.00
Peterson		500.00	500.00
Pike		500.00	500.00
Poretz		500.00	500.00
Rasmussen		500.00	500.00
Rivera		250.00	250.00
Rodriguez	250.00	250.00	0.00
Shaphran		500.00	500.00
Teacher to be hired		500.00	500.00
VanNote		500.00	500.00
Total Classroom Funds	**3,019.91**	**10,250.00**	**7,230.09**
Community Events	206.86		-206.86
5th Grade Activities		1,000.00	1,000.00
Blast Off	2,068.70	3,000.00	931.30
Dia de los Muertos	1,481.59	3,000.00	1,518.41
Grant	-2,000.00	-1,000.00	1,000.00
Total Dia de los Muertos	**-518.41**	**2,000.00**	**2,518.41**
Diversity Equity & Inclusion Events	350.00	1,500.00	1,150.00
Family Movie Night	-73.26		73.26
Family Science Night	815.48		-815.48
Parent's Night Out	-157.63	200.00	357.63
Teacher Appreciation (SAW)	5,308.50	3,000.00	-2,308.50
TK/Kinder Welcome Events	231.57	500.00	268.43
Total Community Events	**8,231.81**	**11,200.00**	**2,968.19**
Educational Events			
Assemblies	350.00	1,000.00	650.00
Field Trips		0.00	0.00
Science Fair	2,240.74	3,000.00	759.26
STEM Lab Days	4,105.00	15,000.00	10,895.00

	Total		
	Actual	Budget	Remaining
Teacher Development Events	500.00	1,000.00	500.00
Total Educational Events	**7,195.74**	**20,000.00**	**12,804.26**
PFA Operating Expenses	321.71		-321.71
Accounting		2,500.00	2,500.00
Bank Fees		100.00	100.00
Insurance		450.00	450.00
Office/General Administrative Expenditures	-27.06		27.06
Operating Supplies		500.00	500.00
Treasurer Audit		1,000.00	1,000.00
Website		1,000.00	1,000.00
Total PFA Operating Expenses	**294.65**	**5,550.00**	**5,255.35**
Scholarships	2,603.75	2,500.00	-103.75
School Operating Funds			
Janitorial Supplies		600.00	600.00
Principal Fund	294.28	1,500.00	1,205.72
Total School Operating Funds	**294.28**	**2,100.00**	**1,805.72**
Site upgrades		2,000.00	2,000.00
Staffing Expenses	66,686.82		-66,686.82
Garden Specialist		14,000.00	14,000.00
IA/CS		77,100.00	77,100.00
PE Salary		45,000.00	45,000.00
STEM Salary		18,000.00	18,000.00
Total Staffing Expenses	**66,686.82**	**154,100.00**	**87,413.18**
Uncategorized Expenses		0.00	0.00
Total Expenditures	**90,167.81**	**215,950.00**	**125,782.19**
NET OPERATING REVENUE	**21,606.39**	**-26,140.00**	**-47,746.39**
OTHER REVENUE			
Interest Earned	2,352.94	7,500.00	5,147.06
Total Other Revenue	**2,352.94**	**7,500.00**	**5,147.06**
NET OTHER REVENUE	**2,352.94**	**7,500.00**	**5,147.06**
NET REVENUE	**$23,959.33**	**$ -18,640.00**	**$ -42,599.33**

Statement of Financial Position (Balance Sheet)

As of February 8, 2026

	Total
ASSETS	
Current Assets	
Bank Accounts	
Cash on hand	0.00
QB Checking (1062)	237,674.80
WF Checking (0960)	90,912.27
WF Savings (0113)	12,915.91
Total Bank Accounts	**341,502.98**
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	**0.00**
Total Current Assets	**341,502.98**
TOTAL ASSETS	**$341,502.98**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	28,636.00
Total Accounts Payable	**28,636.00**
Other Current Liabilities	
Student Council	439.73
Total Other Current Liabilities	**439.73**
Total Current Liabilities	**29,075.73**
Total Liabilities	**29,075.73**
Equity	
Opening Balance Equity	195,699.31
Retained Earnings	92,768.61
Net Revenue	23,959.33
Total Equity	**312,427.25**
TOTAL LIABILITIES AND EQUITY	**$341,502.98**

A/P Aging Summary

As of February 8, 2026

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Influential Walls					24,500.00	24,500.00
LVUSD					4,136.00	4,136.00
Scholastic Book Fairs					0.00	0.00
TOTAL	$0.00	$0.00	$0.00	$0.00	$28,636.00	$28,636.00

Check Detail (Uncleared)

All Dates

Date	Num	Name	Memo/Description	Amount
WF Checking (0960)				
06/13/2023	3931	LVUSD	Outdoor Ed capped at $500	-500.00
03/12/2024	4014	Bowlero (Oxnard)	5th Grade End of Year Party ’24	-582.69
10/24/2024	4099	Alison Rivera	Classroom Funds 24/25	0.00
10/30/2024	4101	AIM	24-25 PFA Insurance	-375.00
12/17/2024	4121	Santa Barbara Zoo	3rd Grade Field Trip Santa Barbara Zoo	-552.00
04/11/2025	4158	Towhee Gardens	Balance Due for New Sod in TK Yard	-825.00
05/21/2025	4190	LVUSD	Voided - Author Visit	0.00
06/04/2025	4200	Carol Mallett	STEAM Supplies 24/25	-300.00
08/04/2025	4221	Mister Softee	Blank Check - Blast Off 25/26 - ADD INVOICE # ?	0.00
01/13/2026	4291	Lizbeth Duarte (reimbursement)	Classroom Funds - 25/26	-500.00
01/20/2026	4297	Nicolas Hanaman	Family Science Night - Various Supplies - 25/26	-532.86
01/28/2026	4298	LVUSD	Outdoor Ed - 25/26	-760.00

Date	Num	Name	Memo/Description	Amount
01/28/2026	4300	Nicolas Hanaman	Family Science Night - Various Supplies - 25/26	-282.62
01/28/2026	4301	Nicolas Hanaman	Classroom Fund - 25/26	-73.38
02/04/2026	4302	Amelia Tavares	SAW - Gift for Roberto -25/26	-110.11
02/04/2026	4303	Nicolas Hanaman	Science Fair - Tri-Fold Poster Boards, Participation Ribbons etc - 25/26	-418.20
02/04/2026	4304	Jade Lotus Lion Dance at UCLA	Jade Lotus Lion Dance Assembly - 25/26	-350.00

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: MAR 06 1995

SUMAC ELEMENTARY SCHOOL PARENT
FACULTY ASSOCIATION
C/O SUMAC ELEMENTARY
6050 NORTH CAMFIELD AVENUE
AGOURA HILLS, CA 91301-2104

Employer Identification Number:
95-4298295
Case Number:
956046024
Contact Person:
TYRONE THOMAS
Contact Telephone Number:
(213) 894-2289

Our Letter Dated:
September 03, 1991
Addendum Applies:
No

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(2).

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

You are required to file Form 990 only if your gross receipts each year are normally more than $25,000. For guidance in determining whether your gross receipts are "normally" more than $25,000, see the instructions for Form 990. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of $10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed $5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Letter 1050 (DO/CG)

TOPANGA BANJO FIDDLE CONTEST/FOLK FESTIVAL

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Topanga Banjo•Fiddle Contest and Folk Festival

Organization Address: (Must be Local): PO Box 571955, Tarzana, CA 91357

Grant Representative Contact

Name: Katya Culberg **Phone:** 323/770-4101

Address: 31 S Gretna Green Way, Los Angeles, CA 90049

Description of Community Services Provided: Topanga Banjo and Fiddle (TBFC) is one of the oldest continuously held music events in the country. We are dedicated to the celebration, preservation, and advancement of "old timey" music - bluegrass, folk and Americana - through our annual all-day outdoor event Now in our 64 year, we continue this long-standing tradition TBFC 2026 will provide thousands of people an affordable, outdoor, non-commericial community opportunity in which to experience the joy of acoustic music, folk singing and folk dancing We offer contests and workshops in the area of Banjo, Fiddle, (Acoustic) Guitar and Mandoline, as well as singing, traditional dance and open jamming. Contest levels range from beginner to advanced and ages from 7 to 77 The event is 100% volunteer driven and based on sponsorship, and other financial support. The proceeds go 100% to support and promote traditional music and dance programs

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

TBFC has been held at the Paramount Ranch for decades. This year, we planned to be back there but at the last minute we learned that the re-build from the Woolsey fire is not sufficiently ready to host us and, instead, we will again be just down the road at King Gillette Ranch. The event serves Agoura as well as the entire Santa Monica Mountains community The relationship creates a benefit for all of Agoura that is financial, cultural and artistic. TBFC serves the community by giving accees to bands and music experiences not normally accessible to the community at large

Fund Amount Requested: 5,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

There is a particular need this year because we had planned on being back at Paramount Ranch but as it turned out it is still being re-built following the Woolsey Fire and is not yet sufficiently along for us to hold the event there Instead, we are again holding the event at King Gillette Ranch, which is notably more costly than Paramount Ranch Ranch The grant will help to pay for the additional costs as well as off-set judges fees

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** 1500

Additional Documentation: *(Anything else we should know about your organization?)*

Supplemental Documentation Checklist:

- ☐ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation)
- ☐ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☐ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Topanga Banjo Fiddle Contest & Folk Festival
Statement of Activity
March 2026

	Total
Revenue	
5800 Special Events	
5830 In-Kind Donations	$ 1,000
Total 5800 Special Events	**$ 1,000**
6999 Uncategorized Income	$ 26,679
Total Revenue	**$ 27,679**
Expenditures	
7500 Contract Service Expenses	
7520 Accounting	$ 520
Total 7500 Contract Service Expenses	**$ 520**
8100 Non-personnel Expenses	
8170 Subscriptions	$ 257
Total 8100 Non-personnel Expenses	**$ 257**
8200 Operating Expenses	
8210 Office & Storage Rent	$ 103
8290 Depreciation & Amortization	$ 19
Total 8200 Operating Expenses	**$ 122**
8400 Other Program Specific Expenses	
8410 Venue & Parking Lot Rental	$ 10,000
Total 8400 Other Program Specific Expenses	**$ 10,000**
8500 Other Expenses	
8550 Bank Fees	$ 102
8570 Advertising Expenses	$ 94
8580 Business Taxes & Licensing Fees	$ 20
Total 8500 Other Expenses	**$ 215**
8999 Uncategorized Expense	$ 761

Total Expenditures	**$**	**11,875**
Net Revenue	**$**	**15,805**

P.O. Box 2508
Cincinnati OH 45201

Feb. 20, 2018 LTR 4168C 0
95-3626484 000000 00
00019186
BODC: TE

TOPANGA BANJO FIDDLE CONTEST AND
FOLK FESTIVAL INC
PO BOX 571955
TARZANA CA 91357-1955

035683

Employer ID Number: 95-3626484
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated Feb. 08, 2018, regarding your tax-exempt status.

We issued you a determination letter in August 1981, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

WE ROCK/MY BROTHER ROCKS THE SPECTRUM

City of Agoura Hills
Community Outreach Grant Program

Organization Name: My Brother rocks the spectrum

Organization Address: (Must be Local): 18816 Ventura Blvd Tarzana, CA 91356

Grant Representative Contact

Name: Dana Aghassi **Phone:** 818-991-5437

Address: 30315 Canwood Street

Description of Community Services Provided: We Rock The Spectrum is a gym for children that provides kids of ALL abilities a place to play and grow together. We offer a place where children can have fun while benefiting from an active envionment. We aim to help children in the area of strength, movement, sensory processing, positive behavior modification, social interations, and self-care skills.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
We Rock The Spectrum Agoura Hills has served the Agoura Hills community for the past 10+ have provided a safe haven for ALL children of all abilities to come and have fun and be themselves. Our motto is "Finally a place where you never have to say I'm sorry. It's Amazing that all kids that come to We Rock can play together and build friendships. We serve the Agoura Hills, westlake Village community.

Fund Amount Requested: 2,000

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

This grant money will help fund special needs families as well as be able to buy new and updated equipment for the gym

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** _____

Additional Documentation: *(Anything else we should know about your organization?)*

We Rock The Spectrum Agoura Hills offers open play, break time (Drop off), camp anytime example winter break, spring break, summer, birthday parties and private play dates. Thank you so much helping we rock the spectrum agoura hills and believing in our mission

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☐ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☐ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

My Brother Rocks The Spectrum Foundation

Tarzana, CA• Tax-exempt since March 2014• EIN: 46-4393642

Subscribe

Receive an email when new data is available for this organization.

Type of Nonprofit

Designated as a 501(c)(3)

Category: Diseases, Disorders, Medical Disciplines / Fund Raising and/or Fund Distribution (NTEE)

Donations to this organization are tax deductible.



Source: Form 990 tax filings from 2014 to 2017

Tax Filings by Year

Form 990 is an information return that most organizations claiming federal tax-exempt status must file yearly with the IRS. Show more

See an issue with the data?

Contact Us

Fiscal Year Ending Dec.

2017

Revenue	$48,282	
Expenses	Net Income	Net Assets
$60,452	-$12,170	-$7,269

+ View More Financial Data

990-EZ

Filed on Nov. 14, 2018

Short form tax return for a nonprofit's activities, finances, and governance

View Filing | Schedules ▼ | PDF | XML

Compensation

Key Employees and Officers	Compensation	Other
Dina Kimmel (President & Ceo)	$0	$0
Shelly Burbo (Vice President)	$0	$0

Fiscal Year Ending Dec.
2016

Revenue **$60,137**

Expenses	Net Income	Net Assets
$55,088	**$5,049**	**$4,901**

+ View More Financial Data

990-EZ
Filed on Nov. 16, 2017
Short form tax return for a nonprofit's activities, finances, and governance
View Filing | Schedules ▼ | PDF | XML

Compensation

Key Employees and Officers	Compensation	Other
Dina Kimmel (President & Ceo)	$0	$0
Shelly Burbo (Vice President)	$0	$0

Fiscal Year Ending Dec.
2015

Revenue **$47,469**

Expenses	Net Income	Net Assets
$54,115	**-$6,646**	**-$148**

+ View More Financial Data

990-EZ
Filed on Nov. 16, 2016
Short form tax return for a nonprofit's activities, finances, and governance
View Filing | Schedules ▼ | PDF | XML

Compensation

Key Employees and Officers	Compensation	Other
Dina Kimmel (President & Ceo)	$0	$0
Tim Kimmel (Vice President)	$0	$0
Melisa Stahl (Treasurer)	$0	$0

+ View more people

Fiscal Year Ending Dec.
2014

Revenue **$213,604**

Expenses	Net Income	Net Assets
$207,106	**$6,498**	**$6,498**

+ View More Financial Data

990
Filed on Nov. 14, 2015
Primary tax return for a nonprofit's activities, finances, and governance
View Filing | Schedules ▼ | XML

990-EZ
Short form tax return for a nonprofit's activities, finances, and governance
PDF

Compensation

Key Employees and Officers	Compensation	Related	Other
Dina Kimmel (President & Ceo)	$0	$0	$0
Tim Kimmel (Vice President)	$0	$0	$0

Melisa Stahl (Treasurer)	$0	$0	$0

+ View more people

Nonprofit Explorer

Browse millions of annual returns filed by tax-exempt organizations with ProPublica's Nonprofit Explorer. See details like executive compensation, revenue, expenses and more. Search for an organization or a person, or search the full text of filings.

By Andrea Suozzo, Alec Glassford, Ash Ngu and Brandon Roberts.

Design by Jeff Frankl. Additional development by Ken Schwencke, Mike Tigas, and Sisi Wei.

E-file viewer adapted from IRS e-File Viewer by Ben Getson. Code for scraping audit documents adapated from Govwiki.

Updated March 23, 2026

About This Data

- What Is This Data?
- Which Organizations Are Here?
- Types of Nonprofits
- Get the Data
- API

See an issue with the data? Contact Us

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 2 1 2014

MY BROTHER ROCKS THE SPECTRUM
FOUNDATION
5520 CREBS AVE
TARZANA, CA 91356

Employer Identification Number:
46-4393642
DLN:
17053052304004
Contact Person:
PAUL F CAPPEL II ID# 31665
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
December 18, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

WILLOW ELEMENTARY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Willow Elementary Parent Faculty Association (PFA)

Organization Address: (Must be Local): 29026 Laro Dr. Agoura Hills, CA 91301

Grant Representative Contact

Name: Ally Barron **Phone:** 818-970-2554

Address: 29026 Laro Dr. Agoura Hills, CA 91301

Description of Community Services Provided: The Willow Elementary School Parent Faculty Association is a nonprofit organization dedicated to enriching the educational experience of students and strengthening the Agoura Hills community. Through fundraising and committed volunteers, the PFA provides direct support for academic, enrichment, and social emotional learning and wellness programs that are not otherwise funded through traditional state and local funding for public schools. Key programs include classroom enrichment, campus beautification, teacher support, family and community engagement events and opportunities, off-campus learning experience - rooted in equity and accessibility. The PFA also supports hand-on learning opportunities with the school garden programming, STEM Makers Space available to all students, as well as many additional innovative, equitable, and creative learning initiatives, programs and opportunities. By fostering a collaborative environment between families, educators and the broader Agoura Hills community, the PFA creates a strong sense of belonging and connnection for Agoura Hills families.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:

As a neighborhood public school, the majority of Willow students reside in Agoura Hills. The PFA's support directly benefits local children and families through educational opportunities and enrichment, community-building events, and access to resources that support both academic success and social-emotional learning and development. The PFA serves student and families in Agoura Hills, supporting approximately 540 students and their families annually. In addition to serving students, the PFA engages parents, extended family guardians, local volunteers - including local business leaders, local students affiliated with other Agoura Hills - strengthening community ties and fostering engagement across the city. Events such as family dance, welcome back movie night, local events in which Willow Elementary students and families attend and support, all create meaningful opportunities for Agoura Hills residents to connect, learn, contribute and support the community.

Fund Amount Requested: $1,000

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

Grant funding will be used to continue supporting student enrichment and community-based programming at Willow Elementary School that directly benefits Agoura Hills residents. Proposed uses include: Educational Enrichment Progams, including STEM Makers Space (materials and program development); School Garden & Nutrition, by supporting hands-on garden learning, materials and student-led cooking and tasting to promote healthy habits. Inclusive community engagement events, with no cost to attend that promote diversity, inclusion, equity and accessibility (i.e. Ability Awareness Fair, Multi-Cultural Fair, Science Night, Willow Idol, family dance). Funds will be allocated directly to general operating costs that support program development, implementation, and/or needed student-facing services, supplies and materials.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** $1,000

Additional Documentation: *(Anything else we should know about your organization?)*

Willow Elementary School PFA has a strong track record of mobilizing community support and maximizing resources to benefit all students and families. Through volunteer-led leadership, responsible financial stewardship, the PFA ensures that funds raised are efficiently allocated to high-impact programs. The PFA plays a critical role in bridging funding gaps, while expanding opportunities for students, particularly in areas such as enrichment, wellness and innovative learning. By investing in Willow's PFA, the City of Agoura Hills is directly supporting local families, strengthening public education, and contributing to the overall quality of life and experience in our community. Willow PFA is a source of pride for Agoura Hills residents, continuing to foster a culture of excellence, innovation, equity, and local community pride.

Supplemental Documentation Checklist:

- ☐ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☐ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☐ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

PFA of Willow Elementary

Budget vs. Actuals: 2025-2026 Budget - FY26 P&L

August 2025 - July 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
16-Minute Club Income	3,810.00	2,500.00	1,310.00	152.40 %
1st Day School Supplies	1,805.00	2,000.00	-195.00	90.25 %
27-Minute Club Income	15,830.18	16,000.00	-169.82	98.94 %
5th Grade Class Fund Income	3,519.89		3,519.89	
Apex Fun Run		69,000.00	-69,000.00	
Art Fundraiser		1,500.00	-1,500.00	
Bank interest received	4,613.84	5,000.00	-386.16	92.28 %
Donation Drive	144,490.59	135,000.00	9,490.59	107.03 %
Matching Funds	10,127.82	13,500.00	-3,372.18	75.02 %
Total Donation Drive	**154,618.41**	**148,500.00**	**6,118.41**	**104.12 %**
End of Year Event		4,000.00	-4,000.00	
Fall - Dads Night Out		2,000.00	-2,000.00	
Fall - Moms Night Out		2,000.00	-2,000.00	
Family Dance Income		7,000.00	-7,000.00	
Field Trips	12,855.93	20,000.00	-7,144.07	64.28 %
Grants	300.00	7,500.00	-7,200.00	4.00 %
Cafa CyberGrant	2,200.00		2,200.00	
City Grant - Agoura	1,000.00	0.00	1,000.00	
Garden Grant - Whole Foods		0.00	0.00	
Total Grants	**3,500.00**	**7,500.00**	**-4,000.00**	**46.67 %**
Kroger Inc - Income	1,255.52	2,000.00	-744.48	62.78 %
Mini Photo Shoot Income	1,707.99	3,000.00	-1,292.01	56.93 %
Mrs Fogelson - Teacher Fund Income	700.00		700.00	
Mrs Moore - Teacher Fund Income	450.00		450.00	
Musicals - Income	899.33	6,500.00	-5,600.67	13.84 %
Raise Craze	37,878.34	29,000.00	8,878.34	130.61 %
Restaurant Nights		500.00	-500.00	
Silent Auction	37,231.31	30,000.00	7,231.31	124.10 %
Sponsorship	1,466.70	3,000.00	-1,533.30	48.89 %
Spring - Parents Night Out	19,520.46	5,000.00	14,520.46	390.41 %
Teacher Time Raffle		2,000.00	-2,000.00	
Willow Idol (Formerly known as "Willow's Got Talent")	1,319.43	1,000.00	319.43	131.94 %
Willow Parties		2,000.00	-2,000.00	
Willow Wear Income	4,952.05	9,000.00	-4,047.95	55.02 %
Yearbook Income		16,000.00	-16,000.00	
Total Income	**$307,934.38**	**$396,000.00**	**$ -88,065.62**	**77.76 %**
GROSS PROFIT	**$307,934.38**	**$396,000.00**	**$ -88,065.62**	**77.76 %**
Expenses				
Art Program (Lynn Carlson)		200.00	-200.00	
Bank Charges		100.00	-100.00	
Campus Updates				
Misc yearly campus updates and beautification		250.00	-250.00	

PFA of Willow Elementary

Budget vs. Actuals: 2025-2026 Budget - FY26 P&L

August 2025 - July 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Campus Updates		**250.00**	**-250.00**	
District Salaries				
Campus Supervisor		0.00	0.00	
Campus Supervisors/Instructional Assts	74,497.88	156,492.00	-81,994.12	47.60 %
Garden Specialist		6,678.00	-6,678.00	
Instructional Assistants		0.00	0.00	
PE Specialist	41,737.50	67,890.00	-26,152.50	61.48 %
Total District Salaries	**116,235.38**	**231,060.00**	**-114,824.62**	**50.31 %**
Event Expenses				
5th Grade Class Fund - Expenses	2,819.50	4,000.00	-1,180.50	70.49 %
Apex Fun Run - Expenses		34,000.00	-34,000.00	
Dodger Parade	495.83	600.00	-104.17	82.64 %
Donation Drive Event Supplies	2,163.95	1,500.00	663.95	144.26 %
End of Year Community Event - Expenses		4,000.00	-4,000.00	
Fall - Dads Night Out - Expenses		1,500.00	-1,500.00	
Fall - Moms Night Out - Expenses		1,500.00	-1,500.00	
Family Dance - Expenses	722.82	4,000.00	-3,277.18	18.07 %
Field Trips (All Grades)	12,794.48	20,200.00	-7,405.52	63.34 %
Mini Photo Shoot - Expenses	1,107.99	1,000.00	107.99	110.80 %
Musicals - Expense		4,500.00	-4,500.00	
Raise Craze - Expenses	1,707.56	2,000.00	-292.44	85.38 %
Science Fair - Expenses	968.24	500.00	468.24	193.65 %
Silent Auction - Expenses	2,190.48		2,190.48	
Spring - Parents Night Out - Expenses	16,642.61	2,000.00	14,642.61	832.13 %
Teacher Time Raffle - Expenses		500.00	-500.00	
Willow Idol - Expenses	193.16	500.00	-306.84	38.63 %
Willow Wear Expense	271.83	5,000.00	-4,728.17	5.44 %
Yearbook - Expenses	2,533.08	12,500.00	-9,966.92	20.26 %
Total Event Expenses	**44,611.53**	**99,800.00**	**-55,188.47**	**44.70 %**
Garden Materials	457.97	4,000.00	-3,542.03	11.45 %
Hospitality	1,098.62		1,098.62	
TAW Budget		2,000.00	-2,000.00	
Year budget for all other hospitality		2,700.00	-2,700.00	
Total Hospitality	**1,098.62**	**4,700.00**	**-3,601.38**	**23.37 %**
Innovation Station	480.40	900.00	-419.60	53.38 %
Instructional Materials Allowance	232.87	200.00	32.87	116.44 %
Albertson	141.68	750.00	-608.32	18.89 %
Astrachan	875.00	900.00	-25.00	97.22 %
Bauwens	434.10	750.00	-315.90	57.88 %
Borg	438.78	750.00	-311.22	58.50 %
Boss		200.00	-200.00	
Cabral		0.00	0.00	
Cardoso Vera	200.00	200.00	0.00	100.00 %

PFA of Willow Elementary

Budget vs. Actuals: 2025-2026 Budget - FY26 P&L

August 2025 - July 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Carlisle		750.00	-750.00	
Carter	686.24	850.00	-163.76	80.73 %
Debolt	697.25	750.00	-52.75	92.97 %
Fenton		750.00	-750.00	
Fogelson	861.91	850.00	11.91	101.40 %
Hart & Riessen		750.00	-750.00	
Hassan		900.00	-900.00	
Johnson	213.11	750.00	-536.89	28.41 %
Lachman		400.00	-400.00	
Licht	58.26	750.00	-691.74	7.77 %
Madden	326.58	750.00	-423.42	43.54 %
Moore	701.89	750.00	-48.11	93.59 %
Quinonez	900.00	900.00	0.00	100.00 %
Shapiro	48.37	750.00	-701.63	6.45 %
Smith		200.00	-200.00	
Sonne	155.35	200.00	-44.65	77.68 %
Stone	141.21	750.00	-608.79	18.83 %
Thomason	390.80	750.00	-359.20	52.11 %
Walsh	291.03	400.00	-108.97	72.76 %
Weber		200.00	-200.00	
Total Instructional Materials Allowance	**7,794.43**	**16,900.00**	**-9,105.57**	**46.12 %**
Insurance	785.00	1,000.00	-215.00	78.50 %
Kinder Play Dates	321.76	250.00	71.76	128.70 %
Library Materials Allowance (September Cirri)	2,177.45	2,800.00	-622.55	77.77 %
Misc. Expenses				
Admin Day, Labor Day, Cross Guard Appreciation Day		500.00	-500.00	
Assemblies	-241.79	1,000.00	-1,241.79	-24.18 %
DEI		500.00	-500.00	
Kindness Week Expenses		100.00	-100.00	
Multicultural Fair	1,111.19	500.00	611.19	222.24 %
Nurse / Medical - Expenses	149.59	200.00	-50.41	74.80 %
Paw Prints - Expense		500.00	-500.00	
Principal Expenses	557.27	500.00	57.27	111.45 %
Red Ribbon Week Expenses	500.00	100.00	400.00	500.00 %
Safety		500.00	-500.00	
Student Council		100.00	-100.00	
Substitute Expense		750.00	-750.00	
Wildcat Walk / Run Club - Expenses		200.00	-200.00	
Total Misc. Expenses	**2,076.26**	**5,450.00**	**-3,373.74**	**38.10 %**
Outdoor Ed	1,880.00	2,000.00	-120.00	94.00 %
PE Equipment		100.00	-100.00	
Read-a-Thon Expenses	1,044.24	500.00	544.24	208.85 %
Reading Specialist - Shannan Harveson		300.00	-300.00	

PFA of Willow Elementary

Budget vs. Actuals: 2025-2026 Budget - FY26 P&L

August 2025 - July 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Science Program	2,037.51	2,000.00	37.51	101.88 %
Subscriptions		0.00	0.00	
FrontStream (Silent Auction)	939.75	1,000.00	-60.25	93.98 %
Ink Budget - Building A		120.00	-120.00	
Ink Budget - Building B	32.37	180.00	-147.63	17.98 %
Ink Budget - Building D	166.12	300.00	-133.88	55.37 %
Ink Budget - Building E		240.00	-240.00	
Ink Budget - Building F		180.00	-180.00	
Ink Budget - Building K	124.87	120.00	4.87	104.06 %
Ink Budget - Building P		240.00	-240.00	
Ink Budget - Library		60.00	-60.00	
Ink Budget - Walsh		60.00	-60.00	
IXL Learning	6,093.75	7,000.00	-906.25	87.05 %
Renaissance Accelerated Reader	2,886.75	3,124.00	-237.25	92.41 %
Scholastic	6,268.91	6,655.00	-386.09	94.20 %
School Datebooks / SDI Innovations	1,257.53	1,471.00	-213.47	85.49 %
Total Subscriptions	**17,770.05**	**20,750.00**	**-2,979.95**	**85.64 %**
Supplies & Stationary	421.58	1,440.00	-1,018.42	29.28 %
Taxes	2,075.00	2,000.00	75.00	103.75 %
Trunk or Treat Expenses	2,804.40	1,500.00	1,304.40	186.96 %
Welcome Week Expense	715.70	600.00	115.70	119.28 %
Total Expenses	**$204,787.28**	**$398,600.00**	**$ -193,812.72**	**51.38 %**
NET OPERATING INCOME	**$103,147.10**	**$ -2,600.00**	**$105,747.10**	**-3,967.20 %**
Other Expenses				
Other Miscellaneous Expense				
Prior Year Expense	2,940.00		2,940.00	
Total Other Miscellaneous Expense	**2,940.00**		**2,940.00**	
Total Other Expenses	**$2,940.00**	**$0.00**	**$2,940.00**	**0.00%**
NET OTHER INCOME	**$ -2,940.00**	**$0.00**	**$ -2,940.00**	**0.00%**
NET INCOME	**$100,207.10**	**$ -2,600.00**	**$102,807.10**	**-3,854.12 %**

Internal Revenue Service

Date: September 8, 2005

PARENT FACULTY ASSOCIATION OF
WILLOW ELEMENTARY SCHOOL
% TEAM INC
29026 LARO DR
AGOURA HILLS CA 91301-1637 261

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
April C. Howard 31-07692
Customer Service Representative
Toll Free Telephone Number:
8:30 a.m. to 5:30 p.m. ET
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-4130990

Dear Sir or Madam:

This is in response to your request of September 8, 2005, regarding your organization's tax-exempt status.

In March 1996 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Janna K. Skufca

Janna K. Skufca, Director, TE/GE
Customer Account Services

YERBA BUENA ELEMENTARY

City of Agoura Hills
Community Outreach Grant Program

Organization Name: Yerba Buena PFA

Organization Address: (Must be Local): 6098 Reyes Adobe Agoura CA 91301

Grant Representative Contact

Name: Brooke Walters **Phone:** 818-523-6114

Address: 6098 Reyes Adobe Agoura CA 91301

Description of Community Services Provided: Parent Faculty Association for Yerba Buena Elementary School.

List Area(s) Served by Organization | Include Number of Agoura Hills Residents | Provide Description of Relationship Organization to Agoura Hills Residents:
Local elementary school for residents of Agoura Hills

Fund Amount Requested: 1,000.00

CITY OF AGOURA HILLS

Proposed Use and Budget Plan for Grant Funds: *(Include details)*

This year we would like this grant to cover our "Innovation Station" project supplies. The PFA budgets $1,500 for this expense for the year and the $1,000 with greatly help keep this program moving forward.

The "Innovation Station" is a room within our libary that students visit with their classroom on rotation. This room provides a creative outlet for all levels in engineering.

Have You Received Grant Funding From the City of Agoura Hills in the Past?:

YES ☑ **NO** ☐ **If Yes: Year Received?** 2025 **Amount:** 1,000.00

Additional Documentation: *(Anything else we should know about your organization?)*

Supplemental Documentation Checklist:

- ☑ 501(c)(3) paperwork proof of status- (if you are a NEW applicant, please include ByLaws/Articles of Incorporation.)
- ☑ Income statement and balance sheet for current year. Include document indicating percentage of revenue received that is used for administration, salaries and program costs.
- ☑ Breakdown and description of organization's sources(s) of revenue.
- ☐ I would like to attend the Finance Subcommittee Meeting to be held in mid-May 2026.

Please do NOT include any images or protected documents.

Proposed Use and Budget Plan for Grant Funds:

• The PFA subsidizes the out-of-pocket fees associated with student field trips for those families unable to afford this cost. We ensure no student is ever excluded from these types of activities due to their family's financial hardship. **Requesting $500**.

• TK is requesting outdoor planter boxes to incorporate gardening into their curriculum. The planter boxes have been donated but teachers and parents are asking PFA to help fund the supplies such as soil, gardening tools and seeds. **Requesting $175**

• Our school needs additional art supplies to fund our Bobcat Art Collective, which is a program run by parent volunteers who bring in additional art lessons to each classroom. This teaches the kids new Artists, technique and composition. **Requesting $1500**

TOTAL: $2,175

BUDGET: Jul 2026-Jun 2027					
	Projected Expenses	Projected Income	Projected Profit / Loss	NOTES	
Revenue					
Direct Donation Drive	$2,000	$93,000	$91,000		
Corporate Matching	$0	$3,000	$3,000		
Buttercup Funds	$3,000	$3,000	$0	BC will manage on their own	0
After School Enrichment / 27 Minute Club	$7,500	$16,000	$8,500	$475 at 65 kids	
TK Stay and Play	$28,000	$31,000	$3,000	$700 kinder/ 1k TK	
City of Agoura Grant	$0	$1,000	$1,000		
Kroger/Ralph's Passive Income	$0	$1,500	$1,500		
1st Day School Supplies Online	$0	$1,000	$1,000		
Interest Income	$0	$8,000	$8,000		
YB Online, Social, Marquee & Banner Sponsorships	$0	$1,300	$1,300		
Birthday Messages (Marquee, Signs, etc.)	$0	$900	$900		
Spirit Wear - In-person sales	$9,000	$11,000	$2,000		
Spirit Wear - Online - Threadless.com	$0	$0	$0		
Yearbook	$8,200	$8,300	$100	as of 3.11.26 $5620	
Yearbook Pictavo 5th Grade Ads	$0	$2,500	$2,500		
Annual Fundraising Events					
Fall PNO	$3,000	$4,000	$1,000		
Fall Fundraiser	$350	$10,000	$9,650	used to be read a thon	
Fall Book Fair	$100	$2,600	$2,500		
Winter Show Bake Sale	$100	$1,400	$1,300		
Fun Run	$15,000	$62,000	$47,000		
Spring Book Fair	$100	$1,500	$1,400		
Spring Book Fair Kickoff event Pancake Breakfast	$250	$250	$0		
Restaurant Nights	$0	$1,000	$1,000		
Yerba Buengo	$800	$3,000	$2,200		
Talent Show Concessions and Flowers	$200	$400	$200		
Talent Show Decorations at PAEC	$50	$0	-$50		
Family Fun Dance	$2,000	$2,000	$0	Raise ticket sales to $10	
Bobcat Open Golf Tournament	$4,000	$6,000	$2,000	estimate of revenue?$200 x30	
Auction (Website Fees, etc.)	$2,200	$21,200	$19,000		
Expenses					
PFA - Operational					
Credit card merchant fees	$9,000	$0	-$9,000		
Insurance	$500	$0	-$500		
General Accounting Stationery, Stamps, & Supplies	$500	$0	-$500		
PFA President Discretionary Fund	$500	$0	-$500		
Principal's Discretionary Fund	$500	$0	-$500		
PFA Site Hosting	$114	$0	-$114		
Charitable Trust Renewal	$30	$0	-$30		
Tax Filing Fees	$2,500	$0	-$2,500		
SMS Platform	$612	$0	-$612		
Campus Events / Student Activities					
Summer Kinder Meet & Greet Picnics	$100	$0	-$100		
Back to School Decorations	$100	$0	-$100		
Reyes Adobe Float Decor	$300	$0	-$300		
Back to School Family Event	$1,800	$300	-$1,500		
Truck or Treat	$100	$600	$500		
Winter Show Decorations	$100	$0	-$100		
Science Fair Night/Math Night	$1,500	$100	-$1,400		
Open House Art Show Set-up / Decorations	$200	$0	-$200		
Campus Beautification	$3,000	$0	-$3,000		
Recess Arts & Crafts/ Bobcat Art Collective	$1,500	$0	-$1,500		
4th/5th CA Explorers	$1,900	$1,500	-$400	*ask for $15 donation per student	
Yerba Buena					
YB Teacher Supplies	$10,000	$0	-$10,000		
Library Collection Growth & Misc. Supplies	$3,500	$0	-$3,500		
Innovation Station Project Supplies	$2,000	$0	-$2,000		
P.E. / Athletics Supplies	$250	$0	-$250		
Performing Arts Teacher Supplies	$200	$0	-$200		
Student Council Supplies	$150	$0	-$150		
Choir Donations	$1,500	$5,000	$3,500		
Staff Appreciation Week Luncheon Catering	$500	$0	-$500		
Staff Gifts	$1,500	$0	-$1,500		
Staff Luncheons - Decorations	$600	$0	-$600		
Monthly staff lounge decorations	$500	$0	-$500		
5th Grade Class Fund, including bus for promotion party	$4,300	$0	-$4,300		
5th Grade ODE Scholarships	$1,500	$0	-$1,500		
Durham Bus Services for TK-5 field trips, not including 5th grade promotion party	$5,000	$5,000	$0		
Homework Organizers (Grades 4-5)	$570	$300	-$270		
Health Office Supplies	$400	$0	-$400		
Instructional Aides	$94,380	$0	-$94,380		
PE Specialist	$68,100	$0	-$68,100		
DEI Initiatives - Events & Programs	$1,000	$0	-$1,000		
Schoolwide Assemblies	$2,000	$0	-$2,000		
Total Projected Revenue	**$309,650**				
Total Projected Expenses	**$308,656**				
Total Projected Profit/Loss	**$994**		$994		

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248667580
Sep. 25, 2009 LTR 4168C E0
95-3547245 000000 00
00014302
BODC: TE

YERBA BUENA PARENT FACULTY ASSOC
6098 REYES ADOBE RD
AGOURA HILLS CA 91301-2105

3795

Employer Identification Number: 95-3547245
Person to Contact: Mr. Lockhart
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Sep. 16, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in February 1981, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section 509(a)(2).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

CITY OF AGOURA HILLS

REPORT TO FINANCE SUBCOMMITTEE

DATE:	**JUNE 1, 2026**
TO:	**HONORABLE MEMBERS OF THE FINANCE SUBCOMMITTEE**
FROM:	**NATHAN HAMBURGER, CITY MANAGER**
BY:	**DIEGO IBANEZ, DIRECTOR OF FINANCE**
SUBJECT:	**REVIEW AND PRESENT THE PROPOSED MID-CYCLE BIENNIAL FISCAL YEAR BUDGET FOR 2025-26 & 2026-27**

As part of the biennial budgeting process, the City Manager and Finance staff are presenting to the Finance Subcommittee of the City the Agoura Hills proposed Mid-cycle Budget for Fiscal Year 2026-27 of the approved City of Agoura Hills adopted biennial budget 2025-26 & 2026-27.

BACKGROUND

On June 23, 2025, the City of Agoura Hills' City Council discussed and approved the collective biennial City Council budget for the fiscal years 2025-26 & 2026-27 budget cycle.

The Mid-Cycle process allows staff to present to the Finance Subcommittee a review of the forecasts and strategic assumptions that were taken into consideration when the budget was created. Since adoption, staff have been able to monitor economic trends, review revenue performance, and evaluate current City projects. This process has allowed Staff to incorporate new information (such as updated revenue projections and expenditure adjustments) and ensure that the second year of the budget remains, balanced, responsive, and aligned with the City Councils' goals.

Although the Mic-Cycle review focuses on the City's General Fund, this staff report also provides an update for other funds where fiscal changes are noted. Considering current economic conditions and the most recent operating analysis, staff updated the assumptions and projections incorporated in the City's five-year financial forecast for the General Fund. This long-term forecast establishes an appraisal of fiscal sustainability beyond the current budget cycle, providing important context to the annual budget process.

GENERAL FUND

The City of Agoura Hills' General Fund is the main operating account that funds daily operations, administration, public safety, legal services, and other City Departments.

Staff developed a Proposed 2026-27 budget that continues to include the adopted City Council Goals, each department's operational programming for 2026-27, an appropriation of the annual community grants, approved City Council and Employee Compensation plan, the City's annual debt obligations, and the annual required California Public Employees' Retirement System (CalPERS) Employer Contribution.

REVENUES

At last year's budget presentation, Staff presented the following chart, explaining how the fiscal year 2026/27, would be impacted with assumptions from the previous year.

General Budget Overview Adopted
FY 2025-2026 & FY 2026-2027

General Fund	ADOPTED FY 2025-26	ADOPTED FY 2026-27
Estimated Revenue:	$ 20,861,987	$ 21,542,416
Estimated Expenditures:	$ 20,853,895	$ 21,540,544
Surplus/(Deficit)	$ 8,092	$ 1,872

Revenue expectations have changed in the last year. Staff has been actively working with the City's revenue consultant, who via their updated revenue forecast reports ahve recommended a decrease to the overall revenues by 8.33% (approximately, $1,794,891). This is due to decreases in sales tax, a change in building plan check, and the use of the Loan Payment from the former Redevelopment Agency (RDA) being previously catergorized as an income stream. The original adopted total Revenues for FY 2026-27 were $21,542, 416 and the proposed revenues are $19,747,525.

EXPENDITURES

As financial uncertainty increased, staff approached overall City expenditures with a trend analysis and timing of projects; when analyzing expenditures for FY 2026/2. Meetings with department heads included discussions about possible reductions or changes in planned projects, timing of expected use of resources, review of 2nd Year impact of the Cost Allocation Fee Schedule, maintained personnel freezes, and this year, examined salary savings through personnel as several staff members announced their near future term retirement.

Through these efforts, Staff lowered expenditures by 8.3% as well, and managed to increase the surplus by $7,215.

Staff had accounted for a Cost Of Living Adjustment (COLA) increase of 3.2%, a Law Enforcement Increase of 4.1% and the CalPERS Contribution (Classic members: 5.5% (0.5% increase added to the previous contribution rate of 5.0% as per Resolution 25-2109, approved by the City Council) and PEPRA members: 7.75% (established by CalPERS); these costs were adjusted with actual rates this year to account for these approved costs.

General Budget Overview Proposed
FY 2025-2026 & FY 2026-2027

General Fund	ADOPTED FY 2025-26	PROPOSED FY 2026-27
Estimated Revenue:	$ 20,861,987	$ 19,747,525
Estimated Expenditures:	$ 20,853,895	$ 19,740,310
Surplus/(Deficit)	$ 8,092	$ 7,215

Staff is aware the revenue streams have been affected by the overall macro environment, along with the increase in expenditures. Staff has always held a consertive approach to the budget and willl monitor any changes during the upcoming fiscal year.

CAPITAL IMPROVEMENT PLAN & SPECIAL FUNDS

City Staff has updated the the City's Capital Improvement Plan (CIP), which is a long-term financial plan used by the City of Agoura Hill's Public Works, Community Services, and Finance Departments to schedule and finance public infrastructure projects for the FY 2026/27 year and foreseeable future. The plan includes the Annual Citywide Street Resurfacing and Annual Concrete Repairs, as wells as other long term projects such as Storm Drain Diversion and the Bicyccle Master Plan Implementation; the update also includes the funds that the City Council requested for City Council Goals for Measure W; such as Liberty Canyon Creek Restoration, and the Water Quality study for Lake Lindero. Funds were also appropriated to the Solid Waste Fund for the Waste Hauling Franchise Agreement.

These projects are funded largely by the City's Special Funds, such as Measure M, Measure R, Community Development Block Grant, Proposition C, and Proposition A, where applicable the General Fund has approved appropriations for these projects. The estimated budgeted amount for the CIP plan for FY 2026/27 is $19,131,817.

FISCAL IMPACT

There is no budget impact to the FY 2025-2026 approved budget, as staff is requesting the Finance Subcommittee review the updated Proposed Mid-Cycle Biennial Fiscal Year 2025-26 & 2026-27 Budget. Any possible changes that could lead to a fiscal impact of the proposed biennial budget will be discussed during the City Council Workshop on June 10, 2026.

RECOMMENDATION

Staff recommends the Finance Subcommittee review and discuss the Proposed Biennial Fiscal Year General Fund and Special Funds Budget for 2025-26 & 2026-27 and provide guidance or follow-up.

Attachments

Proposed 26-27 Biennel Budget.pdf

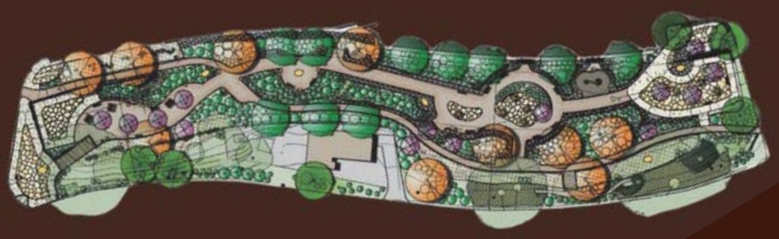
CIP Mid-Cycle FY 2026-27.pdf

Tree City USA
Arbor Day Foundation







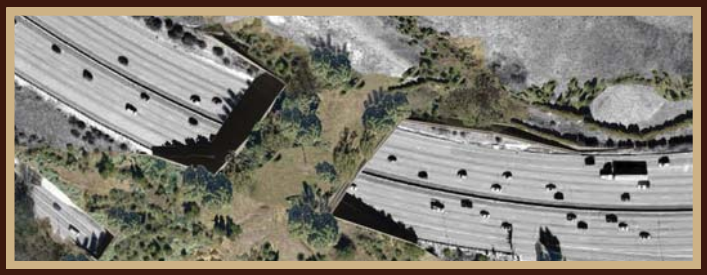


City of Agoura Hills

Proposed Mid-Cycle Biennial Budget

Fiscal Years 2025-2026 & 2026-2027

CITY OF AGOURA HILLS











Organizational Chart



CITY OF AGOURA HILLS

City of Agoura Hills
City Council



Mayor
Jeremy Wolf



Mayor Pro Tem
Deborah Klein Lopez



Councilmember
Chris Anstead



Councilmember
Penny Sylvester



Councilmember
Kate Anderson

CITY OF
AGOURA HILLS

City of Agoura Hills
City Officials

Jeremy Wolf, Mayor
Deborah Kleim-Lopez, Mayor Pro Tem
Chris Anstead, Councilmember
Penny Sylvester, Councilmember
Kate Anderson, Councilmember

Nathan Hamburger, City Manager
Ramiro Adeva, Assistant City Manager
Amy Brink, Community Services Director
Charmaine Yambao, Public Works Director
Diego Ibanez, Finance Director
Robby Nesovic, Community Development Director
Kimberly Rodrigues, City Clerk

City of Agoura Hills
Budget Calendar

JANUARY

- Begin to calculate revenue projections for General Fund, Special Revenue Funds, and Capital Project Funds.

FEBRUARY

- Review and update salary projections.
- City Council update and presentations on:
  - FY 24-25 Audited Financial Statements
  - FY 25- 26 Mid-year Budget
  - FY 25-26 & FY 26-27 Budget Outlook

MARCH

- City Manager meets with Department Heads to discuss budget.
- Departments review and complete necessary budget forms.
- First City Council Goal Workshop.
- Beginning of Subcommittee meeting review of goals.

APRIL

- Continued Subcommittee meetings to review goals.
- Meetings with Department Heads to discuss requests.

MAY

- Second City Council Goal Workshop.
- Preparation of Proposed Budget document.
- Review with Finance Subcommittee.

JUNE

- Budget Study Session(s).
- Provide Proposed Budget to the City Council and post to the City's website.
- Updated Proposed Budget based on feedback during Budget Study Sessions.
- Publish Notice of Hearing for Budget Adoption.
- Budget Adoption, including Gann Limit.

JULY

- Post Adopted Budget to City's Website.
- Production of Adopted Budget Book.

CITY OF AGOURA HILLS

CITY OF AGOURA HILLS

Date: June 10, 2026
To: Honorable Mayor and Members of the City Council
From: Nathan Hamburger, City Manager
Subject: Mid-Cycle Fiscal Year 2025/26 and 2026/27 Proposed Budget Message

Honorable Mayor and City Council,

I am pleased to present the Mid-Cycle Proposed Operating and Capital Budgets for Fiscal Years 2025/26 and 2026/27; this review will take into account the second year of the City's Biennial budget, and focus on continued plans and operations that began in FY 2025/26, the status of City Council goals, and the goal of remaining financial sound.

Following a year marked by significant regional challenges—including the aftermath of the Palisades Fire, continued wildfire risk across Los Angeles County (and more recently, the threat of the Sandy Fire), and broader economic pressures such as new federal tariffs impacting construction materials and supply chains—the community of Agoura Hills enters FY 2026/27 with a renewed focus on adaptability and long-term sustainability, and the continued theme of *"Resilience, Hope, and Collective Action*.

The events of the last year have had direct and indirect impacts on the City, including heightened emergency preparedness needs, increased costs for capital projects, and ongoing attention to economic ambiguity.

In response, the Proposed FY 2026/27 Budget reflects the City's commitment to managing uncertainty while continuing to invest in essential services and the well-being of the community. Staff has prepared a Sustainable and Resilient Effort (SRE) Budget that prioritizes directing resources toward meeting near-term operational needs, supporting long-term fiscal stability, and enhancing the City's capacity to withstand future challenges, whether environmental, economic, or operational.

Staff's budget monitoring and oversight are continuous; it's a year-round process that extends well beyond initial preparation and adoption. Staff actively monitors the proposed budget throughout the fiscal period to address changing economic conditions, revenue fluctuations, emerging service demands, unforeseen emergencies, and any additional direction provided by the City Council. Staff regularly evaluates financial performance, adjust projections as needed, and recommends mid-year or periodic updates to ensure the budget remains balanced, responsive, and aligned with the City's priorities.

Since this is the Mid-Cycle of the FY 2025/26 and 2026/27 Biennial Budget. at the June 10, 2026, Budget Study Session, the City Council will conduct a detailed review of the Proposed FY 2026/27 budget, including key assumptions, expenditure plans, and revenue forecasts. This session will provide an opportunity for discussion, feedback, and potential adjustments prior to adoption. Formal adoption of the budget is scheduled for June 24, 2026, City Council meeting, at which time the Council will consider final approval of the spending plan for the upcoming fiscal year.

The City of Agoura Hills continues to demonstrate strong fiscal health, grounded in the City Council's disciplined, forward-looking financial stewardship. This stability is not incidental, it is the result of consistent, conservative planning, thoughtful prioritization, and a commitment to living within the City's means. As the budget process moves forward, the City will remain guided by a clear and deliberate financial strategy: safeguarding adequate reserves, anticipating and mitigating emerging risks, and making strategic investments that sustain essential services while positioning the community for long-term resilience.

Financial Highlights

Since the prior budget cycle, the City of Agoura Hills has continued to thrive, marked by steady progress, responsible growth, and meaningful accomplishments. This momentum is reflected in the City's ongoing commitment to excellence in financial management and transparency. The Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2024, the City was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA), underscoring the City's adherence to the highest standards in governmental accounting. The ACFR for the fiscal year ended June 30, 2025, has been submitted and is currently under review.

In addition, for the fifth time, the City's budget for the fiscal year ending June 30, 2025, received the Distinguished Budget Presentation Award from GFOA, further demonstrating the City's commitment to clarity, accountability, and strategic financial planning. These honors represent the highest level of recognition in governmental financial reporting and budget presentation, highlighting the professionalism and dedication of the City's leadership and staff. The Finance Department intends to continue this tradition of excellence by submitting this year's budget for GFOA consideration once again.

In February 2024, the City of Agoura Hills earned an AA+ credit rating from Standard & Poor's (S&P), reflecting exceptional financial strength and stability. This high investment-grade rating signals a very strong capacity to meet financial obligations and an extremely low risk of default. It places the City among the most creditworthy municipalities, reinforcing investor confidence and affirming the effectiveness of the City's prudent financial management practices.

The City of Agoura Hills continues to demonstrate strong and consistent financial health, supported by a longstanding history of high credit ratings. This sustained performance reflects disciplined fiscal management and a stable economic foundation. In November 2016, Standard & Poor's (S&P) reaffirmed this strength by assigning an AA+ rating with a stable outlook to the Agoura Hills Improvement Authority's 2016 Lease Revenue Refunding Bonds. Similarly, in August 2013, S&P assigned an AA+ rating to the Authority's 2013 Lease Revenue Bonds, further underscoring the City's solid credit profile.

The City continues to maintain one of the highest bond ratings available to municipalities in California, reinforcing its strong standing in the municipal credit market. S&P's rating reports consistently highlight the City's stable local economy, effective and proactive management practices, and very strong budgetary flexibility and liquidity. Additional details regarding the City's outstanding debt obligations is provided later in this summary.

Budget Development

In response to recent economic uncertainty and the rapid pace of change in national policy, staff approached this budget mid-cycle with heightened caution and discipline. Revenue projections were developed conservatively, operational expenditures were evaluated, and every effort was

made to advance the City Council's strategic goals without compromising fiscal stability. Throughout the development of the mid-cycle biennial budget, staff engaged in a collaborative and transparent process, including internal team meetings project and funding discussions, and the annual budget workshops with the City Council to ensure alignment and informed decision-making.

For budget preparation, each department was tasked with reviewing their approved budget from last year for project updates, contract costs, and viable deadlines. Any proposed adjustments were carefully developed by department leaders and submitted to the City Manager for thorough review. These requests were evaluated in coordination with the Finance and Personnel Departments to assess priority, operational need, and available funding. The City Manager then conducted detailed meetings with each department to review proposed budgets, review assumptions, and ensure that all requests were strategically justified and fiscally responsible.

In addition to evaluating departmental operations, the budget process includes an update to the development of a two-year Capital Projects Program and updates to the City's five-year Capital Improvement Plan (CIP). Capital projects are identified and prioritized based on community needs, infrastructure conditions, strategic goals, and available funding sources. While many projects are primarily supported by dedicated Special Funds, the General Fund may also contribute where appropriate to advance critical initiatives.

Each project is carefully reviewed during every budget cycle to ensure alignment with current priorities, cost estimates, and funding capacity. Progress and financial status are monitored on an ongoing basis, with a comprehensive update provided at the mid-cycle point to reflect any changes, emerging needs, or adjustments in project timing and scope.

Continuing with last year's fiscal approach, staff took a proactive approach to developing the budget and sought to control costs by the following methods:

1. **Cost Review:** Department Leaders were asked to closely review their operational budget line by line to address expenditures as precisely and as conservative as possible to reduce obligations and as a result, more funds could be appropriated to other City needs.
2. **Project Prioritization:** Staff closely examined the list of pending projects and prioritized them based on Council priority and available resources, both funding and personnel.
3. **Proper Cost Allocation:** The City Council adopted a new city-wide fee schedule last year that will go into effect on July 1, 2025. The new fee study allowed staff to increase revenue resources while also distributing costs across other funds; this cost allocation will preserve the General Fund from taking on any additional costs.
4. **Personnel Freeze:** Two positions were frozen during the preparation of the FY 2025/26 budget; in the Public Works Department, the Senior Civil Engineer Position will not be filled this year and in the Finance Department the Accountant II position will also remain vacant. These positions will continue to be vacant in FY 2026/27.
5. **Salary Savings:** For 2026/27, salary savings were identified as additional resources to balance the budget. Cost reductions will exists as some positions will remain temporarily vacant or employees retire before replacements are hired. These savings occur because allocated compensation and benefit expenses are not fully spent during the vacancy period.

These budgeting concepts are not new, but by starting at this level of budgeting, staff was able to determine each departments' operations and seek a programing reset considering the overall economic factors.

Overall Budget and Macro and Local Economic Outlook

An economic outlook helps Councilmembers, staff, and the public understand the anticipated economic conditions, such as employment trends, inflation, property values, consumer spending, and development projects that may affect revenue sources (like taxes and fees) and expenditure needs (such as public safety, infrastructure, and community projects). It allows for informed forecasting, helps identify potential risks and opportunities, and supports strategic planning by aligning fiscal priorities with anticipated economic realities.

This explanation is important as it drastically affects the funding sources that contribute to the City's General Fund. Recent shifts in federal policy have generally introduced external challenges that are expected to impact day-to-day expenses. Key policy areas include a focus on reduced federal spending, changes in immigration enforcement, and initiatives encouraging domestic manufacturing all while causing erratic consumer behavior, an unstable stock market, and difficulty in using traditional tools to forecast revenues and expenditures. The true extent of these policy changes and their impacts remain uncertain and dynamic, changing daily and adding to persistent uncertainty. Potential impacts to the City could include changes to the availability of federal grants and a conscious consumer that chooses to save and not spend on anything discretionary while being aware of the increase costs of necessary goods.

The City of Agoura Hills has continued to prioritize economic development efforts with a focus on strengthening the local economy, especially amid ongoing uncertainty at the federal level. With a significant portion of the City's annual revenue stream generated from sales tax, developing strategies to attract and retain businesses remains a top priority. This budget cycle, the City completed a comprehensive market analysis to better understand the local economy and identify tools to enhance our business-friendly environment. Through our quarterly "Business and Breakfast" meetings, staff has engaged directly with individual business owners, connecting them with valuable resources such as the Small Business Administration (SBA) and the Service Corps of Retired Executives (SCORE).

The City's General Fund is the primary operating fund used by the City of Agoura Hills to account for ordinary and recurring activities. It typically covers revenues and expenditures related to basic public services that are not required to be accounted for in another fund. It is funded by general revenues such as taxes (sales and property), licenses, and fees.

The City of Agoura Hills' Citywide revenue budget for FY 2026-27 is approximately $19.7 million, down 8.3% from the adopted budget last year.

General Fund Revenue Source	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Actual	Actual	Actual	Adopted	Proposed
Taxes and Assessements	$ 16,163	$ 16,258,098	$ 16,366,048	$ 16,523,303	$ 16,577,439
Contributions	$ 36,789	$ 38,581	$ 43,248	$ 62,400	$ 45,000
License and Permits	$ 790,556	$ 564,814	$ 618,988	$ 760,000	$ 710,000
Charges for Services	$ 1,066,162	$ 705,821	$ 1,215,305	$ 1,395,023	$ 887,300
Fines and Penalties	$ 45,574	$ 33,347	$ 43,485	$ 32,000	$ 38,500
Investment Income	$ 1,011,697	$ 1,618,846	$ 1,703,214	$ 995,375	$ 1,376,786
Other Revenue	$ 279,761	$ 555,446	$ 323,113	$ 1,093,886	$ 112,500
Total Revenues	$ 3,246,702	$ 19,774,953	$ 20,313,401	$ 20,861,987	$ 19,747,525

The General Fund expenditures for fiscal year 2025-26 are $20.8 million and the 2026/27 Budget is $19.7 million. These expenditures account for all personnel and operations costs associated with the agency as well as other departments designated that seek appropriation from the general fund. The Graph below lists the requests that department leaders have

GENERAL FUND EXPENDITURES	2025-2026	2026-2027
	Adapted Budget	Proposed Budget
Department Personnel	$ 6,705,874	$ 6,540,023
Department Operations	$ 3,058,829	$ 2,892,879
City Attorney	$ 423,226	$ 435,923
Public Facilities	$ 333,650	$ 350,455
Non-Departmental	$ 1,467,967	$ 1,346,197
Automated Office Services	$ 449,358	$ 355,590
Los Angeles County Sheriff	$ 5,649,409	$ 5,772,911
Emergency Services	$ 28,169	$ 24,617
Emergency Incident	$ -	$ -
School Crossing Guards	$ 51,828	$ 60,000
Animal Control	$ 100,000	$ 100,000
Parks & Maintenance	$ 692,874	$ 692,874
Traffic Safety	$ 55,000	$ 55,000
Landscape Maintenance	$ 302,000	$ 298,000
Storm and Drain	$ 371,522	$ 380,000
Transfers	$ 1,054,190	$ 1,092,141
Flock Cameras	$ -	$ -
City Council Goals	$ 110,000	$ -
Mid-Cycle Forecast Adjustment		$ (656,300)
Total Expenditures	$ 20,853,896.00	$ 19,740,310.00

The budget balances City revenues and expenditures with community priorities and department' operations. This budget is noticeably more reserved than the prior two years. Despite the slowing of the local economy and the changing policies on a federal level, the City continues to make great strides to address the most pressing community concerns and issues. Over the past two years, the organization has undertaken modest staffing growth, updated the City's fee schedule, and reviewed internal processes to improve service delivery to residents and improve efficiencies.

The Mid-Cycle review of the Fiscal Year 2025-26 & 2026-27 Budget provides financial resources to move the City organization forward, achieve the objectives set out through the City Council Goals, provides for the safety and needs of the City's residents, and addresses the primary operational challenges identified by each Department leader during the budget process.

Public Safety continues to be a high priority, as is seen through the City's financial commitment (29% of the General Fund budget) to the various safety programs. The City contracts with the Los Angeles Sheriff's Department (Sheriff) to provide public safety. Services include patrol and traffic personnel, a juvenile intervention team, and youth drug awareness programs. The Sheriff's Department is requesting a 4.37% increase in rates for the 2025/26 year and 2.3% for the 2026/27 year. Staff decreased overall General Fund 2026/27 expenditures by 5.3%.

In both fiscal years, the City Council is also being asked to approve funding for several other capital improvement projects, including landscaping projects, the overlay of several city streets, and sidewalk repairs.

The Budget and Goal Setting Process

The budget process began in January when department heads were asked to prepare revenue and expenditure projections and to provide recommendations for the City's two-year budget. During the first week of March, the City Manager met with each of the department heads to discuss their requests for the two-year period and to review their estimates for the 2026/27 year.

Budget and Goal Setting Calendar

➢ February 1	Department Heads – Budgets to Finance
➢ March 1-15	City Manager met with Department Heads
➢ March 25	Department Heads – Revenue Projections
➢ March 29 – April 16	Council Committee and Staff Meetings
➢ June 1	Finance Committee/Community Grants
➢ June 10	Preliminary Budget Review Workshop
➢ June 24	Adopt Budget

Developing and monitoring the budget is an ongoing process. The estimates that are developed from this process are modified throughout the budget period to respond to unanticipated events.

Level of Budgetary Control

Since the budget is an estimate, from time to time it is necessary to make adjustments to fine-tune the line items within it. Various levels of budgetary control have been established to maintain the integrity of the budget. The City Manager has the authority to transfer between expenditure accounts, within the same department, office, agency, or program activity. Where an appropriation requires an increase that cannot be supported by a transfer within those guidelines, City Council authorization is required.

Basis of Budgeting

The City of Agoura Hills' basis of budgeting is the same as the basis of accounting in accordance with Generally Accepted Accounting Principles (GAAP). The City only has governmental funds (General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds) whose budgets are prepared on a modified accrual basis where revenues are recognized when they become measurable and available, and expenditures are recorded when the related liability is incurred; except that principal and interest payments on general long-term debt are recognized when due.

For budgeting purposes, the City treats the loan repayment from the Agoura Hills Successor Agency as current year revenue. Furthermore, the Facilities Fund, and CalPERS Set Aside Funds are combined with the General Fund for accounting purposes. Revenue availability criteria are defined as collectible within the current period, or soon enough thereafter, to be used to pay liabilities of the current period (i.e., sixty days after fiscal year end).

The Funds within the Budget

All of the 28 budgeted funds are segregated into fund types as shown in the following list. They are described in more detail later in this summary. The City also holds fiduciary responsibility for several funds, which are shown in the financial statements, but are not budgeted.

General Fund
010 – General Fund

Special Revenue Funds (18)
020 – Gas Tax Fund
022 – Road Rehabilitation Fund
030 – Retirement Rate Stabilization Fund
040 – Traffic Safety Fund
060 – Proposition A Fund
061 – Proposition C Fund
063 – Measure R Local Return Fund
064 – Measure M Local Return Fund
065 – Measure W Local Return Fund
070 – South Coast Air Quality Control Fund
110 – Traffic Improvement Fund
111 – Undergrounding in Lieu Fund
240 – Supplemental Law Enforcement Fund
250 – Community Development Block Grant Fund
260 – Miscellaneous Grants Fund
420 – Inclusionary Housing In-Lieu Fund
520 – Solid Waste Management Fund
620 – Successor Housing Agency Fund

Debt Service Funds (2)
300 – Financing Authority Debt Service Fund
305 – Improvement Authority Debt Service Fund

Capital Projects Funds (7)
011 – Capital Projects Fund
012 – Facilities Capital Projects Fund
013 – Open Space Capital Projects
014 – City Council of Governments Fiber Optic Project
015 – Recreation Center Capital Projects Fund
016 – Storm Water Capital Projects Fund
018 – Measure R Capital Projects Fund
019 – Measure M Capital Projects Fund

Basis for Assumption for Key Revenue Estimates

The 2025/26 and 2026/27 Biennial Budget was built upon a series of assumptions related to employee compensation, insurance rates, economic forecasts and development patterns.

The City's largest revenue sources are as follows:

Revenue Type	2025/2026 Budget	2026/2027 Budget
Property Taxes	$ 6,710,394	$ 7,651,935
Sales Taxes	$ 4,617,909	$ 4,514,443
Transient Occupancy Tax	$ 3,890,000	$ 3,914,003
Franchise Fee	$ 880,000	$ 888,822
IRWMP Funding Grant	$ 1,195,135	$ -
Measure R Capital Projects	$ 6,700,000	$ 4,250,000
Loan Repayment from former RDA	$ 970,886	$ 900,000
State Grant - Ladyface Greenway	$ 4,800,000	$ 1,200,000
Subtotal Top Revenues	**$ 29,764,324**	**$ 23,319,203**
Total Revenues	**$ 40,962,014**	**$ 32,473,812**

Property Taxes – The City's General Fund receives property taxes. The estimate is projected to increase 3.54% in 2025/26 and 3.63% in 2026/27, based on information received from the State and the County of Los Angeles, historical trends, and a forecast of a moderate increase in assessed valuations. Also included in this category is the Property Tax In-Lieu of Vehicle License Fee (VLF). Beginning in 2005/06, a majority of the VLF revenue source has been reclassified from Grants and Subventions, since the State reallocated its funding methodology

Sales Taxes – Sales tax is collected in the City of Agoura Hills at the rate of 9.75% effective April 1, 2025. "Local Tax" is the general term for sales and use taxes imposed under the Bradley-Burns Uniform Sales and Use Tax Law. The tax is distributed as follows: 3.93% State; 1% City/County General Fund; County Public Safety 0.5%, County Realignment 1.56% and the remaining percentages are distributed across various Measures, Transportation, and Housing Funds. The City's General Fund receives 27% of its revenues from sales tax. The sales tax is primarily collected from the City's gas stations, restaurants, and furniture/appliance stores.

HBP and Toll Credits - Toll or Transportation Development credits are a federal transportation funding tool that can be used on federally approved projects, including bridges. In 2021/22 the City is anticipating receiving $3.5 million for the Roadside Bridge widening project. No Projects are expected in FY 2026-27.

American Recovery Act Funds - The Federal Government passed the $1.9 Trillion American Rescue Plan Act (ARPA) on March 11, 2021; ARPA included multiple provisions including $350 billion for state and local governments. The City of Agoura Hills received $4.8 million in two installments of approximately $2.4 million on June 2021 and June 2022. The City has spent and reported these funds to the US Department of Treasury as required by the Last and Final Rule of the Program.

This was a one-time revenue allotment received by the City during the COVID-19 Pandemic that officially commenced on March 11, 2020, and was officially declared over on May 5, 2023, by the World Health Organization. As part of budgeting, this will be a historical revenue at this cycle and will not be included in future cycles of the City of Agoura Hills' Budget.

Transient Occupancy Tax – The City imposes a 12% Transient Occupancy Tax on occupants at hotel, motel, or other lodging facilities within the incorporated area of the City. This revenue has previously generated almost one-third of the City's revenues. While both years are budgeted very conservatively, the Transient Occupancy Tax revenue is forecasted to increase XX% in 2025/26 this is attributed to several ancillary worldwide events, e.g., The 2026 World Cup, The 2027 Superbowl, and the 2028 Olympic Games.

IRWMP –Integrated Regional Water Management Grant Programs (IRWMP) are funded by the State of California under Proposition 1. The funding is a collaborative effort to manage all aspects of water resources in a region. The City is anticipating $1.25 million in 2025/26 and continued in 2026/27 for a water diversion project.

Measure R Capital Projects Grant – In November 2008, Measure R was approved by Los Angeles County votes by a two-thirds majority, committing a projected $40 billion to traffic relief and transportation upgrades throughout the county over the next 30 years.

Franchise Fees – Franchise fees cover the reasonable value of a franchise operating within the City. The City receives fees from various utilities. This revenue supports General Fund operations.

Proposition A Local Sales Tax – Approved by voters within Los Angeles County in November 1980, Proposition A local sales tax (Prop A Local) is a half-cent sales tax dedicated to transportation funding. Prop A has funded municipal transportation projects and improved bus service. The City receives an annual allocation of approximately $574,500.

Loan Repayment from former RDA – In February, 2011, the City recorded an advance of $44 million to the Redevelopment Agency. In December, 2011, the California Supreme Court dissolved the Redevelopment Agency and the City elected to become the Successor Agency for the former redevelopment agency. The Successor Agency makes annual payments on the outstanding debt, to the extent allowed by law. The law requires that 20% of the loan repayment must be transferred to the Housing Successor Agency, the remainder of the payment is unrestricted General Fund revenues and will be repaid through 2042.

Strategies for Actions

The annual budget for the City of Agoura Hills is an action plan in which the Agoura Hills Council appropriates funds aimed at implementing various initiatives. These initiatives enable the City to achieve its long-term goals.

The long-term goals of the City are derived from various planning studies including:

General Plan
Comprehensive Traffic Study
Comprehensive Recreation Plan
Storm Water Management Plan

Through the implementation of the findings in these various planning documents, Agoura Hills hopes to become the kind of community that the General Plan envisions.

Mission Statement

Agoura Hills is a unique suburban community exemplified by a commitment to the preservation of its history, a high quality of life, a vibrant business community, and environmental sensitivity.

We are a city steeped in a rich historical past through which we have emerged as a vital, prosperous community committed to excellence, innovation, and sound fiscal policies. Our neighborhoods are safe, healthy, and as unique as the individuals who inhabit them.

We believe the City's greatest asset is our people and we welcome the involvement of all those who live and work in the City of Agoura Hills to partner with us in making this community one of excellence.

We are committed to preserving the unique character, historical and rural fabric, and environmental beauty that defines Agoura Hills to its residents. We will accomplish this through the values of Service, Integrity, Positive Solutions, and Cooperation.

Major Issues and Objectives

Derived from the Goal Workshop, the City Council identified several major initiatives. These initiatives were discussed at the Goal Workshop but only a few will be funded during the FY 2025-26 and continued in FY 2026/27. The overall discussed initiatives are:

- Infrastructure
- Land Use/Economic Development
- Parks/Recreation/Transportation
- Emergency Preparedness/Public Safety
- Communications
- Environmental Sustainability
- Community Services

Infrastructure – Currently the City has numerous projects and programs underway, the Kanan/Agoura Intersection Design and a Storm Drain Diversion Project. Additionally, the City is under construction of the Ladyface Greenway which has an estimated completion date of Summer 2026.

Additionally, the City Council would like to increase/enhance bike facilities, expand trails for biking and beautify the Liberty Canyon Area. Under this initiative, the City previously completed the Palo Comado Interchange Construction.

Land Use/Economic Development – The City implements long-range programs such as the Affordable Housing, Short-Term Rental, Accessory Dwelling Unit (ADU), Landscape Guidance, and Senate Bill 9 Programs, and is also working on updates to the municipal code, including updates to the Oak Tree Ordinance and the creation of a Cultural Heritage Ordinance. The City also reviews individual development applications, which currently include four affordable housing projects. The first project approved under the City's Affordable Housing Overlay has started

demolition/construction and will be completed in an estimated 27 months. The project will provide 278 units, including 38 low and very low-income units, helping the City meet its Regional Housing Needs Allocation.

Parks/Recreation/Transportation – The City continues to improve its recreation and park facilities for the residents of Agoura Hills. The City is completing bathroom facilities enhancement at Chumash Park and hopes to complete a playground project at Morrison Park this year.

Emergency Preparedness/Public Safety – The City continues to review and improve its Emergency Preparedness protocol for its residents. Agoura Hills maintains an Emergency Operations Plan (EOP) to coordinate resources effectively during emergencies, ensuring the protection of residents. The plan is dynamic and adaptable, reviewed and approved by public safety agencies. The City has an Evacuation Plan to guide residents and agencies in case of emergencies.

Communications – The City's Communications Department completed the implementation of the City's new website, agourahillscity.gov, and complied with AB 1637, before the required deadline of January 1, 2029. The Communications Department continues to promote emergency preparedness, further expand and grow our followership across digital platforms, and continue to market Agoura Hills as a great place to live, work, and visit.

Environmental Sustainability - The City is working on the completion of a climate action and adaptation plan, drafting an ordinance for full electrification of new residential development and aggressively seeking funding to expand charging stations throughout the city (public and private facilities).

Under this initiative, the City installed electric vehicle charging stations at the Recreation and Event Center and expanded the commercial and multi-family organics recycling program, passed a plastic ban ordinance, and is seeking ways to utilize a micro-grid project.

City Council Goals

The goals established by the General Plan are intended to be achievable and measurable. Agoura Hills's key community goals are derived from and grouped by the adopted set of six guiding principles which includes:

A. Infrastructure
   1. Old Agoura Trails and Bikeway Improvement Design
   2. Continued work on bike facilities such as dedicated lanes, racks, and expanding trails for biking
   3. Enhance median landscaping on Kanan Road (Thousand Oaks Blvd. to City Boundary); this is Phase I of III.

B. Land Use/Economic Development
   1. Solar & Generator Back-Up Systems Screening
   2. Artificial Turf – Review Allowance in Residential Zones and Provide Analysis with Options/Exceptions
   3. Civic Center Public Private Partnership

C. Parks/Recreation/Transportation
   1. Continue to offer Programing with Agoura Hills Themes

2. Morrison Park play equipment replacement

D. Emergency Preparedness/Public Safety
   1. Wildfire Prevention Home Hardening Program
   2. Enhance Emergency Evacuation Education
   3. E-Bike Enforcement – Update to Municipal Code and Park Rules
   4. Backup Internet Services for Hard-to-Reach Areas in Community
   5. Promote Community Emergency Response Team (CERT) to Rebrand and Recruit Additional Community Members and Consider Volunteers on Patrol for Realtime Crime Center

E. Environmental Sustainability
   1. Tree Management Plan to Replace Non-Native Trees

The City does not anticipate any major changes in service levels, fees, or taxes to complete these goals.

General Fund Reserve Policy

A prudent General Fund reserve policy should be an integral part of municipal financial operations. In June, 2005, the City of Agoura Hills passed Resolution No. 05-1378 stating that the City Council and City Staff will endeavor to designate an amount equal to or greater than forty percent (40%) of each year's proposed General Fund Operating Budget as the City's unobligated General Fund Reserve. The City Council recognizes that the unobligated General Fund reserves are needed for cash flow requirements and contingencies, such as exposure to natural disasters, exposure to economic impacts, and vulnerability to actions of the State. This resolution requires that if, in any budget year, the City Council determines that the public interest requires expending any amount remaining in General Fund Reserves causing it to fall below forty percent (40%) of that year's General Fund Operating Budget, the City Council and City staff, shall, in the following budget year, present a plan for returning the General Fund Reserve to the 40% level, as soon as practicable, based on the City's then-current budget circumstances.

General Fund	*2024/25*	*2025/26*	*2026/27*
Ending Fund Balance	$13,870,372	$13,878,464	$13,880,336
Operating Expenses and Transfers	$20,796,801	$20,853,895	$21,540,544
Percentage	67%	67%	64%

The General Fund serves as a temporary funding source for the many grants the City receives, including the Ladyface Greenway and Measure M Capital Projects. These amounts are included in the above referenced fund balance.

Balanced Budget

In accordance with the Balanced Budget Policy, which is included within the Appendix of this document, the 2025/26 and 2026/27 budgets are balanced. This means that operating revenues fully cover operating expenditures, including debt. Under this policy, it is allowable for total expenditures to exceed revenues in a given year: however, in this situation beginning fund balance can only be used to fund capital improvement plan projects, or other "one-time", non-recurring expenditures. Additionally, ending fund balance must meet the minimum policy levels as defined by Council Resolution.

Personnel Additions/Promotions and Reclassifications

The 2025/26 and 2026/27 headcount includes 33 full-time employees, 5 Council members, 5 Planning Commissioners, and numerous part-time staff, who are primarily employed at the Recreation Center.

The City is offering employees a Cost-of-Living Adjustment (COLA) of 3.1% in 2025/26 and a COLA of 3.2% in 2026/27, based on the Los Angeles Wage Earners CPI. The City also approved an increase to health care coverage from $2,750 per month to $2,900 in FY 25/26 and $3,050 in FY 26/27. The deferred compensation match will also increase $20 each year to $120 and $140, respectively.

Two new positions were added to the salary and positions schedule. The Public Works Deputy Director position was added and filled in FY 24/25. A Records Coordinator position was also added to the schedule but has not been budgeted for FY 25/26 or FY 26/27. And an Administrative Aide in the City Manager's office was also included in 25/26

The City has implemented a cost sharing plan with the employees to cover the cost of the Public Employees Retirement System (CalPERS) retirement plan. The City has two plans, Public Employees' Pension Reform Act (PEPRA), where employees receive a benefit of 2% at 62, and Miscellaneous employees (joining prior to January 1, 2013, where) employees receive a benefit of 2% at 55. PEPRA employees contribute 7.75% towards their pension cost. Miscellaneous employees began contributing when combined plan costs exceeded 20.0%. The City's rate is projected to be 26.7% for 2025/26 and 27.4% in 2026/27. Miscellaneous employees are budgeted to contribute 5.0% towards pension costs in 2025/26, and 5.5% in 2026/27. The rate in 2024/25 was 24.6%.

Debt Obligations

The 2025-26 and 2026-27 Budget includes certain debt obligations for the City. The obligations included in the budget represent the annual installment payments of principal and interest to be paid on debt existing on July 1, 2025.

The following descriptions include current outstanding debt for each of these issues:

2024A Lease Revenue Bonds

Purpose: Assist the City in financing a portion of the Ladyface Greenway project for the benefit of the residents of the City of Agoura Hills.

$12,325,000 issued March 2024
Principal Outstanding 7/1/2024: $12,325,000
Maturity Date: 2041
Interest Rate: 3.0% - 3.6%
Funding Sources: General Fund, Measure M, Measure R

2024B Lease Revenue Refunding Bonds

Purpose: Refunding of the Agoura Hills Financing Authority's remaining outstanding 2013 Lease Revenue Bonds. The 2013 bonds were issued to finance a portion of the costs of the Agoura Hills Recreation Center and other public infrastructure.

$2,575,000 issued March 2024
Principal Outstanding 7/1/2024: $2,575,000
Maturity Date: 2041
Interest Rate: 4.0%
Funding Sources: General Fund

2016 Lease Revenue Refunding Bonds

Purpose: Refunding of the Agoura Hills Financing Authority's remaining outstanding 2007 Bonds. The bonds were issued to finance the Civic Center and other capital projects within the City.

$10,055,000 issued October 2016
Principal Outstanding 7/1/2024: $8,285,000
Maturity Date: 2041
Interest Rate: 4.0% - 5.0%
Funding Sources: General Fund

Agoura Hills Successor Agency Promissory Note due to the City

Purpose: Financing low- and moderate-income housing projects benefiting the Agoura Hills Redevelopment Agency.

$44,000,000 note dated February 9, 2011
Principal Outstanding 7/1/2024: $25,781,522
Maturity: 2042
Interest Rate: 3.0%
Funding Sources: RDA tax increment revenue

Debt Limit

The only legal debt limit in California is for general obligation debt. If a city wants to issue general obligation debt, they must go out to the voters and receive a 2/3 majority vote. The city does not have general obligation debt because of the difficulty in obtaining a 2/3 vote, as required in the State of California; therefore, a legal limit has not been established.

Included in this document is a debt limit policy on issuing other types of debt. The policy states that debt service payments are not to exceed 10% of General Fund revenues, and in no case more than 15%. The 2025/26 and 2026/27 budget are in compliance with this policy.

	FY 2025/2026	FY 2026/2027
Debt service payments	$1,844,713	$1,850,963
General Fund revenues	$20,861,987	$19,747,525
Percentage Debt Service	**8.8%**	**9.4%**

Summary

It's an exciting time in the City of Agoura Hills with many events happening in the surrounding area in the next couple of years; the *"Fédération Internationale de Football Association"* or FIFA

will host eight (8) games at SoFi Stadium in 2026, followed by Super Bowl LXI in 2027, and The 2028 Summer Olympics, the Games of the XXXIV Olympiad, will also be played in Los Angeles. The City is excited to welcome many visitors from all over the world to these events.

This year's budget document is the culmination of continuous dialogue and review with department heads and their staff. This budget could not have been produced without their strategic ideas, professional discipline, and desire to serve the community. It is anticipated that the City of Agoura Hills will remain in good financial condition throughout the next budget cycle. The City has been very committed to establishing and maintaining good fiscal health.

I appreciate the support and cooperative policy direction given by the City Council during the past year and believe that this budget fully supports the adopted policies and programs of the Agoura Hills City Council. I would like to acknowledge the guidance of the City Council, the dedication of Finance Department staff, the City's management team, and City staff that ensure the community receives the highest level of service each and every day. I would also like to provide special acknowledgement to the Finance Department who have worked tirelessly to put together this Proposed Budget. Without their dedication and ability to effectively communicate with internal and external stakeholders, this Proposed Budget would not have been possible.

I look forward to working with you when we make this budget a reality.

Respectfully,

Nathan Hamburger

Nathan Hamburger
City Manager
City of Agoura Hills

City of Agoura Hills
Description of Non-Major Governmental Funds
FY 2026-27

Non-Major Special Revenue Funds

Traffic Improvement – To account for traffic improvement and arterial street system fees paid by developers which may only be used for constructing traffic impacted arterial streets.

Traffic Safety – To account of traffic fines which may only be used for traffic safety purposes.

Transit Tax – To account for Proposition A funds received from the County of Los Angeles which may only be used to provide transportation services.

Public Transit – To account for Proposition C funds received from the County of Los Angeles which may only be used to provide transportation services.

Air Quality Management – To account for funds received from the South Coast Air Quality Management District which may only be used for air quality improvement.

Community Development Block Grant – To account for restricted housing rehabilitation loans administered with Community Development Block Grant (CDBG) funds.

Supplemental Law Enforcement – To account for Brulte funds received from the state for the use of Public Safety (COPS) programs.

Solid Waste Management – To account for the funds relating to collection, transportation and recycling of refuse materials for City residents and businesses.

State Gas Tax – To account for funds allocated to the City by the State which may only be used for street maintenance, construction, right of way acquisition and/or reconstruction.

Measure R – To account for public transit tax received under Measure R. These funds are paid by the County of Los Angeles.

Other Grants – To account for various state grant funds received for street improvements and park developments.

Inclusionary Housing – To account for in-lieu fees that are committed for the development or maintenance of housing that is affordable to low to moderate income households.

Utility Undergrounding – To account for the undergrounding of utility lines within the City undergrounding district.

Road Rehab – To account for funds allocated to the City for road maintenance and rehabilitation.

Measure M – To account for funds allocated to the City for transit projects.

Measure W – To account for funds allocated to the City for storm water projects.

City of Agoura Hills
Description of Non-Major Governmental Funds
FY 2026-27

Non-Major Capital Projects Funds

Recreation Center Capital Projects – To account for the funds to be used for that are assigned for the development or maintenance of the City's recreation center.

Storm Water Capital Projects – To account for the funds to be used for the development or maintenance of the City's storm water program.

Capital Projects – To account for funds that are to be used for various capital projects throughout the City.

Non-Major Debt Service Funds

Financing Authority Debt Service – To account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Agoura Hills Improvement Authority – To account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

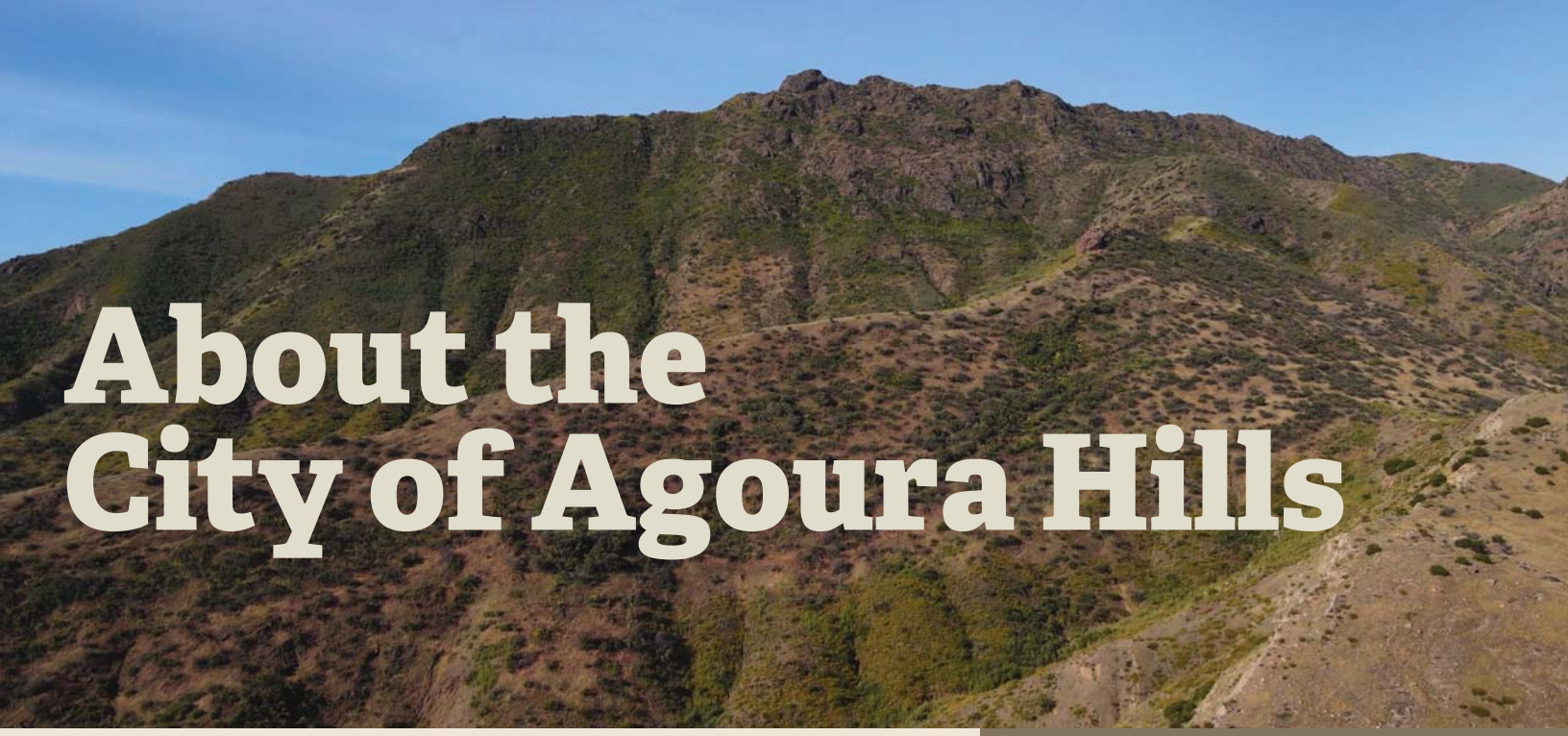
City of Agoura Hills
California

For the Biennium Beginning

July 01, 2025

Christopher P. Morrill

Executive Director



About the City of Agoura Hills

About Agoura Hills

Agoura Hills is a unique suburban community exemplified by a commitment to the preservation of its history, a high quality of life, a vibrant business community, and environmental sensitivity.

We are a city steeped in a rich historical past through which we have emerged as a vital, prosperous community committed to excellence, innovation, and sound fiscal policies. Our neighborhoods are safe, healthy, and as unique as the individuals who inhabit them.

We believe the City's greatest asset is our people and we welcome the involvement of all those who live and work in the City of Agoura Hills to partner with us in making this community one of excellence.

- We are committed to preserving the unique character, historical and rural fabric, and environmental beauty that defines Agoura Hills to its residents. We will accomplish this through the values of Service, Integrity, Positive Solutions, and Cooperation.

Demographic at a Glance

Population

19,274

Median Age

46

Educational Attainment

37.31% Bach Degree

27.77% Grad Degree

Median Household Income

$171,944

CITY OF AGOURA HILLS

City of Agoura Hills
PERSONNEL
2023-24 to 2026-27

	2023-24 Headcount	2024-25 Headcount	2025-26 Headcount	2026-27 Headcount
General Fund				
City Council	5.00	5.00	5.00	5.00
City Manager	9.25	9.35	6.81	7.81
Communications	0.00	0.00	0.87	0.87
City Clerk	1.00	1.00	1.00	1.00
Finance	3.60	4.24	2.26	2.26
Community Development	6.34	6.34	6.57	6.57
Community Services Administration	7.35	7.40	7.14	7.14
Public Works Administration	1.56	2.18	2.81	2.81
Building and Safety	3.00	3.00	2.00	2.00
Total General Fund	37.10	38.51	34.46	35.46
Proposition A				
Community Services Administration	0.65	0.60	0.71	0.71
Total Proposition A Fund	0.65	0.60	0.71	0.71
Proposition C				
Public Works	0.55	0.28	0.38	0.38
Finance				
Total Proposition C Fund	0.55	0.28	0.38	0.38
Measure M-Local				
Public Works	0.31	0.31	0.28	0.28
Total Measure M Local	0.31	0.31	0.28	0.28
Measure M-Grant				
City Manager	0.07	0.08	0.23	0.23
Communications	0.00	0.00	0.10	0.10
Community Service	0.00	0.00	0.15	0.15
Finance	0.24	0.56	0.52	0.52
Public Works	1.05	1.95	1.06	1.06
Total Measure M Grant	1.36	2.59	2.06	2.06
Measure R-Local				
Public Works	0.38	0.26	0.29	0.29
Total Measure R Local	0.38	0.26	0.29	0.29
Measure R-Grant				
City Manager	0.00	0.00	0.29	0.29
Finance	0.00	0.00	0.04	0.04
Public Works	0.00	0.00	0.03	0.03
Total Measure R Fund	0.00	0.00	0.36	0.36
Miscellaneous Grants				
City Manager	0.07	0.00	0.01	0.01
Communications	0.00	0.02	0.03	0.03
Finance	0.56	0.02	0.06	0.06
Public Works	1.15		0.15	0.15
Total Misc Grant Fund	1.78	0.04	0.25	0.25
Total City of Agoura Hills	**42.13**	**42.59**	**38.79**	**39.79**
Successor Agency to the RDA				
City Manager	0.05	0.01	0.08	0.08
City Clerk	0.00	0.00	0.00	0.00
Finance	0.60	0.18	0.12	0.12
Community Development	0.00	0.00	0.00	0.00
Total Successor Agency to the RDA	0.65	0.19	0.20	0.20
Total Successor Agency to the RDA	**0.65**	**0.19**	**0.20**	**0.20**
Successor Agency to the RDA-Housing				
Community Development	0.16	0.16	0.18	0.18
City Manager	0.06	0.06	0.08	0.08
Total Successor Agency to the RDA-Housing	0.22	0.22	0.26	0.26
Total Succesor Agency to the RDA	**0.87**	**0.41**	**0.46**	**0.46**
Total Personnel Headcount	**43.00**	**43.00**	**39.25**	**40.25**

Note: Headcount includes Council Members, Planning Commissioners, and Appointed Treasurer

General Fund

Revenues

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Fund: 010 - GENERAL					
Category: 4000 Taxes and Assessments					
010-0000-311000	Sales And Use Tax	4,972,702	4,507,704	4,617,909	4,412,333
010-0000-312000	Property Tax	3,498,488	3,572,547	3,650,419	3,794,826
010-0000-312001	Property Tax In Lieu Of Vlf	2,874,151	2,994,408	3,059,975	3,204,130
010-0000-312002	Property Tax - Succ. Agcy.	231,938	332,601	255,000	255,000
010-0000-313000	Transient Occupancy Tax	3,579,855	3,803,183	3,850,000	3,850,000
010-0000-313001	TOT-S/T Rental	27,209	59,864	40,000	25,250
010-0000-314000	Franchise Fee	925,835	902,470	880,000	884,400
010-0000-315000	Property Transfer Tax	147,921	193,270	170,000	151,500
Category: 4000 Taxes and Assessments Total		16,258,099	16,366,048	16,523,303	16,577,439
Category: 4001 Contributions					
010-0000-392000	Contributions	38,581	43,248	62,400	45,000
Category: 4001 Contributions Total		38,581	43,248	62,400	45,000
Category: 4002 License and Permits					
010-0000-321000	Business Licensing	151,766	159,411	230,000	230,000
010-0000-323000	Building Permits	372,931	417,378	500,000	450,000
010-0000-324000	Industrial Waste Fee	40,117	42,199	30,000	30,000
Category: 4002 License and Permits Total		564,813	618,988	760,000	710,000
Category: 4004 Charges for Services					
010-0000-341000	Planning Fees	170,628	165,967	383,156	180,000
010-0000-341200	General Plan Recovery	2,539	2,223	6,000	4,000
010-0000-341400	Filming Fees	27,204	18,166	25,000	25,000
010-0000-342000	Engineer Plan Check/inspection	9,582	10,000	10,000	10,000
010-0000-342100	Grading Plan Check	1,263	9,075	5,000	2,500
010-0000-342200	Building Plan Check	206,661	724,422	500,000	375,000
010-0000-342201	Building Plan Check - In House	6,587	964	0	0
010-0000-342300	Building Technician Fee	14,235	20,235	25,000	25,000
010-0000-342500	Encroachment Permits	21,402	31,166	25,000	25,000
010-0000-343000	Traffic Control Plan Review	37,212	32,286	35,000	15,000
010-0000-351000	Park & Recreation Fees	110	100	0	0
010-0000-3510A0	Classes	81,685	80,125	136,000	80,000
010-0000-3510B0	Excursions	2,905	4,385	26,000	5,000
010-0000-3510C0	Camps	8,145	8,600	97,199	10,000
010-0000-3510D0	Seniors	57,235	47,667	53,348	60,000
010-0000-3510E0	Special Events	6,997	8,088	9,300	9,300
010-0000-3510F0	Sports	1,305	1,355	2,000	5,000
010-0000-3510G0	Teens	2,250	605	6,880	500
010-0000-3510I0	Cultural Arts	435	2,839	3,040	4,000
010-0000-351500	Reyes Adobe Fees	10	0	100	0
010-0000-355000	Sale Of Maps & Copies	458	37	0	0

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
010-0000-357001	Waste Hauling Admin Charges	47,000	47,000	47,000	47,000
Category: 4004 Charges for Services Total		705,848	1,215,305	1,395,023	882,300
Category: 4005 Fines and Penalties					
010-0000-361000	Parking Fines	24,000	18,115	25,000	17,500
010-0000-361500	Municipal Court Fines	963	914	1,000	15,000
010-0000-361800	False Alarm Fines	2,100	7,800	1,000	1,000
010-0000-363000	Restitution	0	10,600	0	0
010-0000-365000	Late Fees	6,284	6,056	5,000	5,000
Category: 4005 Fines and Penalties Total		33,347	43,485	32,000	38,500
Category: 4006 Investment Income					
010-0000-371000	Interest Earnings	838,653	982,360	450,000	465,000
010-0000-371001	Interest Earning - Fmv Investm	224,290	111,810	0	341,786
010-0000-372000	Rental Income	62,534	44,447	65,000	90,000
010-0000-3720d0	Rental Income - Facilities	493,369	564,598	480,375	480,000
Category: 4006 Investment Income Total		1,618,847	1,703,214	995,375	1,376,786
Category: 4008 Other Revenue					
010-0000-358000	Tourism Admin Fee	16,796	14,539	18,000	12,500
010-0000-391000	Miscellaneous Revenue	486,058	260,374	50,000	50,000
010-0000-393000	Cash Over/short	4	3	0	0
010-0000-395002	Library Reimbursements	52,588	48,197	55,000	55,000
010-0000-395200	Loan Pmts From Rda	0	0	970,886	0
Category: 4008 Other Revenue Total		555,446	323,113	1,093,886	117,500
Fund: 010 - GENERAL Total		19,774,982	20,313,401	20,861,987	19,747,525

Expenditures



Core Values

SERVICE – Commitment to attentiveness and genuine concern. Being always courteous, helpful, professional, and exceeding client expectations.

INTEGRITY – This includes:

a) Accountability – Commitment to being accountable to the community we serve.
b) Fiscal Responsibility – Commitment to practicing sound fiscal policies.

POSITIVE SOLUTIONS – Commitment to providing firm, fair, creative, timely and flexible solutions while encouraging partnerships and strong relationships with the community.

COOPERATION – This includes:

a) Commitment to working hand-in-hand with our residents and businesses.

b) Commitment to working co-operatively with one another to accomplish the mission of the City.

c) Empowerment in dealing with a myriad of clients and taking responsibility for our actions.

City of Agoura Hills
City Council Goals

General Fund Fiscal Year 2026-27

1. Old Agoura Trails and Bikeway Improvement Plan Design and Funding - $60,000
2. Wildfire Prevention Home Hardening Program - $50,000.
3. Civic Center Public/Private Partnership - $50,000.
4. Tree Management Plan to Replace Non-Native Trees – Staff was directed to provide follow-up and possible funding at mid-year.
5. Establishment of an MOU with Southern California Edison for Support Centers for Public Safety Power Shutoff Events – Staff was directed to provide follow-up and possible funding at mid-year.

Additional Goals with no funding requests:

1. Solar & Generator back-up systems screening – code amendment
2. Artificial Turf – Review allowance in residential zones and provide analysis with options/exceptions
3. Enhance median landscaping on Kanan Road (Thousand Oaks Blvd. to City boundary)
4. Adjust Community Events to be more Agoura Hills Centric
5. Enhance Emergency Evacuation education
6. E-Bikes – Update to municipal code and park rules
7. Backup internet services for hard-to-reach areas in community – Staff bring back analysis only
8. Promote CERT to rebrand and recruit additional community members and consider Volunteers on Patrol for Realtime crime center

City Council

Overview:

The City Council of Agoura Hills is composed of five councilmembers elected at large by the community to represent the interests of the entire city. Councilmembers serve four-year terms and are responsible for setting policies that guide the operation of the City. Agoura Hills operates under a Council-Manager form of government, where the City Council sets direction and the City Manager carries out day-to-day administration.

The Council appoints both the City Manager and City Attorney and plays a key role in shaping the City's future through policy decisions, adoption of ordinances and resolutions, contract approvals, and oversight of the City's General Plan. Responsibilities also include reviewing and approving the annual budget, authorizing contracts and bonds, granting franchises, appointing members to boards and commissions, and establishing policies that support the overall well-being of the community.

CITY OF AGOURA HILLS

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Fund: 010 - GENERAL					
Department: 4110 CITY COUNCIL					
Category: 5100 Personnel					
010-4110-510400	Special Pay	18,000	18,300	18,000	34,500
010-4110-510401	Car Allowance	12,000	12,200	12,000	12,000
010-4110-510800	Group Health Insurance	70,669	74,127	81,722	86,016
010-4110-510900	Group Dental Insurance	3,147	4,302	4,608	4,700
010-4110-511200	Medicare Taxes	397	369	440	674
Category: 5100 Personnel Total		104,212	109,298	116,770	137,890
Category: 5400 Materials, Supplies, and Services					
010-4110-541500	Travel/meetings/outreach	12,933	17,038	16,945	18,445
010-4110-542400	Special Supplies	602	2,575	1,000	1,000
Category: 5400 Materials, Supplies, and Services Total		13,535	19,613	17,945	19,445
Department: 4110 CITY COUNCIL Total		117,747	128,911	134,715	157,335

City Manager

Fiscal Year 2025-26/2026-27



City Manager's Department

Department Overview:

The City Manager's Office is responsible for the implementation of policy established by the Agoura Hills Council and the coordination of those efforts through the City's Administrative departments.

The City Manager's Office primary functions include legislative support, policy implementation, budget development, strategic planning, economic development, and community engagement services.

The City Manager's Office includes several divisions that provide specific services to the public, in alignment with adopted City Council Goals. The City Manager's Office is responsible for facilitating quality City service delivery to internal and external customers, coordinating inter-departmental cooperation, implementing economic development policies and programs, and guiding overall fiscal policy.

City Manager's Department

Mission Statement

The City Manager Department of the City of Agoura Hills provides professional, forward-thinking leadership in managing the operations of the City of Agoura Hills, ensuring the effective implementation of City Council policies, annual City Council goals, developing and maintaining responsive City programs and services within approved budgetary guidelines, provides leadership to City staff, maintains and plans for fiscal integrity, and fosters strong relationships with local and regional businesses and governmental agencies.

City Manager staff is committed to delivering high-quality, responsive municipal services through the coordinated direction of all city departments, finances, and personnel, while preserving the community's unique character, protecting its natural environment, and enhancing the quality of life for all who live, work, and visit Agoura Hills.

Services

Services provided by the City Manager's office include administering and executing City Council Policy, presentation recommendations and information to enable the City Council to make decisions on matters of policy, oversight of all City Departments, administrate the City's Successor agency activities, Personnel Administration, Solid Waste, Emergency Services, Public Safety, Animal Control, and Legislative Tracking.

City Manager's Department

Service Level Trends

The City of Agoura Hills continues to face challenges associated with increasing demands for services and rising operational costs, driven in part by broader economic conditions. As a community that values high-quality municipal services, environmental preservation, and thoughtful growth, the City must remain vigilant and strategic in managing its limited financial resources. To meet these growing service expectations within a responsible budget framework, Agoura Hills will need to maintain a disciplined, proactive approach to fiscal planning. At the same time, the City must continue to actively engage with regional partners, local stakeholders, and all levels of government to identify sustainable strategies that support economic vitality, enhance community resilience, and preserve the unique character that defines Agoura Hills.

Prior Budget Accomplishments

- Recruited a Communications Manager.
- Received prestigious awards for Communications accomplishments.
- Approved Ordinance to ban Styrofoam and plastic utensils from City Restaurants.

	CITY MANAGER ADMINSTRATION	FY 2023-2024	FY 2024-25	FY 2025-26	FY 2026-27
A.	Promote Emergency Notification System	Yes	Yes	Ongoing	Ongoing
B.	Update City Website	Yes	Yes	Ongoing	Ongoing
C.	Coordiante Events with Mayor (State of the City, Mayor's Art Show)	Yes	Yes	Ongoing	Ongoing
D.	Award Winning Communications Program	Yes	Yes	Ongoing	Ongoing
E.	Utilized Wildfire Resileincy Grants to Promote Home Hardening	9	12	NA	NA
F.	Old Agoura Trails & Bikeway IMPR. Plan Design and Funding	NA	NA	Budgeted	Ongoing
G.	Wildfire Prevention Home Hardening Program	NA	NA	Budgeted	Ongoing
H.	Civic Center Public/Private Partnership	NA	NA	Budgeted	Ongoing
I.	Tree Management Plan to Replace Non-Native Trees	NA	NA	Budgeted	Ongoing
J.	MOU with Southern California Edison	NA	NA	Approved	Ongoing
K	Solar & Generator back-up systems screening	NA	NA	Approved	Ongoing
L	Artificial Turf	NA	NA	Approved	Ongoing
M	Enhance median landscaping on Kanan Road	NA	NA	Approved	Ongoing
N	Adjust Community Events to be more Agoura Hills Centric	NA	NA	Approved	Ongoing
O	Backup internet services for hard-to-reach areas in community	NA	NA	Approved	Ongoing
P	Rebrand Recruit Community memebers for CERT	NA	NA	Approved	Ongoing

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4120 CITY MANAGER					
Category: 5100 Personnel					
010-4120-510100	Regular Salaries	1,033,426	1,063,101	889,751	1,006,910
010-4120-510200	Part-time Salaries	37,164	43,103	53,022	53,022
010-4120-510401	Car Allowance	13,900	12,700	9,600	9,600
010-4120-510402	Technology Allowance	8,499	8,217	6,570	6,570
010-4120-510500	Vacation/sick	68,747	48,995	49,123	49,123
010-4120-510600	Deferred Compensation	35,323	35,271	36,593	38,044
010-4120-510700	Retirement	277,725	301,229	222,530	111,172
010-4120-510800	Group Health Insurance	179,888	188,328	163,886	178,661
010-4120-510900	Group Dental Insurance	9,027	9,378	6,780	8,504
010-4120-511000	Group Life Insurance	2,150	2,125	1,582	2,013
010-4120-511100	Group Disability Insurance	11,929	12,442	12,839	11,804
010-4120-511200	Medicare Taxes	16,942	17,149	14,693	16,415
Category: 5100 Personnel Total		**1,694,719**	**1,742,037**	**1,466,970**	**1,491,838**
Category: 5400 Materials, Supplies, and Services					
010-4120-541500	Travel/conferences/meetings	9,940	4,981	5,485	6,085
010-4120-541600	Membership And Dues	1,600	2,400	2,600	2,600
010-4120-542000	Office Supplies	21	114	300	300
010-4120-542200	Books And Subscriptions	0	0	200	200
010-4120-542400	Special Supplies	927	548	500	50
Category: 5400 Materials, Supplies, and Services Total		**12,488**	**8,043**	**9,085**	**9,235**
Category: 5500 Contract Services					
010-4120-551000	Professional Services	25	0	0	0
010-4120-552000	Contract Services	20,176	11,549	10,000	3,000
Category: 5500 Contract Services Total		**20,200**	**11,549**	**10,000**	**3,000**
Department: 4120 CITY MANAGER Total		**1,727,408**	**1,761,630**	**1,486,055**	**1,504,073**

Communications

Fiscal Year 2025-26/2026-27



Communications Department

Department Overview:

The City of Agoura Hills Communications Department is dedicated to keeping our community informed, engaged, and connected through innovative and effective communication strategies.

As an award-winning team recognized for our branding, creativity, and commitment to transparency, we work to ensure residents, businesses, and visitors have access to clear, timely, and relevant information. The department oversees:

- City News & Updates
- Event Promotion & Outreach
- Social Media & Digital Engagement
- Website Management
- Emergency Notifications
- Filming & Content Creation
- Community Outreach

CITY OF AGOURA HILLS

Communications Department

Mission Statement

The Communications Department's mission is to keep the Agoura Hills community informed, connected, and engaged. We are committed to delivering clear, accurate, and timely information about City programs, news, initiatives, and emergency updates. Through transparent communication and meaningful engagement, we strive to foster civic participation and strengthen relationships with those who live, work, and visit Agoura Hills.

Overview

The City of Agoura Hills Communications Department is dedicated to keeping our community informed, engaged, and connected through innovative and effective communication strategies. As an award-winning team recognized for our branding, creativity, and commitment to transparency, we work to ensure residents, businesses, and visitors have access to clear, timely, and relevant information. The Communications Department oversees:

- City News & Updates – Delivering important announcements and community news through multiple channels.
- Social Media & Digital Engagement – Managing the City's presence across platforms with engaging content.
- Website Management – Keeping the City's website updated and user-friendly, ensuring easy access to resources and information.
- Emergency Notifications – Providing critical alerts and real-time updates to keep the community safe and informed.
- Filming & Content Creation – Producing high-quality videos, podcasts, and graphics to communicate City initiatives in dynamic and creative ways.
- Newsletters & Publications – Crafting digital newsletters that highlight key city happenings and resources for residents and businesses.
- Community Outreach & Public Engagement – Connecting with residents through surveys, public meetings, and innovative engagement strategies.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4121 COMMUNICATION					
Category: 5100 Personnel					
010-4121-510100	Regular Salaries	93,292	143,972	139,567	144,033
010-4121-510401	Car Allowance	700	0	0	0
010-4121-510402	Technology Allowance	438	978	1,020	1,020
010-4121-510500	Vacation/sick	1,826	1,325	0	0
010-4121-510600	Deferred Compensation	1,990	3,089	3,120	3,576
010-4121-510700	Retirement	8,089	18,330	18,027	12,968
010-4121-510800	Group Health Insurance	8,617	19,555	13,270	30,803
010-4121-510900	Group Dental Insurance	500	387	729	743
010-4121-511000	Group Life Insurance	203	391	282	368
010-4121-511100	Group Disability Insurance	964	1,782	1,591	1,714
010-4121-511200	Medicare Taxes	1,422	2,164	2,084	2,155
Category: 5100 Personnel Total		**118,039**	**191,972**	**179,690**	**197,380**
Category: 5400 Materials, Supplies, and Services					
010-4121-541500	Travel/conferences/meetings	1,921	2,693	3,700	4,000
010-4121-541600	Membership And Dues	275	281	300	300
010-4121-542200	Books And Subscriptions	9,610	8,840	9,913	10,444
010-4121-542400	Special Supplies	9,714	266	2,500	1,350
010-4121-542600	Advertising	9,269	8,255	12,400	6,650
Category: 5400 Materials, Supplies, and Services Total		**30,789**	**20,336**	**28,813**	**22,744**
Category: 5500 Contract Services					
010-4121-551000	Professional Services	82,625	124,169	100,200	95,200
Category: 5500 Contract Services Total		**82,625**	**124,169**	**100,200**	**95,200**
Department: 4121 COMMUNICATION Total		**231,454**	**336,476**	**308,703**	**315,324**

City Clerk

Fiscal Year 2025-26/2026-27



City Clerk's Department

Department Overview:

The City Clerk Department plays a critical role in ensuring transparent, accountable, and legally compliant governance in Agoura Hills.

The City Clerk Department oversees municipal elections; ensures adherence to laws such as the Political Reform Act, the Brown Act, and the Public Records Act; and manages the City's records management program.

The department prepares and maintains City Council agendas, minutes, and legislative actions, while also coordinating AB 1234 Ethics Training. As a trusted liaison between the public, staff, and elected officials, the City Clerk provides essential administrative and legislative support that keeps the City running smoothly.

City Clerk's Department

Mission Statement

To serve the City Council, staff, and the public in a courteous, responsible, and efficient manner safeguard vital, historic, and permanent records of the City; facilitate transparency in government by providing timely access to information, records, and legislative processes; administer fair and impartial municipal elections and ensure compliance with applicable federal, state, county, and local statutes, including the Political Reform Act, the Brown Act, and the Public Records Act.

Services

The City Clerk Department handles various responsibilities, including:

- Preparing and distributing City Council meeting agenda packets
- Administering legal notices and recording legislative minutes
- Processing agreements, resolutions, and ordinances
- Maintaining the City's records and archives
- Managing the citywide records program, including scanning and destruction
- Overseeing municipal elections and oaths of office
- Maintaining economic interest statements and campaign disclosures
- Updating the City's Conflict of Interest Code
- Coordinating Planning Commission recruitment and Ethics Training
- Providing access to public records
- Codifying the Agoura Hills Municipal Code
- Accepting legal documents and issuing parking permits
- Preparing awards, certificates, and proclamations

City Clerk's Department

Service Level Trends

Service demands for this department continue to increase in the areas of research and providing information responsive to public records requests. The citywide scanning project continues to assist with providing electronic access to the City's permanent records, which helps to reduce the hours of staff time dedicated to manually researching records maintained in offsite storage.

Prior Budget Accomplishments

- Facilitated Agenda Scripts for "Virtual" City Council and Planning Commission Meetings.
- Facilitated the Campaign Reform Ordinance and Council Norms Updates.
- Facilitated the Installation of a Permanent Ballot Drop Box at the City Hall Civic Center.
- Administered the 2020 General Municipal Election and "Virtual" Reorganization Meeting.
- Facilitated the 2020 Ethics Training, Pursuant to AB 1234.

	City Clerk	FY 2023-2024	FY 2024-25	FY 2025-26	FY 2026-27
A.	Number of Agenda Packets Produced - City Council Planning Commission	62	60	TBD	TBD
B.	Number of Minutes Approved - City Council Planning Commission	34	31	TBD	TBD
C.	Number of Ordinances	6	3	TBD	TBD
D.	Number of Resolutions	52	45	TBD	TBD
E.	Number of Contracts	121	224	TBD	TBD
F.	Recorded Doucments	14	11	TBD	TBD
G	Public Records Request	289	334	TBD	TBD

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4125 CITY CLERK					
Category: 5100 Personnel					
010-4125-510100	Regular Salaries	157,608	165,601	167,969	173,343
010-4125-510401	Car Allowance	2,400	2,400	2,400	2,400
010-4125-510402	Technology Allowance	1,071	1,071	1,020	1,020
010-4125-510500	Vacation/sick	1,522	4,629	6,221	9,429
010-4125-510600	Deferred Compensation	3,859	3,993	4,961	5,128
010-4125-510700	Retirement	51,096	58,134	57,104	23,466
010-4125-510800	Group Health Insurance	11,953	12,765	12,442	15,033
010-4125-510900	Group Dental Insurance	631	632	2,125	644
010-4125-511000	Group Life Insurance	392	393	404	394
010-4125-511100	Group Disability Insurance	1,848	1,932	1,840	1,992
010-4125-511200	Medicare Taxes	2,397	2,548	2,579	2,774
Category: 5100 Personnel Total		**234,778**	**254,097**	**259,063**	**235,623**
Category: 5400 Materials, Supplies, and Services					
010-4125-541500	Travel/conferences/meetings	1,587	1,372	3,600	3,600
010-4125-541600	Membership And Dues	475	725	1,510	510
010-4125-542000	Office Supplies	740	104	500	500
010-4125-542200	Books And Subscriptions	7,871	3,041	8,000	8,000
010-4125-542400	Special Supplies	123	256	700	700
010-4125-544000	Other Charges	15,350	12,128	25,000	25,000
Category: 5400 Materials, Supplies, and Services Total		**26,146**	**17,626**	**39,310**	**38,310**
Category: 5500 Contract Services					
010-4125-552000	Contract Services	10,010	55,291	7,000	77,105
Category: 5500 Contract Services Total		**10,010**	**55,291**	**7,000**	**77,105**
Department: 4125 CITY CLERK Total		**270,935**	**327,015**	**305,373**	**351,038**

City Attorney

Fiscal Year 2025-26/2026-27



City Attorney

Overview:

The City of Agoura Hills contracts with a dedicated legal firm to provide expert legal services through its appointed City Attorney. Serving as the chief legal advisor, the City Attorney offers strategic counsel to the City Council, advisory boards, commissions, and City staff, ensuring that all decisions and actions align with applicable local, state, and federal laws.

Beyond day-to-day guidance, the City Attorney plays a critical role in protecting the City's legal interests, mitigating risk, and ensuring sound governance in all municipal affairs. This proactive, solutions-oriented legal support helps the City operate efficiently, ethically, and in full compliance with the law.

City Attorney

Services:

The City Attorney serves as the Chief Legal Officer for the City of Agoura Hills, Financing Authority and also provided assistance to the now dissolved Agoura Hills Calabasas Community Center. The City Attorney provides professional legal advice to the City Council, boards and commissions, and all City Departments. Responsibilities include providing legal advice on matters spanning municipal law, regulatory compliance, and contract negotiations, as well as representing the City in certain court proceedings and alternative dispute resolution methods. The City Attorney's Office drafts and reviews all legal documents necessary to support the ongoing operations of the City, including, but not limited to, contracts, resolutions, and ordinances.The City contracts with an outside law firm, Richards Watson Gershon, to provide City Attorney services.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4140 CITY ATTORNEY					
Category: 5500 Contract Services					
010-4140-551000	Professional Services	156,873	450,933	371,676	382,826
010-4140-552000	Contract Services	281,727	230,435	51,550	53,097
Category: 5500 Contract Services Total		438,600	681,368	423,226	435,923
Department: 4140 CITY ATTORNEY Total		438,600	681,368	423,226	435,923

Finance

Fiscal Year 2025-26/2026-27



Finance Department

Department Overview:

The Finance Department of the City of Agoura Hills is responsible for managing the City's financial operations with transparency, accuracy, and accountability. The department oversees budgeting, accounting, financial reporting, payroll, purchasing, revenue collection, and treasury functions.

It plays a critical role in ensuring the City's fiscal health by preparing the annual budget, managing long-term financial planning, and maintaining compliance with local, state, and federal regulations.

Through careful stewardship of public funds, the Finance Department supports the delivery of essential City services and works to maintain public trust by providing clear and timely financial information to the City Council, departments, and the community.

Finance Department

Mission Statement

The Finance Division handles financial administration, budgeting, accounting, auditing, internal controls, cash and debt management, purchasing, billing, and payroll. It supports internal departments and prepares the City's Annual Budget Book and Comprehensive Financial Report. Additionally, it oversees the Successor Agency.

Services

The Finance Department provides services such as managing computer services, maintaining accounting records, processing payments, ensuring GAAP-compliant financial reporting, preparing the annual budget, and overseeing fiscal planning and debt administration. Additionally, it manages the prudent investment of surplus funds.

Service Level Trends:

As the City grows, service demands for this department continue to increase, particularly in the areas of business tax and grants management.

Prior Budget Accomplishments:

- Published FY 2023-24 Annual Comprehensive Financial Report (ACFR) by required deadlines and received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting. (June 2024)
- Prepared two-year budget for 2024-25/2025-26 Operating and Capital Improvement Program Budget and received Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award.(February 2020)
- Submitted California State Controller's reports by applicable deadlines (October and December 2024).

Finance Department

Objectives

- Publish FY 2024-25 ACFR, meeting requirements for GFOA Certificate of Achievement for Excellence in Financial Reporting.
- Prepare and implement the Mid-Cycle Operating and Capital Improvement Program Review (CIP).
- Submit five FY 2024-25 California State Controller's Reports by applicable reporting deadlines.

	FINANCE DIVISION		FY 2023-2024	FY 2024-25	FY 2025-26	FY 2026-27
A.	Receive GFOA ACFR Award		Yes	Yes	In Progress	In Progress
B.	Submit California State Reports		Yes	NA	Ongoing	Ongoing
C.	Receive GFOA Budget Award		Yes	NA	In Progress	NA

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4150 FINANCE					
Category: 5100 Personnel					
010-4150-510100	Regular Salaries	331,838	430,095	365,102	409,160
010-4150-510400	Special Pay	3,600	3,300	0	0
010-4150-510401	Car Allowance	2,800	2,400	2,600	2,600
010-4150-510402	Technology Allowance	4,045	3,540	3,540	2,520
010-4150-510500	Vacation/sick	11,418	0	17,212	14,123
010-4150-510600	Deferred Compensation	12,517	11,906	15,675	11,790
010-4150-510700	Retirement	52,077	49,922	28,903	32,196
010-4150-510800	Group Health Insurance	63,437	69,461	78,275	54,250
010-4150-510900	Group Dental Insurance	3,104	2,807	5,511	4,084
010-4150-511000	Group Life Insurance	990	1,042	999	808
010-4150-511100	Group Disability Insurance	5,167	5,002	4,127	4,327
010-4150-511200	Medicare Taxes	6,624	6,483	5,670	6,383
Category: 5100 Personnel Total		**497,617**	**585,959**	**527,615**	**542,241**
Category: 5400 Materials, Supplies, and Services					
010-4150-541500	Travel/conferences/meetings	4,396	4,876	4,645	4,645
010-4150-541600	Membership And Dues	710	770	1,500	1,500
010-4150-542000	Office Supplies	404	107	300	300
010-4150-542300	Printing	445	747	1,500	1,500
010-4150-543100	Mileage	172	94	550	550
010-4150-544000	Other Charges	22,404	28,420	31,200	31,200
Category: 5400 Materials, Supplies, and Services Total		**28,531**	**35,014**	**39,695**	**39,695**
Category: 5500 Contract Services					
010-4150-551000	Professional Services	123,095	89,775	118,075	119,075
Category: 5500 Contract Services Total		**123,095**	**89,775**	**118,075**	**119,075**
Department: 4150 FINANCE Total		649,243	710,747	685,385	701,011

Public Facilities

Fiscal Year 2025-26/2026-27



Public Facilities

Overview:

The Public Facilities Division, part of the City Manager's Department, is dedicated to providing a safe, healthy, clean, and comfortable environment for all City constituents, including City Council, staff, and visitors. This division oversees the day-to-day maintenance and operations of the Agoura Hills Civic Center.

Responsibilities include maintaining the Civic Center's infrastructure and building systems, managing the City's audio-visual systems and telephone equipment, and overseeing the maintenance of the City's vehicle fleet.

These services are primarily delivered through partnerships with contracted companies and private contractors. The City receives partial reimbursement for certain facility costs from the County of Los Angeles. As the Civic Center continues to age, maintenance needs have steadily increased. This trend is expected to continue, placing a greater demand on resources and long-term infrastructure planning.

Public Facilities

Mission

To provide a safe, healthy, clean, comfortable environment for all constituents, City Council, City Staff, and visitors.

Services

The Public Facilities division of the City Manager's department is responsible for the maintenance of the City's civic center. This division is responsible for the maintenance of the audio-visual equipment, all of the telephone equipment used by the City, and the City fleet. Maintenance is provided by contracted companies and private contractors. The City receives a partial reimbursement for costs from the County of Los Angeles.

Service Level Trends

Maintenance continue to increase as the building systems continue to age.

Prior Budget Accomplishments

- Install Electric Vehicle Charging Stations (Civic Center)
- Purchase environmentally friendly products when feasible
- Update Five-Year Facility Forecasting Improvement Schedule for future costs
- Perform preventative maintenance tasks at the facility
- Research methods and technologies to reduce energy use
- Implement long-term contractor agreements to control operating costs

Objectives

- Ongoing review and maintenance of city infrastructure
- Analyze funding opportunities for repairing aging infrastructure
- Update the Five-Year Facility Forecasting Improvement Schedule for future costs
- Research methods and technologies to reduce energy use
- Implement long-term contractor agreements to control operating costs

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4180 PUBLIC FACILITIES					
Category: 5400 Materials, Supplies, and Services					
010-4180-542400	Special Supplies	2,381	4,057	3,000	3,000
010-4180-542700	Communications	18,890	19,078	17,000	18,000
010-4180-542800	Utilities	197,294	203,119	170,000	170,000
010-4180-542801	Water	15,342	16,469	15,000	15,000
010-4180-543000	Maintenance Buildings/grounds	78,565	87,507	59,450	62,050
010-4180-543400	Maintenance Of Equipment	19,789	24,820	26,800	27,105
010-4180-543401	Audio Visual Maintenance	3,348	1,361	4,000	4,000
010-4180-543402	Vehicle Maintenance/fuel	13,851	22,370	16,000	16,000
Category: 5400 Materials, Supplies, and Services Total		349,461	378,791	311,250	315,155
Category: 5600 Capital Outlay					
010-4180-568200	Other Improvements	35,366	8,849	10,300	10,900
010-4180-568300	Equipment	0	2,778	12,100	24,400
Category: 5600 Capital Outlay Total		35,366	11,627	22,400	35,300
Department: 4180 PUBLIC FACILITIES Total		384,826	390,419	333,650	350,455

Non-Departmental

Overview:

The Non-Departmental Division accounts for City activities and expenses that are not easily assigned to a specific department or division. These are typically shared services or general government costs that would be inefficient or impractical to allocate individually. This division includes items such as citywide telephone services, leased copier and fax equipment, memberships and dues, bank fees, postage, contingency funds, interfund transfers, and debt service payments when applicable. By centralizing these expenses, the City ensures streamlined management and cost-effectiveness.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4190 NON DEPARTMENTAL					
Category: 5100 Personnel					
010-4190-510700	Retirement	0	0	637,967	592,644
010-4190-510800	Group Health Insurance	164,546	82,075	0	85,000
010-4190-510900	Group Dental Insurance	-2	-2	0	0
Category: 5100 Personnel Total		**164,544**	**82,074**	**637,967**	**677,644**
Category: 5400 Materials, Supplies, and Services					
010-4190-541500	Travel/conferences/meetings	10,513	14,317	25,000	17,000
010-4190-541600	Membership And Dues	114,645	59,019	50,000	51,000
010-4190-541700	Training	18,664	12,236	13,500	6,500
010-4190-542000	Office Supplies	6,576	6,047	7,000	7,000
010-4190-542100	Postage	8,619	7,646	8,000	8,000
010-4190-542200	Books And Subscriptions	465	223	350	500
010-4190-542300	Printing	4,794	3,263	9,000	7,450
010-4190-542400	Special Supplies	11,597	15,760	13,500	13,500
010-4190-5424H0	Special Supplies - Comm Servic	8,818	12,496	10,000	10,000
010-4190-542600	Advertising	17,647	1,367	5,000	5,000
010-4190-542900	Rents And Leases	12,841	12,700	15,000	15,000
010-4190-543400	Maintenance Of Equipment	7,085	0	0	0
010-4190-543700	Insurance And Surety Bonds	564,987	475,419	531,150	612,603
010-4190-544000	Other Charges	9,672	14,155	0	0
Category: 5400 Materials, Supplies, and Services Total		**796,925**	**634,648**	**687,500**	**753,553**
Category: 5500 Contract Services					
010-4190-551000	Professional Services	77,866	85,786	60,000	72,000
010-4190-551009	Community Participation	34,450	33,100	30,000	30,000
010-4190-552000	Contract Services	44,506	42,824	67,000	35,500
010-4190-552017	Film Permit Svcs.	20,103	12,138	22,500	22,500
Category: 5500 Contract Services Total		**176,924**	**173,849**	**179,500**	**160,000**
Category: 5800 Administrative Charges					
010-4190-585000	Bad Debt Expenses	6,574	0	0	0
Category: 5800 Administrative Charges Total		**6,574**	**0**	**0**	**0**
Department: 4190 NON DEPARTMENTAL Total		**1,144,967**	**890,570**	**1,504,967**	**1,591,197**

Automated Office Systems

Overview:

The Automated Office Systems Division focuses on IT Operations and Cybersecurity to support the City's internal and external communication, technology infrastructure, and service delivery.

By incorporating user feedback, the division ensures systems are functioning effectively and aligned with future needs. Key responsibilities include cybersecurity, IT project management, technology procurement, hardware and software maintenance, policy development, and user training. The division is committed to maintaining a modern, resilient technology environment that enables efficient and secure City operations.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4195 AUTOMATED OFFICE SYSTEMS					
Category: 5400 Materials, Supplies, and Services					
010-4195-542000	Office Supplies	8,709	6,931	7,150	7,150
010-4195-542400	Special Supplies	64	130	0	0
Category: 5400 Materials, Supplies, and Services Total		8,772	7,061	7,150	7,150
Category: 5500 Contract Services					
010-4195-551000	Professional Services	94,468	31,584	34,000	10,000
010-4195-551010	Media	10,978	0	0	0
010-4195-552000	Contract Services	281,768	407,799	385,983	321,215
Category: 5500 Contract Services Total		387,214	439,383	419,983	331,215
Category: 5600 Capital Outlay					
010-4195-568300	Equipment	11,959	18,694	22,225	17,225
Category: 5600 Capital Outlay Total		11,959	18,694	22,225	17,225
Department: 4195 AUTOMATED OFFICE SYSTEMS Total		407,946	465,138	449,358	355,590

Los Angeles County Sheriff

Fiscal Year 2025-26/2026-27



City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4210 LOS ANGELES COUNTY SHERIFF					
Category: 5400 Materials, Supplies, and Services					
010-4210-543400	Maintenance Of Equipment	403	1,451	3,227	3,324
010-4210-543700	Insurance And Surety Bonds	568,490	612,632	655,408	665,239
Category: 5400 Materials, Supplies, and Services Total		**568,894**	**614,083**	**658,635**	**668,563**
Category: 5500 Contract Services					
010-4210-552050	General Law	3,827,791	3,908,819	4,122,615	4,217,435
010-4210-552051	Traffic Enforcement	171,377	176,417	179,516	183,645
010-4210-552052	Special Events	17,020	15,531	20,874	20,874
010-4210-552056	Community Service Officer	39,980	42,113	44,388	45,409
010-4210-552057	Other Sheriff Services	0	0	3,757	3,757
010-4210-552058	Cops Program	1,095	7,682	29,119	29,119
010-4210-552059	Special Enforcement Deputy	466,152	533,021	505,985	517,623
010-4210-552060	Sttop	45,578	42,244	50,078	51,230
010-4210-552061	Fingerprint Tech	36,318	44,367	31,311	32,031
Category: 5500 Contract Services Total		**4,605,310**	**4,770,194**	**4,987,643**	**5,101,123**
Category: 5600 Capital Outlay					
010-4210-568300	Equipment	0	0	3,131	3,225
Category: 5600 Capital Outlay Total		0	0	3,131	3,225
Department: 4210 LOS ANGELES COUNTY SHERIFF Total		5,174,204	5,384,277	5,649,409	5,772,911

Emergency Services

Fiscal Year 2025-26/2026-27



Emergency Services

Overview:

The City of Agoura Hills Emergency Services is housed in the City Manager's office. Emergency Services includes keeping the community prepared for various disasters including earthquake, fire, hazardous material incidents, floods, and more.

Emergency Services is responsible for managing the City's mass emergency notification system, attending meetings of Disaster Management Area B Cities, oversight of the City's Community Emergency Response Team (CERT), coordination with the Los Angeles County Fire Department, review and update of the City Emergency Operations Plan and Las Virgenes-Malibu Council of Government's Multi-Hazard Mitigation Plan.

Emergency Services

Mission Statement

To assist the City and its citizens and businesses to prepare to respond to various disasters including earthquake, fire, hazardous material incidents, floods, transportation disasters and terrorism.

Services

The City Manager's office offers various services, including the management of the Connect CTY system for emergency notifications, attendance at Disaster Management Area B Cities meetings, oversight of the CERT Disaster Response Team, coordination with the Los Angeles Fire Department for emergency training, and review and updates of the City Emergency Operations Plan. Additionally, they are involved in the Las Virgenes-Malibu Council of Government's Multi-Hazard Mitigation Plan.

Service Level Trends

As the City grows, service demands for this department continue to increase.

Prior Budget Accomplishments

- Pending pandemic conclusion, continue to increase City CERT DRT membership annually (minimum 5%)
- Complete recertification of CERT DRT members - CPR/AED training for 2021-22
- Begin work on updating/revising City Emergency Operation Plan
- Complete securement of equipment and programs related to the SMMC Fire Resiliency Grant

Objectives

- Enhance wildfire risk mitigation through home-hardening programs and collaboration with fire agencies.
- Strengthen emergency communication by improving evacuation outreach and educating residents on protocols.
- Support public safety infrastructure with resources for the LA County Sheriff and Fire Department, including safe evacuation routes.
- Address power outage preparedness by partnering with utility providers to create community support centers during safety power shutoffs.

Leverage funding strategically to maximize one-time grants for home hardening and wildfire preparedness.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4215 EMERGENCY SERVICES					
Category: 5400 Materials, Supplies, and Services					
010-4215-541500	Travel/conferences/meetings	720	591	700	700
010-4215-541700	Training	4,338	18,953	1,500	1,000
010-4215-542300	Printing	0	163	1,925	1,925
010-4215-542400	Special Supplies	11,602	10,855	10,000	6,730
010-4215-542700	Communications	5,858	6,083	13,544	13,762
Category: 5400 Materials, Supplies, and Services Total		22,518	36,644	27,669	24,117
Category: 5500 Contract Services					
010-4215-552000	Contract Services	723	35,000	50,500	500
Category: 5500 Contract Services Total		723	35,000	50,500	500
Category: 5600 Capital Outlay					
Category: 5600 Capital Outlay Total		0	0	0	0
Department: 4215 EMERGENCY SERVICES Total		23,240	71,644	78,169	24,617

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

	2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4219 EMERGENCY INCIDENT				
Category: 5400 Materials, Supplies, and Services				
010-4219-542400 Special Supplies	0	14,037	0	0
Category: 5400 Materials, Supplies, and Services Total	0	14,037	0	0
Category: 5500 Contract Services				
010-4219-551000 Professional Services	2,751	0	0	0
Category: 5500 Contract Services Total	2,751	0	0	0
Department: 4219 EMERGENCY INCIDENT Total	2,751	14,037	0	0

School Crossing Guards

Overview:

School Crossing Guards are public safety personnel employed by the City of Agoura Hills to ensure the safe passage of children and other pedestrians at designated school crossings, particularly during the beginning and end of the school day. These positions are typically funded by the General Fund and Special Funds.

CITY OF AGOURA HILLS

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

	2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4220 SCHOOL CROSSING GUARDS				
Category: 5500 Contract Services				
010-4220-551000 Professional Services	81,281	52,064	51,828	60,000
Category: 5500 Contract Services Total	81,281	52,064	51,828	60,000
Department: 4220 SCHOOL CROSSING GUARDS Total	81,281	52,064	51,828	60,000

Animal Care & Control Services

Overview:

The City of Agoura Hills partners with Los Angeles County's Department of Animal Care and Control to provide comprehensive animal services to the community.

Through this partnership, the City ensures compliance with all County mandates, including Title 10 of the Los Angeles County Animal Control Code. Services include pet licensing, microchipping, spaying and neutering, and overall animal care and control.

These services are managed through a contract overseen by the City Manager's Office. In addition to enforcement, the City and County work together to educate residents and pet owners about responsible pet ownership, with ongoing efforts to ensure all animals are properly licensed and cared for in accordance with local laws.

CITY OF AGOURA HILLS

Animal Care & Control Services

Mission Statement

To assist the City with compliance of all County Los Angeles Animal Control mandates (e.g., LA County Title 10 - Animal Control Code) related to animal care and control, and educate residents, pet owners, etc., on properly license, care, microchip and neuter processes as necessary.

Services

Animal control services are contracted through the Los Angeles County Department of Animal Care & Control and are managed by the City Manager's office.

Service Level Trends:

Animal Control continues to educate residents on proper licensing and local laws and continues it consistent efforts to proper license all animals.

Prior Budget Accomplishments:

- Increased renewal of Animal Licenses
- Addressed reports of dogs off leash at local parks (increased patrols)
- Continue to work with Animal Control to resolve all animal related complaint issues
- Developed protocol for animal control during natural disasters

Objectives

- Educate pet owners on care and local regulations.
- Promote proper pet licensing.
- Advocate for pet leash laws.
- Collaborate with Animal Control on complaints.
- Manage rising animal control costs (LA County).
- Develop emergency protocols for animal control and pet safety.

	Animal Control	FY 2023-2024	FY 2024-25	FY 2025-26	FY 2026-27
A.	Kennel Services (Dog and Cat)	792	1,335	155	1,000
B.	Kennel Services (Other Animal)	39	165	10	100
C.	Animal Licenses Collected	1,222	1,083	99	1,000
D.	Animal Complaints (Reported)	17	4	1	5
E.	Animal Complaints (Resolved)	17	4	1	5
F.	Animal Penalties Collected	68	45	2	50

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4240 ANIMAL CONTROL					
Category: 5500 Contract Services					
010-4240-551000	Professional Services	0	6,300	0	0
010-4240-552000	Contract Services	106,712	79,455	100,000	100,000
Category: 5500 Contract Services Total		106,712	85,756	100,000	100,000
Department: 4240 ANIMAL CONTROL Total		106,712	85,756	100,000	100,000

Community Development

Fiscal Year 2025-26/2026-27



Community Development Department

Department Overview:

The Community Development Department of Agoura Hills plays a key role in guiding the city's growth, development, and long-term sustainability. The department is responsible for planning, building, and code enforcement services that ensure safe construction, vibrant neighborhoods, and environmental compliance.

This includes reviewing development proposals for consistency with the City's General Plan, zoning regulations, state housing laws, and CEQA. The department also oversees affordable housing efforts, updates local ordinances to align with state law, and enforces building and property maintenance codes. In addition, staff provides technical support to the City Council and Planning Commission on matters related to new development, neighborhood preservation, and community planning initiatives.

CITY OF AGOURA HILLS

Community Development Department

Mission Statement

The division's mission is to uphold the vision of the community to enhance the already great quality of life that exists in Agoura Hills.As guided by the City General Plan, we strive to ensure the orderly development of our city, guide and facilitate high quality projects, preserve our environment, promote the vitality of the business community, and preserve the unique character of our city and the quality of our neighborhoods.

Services

The division executes the City's General Plan by implementing policies set by the City Council. Its responsibilities include reviewing land use and development permits, providing support for planning matters, assisting residents and businesses with zoning questions, conducting long-range planning studies, participating in regional planning, and ensuring compliance with zoning codes. Additionally, the staff processes business license applications and enforces related laws while focusing on professional development and customer service.

Service Level Trends

The division has experienced a rise in development applications for remodeling commercial centers, new projects, and residential developments, particularly in the Agoura Village Specific Plan area. Several construction permits are being processed. Additionally, the Planning Division reviewed environmental documents for capital improvement and trail projects, such as the Kanan Road/Agoura Road Intersection Design and the Recreation and Event Center Trail. Customer service is set to improve with new technology and refined protocols.

Community Development Department

Budget Accomplishments

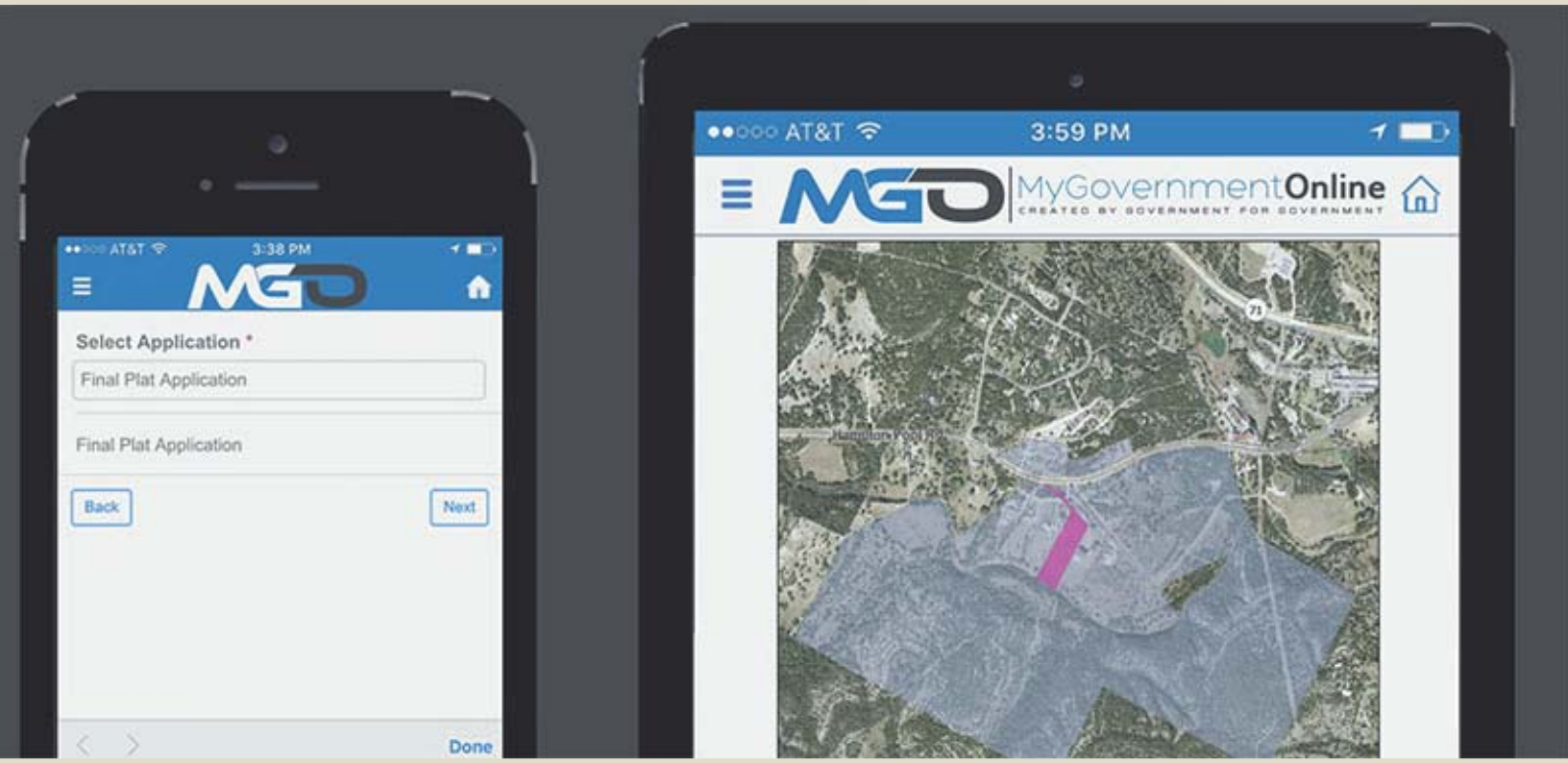
- Updated the General Plan and Housing Element to meet state housing laws, certified by the California Department of Housing Community Development.
- Drafted a ministerial process for Affordable Housing projects.
- Rezoned 20 sites for multi-family affordable housing.
- Amended the Agoura Village and Ladyface Mountain Specific Plans for multi-family developments.
- Created Objective Design Standards for multi-family projects.
- Drafted a Street Vendor Ordinance, Short Term Rental Program, and Outdoor Dining Ordinance amendment.
- Completed Phases I and II of the Climate Action Adaptation Plan.
- Commented on the Pure Water Project Environmental Impact Report.
- Issued Temporary Outdoor Operation Permits to support local businesses.
- Managed 12 discretionary permit applications.
- Code Enforcement Division handled 42 complaints from "See Click Fix."
- Addressed 95 other complaints.
- Issued various citations and stop work orders.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4305 COMMUNITY DEVELOPMENT					
Category: 5100 Personnel					
010-4305-510100	Regular Salaries	765,598	794,030	964,463	926,610
010-4305-510400	Special Pay	1,600	6,600	9,000	9,000
010-4305-510401	Car Allowance	2,400	2,400	2,400	2,400
010-4305-510402	Technology Allowance	4,475	4,560	5,070	4,590
010-4305-510500	Vacation/sick	7,157	8,856	15,350	8,197
010-4305-510600	Deferred Compensation	19,233	21,781	27,080	26,228
010-4305-510700	Retirement	128,797	117,462	166,746	91,784
010-4305-510800	Group Health Insurance	133,569	179,205	193,967	191,472
010-4305-510900	Group Dental Insurance	6,457	9,713	7,600	9,475
010-4305-511000	Group Life Insurance	1,953	2,333	1,996	2,457
010-4305-511100	Group Disability Insurance	9,168	10,102	10,956	11,556
010-4305-511200	Medicare Taxes	12,444	13,020	14,568	14,167
Category: 5100 Personnel Total		**1,151,185**	**1,239,427**	**1,419,196**	**1,297,936**
Category: 5400 Materials, Supplies, and Services					
010-4305-541500	Travel/conferences/meetings	7,720	3,259	12,500	12,500
010-4305-541600	Membership And Dues	1,499	1,686	2,820	2,820
010-4305-542000	Office Supplies	506	351	500	500
010-4305-542200	Books And Subscriptions	541	576	550	550
010-4305-542300	Printing	1,042	0	2,000	2,000
010-4305-542400	Special Supplies	0	167	500	500
010-4305-542600	Advertising	7,923	5,044	6,000	6,000
010-4305-544000	Other Charges	3,073	235	1,400	1,400
Category: 5400 Materials, Supplies, and Services Total		**22,303**	**11,318**	**26,270**	**26,270**
Category: 5500 Contract Services					
010-4305-551000	Professional Services	349,811	152,018	150,000	150,000
010-4305-552000	Contract Services	215,636	81,397	243,464	158,464
Category: 5500 Contract Services Total		**565,446**	**233,415**	**393,464**	**308,464**
Department: 4305 COMMUNITY DEVELOPMENT Total		**1,738,934**	**1,484,160**	**1,838,930**	**1,632,670**

Building and Safety

Fiscal Year 2025-26/2026-27



Building & Safety

Overview:

The Building & Safety Division ensures responsible development in Agoura Hills by administering and enforcing state and local construction regulations. The division conducts plan reviews, issues permits, and provides building inspections to help maintain a safe and healthy built environment.

Through education, guidance, and professional service, the division supports property owners, developers, and the broader community in achieving compliance while promoting safety, quality, and equity in construction practices.

CITY OF AGOURA HILLS

Building & Safety

Mission

The goal is to deliver top-notch customer service and professionalism to enhance the quality of life, health, and safety in Agoura Hills. Proactive enforcement of Building Codes ensures the proper design, construction, and maintenance of buildings, helping to achieve these objectives.

Services

Oversees all construction activities throughout the community. We provide plan review, permitting and inspection services to ensure all structures built in our community, meet the minimum code requirements and are safe for occupancy.

Service Level Trends

As the level of development activity remained strong through the last ½ century, it slowed dramatically during the last decade due to economy. However, in recent years the construction activities have picked up. Even though the department has not experienced many "new" construction submittals but there has been an increase in residential remodels, additions, solar permits as well as commercial tenant improvements.

Budget Accomplishments

- Assisted the community during the Woolsey Fire, conducting field surveys and tagging buildings.
- Continued support for residents with fire-damaged properties during recovery.
- Attended training on the 2019 California Building Codes, effective January 1, 2020.
- Prepared and adjusted the 2019 Codes for local climatic, geologic, and topographic conditions.
- Presented the departmental budget to the Finance Director and City Manager.
- Selected two local consultants from eight proposals for plan review and inspection services.
- Reviewed reports on accessibility inspections for City facilities.
- Presented training and events for the International Code Council's local chapter.
- Conducted outreach programs to inform the community about building safety efforts.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4390 BUILDING & SAFETY					
Category: 5100 Personnel					
010-4390-510100	Regular Salaries	244,281	274,883	284,890	293,441
010-4390-510401	Car Allowance	2,400	2,400	2,400	2,400
010-4390-510402	Technology Allowance	1,500	1,500	1,500	1,500
010-4390-510500	Vacation/sick	8,125	0	7,155	7,384
010-4390-510600	Deferred Compensation	6,155	5,769	8,701	7,103
010-4390-510700	Retirement	28,982	21,207	22,520	23,041
010-4390-510800	Group Health Insurance	46,583	50,881	61,740	56,263
010-4390-510900	Group Dental Insurance	2,955	3,147	3,148	3,210
010-4390-511000	Group Life Insurance	593	637	584	652
010-4390-511100	Group Disability Insurance	2,980	3,259	3,216	3,387
010-4390-511200	Medicare Taxes	3,755	4,080	4,360	4,521
Category: 5100 Personnel Total		**348,309**	**367,764**	**400,215**	**402,902**
Category: 5400 Materials, Supplies, and Services					
010-4390-541500	Travel/conferences/meetings	2,407	2,111	5,250	4,250
010-4390-541600	Membership And Dues	945	990	2,250	2,500
010-4390-542000	Office Supplies	41	0	250	250
010-4390-542200	Books And Subscriptions	1,762	35	5,500	2,000
010-4390-542300	Printing	128	425	1,000	1,000
010-4390-542500	Small Equipment	55	74	2,000	2,000
010-4390-542600	Advertising	0	0	3,750	2,500
Category: 5400 Materials, Supplies, and Services Total		**5,338**	**3,635**	**20,000**	**14,500**
Category: 5500 Contract Services					
010-4390-552000	Contract Services	403,542	683,972	480,000	480,000
Category: 5500 Contract Services Total		**403,542**	**683,972**	**480,000**	**480,000**
Department: 4390 BUILDING & SAFETY Total		**757,190**	**1,055,371**	**900,215**	**897,402**

Recreation

Overview:

The City of Agoura Hills Recreation Department plans, organizes, and delivers a variety of recreational programs, community events, and facility management services to enhance the quality of life for residents of all ages. The department manages parks, sports fields, playgrounds, and recreation centers while promoting active living, social connection, and overall community wellness.

Its responsibilities include coordinating sports leagues, fitness and wellness classes, seasonal camps, cultural activities, and special events. The department works closely with local organizations, schools, and volunteers to provide inclusive and accessible programs that meet the diverse needs of the community.

CITY OF AGOURA HILLS

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4420 RECREATION					
Category: 5100 Personnel					
010-4420-510200	Part-time Salaries	11,391	4,871	2,000	2,000
010-4420-5102A0	Part - Time Salaries	1,794	7,940	44,900	15,900
010-4420-5102B0	Part - Time Salaries	171	173	10,700	10,700
010-4420-5102C0	Part - Time Salaries	5,606	15,435	68,050	15,000
010-4420-5102D0	Part - Time Salaries	9,830	13,636	19,500	19,500
010-4420-5102E0	Part - Time Salaries	1,729	0	0	0
010-4420-5102G0	Part-time Salaries - Teens	429	3,103	5,600	5,600
010-4420-5102H0	Part - Time Salaries	7,102	4,734	5,789	5,789
010-4420-5102I0	Part - Time Salaries	10,241	11,092	10,932	10,932
010-4420-510700	Retirement	251	175	0	0
010-4420-510800	Group Health Insurance	1,772	0	0	0
010-4420-510900	Group Dental	26	0	0	0
010-4420-511200	Medicare Taxes	700	894	2,800	2,800
Category: 5100 Personnel Total		**51,041**	**62,053**	**170,271**	**88,221**
Category: 5400 Materials, Supplies, and Services					
010-4420-5423A0	Printing - Classes	64	267	800	800
010-4420-5423B0	Printing -excursions	0	50	0	0
010-4420-5423C0	Printing - Camps	0	167	630	630
010-4420-5423D0	Printing - Seniors	2,811	2,941	4,000	4,000
010-4420-5423G0	Printing - Teens	250	600	500	500
010-4420-5423H0	Printing - Comm Services	13,707	12,100	16,740	16,740
010-4420-5423I0	Printing-Cultural Arts	3,700	6,949	10,930	10,930
010-4420-542400	Special Supplies	331	266	0	0
010-4420-5424A0	Special Supplies - Classes	107	532	1,200	1,200
010-4420-5424B0	Special Supplies - Excursions	0	0	420	420
010-4420-5424C0	Special Supplies - Camps	1,123	718	2,450	2,450
010-4420-5424D0	Special Supplies - Seniors	4,764	5,157	5,700	5,700
010-4420-5424F0	Special Supplies - Sports	225	570	700	700
010-4420-5424G0	Special Supplies - Teens	823	0	1,000	1,000
010-4420-5424H0	Special Supplies - Comm Servic	7,130	8,008	9,000	9,000
010-4420-5424I0	Special Supplies - Cultural Arts	2,781	4,860	3,975	3,975
010-4420-5426C0	Advertising - Camps	0	0	1,000	1,000
010-4420-5426D0	Advertising-seniors	0	120	500	500
010-4420-5426G0	Advertising-teens	201	0	0	0
010-4420-542900	Rents And Leases	2,210	0	0	0
010-4420-5429F0	Rents And Leases - Sports	162	2,197	8,700	8,700
010-4420-5429H0	Rents And Leases - Comm Servic	6,062	9,031	10,150	10,150
010-4420-5440B0	Other Charges - Excursions	4,085	4,085	18,425	18,425
010-4420-5440D0	Other Charges - Seniors	15,784	13,865	14,128	14,125
010-4420-5440G0	Other Charges - Teens	0	0	600	600
Category: 5400 Materials, Supplies, and Services Total		**66,320**	**72,484**	**111,548**	**111,545**

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Category: 5500 Contract Services					
010-4420-5510H0	Professional Services-comm Ser	16,243	19,531	16,950	16,950
010-4420-5510I0	Professional Services - Cultural Arts	12,440	11,393	12,300	12,300
010-4420-5520A0	Contract Services - Classes	59,790	45,117	45,600	33,600
010-4420-5520C0	Contract Services - Camps	6,183	8,279	33,559	15,000
010-4420-5520D1	Contract Services - Seniors	5,788	8,870	7,200	7,200
010-4420-5520F0	Contract Services - Sports	1,844	0	0	0
010-4420-5520G0	Contract Services -teens	0	0	6,300	6,300
Category: 5500 Contract Services Total		102,288	93,189	121,909	91,350
Department: 4420 RECREATION Total		219,649	227,726	403,728	291,116

Reyes Adobe Site

Overview:

The Reyes Adobe is a preserved 19th-century adobe home and cultural landmark located in Agoura Hills. Built around 1850, it is one of the oldest structures in the Conejo Valley and reflects the area's early Californio rancho heritage influenced by Spanish and Mexican history. Today, the site features the original adobe structure, a museum highlighting 19th-century rancho life, and educational and cultural programs for the community. Operated by the City of Agoura Hills, the Reyes Adobe represents the city's dedication to preserving and sharing its local history.

CITY OF AGOURA HILLS

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4425 REYES ADOBE					
Category: 5100 Personnel					
010-4425-510200	Part-time salaries	0	845	15,050	15,050
010-4425-511200	Medicare taxes	0	12	218	218
Category: 5100 Personnel Total		**0**	**857**	**15,268**	**15,268**
Category: 5400 Materials, Supplies, and Services					
010-4425-542000	Office Supplies	20	0	500	500
010-4425-542300	Printing	0	242	1,000	1,000
010-4425-542400	Special Supplies	1,500	509	1,500	1,500
010-4425-542700	Communications	2,722	1,534	2,000	2,000
010-4425-543000	Maintenance Buildings/grounds	23,283	17,725	23,700	23,700
Category: 5400 Materials, Supplies, and Services Total		**27,525**	**20,010**	**28,700**	**28,700**
Category: 5500 Contract Services					
010-4425-552000	Contract Services	5,000	0	5,000	5,000
Category: 5500 Contract Services Total		**5,000**	**0**	**5,000**	**5,000**
Category: 5600 Capital Outlay					
010-4425-568200	Other Improvements	18,700	0	30,000	30,000
Category: 5600 Capital Outlay Total		**18,700**	**0**	**30,000**	**30,000**
Department: 4425 REYES ADOBE Total		51,225	20,867	78,968	78,968

Recreation Center

Overview:

The City of Agoura Hills Recreation Department plans, organizes, and delivers a variety of recreational programs, community events, and facility management services to enhance the quality of life for residents of all ages. The department manages parks, sports fields, playgrounds, and recreation centers while promoting active living, social connection, and overall community wellness.

Its responsibilities include coordinating sports leagues, fitness and wellness classes, seasonal camps, cultural activities, and special events. The department works closely with local organizations, schools, and volunteers to provide inclusive and accessible programs that meet the diverse needs of the community.

CITY OF AGOURA HILLS

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4426 RECREATION CENTER					
Category: 5100 Personnel					
010-4426-510200	Part Time Salaries	109,374	119,627	115,854	115,854
010-4426-510700	Retirement	1,776	1,920	6,575	0
010-4426-510800	Group Health Insurance	6,172	0	0	0
010-4426-510900	Group Dental Insurance	221	0	0	0
010-4426-511200	Medicare Taxes	1,583	1,735	1,680	1,680
Category: 5100 Personnel Total		**119,125**	**123,282**	**124,109**	**117,534**
Category: 5400 Materials, Supplies, and Services					
010-4426-542300	Printing	0	0	3,495	3,495
010-4426-542400	Special supplies	7,082	10,657	10,000	10,000
010-4426-542700	Communications	11,830	1,036	10,000	10,000
010-4426-542800	Utilities	82,013	94,840	90,000	90,000
010-4426-542801	Water	13,267	16,561	18,000	18,000
010-4426-543000	Maintenance buildings/grounds	234,433	224,995	192,800	197,800
010-4426-543400	Maintenance of equipment	6,758	7,285	10,000	10,000
Category: 5400 Materials, Supplies, and Services Total		**355,383**	**355,372**	**334,295**	**339,295**
Category: 5500 Contract Services					
010-4426-551000	Professional services	4,715	5,194	7,850	7,850
010-4426-552000	Contract services	60,367	61,081	65,000	65,000
Category: 5500 Contract Services Total		**65,082**	**66,275**	**72,850**	**72,850**
Category: 5600 Capital Outlay					
010-4426-568200	Other improvements	74,743	66,702	68,000	80,000
010-4426-568300	Equipment	16,000	16,000	16,000	16,000
Category: 5600 Capital Outlay Total		**90,743**	**82,702**	**84,000**	**96,000**
Department: 4426 RECREATION CENTER Total		**630,334**	**627,631**	**615,254**	**625,679**

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4430 SPECIAL EVENTS					
Category: 5100 Personnel					
010-4430-510200	Part-time Salaries	17,945	26,148	34,022	34,022
010-4430-510700	Retirement	64	43	0	0
010-4430-510800	Group Health Insurance	228	0	0	0
010-4430-510900	Group Dental Insurance	7	0	0	0
010-4430-511200	Medicare Taxes	260	379	493	493
Category: 5100 Personnel Total		18,504	26,571	34,516	34,515
Category: 5400 Materials, Supplies, and Services					
010-4430-542300	Printing	39,223	38,242	38,300	49,300
010-4430-542400	Special Supplies	16,596	20,033	16,000	16,000
Category: 5400 Materials, Supplies, and Services Total		55,820	58,274	54,300	65,300
Category: 5500 Contract Services					
010-4430-551000	Professional Services	105,245	112,115	119,300	112,000
010-4430-552000	Contract Services	67,449	85,493	98,350	98,350
Category: 5500 Contract Services Total		172,693	197,608	217,650	210,350
Department: 4430 SPECIAL EVENTS Total		247,017	282,453	306,466	310,165

Community Services

Fiscal Year 2025-26/2026-27



Community Services Department

Department Overview:

The Community Services Department enriches the lives of Agoura Hills residents by offering diverse programs that promote health, wellness, and a strong sense of community.

From tots to seniors, the department coordinates engaging activities, facility use, and special events that bring people together. Highlights from the past year include hosting the City's first-ever patriotic Drone Show, launching the long-awaited "RAD Run" at Reyes Adobe Days, and completing the Chumash Park Restroom Renovation Project.

The team also implemented four well-attended Art Shows and welcomed over 250 guests to the One City, One Book "Evening with the Author" event. Thousands of residents participate annually in organized programs, special events, and park activities—making this department a heartbeat of the community.

CITY OF AGOURA HILLS

Community Services Department

Mission Statement

The Department of Community Services is charged with providing recreation programs, community service, and cultural events that will enrich and enhance the quality of life for citizens of Agoura Hills.

Services

The Department of Community Services offers various recreation programs, community services, and cultural events for all ages, including special events like Reyes Adobe Days and Summer Concerts in the Park. Its responsibilities include managing the City's transportation program, providing social services, facilitating a volunteer program, and maintaining playgrounds, picnic areas, and sports facilities. Additionally, the Department oversees the Reyes Adobe Historical Site, including educational tours and events. It collaborates with several boards and committees and manages City-wide landscape services, including parks and irrigation systems.

Service Level Trends:

As the demographics of the Agoura Hills population continues to change, the Department of Community Services is charged with keeping up with the changes in demands for programs and services.

Community Services Department

Prior Budget Accomplishments

- Centralized volunteer program efforts which included implementing year-round teen volunteer program
- Cultural Arts Council hosted five separate Art Shows as part of the Art Gallery Series, including the Student Art Show, Solo Artist Show, and the Photography Show. CAC also presented the student scholarship to the Agoura High School Arts program, as part of the annual Give 91301 program
- Hosted another One City One Book event with bestselling author and over 500 people in attendance
- Hosted Community Service Days with intent of being more Agoura Hills – Centric.
- Implemented monthly information blasts for the Teen and Senior Programs, along with Special Events
- Hosted a Creek Clean-Up Day as part of Community Service Days, with more than 150 people participating.

	Community Services	FY 2023-2024	FY 2024-25	FY 2025-26	FY 2026-27
A.	Chumash Park	In Progess	Completed	Not Applicable	Not Applicable
B.	Morrision Park - Playground Equipment	In Progess	In Progress	Completed	Not Applicable
C.	Review and Update Park Restrictions	Not Applicable	Not Applicable	In Progress	In Progress

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4440 COMMUNITY SERVICES					
Category: 5100 Personnel					
010-4440-510100	Regular Salaries	805,149	838,979	835,050	855,089
010-4440-510200	Part-time Salaries	63,755	78,279	0	0
010-4440-510401	Car Allowance	2,400	2,400	2,400	2,400
010-4440-510402	Technology Allowance	7,493	7,323	7,620	7,620
010-4440-510500	Vacation/sick	23,377	24,621	36,336	41,685
010-4440-510600	Deferred Compensation	21,775	20,296	28,640	29,557
010-4440-510700	Retirement	197,384	229,600	203,673	98,274
010-4440-510800	Group Health Insurance	176,252	168,250	162,070	175,105
010-4440-510900	Group Dental Insurance	8,852	9,734	8,191	8,447
010-4440-511000	Group Life Insurance	2,031	2,161	1,769	2,165
010-4440-511100	Group Disability Insurance	9,554	9,918	9,481	9,927
010-4440-511200	Medicare Taxes	13,356	14,014	12,909	13,577
Category: 5100 Personnel Total		**1,331,376**	**1,405,576**	**1,308,140**	**1,243,846**
Category: 5400 Materials, Supplies, and Services					
010-4440-541500	Travel/conferences/meetings	25	1,052	1,000	1,000
010-4440-541600	Membership And Dues	611	3,853	2,500	2,500
010-4440-542000	Office Supplies	6,218	4,575	5,000	5,000
010-4440-542100	Postage	8,500	10,541	12,000	12,000
010-4440-542300	Printing	47,301	44,827	51,500	51,500
010-4440-542400	Special Supplies	2,820	4,545	3,000	3,000
010-4440-542900	Rents And Leases	7,851	6,323	7,000	7,000
010-4440-543100	Mileage	0	0	400	400
010-4440-544000	Other Charges	45,249	47,532	45,950	45,950
Category: 5400 Materials, Supplies, and Services Total		**118,575**	**123,248**	**128,350**	**128,350**
Department: 4440 COMMUNITY SERVICES Total		**1,449,950**	**1,528,992**	**1,436,490**	**1,372,196**

Park's Maintenance

Overview:

The Parks Maintenance Division is responsible for the care, upkeep, and enhancement of all city-owned parks, recreational facilities, open spaces, trails, and landscaped areas. The division ensures that public green spaces are safe, clean, and accessible for residents and visitors year-round. Maintenance activities include turf care, tree and shrub maintenance, irrigation system management, playground inspections, facility repairs, litter and graffiti removal, and support for community events and recreational programming.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4450 PARKS MAINTENANCE					
Category: 5400 Materials, Supplies, and Services					
010-4450-542400	Special Supplies	30,511	14,328	50,000	50,000
010-4450-5424H0	Special Supplies - Comm Servic	56,986	63,730	54,500	54,500
010-4450-542800	Utilities	2,791	2,867	3,000	3,000
010-4450-542801	Water	65,200	111,147	124,800	124,800
010-4450-542900	Rents And Leases	3,420	3,135	5,135	5,135
010-4450-543000	Maintenance Buildings/grounds	62,162	69,458	50,000	50,000
Category: 5400 Materials, Supplies, and Services Total		221,070	264,664	287,435	287,435
Category: 5500 Contract Services					
010-4450-552000	Contract Services	376,208	396,664	380,439	380,439
010-4450-552095	Tree Maintenance In Parks	24,039	29,235	25,000	25,000
Category: 5500 Contract Services Total		400,248	425,898	405,439	405,439
Department: 4450 PARKS MAINTENANCE Total		621,334	690,562	692,874	692,874

Public Works

Fiscal Year 2025-26/2026-27



Public Works Department

Department Overview:

The Public Works Department is responsible for the maintenance and construction improvement of the City's public infrastructure, which includes: streets, sidewalks, storm drains, sewer system, street lighting, traffic signals, parks, medians, parkways, signs, bridges, and trees.

In addition, the Public Works Department administers and manages the street sweeping, Federal Emergency Management Administration (FEMA) floodplain, and water quality programs.

The department is also responsible for planning, designing, and constructing Public Works projects in the Capital Improvement Program, administering the review and permitting for grading, drainage, and right-of-way components of the land development process; managing landscape services for medians, parkways, and public right-of-way areas; and providing 24-hour emergency response for situations within the public right-of-way.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
010-4505-510100	Regular Salaries	456,406	323,310	449,553	461,433
010-4505-510401	Car Allowance	2,400	2,100	4,800	4,800
010-4505-510402	Technology Allowance	5,580	4,458	7,080	7,080
010-4505-510500	Vacation/sick	15,380	14,113	29,160	30,093
010-4505-510600	Deferred Compensation	16,363	12,214	24,104	24,842
010-4505-510700	Retirement	125,099	134,373	148,549	61,584
010-4505-510800	Group Health Insurance	101,512	69,523	117,164	123,505
010-4505-510900	Group Dental Insurance	6,379	4,208	7,021	7,161
010-4505-511000	Group Life Insurance	1,185	770	1,269	1,327
010-4505-511100	Group Disability Insurance	5,464	3,633	5,044	5,344
010-4505-511200	Medicare Taxes	6,966	4,926	7,078	7,660
Category: 5100 Personnel Total		**742,733**	**573,630**	**800,822**	**734,829**
Category: 5400 Materials, Supplies, and Services					
010-4505-541500	Travel/conferences/meetings	1,480	212	5,500	5,500
010-4505-541600	Membership And Dues	680	2,277	2,200	2,400
010-4505-542000	Office Supplies	282	0	400	400
010-4505-542200	Books And Subscriptions	0	454	800	800
010-4505-542300	Printing	416	0	500	500
010-4505-542400	Special Supplies	963	786	1,500	1,500
010-4505-542600	Advertising	1,088	835	2,500	2,500
010-4505-543400	Maintenance Of Equipment	237	0	500	500
010-4505-544000	Other Charges	43	53	0	0
Category: 5400 Materials, Supplies, and Services Total		**5,189**	**4,617**	**13,900**	**14,100**
Category: 5500 Contract Services					
010-4505-551000	Professional Services	91,177	83,764	55,000	45,000
010-4505-552000	Contract Services	152,337	280,453	252,000	192,000
010-4505-552002	Plan Check And Inspection	70,000	135,532	150,000	150,000
010-4505-552003	Special Projects	106,030	52,221	60,000	60,000
Department: 4505 PUBLIC WORKS Total		**1,167,466**	**1,130,218**	**1,331,722**	**1,195,929**

Traffic Safety

Overview:

The Traffic Safety Program is committed to enhancing the overall safety and efficiency of the City's transportation network for all users—including motorists, pedestrians, bicyclists, and public transit riders.

This comprehensive initiative focuses on the planning, implementation, and upkeep of key traffic safety elements such as traffic control measures, signage, crosswalks, traffic calming strategies, and street lighting enhancements. By working collaboratively with law enforcement, public works, and community stakeholders, the program aims to reduce traffic collisions, improve mobility, and foster safer, more accessible streets throughout the City.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4510 TRAFFIC SAFETY					
Category: 5500 Contract Services					
010-4510-552000	Contract Services	22,100	20,400	45,000	45,000
010-4510-552014	Accident repairs	46,726	30,487	10,000	10,000
Category: 5500 Contract Services Total		68,826	50,887	55,000	55,000
Department: 4510 TRAFFIC SAFETY Total		68,826	50,887	55,000	55,000

Landscape Maintenance

Overview:

The Landscape Maintenance program supports the ongoing care, enhancement, and preservation of the City's landscaped public spaces. This includes parks, medians, greenbelts, streetscapes, and the grounds surrounding public facilities. The program ensures these areas are kept safe, clean, visually appealing, and environmentally sustainable year-round, contributing to the overall beauty and livability of Agoura Hills.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4520 LANDSCAPE MAINTENANCE					
Category: 5400 Materials, Supplies, and Services					
010-4520-542400	Special Supplies	42,047	61,637	100,000	100,000
010-4520-542800	Utilities	4,705	3,945	6,000	6,000
010-4520-543000	Maintenance Buildings/grounds	9,851	1,346	10,000	10,000
Category: 5400 Materials, Supplies, and Services Total		56,603	66,928	116,000	116,000
Category: 5500 Contract Services					
010-4520-552000	Contract Services	109,881	133,000	130,000	130,000
010-4520-552020	Street Repairs & Maintenance	10,000	10,000	10,000	6,000
010-4520-552031	Graffiti Removal	6,000	11,534	6,000	6,000
010-4520-552032	Equestrian Trail Maintenance	4,000	5,102	10,000	10,000
010-4520-552035	Median Island Maintenance	22,512	15,018	30,000	30,000
Category: 5500 Contract Services Total		152,393	174,655	186,000	182,000
Department: 4520 LANDSCAPE MAINTENANCE Total		208,996	241,583	302,000	298,000

Storm Drain

Overview:

The Storm Drain Fund supports the maintenance, repair, and improvement of the City's storm drainage system. It ensures effective management of stormwater runoff to help prevent flooding, reduce pollution, and protect public health and the environment. Funding is used for activities such as cleaning and inspecting storm drains, upgrading infrastructure, implementing stormwater projects, and meeting environmental compliance requirements.

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4525 STORM DRAIN & FLOOD CONTROL					
Category: 5500 Contract Services					
010-4525-552041	Storm Drain Maintenance	125,000	125,000	125,000	125,000
010-4525-552043	Npdes Compliance	265,581	315,900	246,522	255,000
Category: 5500 Contract Services Total		390,581	440,900	371,522	380,000
Department: 4525 STORM DRAIN& FLOOD CONTROL Total		390,581	440,900	371,522	380,000

City of Agoura Hills
Budget
FY2023-24 to FY2026-27

	2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Department: 4610 OTHER IMPROVEMENTS				
Category: 6000 Other Improvements/Projects				
010-4610-600100 City Beautification	10,000	10,000	10,000	0
Category: 6000 Other Improvements/Projects Total	10,000	10,000	10,000	0
Department: 4610 OTHER IMPROVEMENTS Total	10,000	10,000	10,000	0
Fund: 010 - GENERAL Total	18,322,814	19,091,400	19,854,006	19,549,473

Other Funds

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 011 Capital Projects — Fund Overview

To account for funds to be used for various capital projects throughout the City.
Major Projects/Programs: Morrison Park Rehabilitation Project

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 011 - CAPITAL PROJECT FUND					
Category: 4003 Intergovernmental					
011-0000-334547	Morrison Park	0	243,153	167,235	0
Category: 4003 Intergovernmental Total		0	243,153	167,235	0
Category: 4006 Investment Income					
011-0000-371000	Interest Earnings	32,210	11,621	16,000	16,000
Category: 4006 Investment Income Total		32,210	11,621	16,000	16,000
Fund: 011 - CAPITAL PROJECT FUND Total		32,210	254,774	183,235	16,000
Appropriations					
Fund: 011 - CAPITAL PROJECT FUND					
Department: 4190 NON DEPARTMENTAL					
Category: 5500 Contract Services					
011-4190-551008	Contingency	5,321	0	0	0
Category: 5600 Capital Outlay		5,321	0	0	0
Department: 4190 NON DEPARTMENTAL Total		5,321	0	0	0
Department: 4215 EMERGENCY SERVICES					
Category: 5600 Capital Outlay					
011-4215-568200	Other Improvements	39,736	0	0	0
Category: 5600 Capital Outlay		39,736	0	0	0
Department: 4215 EMERGENCY SERVICES Total		39,736	0	0	0
Department: 4620 PARK IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
011-4620-610300	Park Improvements	202,571	415,846	0	0
011-4620-610500	Morrison Park Improvements		302,582	167,235	0
011-4640-610600	Reyes Adobe	21,914	24,268	0	0
Category: 6000 Other Improvements/Projects Total		224,485	742,696	167,235	0
Department: 4620 PARK IMPROVEMENTS Total		224,485	742,696	167,235	0
Department: 4640 STREET IMPROVEMENTS					
Category: 6200 Street Improvements					
011-4640-630500	Annual Overlay	163,234	0	0	0
Category: 6200 Street Improvements Total		163,234	0	0	0
Department: 4640 STREET IMPROVEMENTS Total		163,234	0	0	0
Fund: 011 - CAPITAL PROJECT FUND Total		432,776	742,696	167,235	0

Excess (Deficiency) of Revenues	(400,566)	(487,922)	16,000	16,000
Other Financing Sources (Uses)	72,476	96,000	-	-
Beginning Fund Balance	857,346	529,256	137,334	153,334
Ending Fund Balance	529,256	137,334	153,334	169,334

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 012 Facilities — Fund Overview

To account for funds to be used for various projects throughout the city facilities.
Major Projects/Programs: Civic Center Microgrid Project

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 012 - FACILITIES FUND					
Category: 4006 Investment Income					
012-0000-371000	Interest Earnings	22,804	28,774	10,000	8,000
Category: 4006 Investment Income Total		22,804	28,774	10,000	8,000
Fund: 012 - FACILITIES FUND Total		22,804	28,774	10,000	8,000
Appropriations					
Fund: 012 - FACILITIES FUND					
Department: 4180 PUBLIC FACILITIES					
Category: 5600 Capital Outlay					
012-4180-568200	Other Improvements	22,976	22,000	0	500,000
Category: 5600 Capital Outlay Total		22,976	22,000	0	500,000
Department: 4180 PUBLIC FACILITIES Total		22,976	22,000	0	500,000
Fund: 012 - FACILTIES FUND Total		22,976	22,000	0	500,000
Excess (Deficiency) of Revenues		(172)	6,774	10,000	(492,000)
Other Financing Sources (Uses)		100,000	-	-	-
Beginning Fund Balance		515,117	614,945	621,719	631,719
Ending Fund Balance		614,945	621,719	631,719	139,719

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 013 OPEN SPACE — Fund Overview

To account for funds to be used for open space and to purchase parcel as it becomes available.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 013 - OPEN SPACE					
Category: 4006 Investment Income					
013-0000-371000	Interest Earnings	5,012	5,565	4,000	4,000
Category: 4006 Investment Income Total		5,012	5,565	4,000	4,000
Fund: 013 - OPEN SPACE Total		5,012	5,565	4,000	4,000
Appropriations					
Fund: 013 - OPEN SPACE					
Department: 4190 Non Departmental					
Category: 5400 Materials, Supplies, and Services					
013-4190-542400	Special Supplies	2,268	0	0	0
Category: 5400 Materials, Supplies, and Services Total		2,268	0	0	0
Department: 4190 Non Departmental Total		2,268	0	0	0
Fund: 013 - OPEN SPACE Total		2,268	0	0	0
Excess (Deficiency) of Revenues		2,744	5,565	4,000	4,000
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		110,147	112,891	118,456	122,456
Ending Fund Balance		112,891	118,456	122,456	126,456

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 014 Fiber Optic In Lieu — Fund Overview

To account for in-lieu fees that are committed for constructing fiber infrastructure across the communities of Calabasa, Hidden Hills, Malibu, Agoura Hills and Westlake Village.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 014 - FIBER OPTIC Council of Government (COG) Project					
Category: 4003 Intergovernmental					
014-0000-333100	COG Contribution				1,500,000
Category: 4003 Intergovernmental Total					1,500,000
Category: 4006 Investment Income					
014-0000-371000	Interest Earnings				
Category: 4006 Investment Income Total					0
Fund: 014 - FIBER OPTIC Total					1,500,000
Appropriations					
Fund: 014 - FIBER OPTIC					
Department: 4505 PUBLIC WORKS					
Category: 5500 Contract Services					
014-4505-551000	Professional Services				500,000
014-4505-552000	Contract Services				999,400
Category: 5500 Contract Services Total					1,499,400
Department: 4150 FINANCE					
Category: 5400 Materials, Supplies, and Services					
014-4150-544000	Other Charges				600
Category: 5400 Materials, Supplies, and Services Total					600
Fund: 014 - FIBER OPTIC IN LIEU Total					1,500,000

Excess (Deficiency) of Revenues	-			-
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance		-		#VALUE!
Ending Fund Balance	-	#VALUE!	#VALUE!	#VALUE!

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 015 Recreation Center Capital Proj — Fund Overview

To account for funds to be used for the development or maintenance of the City's recreation center.
Major Projects/Programs: Rec Center Trail Project

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 015 - RECREATION CENTER CAPITAL PROJ					
Category: 4003 Intergovernmental					
015-0000-334500	Miscellaneous Grants	0	0	41,443	0
Category: 4003 Intergovernmental Total		0	0	41,443	0
Category: 4006 Investment Income					
015-0000-371000	Interest Earnings	881	285	0	0
Category: 4006 Investment Income Total		881	285	0	0
Fund: 015 - RECREATION CENTER CAPITAL PROJ Total		881	285	41,443	0
Appropriations					
Fund: 015 - RECREATION CENTER CAPITAL PROJ					
Department: 4610 OTHER IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
015-4610-601500	Trails	24,935	20,030	222,187	0
Category: 6000 Other Improvements/Projects Total		24,935	20,030	222,187	0
Department: 4610 OTHER IMPROVEMENTS Total		24,935	20,030	222,187	0
Fund: 015 - RECREATION CENTER CAPITAL PROJ Total		24,935	20,030	222,187	0

Excess (Deficiency) of Revenues	(24,054)	(19,745)	(180,744)	-
Other Financing Sources (Uses)	-	104,000	10,300	
Beginning Fund Balance	33,192	9,138	93,393	(77,051)
Ending Fund Balance	9,138	93,393	(77,051)	(77,051)

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Fund 016 Storm Water Cap Project — Fund Overview

To account for funds to be used for the development or maintenance of the City's storm water program.
Major Projects/Programs: Storm Drain Diversion

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 016 - STORM WATER CAP PROJECT FUND					
Category: 4006 Investment Income					
016-0000-371000	Interest Earnings	51,867	70,876	50,000	20,000
Category: 4006 Investment Income Total		51,867	70,876	50,000	20,000
Category: 4008 Other Revenue					
016-0000-391000	Miscellaneous Revenue	299,711	40,621	66,769	3,754
Category: 4008 Other Revenue Total		299,711	40,621	66,769	3,754
Fund: 016 - STORM WATER CAP PROJECT FUND Total		351,578	111,496	116,769	23,754
Appropriations					
Fund: 016 - STORM WATER CAP PROJECT FUND					
Department: 4505 PUBLIC WORKS					
Category: 5600 Capital Outlay					
016-4505-552043	Driver Drain Improvements				144,462
Category: 5600 Capital Outlay Total					144,462
Department: 4505 PUBLIC WORKS Total					
Department: 4525 STORM DRAIN & FLOOD CONTROL					
Category: 5500 Contract Services					
016-4525-551000	Professional Services	30,612	0	0	0
Category: 5500 Contract Services Total		30,612	0	0	0
Department: 4525 STORM DRAIN& FLOOD CONTROL Total		30,612	0	0	0
Department: 4610 OTHER IMPROVEMENTS					
Category: 6200 Street Improvements					
016-4610-632300	Storm Drain Diversion	0	360	0	970,610
Category: 6200 Street Improvements Total		0	360	0	970,610
Department: 4610 OTHER IMPROVEMENTS Total		0	360	0	970,610
Fund: 016 - STORM WATER CAP PROJECT FUND Total		30,612	360	0	1,115,072
Excess (Deficiency) of Revenues		320,966	111,136	116,769	(1,091,318)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		1,091,162	1,412,128	1,523,264	1,640,033
Ending Fund Balance		1,412,128	1,523,264	1,640,033	548,715

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Fund 018 Measure R Grant — Fund Overview

To account for funds received through Metropolitan Transit Authority Regional Funds Measure R.
Major Projects/Programs: Kanan/Agoura Road Intersection

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 018 - MEASURE R GRANT					
Category: 4003 Intergovernmental					
018-0000-333101	Measure R Grant	496,097	407,843	83,500	0
Category: 4003 Intergovernmental Total		496,097	407,843	83,500	0
Category: 4006 Investment Income					
018-0000-371000	Interest Earnings	52	0	0	0
Category: 4006 Investment Income Total		52	0	0	0
Fund: 018 - MEASURE R GRANT Total		496,149	407,843	83,500	0
Appropriations					
Fund: 018 - MEASURE R GRANT					
Department: 4120 CITY MANAGER					
Category: 5100 Personnel					
018-4120-510100	Regular Salaries	17,437	15,914	0	0
018-4120-510700	Retirement	2,611	2,230	0	0
018-4120-510800	Group Health Insurance	1,908	1,750	0	0
018-4120-510900	Group Dental Insurance	132	107	0	0
018-4120-511000	Group Life Insurance	26	20	0	0
018-4120-511100	Group Disability Insurance	196	185	0	0
018-4120-511200	Medicare Taxes	257	235	0	0
Category: 5100 Personnel Total		22,567	20,441	0	0
Department: 4120 CITY MANAGER Total		22,567	20,441	0	0
Department: 4150 FINANCE					
Category: 5100 Personnel					
018-4150-510100	Regular Salaries	36,465	17,647	5,352	0
018-4150-510700	Retirement	3,743	1,425	427	0
018-4150-510800	Group Health Insurance	5,737	2,746	558	0
018-4150-510900	Group Dental Insurance	292	114	52	0
018-4150-511000	Group Life Insurance	87	49	12	0
018-4150-511100	Group Disability Insurance	453	211	61	0
018-4150-511200	Medicare Taxes	539	262	73	0
Category: 5100 Personnel Total		47,316	22,454	6,535	0
Department: 4150 FINANCE Total		47,316	22,454	6,535	0
Department: 4305 COMMUNITY DEVELOPMENT					
Category: 5100 Personnel					
018-4305-510100		402	0	0	0
018-4305-510700	Retirement	29	0	0	0
018-4305-510800	Group Health Insurance	39	0	0	0
018-4305-510900	Group Dental Insurance	2	0	0	0
018-4305-511000	Group Life Insurance	1	0	0	0
018-4305-511100	Group Disability Insurance	4	0	0	0
018-4305-511200	Medicare Taxes		0	0	0
Category: 5100 Personnel Total		477	0	0	0
Department: 4305 COMMUNITY DEVELOPMENT Total		477	0	0	0

Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
018-4505-510100	Regular Salaries	120,113	91,316	5,613	0
018-4505-510700	Retirement	13,197	10,912	1,993	0
018-4505-510800	Group Health Insurance	21,592	18,230	1,066	0
018-4505-510900	Group Dental Insurance	1,470	1,113	60	0
018-4505-511000	Group Life Insurance	271	207	11	0
018-4505-511100	Group Disability Insurance	1,446	1,058	62	0
018-4505-511200	Medicare Taxes	1,736	1,301	84	0
Category: 5100 Personnel Total		159,825	124,139	8,889	0
Department: 4505 PUBLIC WORKS Total		159,825	124,139	8,889	0
Department: 4620 PARK IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
018-4620-612000	Ladyface Greenway	500,194	4,801,905	0	0
Category: 6000 Other Improvements/Projects Total		500,194	4,801,905	0	0
Department: 4620 PARK IMPROVEMENTS Total		500,194	4,801,905	0	0
Category: 6200 Street Improvements					
018-4640-630900	Kanan/Agoura Road Intersectior	97,070	41,955	72,000	0
018-4640-632000	Kanan Corridor		0	0	0
Category: 6200 Street Improvements Total		97,070	41,955	72,000	0
Department: 4640 STREET IMPROVEMENTS Total		97,070	41,955	72,000	0
Fund: 018 - MEASURE R GRANT Total		827,449	5,010,894	87,424	0

Excess (Deficiency) of Revenues	(331,300)	(4,603,052)	(3,924)	-
Other Financing Sources (Uses)	-	4,065,157	-	-
Beginning Fund Balance	(2,300,280)	(2,631,580)	(3,169,475)	(3,173,399)
Ending Fund Balance	(2,631,580)	(3,169,475)	(3,173,399)	(3,173,399)

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Fund 019 Measure M — Fund Overview

To account for funds received through Metropolitan Transit Authority Regional Funds Measure M.
Major Projects/Programs: Ladyface Greenway; Kanan Corridor

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 019 - MEASURE M					
Category: 4003 Intergovernmental					
019-0000-333101	Measure M Grant	179,974	209,325	6,910,000	4,230,000
Category: 4003 Intergovernmental Total		179,974	209,325	6,910,000	4,230,000
Fund: 019 - MEASURE M Total		179,974	209,325	6,910,000	4,230,000
Appropriations					
Fund: 019 - MEASURE M					
Department: 4120 CITY MANAGER					
Category: 5100 Personnel					
019-4120-510100	Regular Salaries	14,176	4,803	65,088	30,407
019-4120-510700	Retirement	2,124	673	23,106	1,794
019-4120-510800	Group Health Insurance	1,651	548	7,770	3,553
019-4120-510900	Group Dental Insurance	105	33	460	200
019-4120-511000	Group Life Insurance	21	6	87	38
019-4120-511100	Group Disability Insurance	175	57	742	347
019-4120-511200	Medicare Taxes	208	71	1,049	503
Category: 5100 Personnel Total		18,460	6,192	98,302	36,842
Department: 4120 CITY MANAGER Total		18,460	6,192	98,302	36,842
Department: 4121 COMMUNICATIONS					
Category: 5100 Personnel					
019-4121-510100	Regular Salaries	0	0		0
019-4121-510700	Retirement	0	0		0
019-4121-510800	Group Health Insurance	0	0		0
019-4121-510900	Group Dental Insurance	0	0		0
019-4121-511000	Group Life Insurance	0	0		0
019-4121-511100	Group Disability Insurance	0	0		0
019-4121-511200	Medicare Taxes	0	0		0
Category: 5100 Personnel Total		0	0	0	0
Department: 4121 COMMUNICATIONS Total		0	0	0	0
Department: 4150 FINANCE					
Category: 5100 Personnel					
019-4150-510100	Regular Salaries	10,470	6,484	72,832	27,564
019-4150-510700	Retirement	913	505	5,814	2,200
019-4150-510800	Group Health Insurance	1,399	976	8,237	2,790
019-4150-510900	Group Dental Insurance	79	40	678	261
019-4150-511000	Group Life Insurance	28	19	161	62
019-4150-511100	Group Disability Insurance	132	79	830	314
019-4150-511200	Medicare Taxes	155	96	1,118	422
Category: 5100 Personnel Total		13,176	8,199	89,670	33,613
Department: 4150 FINANCE Total		13,176	8,199	89,670	33,613

Department: 4440 COMMUNITY SERVICES					
Category: 5100 Personnel					
019-4440-510100	Regular Salaries	0	0	22,264	0
019-4440-510700	Retirement	0	0	4,896	0
019-4440-510800	Group Health Insurance	0	0	4,557	0
019-4440-510900	Group Dental Insurance	0	0	196	0
019-4440-511000	Group Life Insurance	0	0	42	0
019-4440-511100	Group Disability Insurance	0	0	254	0
019-4440-511200	Medicare Taxes	0	0	343	0
Category: 5100 Personnel Total		0	0	32,552	0
Department: 4440 COMMUNITY SERVICES Total		0	0	32,552	0
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
019-4505-510100	Regular Salaries	39,336	31,447	153,451	104,243
019-4505-510700	Retirement	4,014	3,319	48,868	34,600
019-4505-510800	Group Health Insurance	6,036	5,245	30,532	20,318
019-4505-510900	Group Dental Insurance	421	319	1,806	1,201
019-4505-511000	Group Life Insurance	80	64	339	220
019-4505-511100	Group Disability Insurance	438	346	1,722	1,164
019-4505-511200	Medicare Taxes	572	456	2,325	1,578
Category: 5100 Personnel Total		50,897	41,196	239,043	163,324
Department: 4505 PUBLIC WORKS Total		50,897	41,196	239,043	163,324
Department: 4620 PARK IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
019-4620-612000	Ladyface Greenway	0	2,836,127	5,225,000	1,740,000
Category: 6000 Other Improvements/Projects Total		0	2,836,127	5,225,000	1,740,000
Department: 4620 PARK IMPROVEMENTS Total		0	2,836,127	5,225,000	1,740,000
Category: 6200 Street Improvements					
019-4640-630700	Chesebro Bridge	25,096	0	0	0
019-4640-630900	Kanan/Agoura Road Intersectior	0	0	212,500	1,150,907
019-4640-632000	Kanan Corridor	126,673	237,300	602,270	3,150,000
Category: 6200 Street Improvements Total		151,769	237,300	814,770	4,300,907
Department: 4640 STREET IMPROVEMENTS Total		151,769	237,300	814,770	4,300,907
Fund: 019 - MEASURE M Total		234,302	3,129,013	6,499,337	6,274,686

Excess (Deficiency) of Revenues	(54,328)	(2,919,688)	410,663	(2,044,686)
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	(668,057)	(722,385)	(3,642,073)	(3,231,410)
Ending Fund Balance	(722,385)	(3,642,073)	(3,231,410)	(5,276,096)

Fund 020 Gas Tax — Fund Overview

To account for funds from gas tax allocated to the City by the State which may only be used for street maintenance, construction, right of way acquisition and/or reconstruction.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 020 - GAS TAX					
Category: 4003 Intergovernmental					
020-0000-332500	State Gas Tax 2105 Prop 111	122,773	125,698	130,771	130,771
020-0000-332600	State Gas Tax 2106	74,582	76,438	77,823	77,823
020-0000-332700	State Gas Tax 2107	166,184	166,750	178,298	178,298
020-0000-332800	State Gas Tax 2107.5	5,000	5,000	5,000	5,000
020-0000-332801	Revenue Code Section 7360	184,098	193,284	189,475	189,475
Category: 4003 Intergovernmental Total		552,637	567,170	581,367	581,367
Category: 4006 Investment Income					
020-0000-371000	Interest Earnings	7,127	10,525	5,000	5,000
Category: 4006 Investment Income Total		7,127	10,525	5,000	5,000
Fund: 020 - GAS TAX Total		559,764	577,695	586,367	586,367
Appropriations					
Fund: 020 - GAS TAX					
Department: 4220 SCHOOL CROSSING GUARDS					
Category: 5500 Contract Services					
020-4220-551000	Professional Services	37,011	58,901	60,000	60,000
Department: 4220 SCHOOL CROSSING GUARDS Total		37,011	58,901	60,000	60,000
Department: 4505 CONTRACT SERVICES	Contract Services				
020-4505-552000			58,412	0	0
Department: 4505 CONTRACT SERVICES Total			58,412	0	
Category: 5500 Contract Services Total		37,011	117,313	60,000	60,000
Department: 4510 TRAFFIC SAFETY					
Category: 5400 Materials, Supplies, and Services					
020-4510-542800	Utilities	67,055	64,213	60,000	60,000
Category: 5400 Materials, Supplies, and Services Total		67,055	64,213	60,000	60,000
Category: 5500 Contract Services					
020-4510-552010	Traffic Engineer	30,000	41,828	30,000	30,000
020-4510-552013	Signal Maintenance	24,562	14,839	40,000	40,000
Category: 5500 Contract Services Total		54,562	56,667	70,000	70,000
Department: 4510 TRAFFIC SAFETY Total		54,562	56,667	70,000	70,000
Department: 4515 STREET MAINTENANCE					
Category: 5500 Contract Services					
020-4515-552021	Street Sweeping	20,015	58,455	64,000	64,000
Category: 5500 Contract Services Total		20,015	58,455	64,000	64,000
Department: 4515 STREET MAINTENANCE Total		20,015	58,455	64,000	64,000
Category: 5400 Materials, Supplies, and Services					
020-4520-542801	Water	52,908	74,246	95,000	95,000
Category: 5400 Materials, Supplies, and Services Total		52,908	74,246	95,000	95,000
Category: 5500 Contract Services					
020-4520-552000	Contract Services	153,950	151,959	187,500	187,500
020-4520-552023	Street Tree Maintenance	75,000	63,009	75,000	75,000
Category: 5500 Contract Services Total		228,950	214,967	262,500	262,500
Department: 4520 LANDSCAPE MAINTENANCE Total		281,858	289,213	357,500	357,500
Fund: 020 - GAS TAX Total		460,501	585,861	611,500	611,500
Excess (Deficiency) of Revenues		99,263	(8,166)	(25,133)	(25,133)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		88,122	187,385	179,219	154,086
Ending Fund Balance		187,385	179,219	154,086	128,953

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Fund 022 Road Rehab — Fund Overview

To account for funds from the Road Maintenance and Rehabilitation program (SB1) allocated to the City by the State which may only be used for road maintenance and rehabilitation.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 022 - ROAD REHAB FUND					
Category: 4003 Intergovernmental					
022-0000-334600	Road Rehab Revenue	522,263	552,113	547,951	547,951
Category: 4003 Intergovernmental Total		522,263	552,113	547,951	547,951
Category: 4006 Investment Income					
022-0000-371000	Interest Earnings	2,317	12,981	10,000	5,000
Category: 4006 Investment Income Total		2,317	12,981	10,000	5,000
Fund: 022 - ROAD REHAB FUND Total		524,580	565,094	557,951	552,951
Appropriations					
Fund: 022 - ROAD REHAB FUND					
Department: 4640 STREET IMPROVEMENTS					
Category: 6200 Street Improvements					
022-4640-630500	Annual Overlay	478,011	127,766	250,000	900,000
Category: 6200 Street Improvements Total		478,011	127,766	250,000	900,000
Department: 4640 STREET IMPROVEMENTS Total		478,011	127,766	250,000	900,000
Fund: 022 - ROAD REHAB FUND Total		478,011	127,766	250,000	900,000
Excess (Deficiency) of Revenues		46,569	437,328	307,951	(347,049)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		104,133	150,702	588,030	895,981
Ending Fund Balance		150,702	588,030	895,981	548,932

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Fund 030 Cal PERS Set Aside — Fund Overview

To account for funds to be used towards the City's defined benefit pension plan through California Public Employees Retirement System (CalPERS).

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 030 - CAL PERS SET ASIDE					
Category: 4006 Investment Income					
030-0000-371000	Interest Earnings	1,252	3,433	3,000	3,000
Category: 4006 Investment Income Total		1,252	3,433	3,000	3,000
Fund: 030 - CAL PERS SET ASIDE Total		1,252	3,433	3,000	3,000
Appropriations					
Fund: 030 - CAL PERS SET ASIDE					
Department: 4190 NON DEPARTMENTAL					
Category: 5100 Personnel					
030-4190-510800	CEPPT	100,000	0	0	0
Category: 5100 Personnel Total		100,000	0	0	0
Department: 4190 NON DEPARTMENTAL Total		100,000	0	0	0
Fund: 030 - CAL PERS SET ASIDE Total		100,000	0	0	0

Excess (Deficiency) of Revenues	(98,748)	3,433	3,000	3,000
Other Financing Sources (Uses)	89,550	95,850	-	-
Beginning Fund Balance	103,753	94,555	193,838	196,838
Ending Fund Balance	94,555	193,838	196,838	199,838

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Fund 040 Traffic Safety — Fund Overview

To account for funds from traffic fines levied by local courts which may only be used for traffic safety purposes.
Major Projects/Programs: Crossing Guards

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 040 - TRAFFIC SAFETY					
Category: 4005 Fines and Penalties					
040-0000-360500	Vehicle Code Fines	43,141	37,278	40,000	40,000
Category: 4005 Fines and Penalties Total		43,141	37,278	40,000	40,000
Category: 4006 Investment Income					
040-0000-371000	Interest Earnings	1,631	1,407	1,000	1,000
Category: 4006 Investment Income Total		1,631	1,407	1,000	1,000
Fund: 040 - TRAFFIC SAFETY Total		44,772	38,684	41,000	41,000
Appropriations					
Fund: 040 - TRAFFIC SAFETY					
Department: 4220 SCHOOL CROSSING GUARDS					
Category: 5500 Contract Services					
040-4220-551000	Professional Services	43,505	55,143	50,000	50,000
Category: 5500 Contract Services Total		43,505	55,143	50,000	50,000
Department: 4220 SCHOOL CROSSING GUARDS Total		43,505	55,143	50,000	50,000
Fund: 040 - TRAFFIC SAFETY Total		43,505	55,143	50,000	50,000

Excess (Deficiency) of Revenues	1,267	(16,459)	(9,000)	(9,000)
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	49,414	50,681	34,222	25,222
Ending Fund Balance	50,681	34,222	25,222	16,222

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Fund 060 Proposition A — Fund Overview

To account for funds from Proposition A, a half-cent sales tax dedicated to transportation funding.
Major Projects/Programs: Dial-A-Ride

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 060 - PROPOSITION A					
Category: 4003 Intergovernmental					
060-0000-333200	Prop A Trans Tax	524,255	518,739	513,238	521,213
060-0000-334516	Ab1012	66,450	33,225	63,562	63,562
060-0000-353000	Prop A Reimbursements	13,938	-474	45,000	45,000
060-0000-395008	Farebox Revenue	8,760	9,770	3,500	3,500
Category: 4003 Intergovernmental Total		613,403	561,260	625,300	633,275
Category: 4006 Investment Income					
060-0000-371000	Interest Earnings	68,998	72,851	50,000	50,000
Category: 4006 Investment Income Total		68,998	72,851	50,000	50,000
Fund: 060 - PROPOSITION A Total		682,401	634,111	675,300	683,275
Appropriations					
Fund: 060 - PROPOSITION A					
Department: 4150 FINANCE					
Category: 5100 Personnel					
060-4150-510100	Prop A Salaries	9,248	10,261	0	0
060-4150-510700	Retirement	712	800	0	0
060-4150-510800	Group Health	1,185	1,192	0	0
060-4150-510900	Group Dental	58	60	0	0
060-4150-511000	Group Life	26	31	0	0
060-4150-511100	Group Disability	121	130	0	0
060-4150-511200	Medicare	139	152	0	0
Category: 5100 Personnel Total		11,489	12,626	0	0
Department: 4150 FINANCE Total		11,489	12,626	0	0
Department: 4420 RECREATION					
Category: 5500 Contract Services					
060-4420-5520A0	Contract Services - Classes	1,500	2,000	5,595	5,595
060-4420-5520B0	Recreation Transit- Excursions	12,756	7,074	29,120	29,120
060-4420-5520D0	Recreation Transit - Seniors	18,567	25,020	25,280	25,280
060-4420-5520E0	Contract Services-spec Events	6,825	11,451	11,700	11,700
Category: 5500 Contract Services Total		39,648	45,545	71,695	71,695
Department: 4420 RECREATION Total		39,648	45,545	71,695	71,695
Department: 4440 COMMUNITY SERVICES					
Category: 5100 Personnel					
060-4440-510100		61,817	69,548	113,990	113,990
060-4440-510700	Retirement	18,935	20,291	28,435	28,435
060-4440-510800	Group Health Insurance	12,669	14,032	21,351	21,351
060-4440-510900	Group Dental Insurance	513	642	1,003	1,003
060-4440-511000	Group Life Insurance	139	153	209	209
060-4440-511100	Group Disability Insurance	729	805	1,299	1,299
060-4440-511200	Medicare Taxes	913	1,031	1,770	1,770
Category: 5100 Personnel Total		95,715	106,504	168,057	168,057
Department: 4440 COMMUNITY SERVICES Total		95,715	106,504	168,057	168,057

Department: 4520 LANDSCAPE MAINTENANCE					
Category: 5400 Materials, Supplies, and Services					
060-4520-542801	Water	1,707	1,303	2,500	2,500
Category: 5400 Materials, Supplies, and Services Total		1,707	1,303	2,500	2,500
Category: 5500 Contract Services					
060-4520-552036	Park & Ride Lot Maintenance	55,668	55,668	57,736	57,736
060-4520-552037	Bus Stop Maintenance	10,848	10,848	15,465	15,465
Category: 5500 Contract Services Total		66,516	66,516	73,201	73,201
Department: 4520 LANDSCAPE MAINTENANCE Total		68,223	67,819	75,701	75,701
Department: 4530 TRANSPORTATION					
Category: 5400 Materials, Supplies, and Services					
060-4530-544000	Other Charges	345	386	400	400
Category: 5400 Materials, Supplies, and Services Total		345	386	400	400
Category: 5500 Contract Services					
060-4530-552080	Dial A Ride	308,862	369,639	578,735	578,735
060-4530-552081	Beach Bus	52,639	56,927	61,400	61,400
060-4530-552083	Incentive Grant	66,450	55,423	63,562	63,562
Category: 5500 Contract Services Total		427,951	481,988	703,697	703,697
Department: 4530 TRANSPORTATION Total		428,296	482,375	704,097	704,097
Fund: 060 - PROPOSITION A Total		643,371	714,868	1,019,550	1,019,550

Excess (Deficiency) of Revenues	39,030	(80,757)	(344,250)	(336,275)
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	1,420,015	1,459,045	1,378,288	1,034,038
Ending Fund Balance	1,459,045	1,378,288	1,034,038	697,763

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Fund 061 Proposition C — Fund Overview

To account for funds from Proposition C, a half-cent sales tax dedicated to transportation funding.
Major Projects/Programs: Traffic Engineering; Signal Maintenance

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 061 - PROPOSITION C					
Category: 4003 Intergovernmental					
061-0000-333400	Prop C Transit Tax	434,858	430,281	425,717	432,332
Category: 4003 Intergovernmental Total		434,858	430,281	425,717	432,332
Category: 4006 Investment Income					
061-0000-371000	Interest Earnings	34,893	42,135	30,000	30,000
Category: 4006 Investment Income Total		34,893	42,135	30,000	30,000
Fund: 061 - PROPOSITION C Total		469,751	472,416	455,717	462,332
Appropriations					
Fund: 061 - PROPOSITION C					
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
061-4505-510100	Regular Salaries	44,882	45,458	49,287	49,287
061-4505-510700	Retirement	15,046	8,321	15,394	15,394
061-4505-510800	Group Health Insurance	8,369	7,935	10,354	10,354
061-4505-510900	Group Dental Insurance	605	516	635	635
061-4505-511000	Group Life Insurance	115	103	113	113
061-4505-511100	Group Disability Insurance	557	527	562	562
061-4505-511200	Medicare Taxes	655	665	755	755
Category: 5100 Personnel Total		70,229	63,524	77,100	77,100
Department: 4505 PUBLIC WORKS Total		70,229	63,524	77,100	77,100
Department: 4510 TRAFFIC SAFETY					
Category: 5500 Contract Services					
061-4510-551000	Contract Services	103,225	149,075	150,000	150,000
061-4510-552010	Traffic engineer	115,000	115,000	120,000	120,000
061-4510-552013	Signal maintenance	56,439	53,690	115,000	120,000
061-4510-552029	Pavement Management Upd	76,500			45,000
Category: 5500 Contract Services Total		351,164	317,765	385,000	435,000
Department: 4510 TRAFFIC SAFETY Total		351,164	317,765	385,000	435,000
Fund: 061 - PROPOSITION C Total		421,393	381,289	462,100	512,100

Excess (Deficiency) of Revenues	48,358	91,127	(6,383)	(49,768)
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	715,669	764,027	855,154	848,771
Ending Fund Balance	764,027	855,154	848,771	799,003

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Fund 063 Measure R — Fund Overview

To account for funds from Measure R, a half-cent sales tax dedicated to finance transportation projects and programs.
Major Projects/Programs: Overlay; Sidewalk Repairs

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 063 - MEASURE R FUND					
Category: 4003 Intergovernmental					
063-0000-333100	Measure R - Local	326,041	322,651	319,288	324,249
Category: 4003 Intergovernmental Total		326,041	322,651	319,288	324,249
Category: 4006 Investment Income					
063-0000-371000	Interest Earnings	12,613	12,529	10,000	10,000
Category: 4006 Investment Income Total		12,613	12,529	10,000	10,000
Fund: 063 - MEASURE R FUND Total		338,654	335,180	329,288	334,249
Appropriations					
Fund: 063 - MEASURE R FUND					
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
063-4505-510100	Regular Salaries	24,085	55,631	36,983	36,983
063-4505-510700	Retirement	10,569	9,225	10,559	10,559
063-4505-510800	Group Health Insurance	4,117	10,810	6,744	6,744
063-4505-510900	Group Dental Insurance	304	714	427	427
063-4505-511000	Group Life Insurance	59	136	88	88
063-4505-511100	Group Disability Insurance	262	663	422	422
063-4505-511200	Medicare Taxes	343	811	565	565
Category: 5100 Personnel Total		39,739	77,990	55,788	55,788
Category: 5500 Contract Services					
063-4505-552000	Contract Services	145,000	249,840	125,000	125,000
Category: 5500 Contract Services Total		145,000	249,840	125,000	125,000
Department: 4505 PUBLIC WORKS Total		184,739	327,831	180,788	180,788
Department: 4510 TRAFFIC SAFETY					
Category: 6000 Other Improvements/Projects					
063-4510-632400	HAWK Project	1,000	200,000	0	0
Category: 6000 Other Improvements/Projects Total		1,000	200,000	0	0
Department: 4510 TRAFFIC SAFETY Total		1,000	200,000	0	0
Department: 4640 STREET IMPROVEMENTS					
Category: 6200 Street Improvements					
063-4640-630500	Annual Overlay	2,512	96,040	100,000	100,000
063-4640-631000	Sidewalk Repairs	50,187	0	55,000	55,000
Category: 6200 Street Improvements Total		52,699	96,040	155,000	155,000
Department: 4640 STREET IMPROVEMENTS Total		52,699	96,040	155,000	155,000
Fund: 063 - MEASURE R FUND Total		238,438	623,871	335,788	335,788
Excess (Deficiency) of Revenues		100,216	(288,690)	(6,500)	(1,539)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		226,964	327,180	38,490	31,990
Ending Fund Balance		327,180	38,490	31,990	30,451

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Fund 064 Measure M Local — Fund Overview

To account for funds from Measure M, a half-cent sales tax dedicated for projects that ease traffic, repair local streets and sidewalks, expand transportation, earthquake retrofit bridges and subsidize transit fares for students, seniors and persons with disabilities.
Major Projects/Programs: Street Repair and Maintenance

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 064 - MEASURE M - LOCAL					
Category: 4003 Intergovernmental					
064-0000-333100	Measure M Local	368,170	365,553	361,860	367,482
Category: 4003 Intergovernmental Total		368,170	365,553	361,860	367,482
Category: 4006 Investment Income					
064-0000-371000	Interest Earnings	5,119	4,480	3,500	3,500
Category: 4006 Investment Income Total		5,119	4,480	3,500	3,500
Fund: 064 - MEASURE M - LOCAL Total		373,289	370,033	365,360	370,982
Appropriations					
Fund: 064 - MEASURE M - LOCAL					
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
064-4505-510100	Regular Salaries	33,874	55,411	36,133	36,133
064-4505-510700	Retirement	9,643	8,475	10,491	10,491
064-4505-510800	Group Health Insurance	6,446	10,210	6,639	6,639
064-4505-510900	Group Dental Insurance	492	679	421	421
064-4505-511000	Group Life Ins	92	132	85	85
064-4505-511100	Group Disability Ins	420	654	412	412
064-4505-511200	Medicare Taxes	495	811	552	552
Category: 5100 Personnel Total		51,462	76,373	54,733	54,733
Category: 5500 Contract Services					
064-4505-552000	Contract Services	42,500	36,041	70,000	70,000
Category: 5500 Contract Services Total		42,500	36,041	70,000	70,000
Department: 4505 PUBLIC WORKS Total		93,962	112,415	124,733	124,733
Department: 4510 TRAFFIC SAFETY					
Category: 5500 Contract Services					
064-4510-552011	Traffic Marking and Stripping	30,000	30,000	30,000	30,000
064-4510-552012	Traffic Signing	40,000	40,000	40,000	40,000
064-4510-552020	Street Repairs & Maintenance	70,000	43,182	50,000	60,000
Category: 5500 Contract Services Total		140,000	113,182	120,000	130,000
Category: 6000 Other Improvements/Projects					
064-4510-632200	Bike Lanes	75,000	68,841	0	0
064-4510-632400	HAWK Project	0	100,000	0	0
Category: 6000 Other Improvements/Projects Total		75,000	168,841	0	0
Department: 4510 TRAFFIC SAFETY Total		215,000	282,024	120,000	130,000
Department: 4640 STREET IMPROVEMENTS					
Category: 6200 Street Improvements					
064-4640-631000	Sidewalk Repairs	0	100,000	85,000	85,000
Category: 6200 Street Improvements Total		0	100,000	85,000	85,000
Department: 4640 STREET IMPROVEMENTS Total		0	100,000	85,000	85,000
Fund: 064 - MEASURE M - LOCAL Total		308,962	494,438	329,733	339,733

Excess (Deficiency) of Revenues	64,327	(124,405)	35,627	31,249
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	74,328	138,655	14,250	49,877
Ending Fund Balance	138,655	14,250	49,877	81,126

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Fund 065 Measure W Local — Fund Overview

To account for funds from the Safe Clean Water Program allocated to the City for storm water projects.
Major Projects/Programs: Liberty Canyon Creek Restoration Study; Lake Lindero Study

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Category: 4003 Intergovernmental					
065-0000-333103	Measure W - Local	344,690	345,953	340,000	340,000
Category: 4003 Intergovernmental Total		344,690	345,953	340,000	340,000
Category: 4006 Investment Income					
065-0000-371000	Interest Earnings	17,815	31,607	10,000	5,000
Category: 4006 Investment Income Total		17,815	31,607	10,000	5,000
Fund: 065 - MEASURE W - LOCAL Total		362,505	377,561	350,000	345,000
Appropriations					
Fund: 065 - MEASURE W - LOCAL					
Department: 4515 STREET MAINTENANCE					
Category: 5500 Contract Services					
065-4515-552021	Street Sweeping	102,000	102,000	12,300	102,000
Category: 5500 Contract Services Total		102,000	102,000	12,300	102,000
Department: 4515 STREET MAINTENANCE Total		102,000	102,000	12,300	102,000
Department: 4525 STORM DRAIN & FLOOD CONTROL					
Category: 5500 Contract Services					
065-4525-552043	Driver Storm Drain Improvement	0	0	0	50,000
Category: 5500 Contract Services Total		0	0	0	50,000
Category: 6200 Street Improvements					
065-4525-632300	City Low Flow Diversion	0	17,416	292,390	226,000
Category: 6200 Street Improvements		0	17,416	292,390	226,000
Department: 4525 STORM DRAIN & FLOOD CONTROL Total		0	17,416	292,390	276,000
Department: 4610 OTHER IMPROVEMENTS					
Category: 5500 Contract Services					
065-4610-552045	MS4 Compliance - Diversion	8,024	0	90,000	0
065-4610-552046	Lake Lindero	0	0	30,000	59,200
065-4610-552047	Liberty Canyon Creek	0	0	0	225,000
Category: 5500 Contract Services Total		8,024	0	120,000	284,200
Category: 6200 Street Improvements					
065-4610-632300	Storm Drain Diversion MS4 Comp	21,574	0	109,000	786,000
Category: 6200 Street Improvements Total		21,574	0	109,000	786,000
Department: 4610 OTHER IMPROVEMENTS Total		21,574	0	109,000	786,000
Department: 4620 PARK IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
065-4620-612000	Ladyface Greenway	0	0	188,000	0
Category: 5500 Contract Services Total		0	0	188,000	0
Department: 4620 PARK IMPROVEMENTS Total		0	0	188,000	0
Fund: 065 - MEASURE W - LOCAL Total		131,598	119,416	721,690	1,448,200
Excess (Deficiency) of Revenues		230,907	258,145	(371,690)	(1,103,200)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		286,082	516,989	775,134	403,444
Ending Fund Balance		516,989	775,134	403,444	(699,756)

Fund 070 S Coast Air Quality Mgmt Dist — Fund Overview

To account for funds received from South Coast Air Quality Management District which may only be used for air quality improvements.
Major Projects/Programs: Electric Vehicle

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 070 - S COAST AIR QUALITY MGMT DIST					
Category: 4003 Intergovernmental					
070-0000-333000	Scaqmd	19,942	26,192	26,700	26,700
Category: 4003 Intergovernmental Total		19,942	26,192	26,700	26,700
Category: 4006 Investment Income					
070-0000-371000	Interest Earnings	3,437	5,121	1,500	1,500
Category: 4006 Investment Income Total		3,437	5,121	1,500	1,500
Fund: 070 - S COAST AIR QUALITY MGMT DIST Total		23,379	31,312	28,200	28,200
Appropriations					
Fund: 070 - S COAST AIR QUALITY MGMT DIST					
Category: 5600 Capital Outlay					
070-4190-568400	Vehicles	0	0	55,000	0
Category: 5600 Capital Outlay Total		0	0	55,000	0
Department: 4190 NON DEPARTMENTAL Total		0	0	55,000	0
Fund: 070 - S COAST AIR QUALITY MGMT DIST Total		0	0	55,000	0
Excess (Deficiency) of Revenues		23,379	31,312	(26,800)	28,200
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		68,932	92,311	123,623	96,823
Ending Fund Balance		92,311	123,623	96,823	125,023

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Fund 110 Traffic Improvement — Fund Overview

To account for traffic improvement and arterial street system fees paid by developers which may only be used for constructing traffic impacted arterial streets.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 110 - TRAFFIC IMPROVEMENT					
Category: 4001 Contributions					
110-0000-348000	Traffic Improvement Fees	0	32	0	0
Category: 4001 Contributions Total		0	32	0	0
Category: 4006 Investment Income					
110-0000-371000	Interest Earnings	3,967	11,537	6,000	6,000
Category: 4006 Investment Income Total		3,967	11,537	6,000	6,000
Category: 4008 Other Revenue					
110-0000-391000	Miscellaneous Revenue	0	261,353	0	0
Category: 4008 Other Revenue Total		0	261,353	0	0
Fund: 110 - TRAFFIC IMPROVEMENT Total		3,967	272,922	6,000	6,000

Excess (Deficiency) of Revenues	3,967	272,922	6,000	6,000
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	1,032,347	1,036,314	1,309,236	1,315,236
Ending Fund Balance	1,036,314	1,309,236	1,315,236	1,321,236

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Fund 111 Utility Undergrounding — Fund Overview

To account for the undergrounding of utility lines within the City undergrounding district.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 111 - UTILITY UNDERGROUNDING					
Category: 4006 Investment Income					
111-0000-371000	Interest Earnings	2,534	2,839	2,000	2,000
Category: 4006 Investment Income Total		2,534	2,839	2,000	2,000
Fund: 111 - UTILITY UNDERGROUNDING Total		2,534	2,839	2,000	2,000
Excess (Deficiency) of Revenues		2,534	2,839	2,000	2,000
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		55,065	57,599	60,439	62,439
Ending Fund Balance		57,599	60,439	62,439	64,439

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Fund 240 Supplemental Law Enforcement — Fund Overview

To account for Brulte funds received from the state for the use of Public Safety (COPS) programs.
Major Projects/Programs: Law Enforcement Services; Flock Cameras

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 240 - SUPPLEMENTAL LAW ENFORCEMENT					
Category: 4003 Intergovernmental					
240-0000-334500	Miscellaneous Grants	186,159	194,663	175,000	175,000
Category: 4003 Intergovernmental Total		186,159	194,663	175,000	175,000
Category: 4006 Investment Income					
240-0000-371000	Interest Earnings	8,434	9,380	7,000	7,000
Category: 4006 Investment Income Total		8,434	9,380	7,000	7,000
Fund: 240 - SUPPLEMENTAL LAW ENFORCEMENT Total		194,593	204,043	182,000	182,000
Appropriations					
Fund: 240 - SUPPLEMENTAL LAW ENFORCEMENT					
Department: 4210 LOS ANGELES COUNTY SHERIFF					
Category: 5400 Materials, Supplies, and Services					
240-4210-542500	Small Equipment	0	0	0	0
Category: 5400 Materials, Supplies, and Services Total		0	0	0	0
Category: 5500 Contract Services					
240-4210-552051	Traffic Enforcement	72,797	75,607	81,000	81,000
240-4210-552054	Juvenile Intervention Program	75,203	78,468	78,775	78,775
Category: 5500 Contract Services Total		148,000	154,075	159,775	159,775
Category: 5600 Capital Outlay					
240-4210-568300	Equipment	35,500	79,280	75,000	0
Category: 5600 Capital Outlay Total		35,500	79,280	75,000	0
Department: 4210 LOS ANGELES COUNTY SHERIFF Total		183,500	233,355	234,775	159,775
Fund: 240 - SUPPLEMENTAL LAW ENFORCEMENT Total		183,500	233,355	234,775	159,775

Excess (Deficiency) of Revenues	11,093	(29,311)	(52,775)	22,225
Other Financing Sources (Uses)	-	-	-	-
Beginning Fund Balance	130,098	141,191	111,880	59,105
Ending Fund Balance	141,191	111,880	59,105	81,330

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Fund 260 Miscellaneous Grants — Fund Overview

To account for various grand funds received for capital improvements and park developments.
Major Projects/Programs: Civic Center Microgrid Project; Bikeway Master Plan; Ladyface Greenway

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 260 - MISCELLANEOUS GRANTS					
Category: 4003 Intergovernmental					
260-0000-334501	Tda	42,403	20,309	15,859	15,859
260-0000-334506	Used Oil Grant	5,000	5,000	5,000	0
260-0000-334517	Stpl	5,174	128,531	0	0
260-0000-334518	Federal Appropriation	0	0	1,383,068	0
260-0000-334519	Peg Fees	23,470	16,367	32,000	32,000
260-0000-334531	Art in Public Places	0	0	25,000	50,000
260-0000-334532	Roadside Bridge	1,000	206,100	0	0
260-0000-334533	Meas A Reimbursement	54,547	173,909	185,175	0
260-0000-334539	SB1383 Grant	25,120	9,768	0	0
260-0000-334540	Fire Grant	174,200	47,675	0	0
260-0000-334541	IRWMP	0	0	1,195,135	0
260-0000-334542	AHCCCC Federal Grant	1,000,000	0	0	0
260-0000-334543	Ladyface Greenway	0	0	4,800,000	1,200,000
260-0000-334544	Bike Master Plan	0	181,862	0	310,000
260-0000-334545	Driver Drain Improvements	0	39,413	245,000	250,000
260-0000-334546	PLHA	0	0	0	0
260-0000-334548	Measure W Regional				1,368,782
260-0000-334549	SS4A Grant				60,000
Category: 4003 Intergovernmental Total		1,330,914	828,934	7,886,237	3,286,641
Category: 4006 Investment Income					
260-0000-371000	Interest Earnings	0	28,346	0	0
Category: 4006 Investment Income Total		0	28,346	0	0
Fund: 260 - MISCELLANEOUS GRANTS Total		1,330,914	857,280	7,886,237	3,286,641
Appropriations					
Fund: 260 - MISCELLANEOUS GRANTS					
Department: 4120 CITY MANAGER					
Category: 5100 Personnel					
260-4120-510100	Regular Salaries	0	0	3,041	0
260-4120-510700	Retirement	0	0	1,079	0
260-4120-510800	Group Health Insurance	0	0	355	0
260-4120-510900	Group Dental Insurance	0	0	20	0
260-4120-511000	Group Life Insurance	0	0	4	0
260-4120-511100	Group Disability Insurance	0	0	35	0
260-4120-511200	Medicare Taxes	0	0	50	0
Category: 5100 Personnel Total		0	0	4,584	0
Category: 5500 Contract Services					
260-4120-551040	Oil Grant	5,000	5,000	5,000	0
260-4120-551042	SB1383 Expense	21,943	9,768	0	0
260-4120-551050	Home Hardening Grant	11,000	10,000	0	0
Category: 5500 Contract Services Total		37,943	24,768	5,000	0
Department: 4120 CITY MANAGER Total		37,943	24,768	9,584	0
Department: 4121 COMMUNICATIONS					
Category: 5100 Personnel					
260-4121-510100	Regular Salaries	0	0	3,950	0
260-4121-510700	Retirement	0	0	315	0
260-4121-510800	Group Health Insurance	0	0	350	0
260-4121-510900	Group Dental Insurance	0	0	18	0

260-4121-511000	Group Life Insurance	0	0	8	0
260-4121-511100	Group Disability Insurance	0	0	45	0
260-4121-511200	Medicare Taxes	0	0	59	0
Category: 5100 Personnel Total		0	0	4,745	0
Department: 4121 COMMUNICATIONS Total		0	0	4,745	0
Department: 4150 FINANCE					
Category: 5100 Personnel					
260-4150-510100	Regular Salaries	0	0	8,028	0
260-4150-510700	Retirement	0	0	442	0
260-4150-510800	Group Health Insurance	0	0	713	0
260-4150-510900	Group Dental Insurance	0	0	524	0
260-4150-511000	Group Life Insurance	0	0	29	0
260-4150-511100	Group Disability Insurance	0	0	58	0
260-4150-511200	Medicare Taxes	0	0	109	0
Category: 5100 Personnel Total		0	0	9,903	0
Department: 4150 FINANCE Total		0	0	9,903	0
Department: 4180 PUBLIC FACILITIES					
Category: 5600 Capital Outlay					
260-4180-568200	Other Improvements	0	0	25,000	1,075,000
Category: 5600 Capital Outlay Total		0	0	25,000	1,075,000
Department: 4180 PUBLIC FACILITIES Total		0	0	25,000	1,075,000
Department: 4190 NON DEPARTMENTAL					
Category: 5500 Contract Services					
260-4190-551008	Agoura/Calabasas Comm Ctr	1,000,000	0	0	0
260-4190-551010	Media	23,470	16,368	32,000	32,000
Category: 5500 Contract Services Total		1,023,470	16,368	32,000	32,000
Department: 4190 NON DEPARTMENTAL Total		1,023,470	16,368	32,000	32,000
Department: 4215 EMERGENCY SERVICES					
Category: 5400 Materials, Supplies, and Services					
260-4125-542600	Advertising	580	0	0	0
Category: 5400 Materials, Supplies, and Services Total		580	0	0	0
Category: 5500 Contract Services					
260-4215-551000	Professional Services	0	50,000	0	0
260-4215-552000	Contract Services	15,000	19,895	0	0
Category: 5500 Contract Services Total		15,000	69,895	0	0
Category: 5600 Capital Outlay					
260-4215-568400	Vehicle	63,887	0	0	0
Category: 5600 Capital Outlay Total		63,887	0	0	0
Department: 4215 EMERGENCY SERVICES Total		79,467	69,895	0	0
Department: 4440 COMMUNITY SERVICES					
Category: 5600 Capital Outlay					
260-4440-568500	Art	0	0	0	75,000
Category: 5600 Capital Outlay Total		0	0	0	75,000
Department: 4440 COMMUNITY SERVICES Total		0	0	0	75,000
Department: 4505 PUBLIC WORKS					
Category: 5100 Personnel					
260-4505-510100	Regular Salaries	0	16,359	20,025	0
260-4505-510700	Retirement	0	2,180	6,174	0
260-4505-510800	Group Health Insurance	0	3,901	4,238	0
260-4505-510900	Group Dental Insurance	0	235	244	0
260-4505-511000	Group Life Insurance	0	42	45	0
260-4505-511100	Group Disability Insurance	0	185	225	0
260-4505-511200	Medicare Taxes	0	225	304	0
Category: 5100 Personnel Total		0	23,127	31,255	0
Category: 5500 Contract Services					
260-4505-552000	Contract Services	985	580	0	0
Category: 5500 Contract Services Total		985	580	0	0
Category: 5600 Capital Outlay					
260-4505-552043	Driver Drain Improvements	0	0	245,000	250,000
260-4505-568300	Equipment	8,944	0	0	0
260-4505-630500	Bike Path Gap Closure	0	181,862	500,000	310,000
260-4505-631500	SS4A Grant Studies and Demo Project				60,000
Category: 5600 Capital Outlay Total		8,944	181,862	745,000	620,000
Department: 4505 PUBLIC WORKS Total		9,929	205,570	776,255	620,000

Department: 4510 TRAFFIC SAFETY					
Category: 6000 Other Improvements/Projects					
260-4510-632400	HAWK Project	0	128,531	0	0
Category: 6000 Other Improvements/Projects Total		0	128,531	0	0
Department: 4510 TRAFFIC SAFETY Total		0	128,531	0	0
Department: 4520 LANDSCAPE MAINTENANCE					
Category: 5500 Contract Services					
260-4520-552023	Street Tree Maintenance	5,174	0	0	0
Category: 5600 Landscape Maintenance Total		5,174	0	0	0
Department: 4520 LANDSCAPE MAINTENANCE Total		5,174	0	0	0
Department: 4610 OTHER IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
260-4610-601600	Event Ctr Improvements	54,547	0	0	200,000
Category: 6000 Other Improvements/Projects Total		54,547	0	0	200,000
Category: 6200 Street Improvements					
260-4610-632300	IRWMP Funding - Low Flow Dive	0	0	0	1,195,135
260-4610-632301	Mesure W Regional - Low Flow Diversion				1,368,782
Category: 6200 Street Improvements Total		0	0	0	2,563,917
Department: 4610 OTHER IMPROVEMENTS		54,547	0	0	2,763,917
Department: 4620 PARK IMPROVEMENTS					
Category: 6000 Other Improvements/Projects					
260-4620-610500	Morrison Park Improvements		0	185,175	0
260-4620-611000	Chumash Park Improvements	173,909	0	0	0
260-4620-612000	Ladyface Greenway		2,313,218	4,800,000	1,200,000
Category: 6000 Other Improvements/Projects Total		173,909	2,313,218	4,985,175	1,200,000
Department: 4620 PARK IMPROVEMENTS Total		173,909	2,313,218	4,985,175	1,200,000
Department: 4640 STREET IMPROVEMENTS					
Category: 6200 Street Improvements					
260-4640-630100	Annual Sidewalk Repairs	26,856	20,309	15,859	15,859
Category: 6200 Street Improvements Total		26,856	20,309	15,859	15,859
Department: 4640 STREET IMPROVEMENTS Total		26,856	20,309	15,859	15,859
Fund: 260 - MISCELLANEOUS GRANTS Total		1,411,295	2,778,657	5,858,521	5,781,776

Excess (Deficiency) of Revenues	(80,381)	(1,921,377)	2,027,716	(2,495,135)
Other Financing Sources (Uses)	-	1,718,466	-	-
Beginning Fund Balance	(295,326)	(375,707)	(578,618)	1,449,098
Ending Fund Balance	(375,707)	(578,618)	1,449,098	(1,046,037)

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 300 Financing Authority Debt Service Fund Overview

To account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 300 - FINANCING AUTHORITY DEBT SERVICE					
Category: 4006 Investment Income					
300-0000-371000	Interest Earnings	51	44	0	0
Category: 4006 Investment Income Total		51	44	0	0
Fund: 300 - FINANCING AUTH DEBT SERVICE Total		51	44	0	0
Excess (Deficiency) of Revenues		51	44	-	-
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		1,126	1,177	1,221	1,221
Ending Fund Balance		1,177	1,221	1,221	1,221

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 305 A Hills Improvement Authority Fund Overview

To account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 305 - A HILLS IMPROVEMENT AUTHORITY BOND					
Category: 4006 Investment Income					
305-0000-371000	Interest Earnings	90,960	318,283	300,000	20,000
Category: 4006 Investment Income Total		90,960	318,283	300,000	20,000
Fund: 305 - A HILLS IMPROVEMENT AUTH BOND Total		90,960	318,283	300,000	20,000
Appropriations					
Fund: 305 - A HILLS IMPROVEMENT AUTHORITY BOND					
Department: 4180 PUBLIC FACILITIES					
Category: 5500 Contract Services					
305-4180-551000	Professional services	0	0	0	0
Category: 5500 Contract Services Total		0	0	0	0
Category: 5700 Debt Service					
305-4180-570100	Debt Service - Principal	400,000	985,000	1,030,000	1,075,000
305-4180-570200	Debt Service - Interest Paid	603,704	851,613	814,713	775,963
305-4180-570400	Cost of Issuance	287,998	0	0	0
Category: 5700 Debt Service Total		1,291,702	1,836,613	1,844,713	1,850,963
Category: 5800 Administrative Charges					
305-4180-580000	Administrative Service Charges	4,150	8,200	5,520	5,520
Category: 5800 Administrative Charges Total		4,150	8,200	5,520	5,520
Department: 4180 PUBLIC FACILITIES Total		1,295,852	1,844,813	1,850,233	1,856,483
Fund: 305 - A HILLS IMPROVEMENT AUTHORITY BOND Total		1,295,852	1,844,813	1,850,233	1,856,483

Excess (Deficiency) of Revenues	(1,204,892)	(1,526,530)	(1,550,233)	(1,836,483)
Other Financing Sources (Uses)	13,061,672	(4,534,064)	849,712	1,110,688
Beginning Fund Balance	292,037	12,148,817	6,088,223	5,387,702
Ending Fund Balance	12,148,817	6,088,223	5,387,702	4,661,907

City of Agoura Hills
Budget
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Fund 420 Inclusionary Housing In Lieu — Fund Overview

To account for in-lieu fees that are committed for the development or maintenance of housing that is affordable to low to moderate income households.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 420 - INCLUSIONARY HOUSING IN LIEU					
Category: 4006 Investment Income					
420-0000-371000	Interest Earnings	85,667	95,958	65,000	65,000
Category: 4006 Investment Income Total		85,667	95,958	65,000	65,000
Fund: 420 - INCLUSIONARY HOUSING IN LIEU Total		85,667	95,958	65,000	65,000
Appropriations					
Fund: 420 - INCLUSIONARY HOUSING IN LIEU					
Category: 5500 Contract Services					
420-4305-552000	Housing Element updati	0	0	0	110,000
Category: 5500 Contract Services Total		0	0	0	110,000
Fund: 420 - INCLUSIONARY HOUSING IN LIEU Total		0	0	0	110,000
Excess (Deficiency) of Revenues		85,667	95,958	65,000	(45,000)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		1,861,035	1,946,702	2,042,660	2,107,660
Ending Fund Balance		1,946,702	2,042,660	2,107,660	2,062,660

Fund 520 Solid Waste Management — Fund Overview

To account for funds relating to collection, transportation and recycling of refuse materials for City residents and businesses.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 520 - SOLID WASTE MANAGEMENT					
Category: 4000 Taxes and Assessments					
520-0000-314500	AB 939 Fee	36,534	36,164	36,000	36,000
Category: 4000 Taxes and Assessments Total		36,534	36,164	36,000	36,000
Category: 4004 Charges for Services					
520-0000-325000	Waste Hauling Permit Fee	13,000	13,001	13,000	13,000
520-0000-394000	Waste Hauling Surcharge	59,429	61,953	60,000	60,000
Category: 4004 Charges for Services Total		72,429	74,954	73,000	73,000
Category: 4006 Investment Income					
520-0000-371000	Interest Earnings	11,843	13,459	10,000	10,000
Category: 4006 Investment Income Total		11,843	13,459	10,000	10,000
Fund: 520 - SOLID WASTE MANAGEMENT Total		120,806	124,576	119,000	119,000
Appropriations					
Fund: 520 - SOLID WASTE MANAGEMENT					
Department: 4395 SOLID WASTE MANAGEMENT					
Category: 5400 Materials, Supplies, and Services					
520-4395-542300	Printing	2,660	1,217	2,280	2,280
520-4395-542400	Special supplies	130	0	1,000	1,000
Category: 5400 Materials, Supplies, and Services Total		2,790	1,217	3,280	3,280
Category: 5500 Contract Services					
520-4395-552000	Contract Services	51,408	56,005	91,450	71,450
Category: 5500 Contract Services Total		51,408	56,005	91,450	71,450
Category: 5800 Administrative Charges					
520-4395-580000	Administrative Service Charg	47,000	47,000	47,000	47,000
Category: 5800 Administrative Charges Total		47,000	47,000	47,000	47,000
Department: 4395 SOLID WASTE MANAGEMENT Total		101,198	104,221	141,730	121,730
Department: 4515 STREET MAINTENANCE					
Category: 5500 Contract Services					
520-4515-552021	Street Sweeping	0	0	90,000	0
Category: 5500 Contract Services Total		0	0	90,000	0
Fund: 520 - SOLID WASTE MANAGEMENT Total		101,198	104,221	231,730	121,730
Excess (Deficiency) of Revenues		19,608	20,355	(112,730)	(2,730)
Other Financing Sources (Uses)		-	-	-	-
Beginning Fund Balance		251,623	271,231	291,586	178,856
Ending Fund Balance		271,231	291,586	178,856	176,126

City of Agoura Hills
Budget
FY 2025-2026 to FY 2026-2027

Fund 620 Housing Successor Agency — Fund Overview

In February 2011, the City recorded an advance of $44 million to the Redevelopment Agency. In December 2011, the California Supreme Court dissolved the Redevelopment Agency and the City elected to become the Successor Agency for the former redevelopment agency. The Successor Agency makes annual payments on the outstanding debt and 20% of the loan repayment is transferred to the Housing Successor Agency to fund low to moderate income housing activities.

		2023-2024 Actual	2024-2025 Actual	2025-2026 Adopted	2026-2027 Proposed
Revenues					
Fund: 620 - HOUSING SUCCESSOR AGENCY					
Category: 4006 Investment Income					
620-0000-371000	Interest Earnings	46,542	56,378	45,000	45,000
Category: 4006 Investment Income Total		46,542	56,378	45,000	45,000
Fund: 620 - HOUSING SUCCESSOR AGENCY Total		46,542	56,378	45,000	45,000
Appropriations					
Fund: 620 - HOUSING SUCCESSOR AGENCY					
Department: 4120 CITY MANAGER					
Category: 5100 Personnel					
620-4120-510100	Regular salaries	23,068	17,403	24,326	24,326
620-4120-510700	Retirement	6,029	4,630	8,635	8,635
620-4120-510800	Group health insurance	2,669	1,953	2,843	2,843
620-4120-510900	Group dental insurance	178	118	160	160
620-4120-511000	Group life insurance	34	22	30	30
620-4120-511100	Group disability insurance	274	206	277	277
620-4120-511200	Medicare taxes	339	256	402	402
Category: 5100 Personnel Total		32,591	24,589	36,673	36,673
Department: 4120 CITY MANAGER Total		32,591	24,589	36,673	36,673
Department: 4305 COMMUNITY DEVELOPMENT					
Category: 5100 Personnel					
620-4305-510100	Regular salaries	15,347	33,574	31,875	31,875
620-4305-510700	Retirement	1,132	2,398	2,545	2,545
620-4305-510800	Group health insurance	1,798	4,103	3,993	3,993
620-4305-510900	Group dental insurance	118	248	221	221
620-4305-511000	Group life insurance	32	72	68	68
620-4305-511100	Group disability insurance	174	385	363	363
620-4305-511200	Medicare taxes	226	496	492	492
Category: 5100 Personnel Total		18,827	41,275	39,557	39,557
Category: 5500 Contract Services					
620-4305-552000	Contract Services	56,429	0	0	0
Category: 5500 Contract Services Total		56,429	0	0	0
Department: 4305 COMMUNITY DEVELOPMENT Total		75,256	41,275	39,557	39,557
Fund: 620 - HOUSING SUCCESSOR AGENCY Total		107,847	65,864	76,230	76,230

Excess (Deficiency) of Revenues	(61,305)	(9,487)	(31,230)	(31,230)
Other Financing Sources (Uses)	166,212	178,010	-	
Beginning Fund Balance	894,058	998,965	1,167,488	1,136,258
Ending Fund Balance	998,965	1,167,488	1,136,258	1,105,028

Capital Improvement Plan

Capital Improvement Plan

Overview:

The Capital Improvement Plan (CIP) for the City of Agoura Hills is a long-term planning tool that guides investment in the City's physical infrastructure and major assets. It outlines a multi-year forecast of capital projects aligned with Agoura Hills' development goals, financial resources, and service priorities. Typical projects include roadway and transportation improvements, water and wastewater system upgrades, public safety facilities, and parks.

The CIP helps prioritize projects based on factors such as public safety, infrastructure condition, community benefit, and economic impact. It is funded through a combination of the General Fund, special funds, and state and federal grants. Reviewed and updated annually as part of the City's budget process, the CIP ensures that project planning remains responsive to changing needs and resources.

By providing a structured approach to capital planning, the CIP enhances transparency, improves coordination across departments, reduces long-term maintenance costs, and supports the City's vision for a well-maintained and resilient infrastructure system.

CITY OF AGOURA HILLS

Item	Project Name	Funding Source	5-Year Total Funding Amount CIP	Fiscal Year 2025/2026	Fiscal Year 2026/2027	Fiscal Year 2027/2028	Fiscal Year 2028/2029	Fiscal Year 2029/2030
1	**Annual Citywide Street Resurfacing**							
	Construction	General Fund	$ -	$ -	$ -	$ -	$ -	$ -
	Design and Construction	Measure R (Local)	$ 500,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
	Construction	Road Rehab Fund	$ 2,350,000	$ 250,000	$ 900,000	$ 400,000	$ 400,000	$ 400,000
	Construction	STP-L	$ -					
		Total	*$ 2,850,000*	*$ 350,000*	*$ 1,000,000*	*$ 500,000*	*$ 500,000*	*$ 500,000*
2	**Annual Concrete Repair Program**							
	Construction	Measure R (Local)	$ 110,000	$ 55,000	$ 55,000			
	Construction	Measure M (Local)	$ 340,000	$ 85,000	$ 85,000	$ 85,000	$ 85,000	$ 85,000
	Construction	TDA	$ 60,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
		Total	*$ 610,000*	*$ 155,000*	*$ 155,000*	*$ 100,000*	*$ 100,000*	*$ 100,000*
3	**Kanan/Agoura Intersection**							
	Design/Env Doc	Measure R (HWY)	$ 72,500	$ 72,500				
	Design/Env Doc	Measure M (HWY)	$ 150,000	$ 100,000	$ 50,000			
	Right-of-Way (Support)	Measure M (HWY)	$ 120,907	$ 40,000	$ 80,907			
	Right-of-Way (Capital)	Measure M (HWY)	$ 1,000,000		$ 1,000,000			
	Construction (CM, CE, Inspection)	Measure M (HWY)	$ 900,000		$ 20,000	$ 80,000	$ 400,000	$ 400,000
	Construction	Measure M (HWY)	$ 7,847,889			$ 1,000,000	$ 4,000,000	$ 2,847,889
		Total	*$ 10,091,296*	*$ 212,500*	*$ 1,150,907*	*$ 1,080,000*	*$ 4,400,000*	*$ 3,247,889*
4	**Kanan Corridor**							
	PSR	Measure M (HWY)	$ -					
	PS&E and ROW - T.O to Canwood	Measure M (HWY)	$ 552,270	$ 552,270				
	Construction Support (CM, CE, Inspection) - T.O. To Canwood	Measure M (HWY)	$ 800,000	$ 50,000	$ 350,000	$ 400,000		
	Construction - T.O. to Canwood	Measure M (HWY)	$ 4,650,000		$ 2,500,000	$ 2,150,000		
	PR/Env (PA/ED)	Measure M (HWY)	$ 1,980,000		$ 300,000	$ 480,000	$ 600,000	$ 600,000
	PS&E	Measure M (HWY)	$ -					
		Total	*$ 7,982,270*	*$ 602,270*	*$ 3,150,000*	*$ 3,030,000*	*$ 600,000*	*$ 600,000*
5	**Utility Undergrounding**							
	District #2 - Cornell	Rule 20A	$ 1,300,000		*$ 1,300,000*			
		Total	*$ 1,300,000*	*$ -*	*$ 1,300,000*	*$ -*	*$ -*	*$ -*
6	**Storm Drain Diversion**							
	Construction	Measure W Regional	$ 970,503		$ 970,503			
		Stormwater CIP Fund	$ 970,610		$ 970,610			
		IRWMP Funding	$ 1,195,135		$ 1,195,135			
	Scope/Design/Construction	Measure W Local	$ 1,573,000	$ 109,000	$ 786,000	$ 226,000	$ 226,000	$ 226,000
		Total	$ 4,709,248	*$ 109,000*	*$ 3,922,248*	*$ 226,000*	*$ 226,000*	*$ 226,000*
7	***Ladyface Greenway***							
	Construction	Measure M (AT)	$ 8,860,000	*$ 7,560,000*	*$ 1,300,000*			
		Measure R (AT from LASup)	$ -					
		State Specified Grant (Parks)	$ 6,000,000	*$ 4,800,000*	*$ 1,200,000*			
	Construction (Art in Public Places)	Art in Public Spaces Fund	$ 75,000		*$ 75,000*			
	Construction (Watershed Elements)	Measure W (Local)	$ 188,000	*$ 188,000*				
	Construction (LVMWD Improvements)	LVMWD MOA	$ 220,000	*$ 220,000*				
	Const Support (CM, CE, Insp, MMRP, Permits)	Measure M (AT)	$ 1,885,000	*$ 1,445,000*	*$ 440,000*			
	Const Support (CM, CE, Insp, MMRP, Permits)	Measure R (AT from LASup)	$ -					
		Total	$ 17,228,000	*$ 14,213,000*	*$ 3,015,000*	*$ -*	*$ -*	*$ -*
8	**Park Restrooms & Playgrounds**							
	Morrison Park Playground							
	Design/Inspection/Testing	General Fund	$ 35,000	$ 35,000				
	Play Equipment & Pour and Play (Construction & Inspect)	Private Donations	$ 167,235	$ 167,235				
	Play Equipment & Pour and Play (Construction & Inspect)	Measure A	$ 89,568	$ 89,568				
	Construction (Sidewalks/Site Prep/Site Improv)	Measure A	$ 95,607	$ 95,607				
	Construction (Sidewalks/Site Prep/Site Improv)	CDBG	$ 138,339	$ 138,339				

	Construction (Sidewalks/Site Prep/Site Improv)	Grants	$ -	$ -				
	Construction (Sidewalks/Site Prep/Site Improv)	General Fund	$ -	$ -				
		Subtotal	$ 525,749	$ *525,749*	$ -	$ -	$ -	$ -
		Total	$ *525,749*	$ *525,749*	$ -	$ -	$ -	$ -
9	**Rec Center Solar Panels**							
	Construction	CPA Grant Fund	$ 200,000		$ 200,000			
		Total	$ *200,000*	$ -	$ *200,000*	$ -	$ -	$ -
10	**Future Park Proposals**							
	Design (Architectural/Structural Eng)	General Fund	$ 30,000	$ 30,000				
	Construction (Roof, Walls, Walkways)	Grant TBD	$ 500,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
		Total	$ 530,000	$ *130,000*	$ *100,000*	$ *100,000*	$ *100,000*	$ *100,000*
11	**Bike Master Plan Implementation**							
	FY 24-25 Pavement Project with Class II & III Bike Improv							
	Construction	State Earmark Funding	$ 500,000	$ 500,000				
		Subtotal	$ *500,000*	$ *500,000*	$ -	$ -	$ -	$ -
	Reyes Adobe Class II Gap Closure							
	Design/Environmental	Federal Earmark Funding (HUD)	$ 310,000		$ 310,000			
	Construction	Federal Earmark Funding (HUD)	$ 1,280,000			$ 1,280,000		
		Subtotal	$ 1,590,000	$ -	$ 310,000	$ 1,280,000	$ -	$ -
	Class IV Bikeway Demonstration on Thousand Oaks Blvd.							
	Update Local Roadway Safety Plan (LRSP)	SS4A Grant	$ 32,000		$ 16,000	$ 16,000		
		Prop C/MR/MM/Traffic Impr/SB1	$ 8,000		$ 4,000	$ 4,000		
	Develop Safe Routes to School Plan (SR2S)	SS4A Grant	$ 140,000		$ 44,000	$ 96,000		
		Prop C/MR/MM/Traffic Impr/SB1	$ 35,000		$ 11,000	$ 24,000		
	Design, Construction and Public Engagement	SS4A Grant	$ 172,000				$ 28,000	$ 144,000
		Prop C/MR/MM/Traffic Impr/SB1	$ 43,000				$ 7,000	$ 36,000
		Subtotal	$ *430,000*	$ -	$ *75,000*	$ *140,000*	$ *35,000*	$ *180,000*
		Total	$ *2,520,000*	$ *500,000*	$ *385,000*	$ *1,420,000*	$ *35,000*	$ *180,000*
12	**Crosswalk Improvements**							
	Construction (HAWK at Reyes Adobe Rd and Stonecrest Dr)	TBD/Measure M/TIF/Grant	$ 500,000				$ 500,000	
		Total	$ *500,000*	$ -	$ -	$ -	$ *500,000*	$ -
13	**Regional Smart Cities Fiber Network**							
	Construction	*Measure M (HWY)*	$ *2,000,000*	$ *1,000,000*	$ *1,000,000*			
		Total	$ *2,000,000*	$ *1,000,000*	$ *1,000,000*	$ -	$ -	$ -
14	**Driver Avenue Drainage Improvements**							
	Study, Design & Environmental	FEMA	$ 162,617	$ 162,617				
	Study, Design & Environmental	CalOES	$ 57,383	$ 57,383				
	Construction (includes CE, Inspection)	Measure W (Local)	$ 50,000		$ 50,000			
	Construction (includes CE, Inspection)	FEMA	$ 275,000	$ 25,000	$ 250,000			
	Construction (inlcudes CE, Inspection)	Storm Water Capital Project Fund	$ 144,462		$ 144,462			
		Total	$ 689,462	$ *245,000*	$ *444,462*	$ -	$ -	$ -
15	**Rec Center Trail**							
	Enivornmental Mitigation	General Fund	$ 71,208	$ 71,208				
	Construction	General Fund	$ 109,536	$ 109,536				
		Total	$ 180,744	$ 180,744	$ -	$ -	$ -	$ -
16	**Lake Lindero & Surrounding Amenities Action Plan**							
	Alternate Design Study & Public Outreach	Measure W (Local)	$ 89,200	$ 30,000	$ 59,200			
	Feasibility Study (Preferred Alternative)	TBD	$ -					
		Total	$ *89,200*	$ *30,000*	$ *59,200*	$ -	$ -	$ -
17	**Old Agoura Trails & Bikeway Imrpovements**							
	Preliminary Design Report	General Fund	$ 150,000	$ 60,000	$ 90,000			
	Final Trail Design (incl. Public Outreach, Utility Coord.)	General Fund	$ 160,000			$ 60,000	$ 100,000	
		Total	$ *310,000*	$ *60,000*	$ *90,000*	$ *60,000*	$ *100,000*	$ -
18	**Liberty Canyon Creek Restoration**							

	Preliminary Engineering Report	Measure W (Local)	*$ 225,000*		*$ 225,000*			
	Final Design (incl. Public Outreach, Utility Coord, CEQA)	Funding TBD	$ -					
		Total	*$ 225,000*	*$ -*	*$ 225,000*	*$ -*	*$ -*	*$ -*
19	**Traffic Signal System Improvements**							
	Traffic Signal System Master Plan	Proposition C	$ 150,000		$ 150,000			
	Signalized Intersection Improvements	Funding TBD	$ -					
		Total	*$ 150,000*	*$ -*	*$ 150,000*	*$ -*	*$ -*	*$ -*
20	**Microgrid Design/Build**							
	Design/Build	*Federal Earmark Funding (FEMA)*	*$ 1,300,000*	*$ 15,000*	*$ 1,085,000*	*$ 200,000*		
		City Match	*$ 500,000*		*$ 500,000*			
		TBD	*$ 1,500,000*		*$ 1,200,000*	*$ 300,000*		
		Total	*$ 3,300,000*	*$ 15,000*	*$ 2,785,000*	*$ 500,000*	*$ -*	*$ -*
Total Funded CIP Projects			**$ 55,990,969**	**$ 18,328,263**	**$ 19,131,817**	**$ 7,016,000**	**$ 6,561,000**	**$ 4,953,889**

Appendix

City of Agoura Hills
List of Acronyms
FY 2025-26/2026-27

ACFR	Annual Comprehensive Financial Report
AED	Automated External Defibrillator
CalPERS	Public Employees Retirement System
CCTV	Closed Circuit TV
CD	Certificate of Deposit
CDBG	Community Development Block Grant
CIP	Capital Improvements Program
CJPIA	California Joint Powers Insurance Authority
CMAQ	Congestion Mitigation & Air Quality
CMWD	Calleguas Municipal Water District
COP	Certificates of Participation
CRA	California Redevelopment Association
CSMFO	California Society of Municipal Finance Officers
DUI	Driving Under the Influence
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERAF	Educational Revenue Augmentation Fund
FAMC	Federal Agricultural Mortgage Corporation
FFCB	Federal Farm Credit Banks
FHLB	Federal Home Loan Bank
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information System
HBRR	Highway Bridge Rehabilitation & Replacement
HUD	Department of Housing & Urban Development
HUTA	Highway Users Tax Account
HVAC	Heating, Ventilation & Air Conditioning
LAIF	Local Agency Investment Fund
LAN/WAN	Local and Wide Area Network
METRO	L.A. County Metropolitan Transport Authority
MWD	Metropolitan Water District
NPDES	National Pollutant Discharge Elimination System
OES	Office of Emergency Services
OPEB	Other Post Employment Benefits
OSHA	Occupational Safety & Health Acts

PERS	Public Employees Retirement System
RDA	Redevelopment Agency
S&P	Standard & Poors
SEC	Securities and Exchange Commission
SEMS	Standardized Emergency Management System
SRO	School Resource Officer
STP	Surface Transportation Program
TDA	State of CA Transportation Development Act
TMDL	Total Maximum Daily Load
TVA	Tennessee Valley Authority
VLF	Vehicle License Fee

City of Agoura Hills
Glossary of Terms
Fiscal Year 2025-26/2026-27

Accounting System: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

Accrual Basis of Accounting: The accrual basis of accounting is utilized by proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Unbilled utility receivables are accrued at fiscal year end.

Activity: A specific and distinguishable unit of work or service performed.

Appropriation: An authorization made by the legislative body of a government, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Appropriation Resolution: The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

Assessed Value: The value placed on real and other property as a basis for levying taxes.

Assets: Property owned by a government, which has monetary value.

Audit: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to: (1) ascertain whether financial statements fairly present financial position and results of operations; (2) test whether transactions have been legally performed; (3) identify areas for possible improvements in accounting practices and procedures; (4) ascertain whether transactions have been recorded accurately and consistently; and (5) ascertain the stewardship of officials responsible for governmental resources.

Balance Sheet: A statement purporting to present the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specific date.

Balanced Budget: The City's definition of a balanced budget is one in which operating revenues fully cover operating expenditures, including debt service. The exception is that total expenditures can exceed revenues in a given year, but only to fund capital

improvement plan projects, or other "one-time", non-recurring expenditures. See Balanced Budget Policy in Appendix.

Bond: A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s)) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt.

Budget (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates).

Budget Calendar: The schedule of key dates or milestones which a government follows in the preparation and adoption of the budget.

Budget Document: The official written statement submitted by the City Manager and supporting staff to the legislative body detailing the proposed budget.

Budget Message: A general discussion of the proposed budget presented in writing as a part of, or supplement of, the budget document. The budget message explains principal budget issues against the background of financial trends and presents recommendations made by the City Manager.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget, which includes both operating and capital outlays.

Capital Expenditure: An acquisition or an improvement (as distinguished from a repair) that will have a life of more than one year. The City of Agoura Hills' Operating Budget defines "Capital" as acquisitions costing more than $10,000.00 or infrastructure assets costing more than $25,000.00.

Capital Improvement Program: A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, and identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

Capital Outlays: Expenditures for the acquisition and/or construction of capital assets.

Capital Projects: Projects which purchase or construct capital assets.

Cost Accounting: Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver a particular service.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Deficit: (1) The excess of an entity's liabilities over its assets (See *Fund Balance*) or (2) the excess of expenditures or expenses over revenues during a single accounting period.

Depreciation: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset that is charged as an expense during a particular period.

Expenditures: Where accounts are kept on the modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not.

Fiscal Year: The City of Agoura Hills operates on a fiscal year from July 1 through June 30.

Fund: A separate accounting entity with a self-balancing set of accounts. Funds are classified into three categories: governmental, proprietary and fiduciary. The City of Agoura Hills does not have any proprietary funds.

Fund Balance: The excess of an entity's assets over its liabilities. A negative fund balance is called a *fund deficit*.

General Fund: Revenues which can be used for the general operation of the City government. General fund revenues are not specifically required in statute or in the constitution to support particular programs or agencies.

Goals and Objectives: Specific projects and programs to be undertaken utilizing allocated fiscal resources, designed to further the achievement of the City Work Plan.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

Grant: A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from the state and federal governments. Grants are usually made for specified purposes

Interfund Loans: Amounts provided between funds and blended component units of the primary government with a requirement for repayment.

Interfund Transfers: Flows of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for repayment.

Internal Control: A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that: (1) the duties of employees are subdivided so that no single employee handles a financial action from beginning to end; (2) proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed; and, (3) records and procedures are arranged appropriately to facilitate safekeeping and effective control.

Internal Service Fund: Proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, on a cost-reimbursement basis.

Liability: Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date. Note: The term does not include encumbrances.

Major Accomplishments: A report of those significant programs, projects, and other activities which were successfully implemented and/or completed by a Department during the prior fiscal year.

Major Fund: Any fund whose revenues or expenditures, excluding other financing sources or uses, is more than 10% of the total revenues or expenditures of the appropriated budget is considered a major fund for budgeting purposes.

Modified Accrual Basis: The modified accrual basis of accounting is used by all governmental fund types, expendable trust funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Those revenues susceptible to accrual include property taxes remitted within 60 days after year-end, interest on investments, and certain other intergovernmental revenues. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due, or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

Non-Major Fund: Any fund whose revenues or expenditures, excluding other financing sources or uses, is less than 10% of the total revenues or expenditures of the appropriated budget is considered a non-major fund.

NPDES: National Pollutant Discharge Elimination System.

Primary Activities: A summary of what each department accomplishes during the fiscal year.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds. The City of Agoura Hills does not have any propriety funds.

Purchase Order: A document issued to authorize a vendor to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

Reserve: An account used to indicate that a portion of fund equity is restricted for a specific purpose or not available for appropriation and subsequent spending.

Service Level Trends: A summary of changes in service levels from one fiscal year to the next. Changes discussed will include staffing levels, operational expenditures and capital outlay.

Policies

CITY OF AGOURA HILLS
STATEMENT OF INVESTMENT POLICY

I. POLICY

This investment policy applies to all investment activities and financial assets of the City of Agoura Hills (City). The funds are accounted for and incorporated in the City's Annual Comprehensive Financial Report and include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Trust Funds.

The purpose of this investment policy is to identify various policies and procedures that will foster a prudent and systematic investment program designed to seek the City objectives of safety, liquidity and return on investment through a diversified investment portfolio.

This policy also serves to organize and formalize the City investment-related activities, while complying with all applicable statutes governing the investment of public funds. This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

II. SCOPE

This policy covers all funds and investment activities under the direct authority of the City, as set forth in the State Government Code, Sections 53600 *et seq*., with the following exceptions:

- Proceeds of debt issuance shall be invested in accordance with the City's general investment philosophy as set forth in this policy; however, such proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.

- Any other funds specifically exempted by the City Council.

POOLING OF FUNDS

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. PRUDENCE

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the City are trustees and therefore fiduciaries subject to the *Prudent Investor Standard:*

"…all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

The Treasurer and other authorized persons responsible for managing City funds acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided that the Treasurer or other authorized persons acted in good faith. Deviations from expectations of a security's credit or market risk should be reported to the City Council in a timely fashion and appropriate action should be taken to control adverse developments.

IV. OBJECTIVES

The City's overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. The overriding objectives

of the program are to preserve principal, provide sufficient liquidity, and manage investment risks, while seeking a market-rate of return.

- SAFETY. Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City will diversify its investments by investing funds among a variety of securities with independent returns.

- LIQUIDITY. The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

- RETURN ON INVESTMENTS. The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

V. DELEGATION OF AUTHORITY

Authority to manage the City's investment program is derived from California Government Code, Sections 41006 and 53600 et seq. The City Council is responsible for the management of the City's funds, including the administration of this investment policy. Management responsibility for the cash management of the City's funds is hereby delegated to the Treasurer.

The City Manager, after reviewing the City's cashflow needs with the Director of Finance, will authorize the amount of cash available to be invested by the City Treasurer.

The Treasurer will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate officials and employees. Such procedures will include explicit delegation of authority to the people responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The Treasurer may authorize the Director of Finance to function as the City's Investment Officer in performing the treasury functions and duties under this policy. When acting as the City's Investment Officer as provided in this paragraph, the Director of Finance shall be subject to the direction and supervision of the Treasurer, shall coordinate with the City Treasurer on

investments, and shall discuss changes in the composition of the City's investment portfolio with the Treasurer prior to purchasing these investments.

The City may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the City's investment portfolio in a manner consistent with the City's objectives. External investment advisers may be granted discretion to

purchase and sell investment securities in accordance with this investment policy.

The City's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City recognizes that in a diversified portfolio, occasional measured losses may be inevitable and must be considered within the context of the overall portfolio's return and the cash flow requirements of the City.

VI. ETHICS AND CONFLICTS OF INTEREST

All participants in the investment process shall function as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus, employees and officials involved in the investment process shall refrain from personal business activity that could create a conflict of interest or the appearance of a conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the Director of Finance any material interests in financial institutions with which they conduct business, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City. Investment officials must file an annual Statement of Economic Interest Form 700 with the city clerk's office prior to April 1 of each year or when material interest in financial institutions or personal investment positions require it.

VII. INTERNAL CONTROLS

Subject to the direction and supervision of the Treasurer, the Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the financial assets of the City are protected

from loss, theft, fraud, or misuse.

The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Internal controls state that every transaction must be reviewed, authorized, and documented. Transaction documentation will be maintained for audit purposes.

The investments placed shall conform to the City's "Statement of Investment Policy."

Annually the City's auditor will conduct an independent analysis to review internal controls, account activity, compliance with policies and procedures and review of investment records and verify the investments have been made in accordance with this policy.

VIII. WIRE TRANSFER CONTROLS

All City wire transfers will be executed in accordance with written operating procedures specifying controls required for wire transfers of funds. All wire transfers require three City employees to initiate, approve, and release each transaction. Two factor authentication is required for each individual to engage in the wire release process, which includes unique passwords, and the use of bank security tokens generating random numerical passwords. Final release of any and all wires from the City, investment or otherwise, require the approval of either the City Manager or Director of Finance.

LAIF TRANSFERS

Any transfers to/from LAIF representing deposits or withdrawals effectuating an investment decision by the City Treasurer shall be completed by Finance Department staff and authorized by the City Manager in accordance with paragraph 2 of Section VII.

IX. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

To the extent practicable, the Treasurer shall endeavor to complete investment transactions using a competitive bid process whenever possible. The City's Treasurer will determine which financial institutions are authorized

to provide investment services to the City. It shall be the City's policy to purchase securities only from authorized institutions and firms.

The Treasurer shall maintain procedures for establishing a list of authorized broker/dealers and financial institutions which are approved for investment purposes that are selected through a process of due diligence as determined by the City. Due inquiry shall determine whether such authorized brokers/dealers, and the individuals covering the City are reputable and trustworthy, knowledgeable, and experienced in Public City investing and able to meet all of their financial obligations. These institutions may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

In accordance with Section 53601.5, institutions eligible to transact investment business with the City include:

1. Institutions licensed by the state as broker-dealer.
2. Institutions that are members of a federally regulated securities exchange.
3. Primary government dealers as designated by the Federal Reserve Bank.
4. National or state-chartered banks.
5. The Federal Reserve Bank.
6. Direct issuers of securities eligible for purchase.

Selection of financial institutions and broker/dealers authorized to engage in transactions will be at the sole discretion of the City, except where the City utilizes an external investment adviser in which case the City may rely on the adviser for selection.

All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Treasurer with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 et seq. and the City's investment policy. The Treasurer will conduct an annual review of the financial condition and registrations of such qualified bidders.

Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.
Selection of broker/dealers used by an external investment adviser retained

by the City will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

X. AUTHORIZED INVESTMENTS

The City's investments are governed by the California Government Code, Sections 53600 et seq. Within the investments permitted by the Code, the City seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. The percentage holding limits listed in this section apply at the time the security is purchased.

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

1. MUNICIPAL SECURITIES (REGISTERED TREASURY NOTES OR BONDS) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, City, or authority of any of the other 49 states, in addition to California.

    - The securities are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization ("NRSRO").
    - No more than 5% of the portfolio may be invested in any single issuer.
    - No more than 30% of the portfolio may be in Municipal Securities.
    - The maximum maturity does not exceed five (5) years.

2. U.S. TREASURIES and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in U.S. Treasuries, provided that:

   - The maximum maturity is five (5) years.

3. FEDERAL AGENCIES or United States Government-Sponsored Enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in Federal City or Government-Sponsored Enterprises (GSEs), provided that:

   - No more than 30% of the portfolio may be invested in any single City/GSE issuer.
   - The maximum maturity does not exceed five (5) years.
   - The maximum percentage of callable City securities in the portfolio will be 20%.

4. COMMERCIAL PAPER, provided that the securities are issued by an entity that meets all of the following conditions in either paragraph (a) or (b) and other requirements specified below:
   - No more than 10% of the outstanding commercial paper of any single issuer.
   - No more than 25% of the City's investment assets under management may be invested in Commercial Paper. Under a provision sunsetting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the City's investment assets under management are greater than $100,000,000.
   - No more than 5% of the portfolio may be invested in any single issuer.
   - The maximum maturity does not exceed 270 days.

5. SECURITIES issued by corporations:

   - A corporation organized and operating in the United States with assets more than $500 million.
   - The securities are rated "A-1" or its equivalent or better by at least one NRSRO.
   - If the issuer has other debt obligations, they must be rated in a rating category of "A" or its equivalent or better by at least one NRSRO.

6. SECURITIES issued by other entities:

- The issuer is organized within the United States as a special purpose corporation, trust, or limited liability company.
- The securities must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.
- The securities are rated "A-1" or its equivalent or better by at least one NRSRO.

7. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCDS), issued by a nationally or state- chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.
- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated "A-1" or its equivalent or better by at least one NRSRO; or long-term obligations rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

8. COLLATERALIZED BANK DEPOSITS. City's deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651. There are no limits on the dollar amount or percentage that the City may invest in collateralized bank deposits.

9. STATE OF CALIFORNIA LOCAL CITY INVESTMENT FUND (LAIF), provided that:

- The City may invest up to the maximum amount permitted by LAIF.
- LAIF's investments in instruments prohibited by or not specified in the City's policy do not exclude the investment in LAIF itself from the City's list of allowable investments, provided LAIF's reports allow the Treasurer to adequately judge the risk inherent in LAIF's portfolio.

10. LOCAL GOVERNMENT INVESTMENT POOLS

- Other LGIPs permitted by client.
- There is no issuer limitation for Local Government Investment Pools

11. CORPORATE MEDIUM-TERM NOTES (MTNS), provided that:

- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

12. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

- MUTUAL FUNDS that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:
    - Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
    - Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of $500 million.
    - No more than 10% of the total portfolio may be invested in shares of any one mutual fund.
- MONEY MARKET MUTUAL FUNDS registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:
    - Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
    - Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of $500 million.

- No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.
- No more than 20% of the total portfolio may be invested in these securities.

XI. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
2. In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
3. Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited. Under a provision sunsetting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
5. Purchasing or selling securities on the margin is prohibited.
6. The use of reverse repurchases agreements, securities lending or any other form of borrowing or leverage is prohibited.
7. The purchase of foreign currency denominated securities is prohibited.
8. Agencies that are not Qualified Institutional Buyers (QIB) as defined by the Securities and Exchange Commission are prohibited from purchasing Private Placement Securities. The SEC defines a QIB as having at least $100,000,000 in securities owned and invested.
9. The purchase of a security with a forward settlement date exceeding 45 days from the time of the investment is prohibited.
10. Crypto currency.

XII. INVESTMENT POOLS/MUTUAL FUNDS

The City shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Treasurer shall develop a questionnaire which will answer the following broad questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities is safeguarded (including the settlement processes), and how often the securities are priced, and the

program audited.

- A description of who may invest in the program, how often, and what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how it is assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

XIII. COLLATERALIZATION

CERTIFICATES OF DEPOSIT (CDS). The City shall require any commercial bank or savings and loan association to deposit eligible securities with a City of a depository approved by the State Banking Department to secure any uninsured portion of a Non- Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code, Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

COLLATERALIZATION OF BANK DEPOSITS. This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The City shall require any bank or financial institution to comply with the collateralization criteria defined in the California Government Code, Section 53651.

XIV. DELIVERY,SAFEKEEPING AND CUSTODY

DELIVERY-VERSUS-PAYMENT (DVP). All investment transactions shall be conducted on a delivery-versus-payment basis.

SAFEKEEPING AND CUSTODY. To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the City's portfolio shall be held in safekeeping in the City's name by a third-party custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the City from the custodian listing all securities held in safekeeping with current market data and other information. The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (a) local government investment pools; (ii) time certificates of deposit, and (iii) mutual funds and money market mutual funds since these securities are not deliverable.

XV. MAXIMUM MATURITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The City will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the City Council has by resolution granted authority to make such an investment.

XVI. RISK MANAGEMENT AND DIVERSIFICATION MITIGATING CREDIT RISK IN THE PORTFOLIO

Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the "Authorized Investments" section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or the City's risk preferences.
- If a security owned by the City is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:
- Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.
- If a decision is made to retain the security, the credit situation will be monitored and reported to the City Council.

MITIGATING MARKET RISK IN THE PORTFOLIO

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not

needed for current cash flow purposes.

The City further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City will maintain a minimum of six months of budgeted operating expenditures in short-term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City based on the City's investment objectives, constraints, and risk tolerances.

XVII. REVIEW OF INVESTMENT PORTFOLIO

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish protocols for reporting major and critical incidences of noncompliance to the City Council.

The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or the City's risk preferences.

XVIII. PERFORMANCE EVALUATION

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

XIX. REPORTING

MONTHLY REPORTS

Monthly transaction reports will be submitted by the Treasurer to the City Manager and City Council within 30 days of the end of the reporting period in accordance with California Government Code Section 53607.

Additionally, the Treasurer will submit a monthly investment report to the City Manager and the City Council which provides full disclosure of the City's investment activities within 45 days after the end of the month. These reports will disclose, at a minimum, the following information about the City's portfolio:

- An asset listing showing par value, cost, and independent third-party fair market value of each security as of the date of the report, the source of the valuation, type of investment, issuer, maturity date and interest rate.
- Transactions for the period.
- A description of the funds, investments, and programs (including lending programs) managed by contracted parties (i.e., LAIF, investment pools, outside money managers and securities lending agents)
- A one-page summary report that shows:
- Average maturity of the portfolio and modified duration of the portfolio.
- Maturity distribution of the portfolio.
- Percentage of the portfolio represented by each investment category.
- Average portfolio credit quality; and,
- Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months and since inception compared to the City's market benchmark returns for the same periods.
- A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
- A statement that the City has adequate funds to meet its cash flow requirements for the next six months. or provide an explanation as to why sufficient money shall, or may, not be available.

ANNUAL REPORTS

An annual comprehensive report will be presented to the Governing Board. This report will include comparisons of the City's return to the market

benchmark return, suggest policies and improvements that might enhance the investment program, and will include an investment plan for the coming year.

XX. REVIEW OF INVESTMENT POLICY

The investment policy will be reviewed by the Finance Subcommittee and adopted by resolution at least annually within 120 days of the end of the fiscal year, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

Any recommended modifications or amendments shall be presented by Staff to the City Council for their consideration and adoption.

GLOSSARY OF INVESTMENT TERMS

AGENCIES. Shorthand market terminology for any obligation issued by *a government-sponsored entity (GSE),* or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market.
FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called "FreddieMac" issues discount notes, bonds, and mortgage pass-through securities.

FNMA. Like FHLB and FreddieMac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as "FannieMae," issues discount notes, bonds, and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as "GinnieMae," issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. The obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ANNUAL COMPREHENSIVE FINANCIAL REPORT. The official annual report of the (entity). It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

ASKED. The price at which securities are offered.

AVERAGE LIFE. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

BANKER'S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which "accepts" the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from their own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of the call is a decline in interest rates. If interest rates decline, the issuer will likely call its current securities and reissue them at a lower rate of interest.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a certificate. CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS). A private placement service that allows local agencies to purchase more than $250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than $250,000 each, so that FDIC coverage is maintained.

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED BANK DEPOSIT. A bank deposit that is collateralized at least 100% (principal plus interest to maturity). The deposit is collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have various levels of prepayment risk, as compared to the underlying mortgage securities.

COLLATERALIZED TIME DEPOSIT. Time deposits that are collateralized at least 100% (principal plus interest to maturity). These instruments are collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DERIVATIVE. Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the

coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DISCOUNT SECURITIES: Non-interest-bearing money market instruments that are issued a discount and redeemed at maturity for full face value (e.g., U.S. Treasury Bills.)

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid

excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a security to changes interest rates.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC). The Federal Deposit Insurance Corporation (FDIC) is an independent federal agency insuring deposits in U.S. banks and thrifts in the event of bank failures. The FDIC was created in 1933 to maintain public confidence and encourage stability in the financial system through the promotion of sound banking practices.

FEDERALLY INSURED TIME DEPOSIT. A time deposit is an interest-bearing bank deposit account that has a specified date of maturity, such as a certificate of deposit (CD). These deposits are limited to funds insured in accordance with FDIC insurance deposit limits.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $250,000 per depositor per insured bank.

LEVERAGE. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

LIQUIDITY. The speed and ease with which an asset can be converted to cash.

LOCAL CITY INVESTMENT FUND (LAIF). A voluntary investment fund opens to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL. Investment pools that range from the State Treasurer's Office Local City Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MAKE WHOLE CALL. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

MARGIN. The difference between the market value of a security and the loan a broker makes using that security as collateral.

MARKET RISK. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

MARKET VALUE. The price at which a security can be traded.

MATURITY. The final date upon which the principal of a security becomes due and payable. The investment's term or remaining maturity is measured from the settlement date to final maturity.

MEDIUM TERM NOTES. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively lesser amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MODIFIED DURATION. The percent change in price for a 100-basis point change in yields. Modified duration is the best single measure of a portfolio or security's exposure to market risk.

MONEY MARKET. The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

MONEY MARKET MUTUAL FUND. A mutual fund that invests exclusively in short-term securities. Examples of investments in money market funds are certificates of deposit and U.S. Treasury securities. Money market funds attempt to keep their net asset

values at $1 per share.

MORTGAGE PASS-THROUGH SECURITIES. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUNICIPAL SECURITIES. Securities issued by state and local agencies to finance capital and operating expenses.

MUTUAL FUND. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in several types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NATIONALLY RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO). A credit rating City that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

NEGOTIABLE CERTIFICATE OF DEPOSIT (CD). A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state- licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to conduct U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT PERSON (PRUDENT INVESTOR) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

SECURITIES AND EXCHANGE COMMISSION (SEC). The U.S. Securities and Exchange Commission (SEC) is an independent federal government City responsible for protecting investors, maintaining fair and orderly functioning of securities markets, and facilitating capital formation. It was created by Congress in 1934 as the first federal regulator of securities markets. The SEC promotes full public disclosure, protects investors against fraudulent and manipulative practices in the market, and monitors corporate takeover actions in the United States.

SECURITIES AND EXCHANGE COMMISSION SEC) RULE 15C3-1. An SEC rule setting capital requirement for brokers and dealers. Under Rule 15c3-1, a broker or dealer must have sufficient liquidity in order to cover the most pressing obligations. This is defined as having a certain amount of liquidity as a percentage of the broker/dealer's total obligations. If the percentage falls below a certain point, the broker or dealer may not be allowed to take on new clients and may have restrictions placed on

dealings with the current client.

STRUCTURED NOTE. A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten- year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

TOTAL RATE OF RETURN. A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

U.S. TREASURY OBLIGATIONS. Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

TREASURY BILLS. All securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

TREASURY NOTES. All securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

TREASURY BONDS. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

YIELD TO MATURITY. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

CITY OF AGOURA HILLS
OFFICER/EMPLOYEE/OFFICIAL RESPONSIBILITY AND FRAUD PREVENTION POLICY AND PROTOCOL

1. PURPOSE

The City of Agoura Hills is committed to protecting its revenue, property, information, and other assets from any attempt, either by members of the public, contractors, vendors, agents, or its own employees, to gain financial or other benefits by deceit. It is also designed to protect its staff from false allegations.

This Policy and Protocol addresses specific guidelines and responsibilities regarding appropriate actions for detecting, reporting, and investigating fraud or other similar irregularities.

2. APPLICABILITY

This Policy and Protocol applies to Councilmembers, all employees of the City of Agoura Hills, and to employees of local boards, agencies, and commissions over which Council has authority to require general procedures to be followed.

3. POLICY

The City of Agoura Hills will identify and promptly investigate any possibility of fraudulent or related dishonest activities against the City of Agoura Hills and, when appropriate, pursue legal remedies available under the law.

The City of Agoura Hills will take appropriate disciplinary and legal actions against employees and/or entities, to include the possibility of termination of employment or contract, restitution, and forwarding information to the appropriate authorities for criminal prosecution, as appropriate.

This Policy and Protocol will attempt to clarify acts that are considered to be fraudulent, and describe the steps to be taken when fraud or other related irregularities are suspected or have occurred. This statement also includes the procedures to follow in accounting for missing funds, restitution, and recoveries.

4. DEFINITION

Fraud: For the purposes of this Policy and Protocol, fraud encompasses any array of irregularities and illegal acts characterized by intentional deception. Dishonest or fraudulent activities include, but are not limited to, the following:

- Forgery or alteration of documents (checks, promissory notes, time sheets, independent contractor agreements, purchase orders, etc.)
- Intentional misrepresentation of information by an individual
- Intentional misrepresentation of information on documents
- Misappropriation of funds, securities, supplies, or any other asset
- Unauthorized use, disappearance, or destruction of City property, equipment, materials or records
- Improprieties in the handling or reporting of money transactions
- Authorization or receipt of payments for goods not received or services not performed
- Authorization or receipt of payment for hours not worked
- Any claim for reimbursement of expenses that are not made for the exclusive benefit of the City
- Any apparent violation of Federal, State, or local laws related to dishonest activities or fraud
- Any similar or related activity

5. MANAGEMENT RESPONSIBILITY

Each department head is responsible for instituting and maintaining a system of internal control to provide reasonable assurance for the prevention and detection of fraud, misappropriations, and other irregularities.

Management should be familiar with the types of improprieties that might occur in their area and be alert to any indication that improper activity, misappropriation, or dishonest activity is or was in existence in his or her operational area.

Upon notification from an employee of suspected fraud, or if management has reason to suspect that a fraud has occurred, he/she will contact their immediate supervisor and the department head. The department head will contact the Assistant City Manager. If

the Assistant City Manager position does not exist, the City Manager will designate an alternate position. If the Assistant City Manager is suspected of fraud, the employee should contact the City Manager, and the City Manager will conduct the investigation. If the City Manager is suspected of fraud, the City Attorney on behalf of the City Council, will conduct the investigation. If a City Councilmember is suspected, the City Manager will conduct the investigation. The department head will also immediately contact the Sheriff's Department if he/she feels the situation warrants such action (for example, obvious theft has taken place, security is at risk, or immediate recovery is possible). After informing the Assistant City Manager of the matter, management will not attempt to conduct individual investigations, interviews, or interrogations.

Management will support and co-operate with the Assistant City Manager, other involved departments, and law enforcement agencies in the detection, reporting, and investigation of criminal acts, including prosecution of offenders.

The Assistant City Manager will have full and unrestricted access to all necessary City records and personnel. Upon completion of the investigation, including all legal and personnel actions, any records, documents, and other evidentiary material will be returned by the Assistant City Manager to the appropriate department(s).

All furniture and contents, including employee desks and computers, are open to inspection when there is a reasonable suspicion of a dishonest or fraudulent activity, which makes such inspection appropriate. There is no assumption of privacy in such cases. Every effort will be made to effectively recover any of the City's losses.

Great care must be taken in dealing with suspected dishonest or fraudulent activities to avoid the following:

- Incorrect accusations;
- Alerting suspected individuals/companies that an investigation is underway;
- Treating employees/third parties unfairly; or
- Making statements that could lead to claims of false accusations or other offenses. Employees who knowingly or negligently make false accusations may be subject to disciplinary action.

All participants in a fraud investigation will keep the details and results of the investigation confidential. However, the Assistant City Manager, in consultation with City Attorney, may disclose particulars of the investigation with potential witnesses/personnel if such disclosure would further the investigation.

Responsibilities of the manager in handling dishonest or fraudulent activities include the following:

- Do not contact the suspected individual to determine facts or demand restitution.
- Do not discuss the case, facts, suspicions, or allegations with anyone outside the City, unless specifically directed to do so by the Assistant City Manager or City Attorney.
- Do not discuss the case with anyone inside the City other than employees who have a need to know, such as the Assistant City Manager.
- Direct all inquiries from the suspected individual/company or his/her/its representative/attorney to the City Manager.
- Direct all inquiries from the media to the City Manager's Office. A proper response to such an inquiry might be, "I'm not at liberty to discuss this matter. Let me refer you to the City Manager's Office". The City Manager's Office will determine the appropriate media messages and identify an appropriate City spokesperson, as required.
- Take appropriate corrective and disciplinary action after consulting with the City Manager.

6. EMPLOYEE RESPONSIBILITIES

When suspected fraudulent incidents or practices are observed by, or made known to, an employee, the following will be done:

- The incident or practice must be reported to his/her supervisor for reporting to the proper management official. When the employee believes the supervisor may be involved in the inappropriate activity, the employee will make the report directly to a higher level of management and/or the Sheriff's Department.
- The reporting employee will refrain from further investigation of the incident, confrontation with the alleged violator, or further discussion of the incident with anyone other than his/her supervisor, the Assistant City Manager/City Manager, and/or law enforcement personnel.

7. INVESTIGATION

The Assistant City Manager will carry out an initial review. If the Assistant City Manager is suspected of fraud, the City Manager will conduct the initial review. After this review is completed, a determination of whether the suspected fraud warrants additional investigation by the Assistant City Manager will be made. As warranted, the Assistant City Manager will inform Risk Management of a pending investigation.

A prompt investigation will be conducted to include detailed analyses of available records. The audit investigation requires the full co-operation of the departmental personnel. The Assistant City Manager will proceed as follows, if evidence is uncovered showing possible dishonest or fraudulent activities:

- The Assistant City Manager will discuss the findings and recommendations for prevention of future similar occurrences with management and appropriate administrators. Management is responsible for taking appropriate corrective actions to ensure adequate controls exist to prevent reoccurrence of improper actions.
- The Assistant City Manager will meet with Human Resources to determine if disciplinary actions should be taken.
- The Assistant City Manager will notify the City Manager.
- The Assistant City Manager will notify the Finance Committee as appropriate.
- If illegal activity appears to have occurred, the Assistant City Manager, in consultation with the City Attorney, will report the findings to the Sheriff's Department.
- The Assistant City Manager will contact Risk Management to coordinate the notification of insurers and the filing of insurance claims.
- The Assistant City Manager will report to the external auditors of the City all information relating to investigations of actual frauds.
- The Assistant City Manager may assign the investigation to another qualified individual (employee or non-employee). If the Assistant City Manager conducts the investigation, he or she normally will not serve in the human resources function or serve as the disciplinary authority. These functions will be assigned to or retained by others. Depending on the circumstances of the particular case, the Assistant City Manager may delegate the risk management function and reporting to external auditors to other employees. Where the Assistant City Manager assigns or delegates a function, the assignment or delegation will be documented in writing.

The Assistant City Manager is available and receptive to receiving relevant information on a confidential basis to the extent allowed by law. Individuals have the right to contact the Assistant City Manager directly whenever a dishonest or fraudulent activity is suspected.

8. RELATED POLICIES

This Policy and Protocol is designed to augment any other corporate policies containing related information. It does not replace or preclude them. To the extent that this Policy and Protocol may conflict with any other corporate policies containing related information, this Policy and Protocol will take precedence to the extent only of such conflict.

9. COMPLIANCE

Failure of staff to comply with this Fraud Policy and Protocol could result in disciplinary action.

CITY OF AGOURA HILLS
BALANCED BUDGET POLICY

PURPOSE

This policy establishes the definition of a balanced budget for the City.

POLICY

The City will maintain a balanced budget. This means that:

1. The City's operating budget is the General Fund budget.

2. Operating revenues must fully cover operating expenditures, including debt service.

3. Under this policy, it is allowable for total expenditures to exceed revenues in a given year: however, in this situation, beginning fund balance can only be used to fund capital improvement plan projects, or other "one-time", non-recurring expenditures.

4. Ending fund balance must meet the minimum policy levels as defined by Council Resolution.

CITY OF AGOURA HILLS
LOCAL DEBT POLICY

A. PURPOSE

The purpose of this Local Debt Policy (this "Policy") is to establish guidelines and parameters for the effective governance, management and administration of debt and other financing obligations issued by the City and its related entities (such as the Agoura Hills Public Financing Authority or the Successor Agency to the City of Agoura Hills Redevelopment Agency).

As used in this Policy, "City" shall mean the City and/or the City and its related entities, as the context may require. As used in this Policy, "debt" shall be interpreted broadly to mean bonds, notes, certificates of participation, financing leases, or other financing obligations, but the use of such term in this Policy shall be solely for convenience and shall not be interpreted to characterize any such obligation as an indebtedness or debt within the meaning of any statutory or constitutional debt limitation where the substance and terms of the obligation fall within exceptions to such legal limitation.

B. BACKGROUND

The City and its related entities are committed to fiscal sustainability by employing long-term financial planning efforts, maintaining appropriate reserves levels and employing prudent practices in governance, management, budget administration and financial reporting.

Debt levels and their related annual costs are important long-term obligations that must be managed within available resources. A disciplined thoughtful approach to debt management includes policies that provide guidelines for the City and its related entities to manage their collective debt program in line with those resources.

Therefore, the objective of this policy is to provide written guidelines and restrictions concerning the amount and type of debt and other financing obligations issued by the City and its related entities and the ongoing management of the debt portfolio. This Policy is intended to improve the quality of decisions, assist with the determination of the structure of debt issuance, identify policy goals, and demonstrate a commitment to long-term financial planning, including a multi-year capital plan. Adherence to a local debt policy signals to rating agencies and the capital markets that a government is well managed and should meet its obligations in a timely manner.

C. CONDITIONS AND PURPOSES OF DEBT ISSUANCE

1. Acceptable Conditions for the Use of Debt

The City believes that prudent amounts of debt can be an equitable and cost-effective means of financing major infrastructure and capital asset and project needs of the City. Debt will be considered to finance such projects if:

a) The capital asset or project has been, or will be, included in the City's capital improvement plan or has otherwise been coordinated with the City's planning goals and objectives.

b) The capital asset or project can be financed with debt not exceeding the term specified in Section E.1. of this Policy, to assure that long-term debt is not issued to finance projects with a short useful life.

c) It is the most cost-effective funding means available to the City, taking into account cash flow needs and other funding alternatives.

d) It is fiscally prudent and meets the guidelines of this Policy. Any consideration of debt financing shall consider financial alternatives, including pay-as-you-go funding, proceeds derived from development or redevelopment of existing land and capital assets owned by the City, and use of existing or future cash reserves, or combinations thereof.

2. Acceptable Uses of Debt and Proceeds of Debt

The primary purpose of debt is to finance one of the following:

a) The City will consider financing for the acquisition, substantial refurbishment, replacement, or expansion of capital assets, including land improvements, for the following purposes:

i. Acquisition and or improvement of land, right-of-way or long-term easements.

ii. Acquisition of a capital asset with a useful life of 3 or more years.

iii. Construction or reconstruction of a facility.

iv. Although not the primary purpose of the financing effort, project reimbursables that include project planning design, engineering and other preconstruction efforts; project-associated furniture fixtures and equipment; capitalized interest, original issue discount, underwriter's discount, and other costs of issuance.

b) Refunding, refinancing, or restructuring debt (including without limitation the refinancing or advance funding of City pension obligations), subject to refunding objectives and parameters discussed in Section G.

c) In the event of temporary shortfalls in cash flow for City operation costs due to timing of receipt of revenues and the lack of cash on hand to cover the temporary deficit, the City may consider interim or cash flow financing, such as anticipation notes. In compliance with applicable state law, any such notes shall be payable either (i) not later than the last day of the fiscal year in which it is issued, or (ii) during the fiscal year succeeding the fiscal year in which issued, but in no event later than 15 months after the date of issue, and only if such note is payable only from revenue received or accrued during the fiscal year in which it was issued.

2. Prohibited Uses of Debt and Proceeds of Debt

Prohibited uses of debt include the following:
a) Financing of operating costs, except for anticipation notes satisfying the criteria set forth in Section C.2.c.
b) Debt issuance used to address budgetary deficits, except for funding temporary shortfall as provided in Section C.2.c.
c) Debt issued for which the term of the debt exceeds the term specified in Section E.1. of this Policy.

3. Internal Control Procedures Concerning Use of Proceeds of Debt

One of the City's priorities in the management of debt is to assure that the proceeds of the debt will be directed to the intended use for which the debt has been issued. In furtherance of this priority, the following procedures shall apply:
a) The Director of Finance shall retain, for the applicable period specified in Section H.4. of this Policy, a copy of each annual report filed with the California Debt and Investment Advisory Commission (CDIAC) pursuant to Section 8855(k) of the California Government Code concerning (1) debt authorized during the applicable reporting period (whether issued or not), (2) debt outstanding during the reporting period, and (3) the use during the reporting period of proceeds of issued debt.
b) In connection with the preparation of each annual report to be filed with CDIAC pursuant to Section 8855(k) of the California Government Code, the Director of Finance or the designee of the Director of Finance shall keep a record of the original intended use for which the debt has been issued, and indicate whether the proceeds spent during the applicable one-year reporting period for such annual report comport with the intended use (at the time of original issuance or as modified pursuant to the following sentence). If a change in intended use has been authorized subsequent to the original issuance of the debt, the Director of Finance or the designee of the Director of Finance shall indicate in the record when the change in use was authorized and whether the City Council, City Manager, or another City official has authorized the change in intended use. The Director of Finance shall report apparent deviations from the intended use in debt proceeds to the City Manager for further discussion, and if

the City Manager determines appropriate in consultation with legal counsel (which may be bond counsel, if applicable, or the City Attorney), to the City Council.

c) If the debt has been issued to finance a capital project and the project timeline or scope of project has changed in a way that all or a portion of the debt proceeds cannot be expended on the original project, the Director of Finance shall consult with the City Manager and legal counsel (which may be bond counsel, if applicable, or the City Attorney) as to available alternatives for the expenditure of the remaining debt proceeds (including prepayment of the debt). After such consultation, the Director of Finance shall seek the direction of the City Council as to an alternative for the expenditure or use of such remaining debt proceeds.

D. TYPES OF FINANCING INSTRUMENTS; AFFORDABILITY AND PLANNING POLICIES

The City recognizes that there are numerous types of financing structures and funding sources available, each with specific benefits, risks, and costs. All potential funding sources are reviewed by management within the context of this Policy and the overall portfolio to ensure that any financial product or structure is consistent with the City's objectives. Regardless of what financing structure(s) is utilized, due diligence review must be performed for each transaction, including the quantification of potential risks and benefits, and analysis of the impact on City creditworthiness and debt affordability and capacity.

Prior to the issuance of debt or other financing obligations to finance a project, the City will carefully consider the overall long-term affordability of the proposed debt issuance. The City shall not assume more debt or other financing obligations without conducting an objective analysis of the City's ability to assume and support additional debt service payments. The City will consider its long-term revenue and expenditure trends, the impact on operational flexibility and the overall debt burden on the taxpayers. The evaluation process shall include a review of generally accepted measures of affordability and will strive to achieve and or maintain debt levels consistent with its current operating and capital needs.

1. General Fund-Supported Debt – General Fund Supported Debt generally include Certificates of Participation (COPs) and Lease Revenue Bonds (LRBs) that are lease obligations that are secured by a lease-back arrangement between the City and another public entity. The general operating revenues of the City pay the lease payments, which are, in turn, used and typically pledged to pay debt service on the bonds or Certificates of Participation.

General Fund Supported Debt may also include bonds issued to refund obligations imposed by law, such as judgments (judgment obligation bonds (JOBs)) or unfunded accrued actuarial liabilities for pension plans (pension obligation bonds (POBs)). Without limiting the foregoing, the City also may enter into operating leases and lease-purchase agreements for equipment or other capital assets meeting the criteria of this Policy on an as-needed basis.

Payments to be made under valid leases are payable only in the year in which use and occupancy of the leased property is available, and lease payments may not be accelerated as a default remedy. Lease financing requires the fair market rental value of the leased property to be equal to or greater than the required debt service or lease payment schedule. The lessee (City) is obligated to include in its Annual Budget and appropriate the rental payments that are due and payable during each fiscal year the lessee has use of the leased property.

These obligations do not constitute indebtedness under the state constitutional debt limitation and, therefore, are not subject to voter approval.

The City should strive to maintain its net General Fund-backed annual debt service at or less than 10% of General Fund annually budgeted revenue; and in no case should they exceed 15%. Future direct debt will not exceed 2% of assessed valuation. This ratio is defined as the City's annual debt service requirements on General Fund Supported Debt (including, but not limited to, COPs, LRBs, JOBs, and POBs) compared to total annual General Fund Revenues net of interfund transfers.

2. Revenue Bonds – Long-term obligations payable solely from specific special fund sources, in general, are not subject to a debt limitation. Examples of such long-term obligations include those which are payable from a special fund consisting of restricted revenues or user fees (Enterprise Revenues) and revenues derived from the system of which the project being funded is a part.
In determining the affordability of proposed revenue bonds, the City will perform an analysis comparing projected annual net revenues (exclusive of depreciation which is a non-cash related expense) to estimated annual debt service. The City should strive to maintain an annual coverage ratio of 110% (or such higher coverage ratio included in the City's existing financing documents), using historical and/or projected net revenues to cover annual debt service for bonds. To the extent necessary, the City shall undertake proceedings for a rate increase to cover both operations and debt service costs, and create debt service reserve funds to maintain the required coverage ratio.

3. Special Districts Financing – The City's special districts primarily consist of Community Facilities Districts (CFDs) and 1913/1915 Act Assessment Districts

(Assessment Districts). The City will consider requests for special district formation and debt issuance when such requests address a public need or provide a public benefit. Each application will be considered on a case by case basis, and the Finance Department may not recommend a financing if it is determined that the financing could be detrimental to the debt position or the best interests of the City.

4. General Obligation Bonds – Notwithstanding their name, General Obligation Bonds are not general obligations of the City, but instead they are payable from and secured by a dedicated, voter-approved property tax override rate (i.e., a property tax in excess of the 1% basic ad valorem property tax rate which has received the approving two-thirds vote of the City's electorate). While the dedicated revenue stream to repay the debt makes General Obligation Bonds an attractive option, additional considerations for this financing mechanism include the time and expense of an election, the possibility that the electorate will not approve the ballot measure, and the legal bonding capacity limit (for general law cities, 3.75% of the assessed value of all taxable property within the City).

5. Tax Increment Financing – Tax Increment Financing is payable from and secured bya financing method whereby a portion of ad valorem property taxes (commonly called "tax increment") is allocated to a successor agency to redevelopment agency (Successor Agency), an enhanced infrastructure financing district (EIFD), a community revitalization and investment authority (CRIA), or an infrastructure and revitalization financing district (IRFD), and the entity is permitted to incur debt payable from and secured by the tax increment revenues. While tax increment debt for redevelopment agencies and Successor Agencies is entitled to the benefits of Article XVI, Section 16, of the California Constitution, no similar provision exists for EIFDs, CRIAs or IRFDs at the time of adoption of this Policy. Therefore, when considering EIFD CRIA or IRFD financing, or other types of tax increment financing that may be permitted by law in the future, debt limit concerns should be analyzed with respect to the proposed structure and taken into account in determining the practical viability of the proposed financing.

6. Conduit Debt – Conduit financing provides for the issuance of securities by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those activities that have a general public purpose and are consistent with the City's overall service and policy objectives. Unless a compelling public policy rationale exists, such conduit financings will not in any way pledge the City's faith and credit.

E. STRUCTURE OF DEBT

1. Term of Debt –The term of a bond issue is not-to-exceed the economic life of the facilities or projects to be financed, unless specific circumstances exist that would mitigate the extension of time to repay the debt and it would not cause the City to violate any covenants to maintain the tax-exempt status of such debt, if applicable.

2. Rapidity of Debt Payment; Level Payment – To the extent practical, bonds will be amortized on a level repayment basis, and revenue bonds will be amortized on a level repayment basis considering the forecasted available pledged revenues to achieve the lowest rates possible. Bond repayments should not increase on an annual basis in excess of 2% without a dedicated and supporting revenue funding stream. Accelerated repayment schedules reduce debt burden faster and reduce total borrowing costs. The Finance Department will amortize debt through the most financially advantageous debt structure and to the extent possible, match the City's projected cash flow to the anticipated debt service payments. "Backloading" of debt service will be considered only when one or more of the following occur:

a) Natural disasters or extraordinary or unanticipated external factors make payments on the debt in early years prohibitive.
b) The benefits derived from the debt issuance can clearly be demonstrated to be greater in the future than in the present.
c) Such structuring is beneficial to the City's aggregate overall debt payment schedule or achieves measurable interest savings.
d) Such structuring will allow debt service to more closely match projected revenues, whether due to lower project revenues during the early years of the project's operation, inflation escalators in the enterprise user rates, or other quantifiable reasons.

3. Serial Bonds, Term Bonds, and Capital Appreciation Bonds – For each issuance, the City will select serial bonds or term bonds, or both. On the occasions where circumstances warrant, Capital Appreciation Bonds (CABs) may be used. The decision to use term, serial, or CAB bonds is driven based on market conditions.

4. Reserve Funds – To the extent a reserve fund provides an economic benefit that offsets the cost of funding the reserve fund, as determined by the Director of Finance in consultation with the City's municipal advisor and, if applicable, the underwriter for the bonds, the City may fund a reserve fund for the proposed bonds (in cash or through the purchase of a debt service reserve surety bond or insurance policy), up to the maximum amount permitted by applicable law or regulation. Typically, this amount is equal to the least of (i) maximum annual debt service on the bonds, (ii) 10% of the principal amount of the bonds (or 10% of the sale proceeds of the bonds, within the meaning of Section 148 of the federal Internal Revenue Code), or (iii) 125% of average annual debt service on the bonds.

F. USE OF ALTERNATIVE DEBT INSTRUMENTS

Alternative debt instruments and financing structures sometimes can provide a lower cost of borrowing in the short run, but may involve greater medium-term or long-term risk. Due diligence review must be performed for each transaction, including the quantification of potential risks and benefits, analysis of the impact on City creditworthiness and debt affordability and capacity, and an evaluation of the ability of the City to withstand the medium-term or long-term risk attendant to alternative debt instruments, including the feasibility of exit strategies.

1. Variable Rate Debt

Variable rate debt affords the City the potential to achieve a lower cost debt depending on market conditions. However, the City will seek to limit the use of variable-rate debt due to the potential risks of such instruments.

a) Purpose

The City shall consider the use of variable rate debt for the purposes of:

i. Reducing the costs of debt issues.

ii. Increasing flexibility for accelerating principal repayment and amortization.

iii. Enhancing the management of assets and liabilities (matching short-term "priced debt" with the City's short-term investments).

b) Considerations and Limitations on Variable-Rate Debt

The City may consider the use of all alternative structures and modes of variable rate debt to the extent permissible under State law and will make determinations among different types of modes of variable rate debt based on cost, benefit, and risk factors. The Director of Finance shall consider the following factors in considering whether to utilize variable rate debt:

i. Any variable rate debt should not exceed 20% of total City General Fund supported debt.

ii. Any variable rate debt should be fully hedged by expected future capital fund reserves or unrestricted General Fund reserve levels.

iii. Whether interest cost and market conditions (including the shape of the yield curves and relative value considerations) are unfavorable for issuing fixed rate debt.

iv. The likelihood of projected debt service savings when comparing the cost of fixed rate bonds.

v. Costs, implementation and administration are quantified and considered.

vi. Cost and availability of liquidity facilities (lines of credit necessary for variable rate debt obligations and commercial paper in the event that the bonds are not successfully remarketed) are quantified and considered.

vii. Whether the ability to convert debt to another mode (daily, monthly, fixed) or redeem at par at any time is permitted.

viii. Cost and availability of derivative products to hedge interest rate risk.

ix. The findings of a thorough risk management assessment.

c) Risk Management

Any issuance of variable rate debt shall require a rigorous risk assessment, including, but not limited to factors discussed in this section. Variable rate debt subjects the City to additional financial risks (relative to fixed rate bonds), including interest rate risk, tax risk, and certain risks related to providing liquidity for certain types of variable rate debt.

The City will properly manage the risks as follows:

i. Interest Rate Risk and Tax Risk – The risk that market interest rates increase on variable-rate debt because of market conditions, changes in taxation of municipal bond interest, or reductions in tax rates. Mitigation – Limit total variable rate exposure per the defined limits, match the variable rate liabilities with short term assets, and/or purchase appropriate derivative products to hedge against the risk (see also Section F.2 below).

ii. Liquidity/Remarketing Risk – The risk that holders of variable rate bonds exercise their "put" option, tender their bonds, and the bonds cannot be remarketed requiring the bond liquidity facility provider to repurchase the bonds. This will result in the City paying a higher rate of interest to the facility provider and the potential rapid amortization of the repurchased bonds. Mitigation - Limit total direct variable-rate exposure. Seek liquidity facilities which allow for longer (5-10 years) amortization of any draws on the facility. Endeavor to secure credit support facilities that result in bond ratings of the highest short-term ratings and long-term ratings not less than AA. If the City's bonds are downgraded below these levels (or such other rating levels as provided in the applicable financing documents) as a result of the facility provider's ratings, a replacement provider shall be sought.

iii. Liquidity/Rollover Risk – The risk that arises due to the shorter term of most liquidity provider agreements (1-5 years) relative to the longer-term amortization schedule of the City's variable-rate bonds. Liquidity and rollover risk includes the following risks: (1) the City may incur higher renewal fees when renewal agreements are negotiated, and (2) the liquidity bank market may constrict such that it is difficult to secure third party liquidity at any interest rate. Mitigation – Negotiate longer terms on provider contracts to minimize the number of rollovers.

G. REFUNDING GUIDELINES

The Director of Finance shall monitor at least annually all outstanding City debt obligations for potential refinancing opportunities. The City will consider refinancing of outstanding debt to achieve annual savings or to refinance a bullet payment or spike in debt service. Except for instances in which a bullet payment or spike in debt service is being refinanced, absent a compelling economic reason or financial benefit to the City, any refinancing should not result in an increase to the weighted average life of the refinanced debt.

Except for instances in which a bullet payment or spike in debt service is being refinanced, the City will generally seek to achieve debt service savings which, on a net present value basis, are at least 3% of the debt being refinanced. The net present value assessment shall factor in all costs, including issuance, escrow, and foregone interest earnings of any contributed funds on hand. Any potential refinancing shall additionally consider whether an alternative refinancing opportunity with higher savings is reasonably expected in the future. Refundings which produce a net present value savings of less than 3% will be considered on a case-by-case basis. Notwithstanding the foregoing, a refunding of former Redevelopment Agency or Successor Agency bonds shall be determined based on the requirements of Health and Safety Code Section 34177.5.

G. MARKET COMMUNICATION, ADMINISTRATION, AND REPORTING

1. Rating Agency Relations and Annual or Ongoing Surveillance – The Director of Finance shall be responsible for maintaining the City's relationships with the major rating agencies that rate the City's bond issues (such as S&P Global Ratings, Fitch Ratings and Moody's Investor's Service.). These agencies' rating criteria often change, and the City cannot control the decisions made by any rating agency. However, for each debt issue that the City will seek a rating assignment, the City will strive to obtain and maintain the highest possible underlying or uninsured rating consistent with its current operating and capital needs. In addition to general communication, the Director of Finance shall:

a) Ensure the rating agencies are provided updated financial statements of the City as they become publically available.

b) Communicate with credit analysts at each agency at least once each year, or as may be requested by the agencies.

c) Prior to each proposed new debt issuance, schedule meetings or conference calls with agency analysts and provide a thorough update on the City's financial position, including the impacts of the proposed debt issuance.

2. Council Communication – The Director of Finance should report feedback from rating agencies, when and if available, regarding the City's financial strengths and weaknesses and areas of concern relating to weaknesses as they pertain to maintaining the City's existing credit ratings.

3. Continuing Disclosure Compliance – The City shall remain in compliance with its Municipal Securities Post-Issuance Disclosure Policy (the "Post-Issuance Disclosure Policy"), as amended from time to time, and Rule 15c2-12, promulgated by the Securities and Exchange Commission (SEC) under the Securities Exchange Act of 1934. Under the Post-Issuance Disclosure Policy, the Director of Finance is responsible to file or caused to be filed (to the extent required by the applicable continuing disclosure undertaking) its annual financial statements and other financial and operating data for the benefit of its bondholders within nine months of the close of the fiscal year, or by such other annual deadline required in any continuing disclosure agreement or certificate for any debt issue. Pursuant to the Post-Issuance Disclosure Policy, the Director of Finance shall also file or cause to be filed such notices of reportable events as required by each continuing disclosure undertaking ("Listed Event Notices") entered into in furtherance of Rule 15c2-12.
For any debt proposed to be issued by the City on or after February 27, 2019 that involves a continuing disclosure undertaking, the Director of Finance shall create, maintain and continuously update during the term of such debt a Financial Obligations List (as defined in the Post-Issuance Disclosure Policy) to facilitate compliance with amendments to Rule 15c2-12 adopted by the SEC in 2018 and the filing, if necessary, of a Listed Event Notice pursuant to the applicable continuing disclosure undertaking.

The City shall maintain a log or file evidencing that all continuing disclosure filings have been made promptly.

4. Debt Issue Record-Keeping – A copy of all debt-related records shall be retained at the City's offices. At minimum, these records shall include all official statements, bond legal documents/transcripts, resolutions, trustee statements, leases, and title reports for each City financing (to the extent available).

Such records shall be retained while any bonds of an issue are outstanding and during the six-year period following the final maturity or redemption of the bond issue or, if later, while any bonds that refund bonds of that original issue are outstanding and for the six-year period following the final maturity or redemption date of the latest refunding bond issue.

Arbitrage Rebate – The use of bond proceeds and their investments must be monitored to ensure compliance with all arbitrage rebate requirements of the Internal Revenue Code and related Internal Revenue Service regulations, in keeping with the covenants of the City and/or related entity in the tax certificate for any federally tax-exempt financing. The Director of Finance shall ensure that all bond proceeds and investments are tracked in a manner which facilitates accurate calculation; and, if a rebate payment is due, such payment is made in a timely manner.

I. CREDIT RATINGS

The City will consider published ratings agency guidelines regarding best financial practices and guidelines for structuring its capital funding and debt strategies to maintain the highest possible credit ratings consistent with its current operating and capital needs.

J. SB 1029 COMPLIANCE

Senate Bill 1029, signed by the State Governor on September 12, 2016, and enacted as Chapter 307, Statutes of 2016, requires issuers to adopt debt policies addressing each of the five items below:

i. The purposes for which the debt proceeds may be used.

Section C.1 (Acceptable Conditions for the Use of Debt), Section C.2 (Acceptable Uses of Debt and Proceeds of Debt), and Section C.3 (Prohibited Use of Debt and Proceeds of Debt) address the purposes for which debt proceeds may be used.

ii. The types of debt that may be issued.

Section C.2 (Acceptable Uses of Debt and Proceeds of Debt), Section D (Types of Financing Instruments; Affordable and Planning Policies), Section E (Structure of Debt) and Section F (Use of Alternative Debt Instruments) provide information regarding the types of debt that may be issued.

iii. The relationship of the debt to, and integration with, the issuer's capital improvement program or budget, if applicable.

Section C.1 (Acceptable Conditions for the Use of Debt) provides information regarding the relationship between the City's debt and Capital Improvement Program. Section D (Types of Financing Instruments; Affordability and Planning Policies) provides information regarding the relationship between certain types of debt and the City's budget.

iv. Policy goals related to the issuer's planning goals and objectives.

As described in Section B (Background), Section D (Types of Financing; Affordability and Planning Policies) and other sections, this Policy has been adopted to assist with the City's goal of maintaining fiscal sustainability and financial prudence.

v. The internal control procedures that the issuer has implemented, or will implement, to ensure that the proceeds of the proposed debt issuance will be directed to the intended use.

Section C.4 (Internal Control Procedures Concerning Use of Proceeds of Debt) provides information regarding the City's internal control procedures designed to ensure that the proceeds of its debt issues are spent as intended.

CITY OF AGOURA HILLS
INDEPENDENT AUDITOR POLICY

PURPOSE

The purpose of this policy is to provide for the rotation of independent auditors who perform the annual examination of the City's financial statements and render an opinion thereon.

POLICY

It shall be the policy of the City Council that independent auditors will serve initially for a period of two years. Provided that services are satisfactory to staff and the City Council, at the conclusion of the initial two-year period, staff will be authorized to negotiate an additional three-year term and revised contract, subject to City Council approval.

Following the first five-year period of utilizing any audit firm, the City shall consider other audit firms, as well as the current firm. However, if the current firm is selected, a mandatory rotation of the Partner and Manager shall take place. Following ten years of utilizing any audit firm, a mandatory rotation of firms will take place. Pursuant to Government Code Section 12410.6(b), in no event shall the City employ a public accounting firm to provide audit services to the City if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the City for six consecutive fiscal years, unless the Controller waives this requirement upon making the finding that another eligible public accounting firm is not available to perform the audit.

PROCEDURE

1. The Request for Proposal process shall be used in the evaluation of prospective audit firms.

2. Following the conclusion of the initial two-year term with an auditor, a report to the City Council will be prepared, discussing staff's evaluation of the audit services for the period then ended, and, if staff's evaluation of service levels provided is satisfactory, contract terms for the upcoming three-year period shall be presented to the City Council.

3. Prior to the expiration of a five-year term with an auditor, staff will solicit proposals from at least three firms (one may be the current firm) and will evaluate such proposals. Members of the Finance Committee will be invited to interview the firms. A report to the City Council will be prepared recommending the selection of an audit firm for a period of two years with a provision to extend for three additional years, along with a proposed contract for approval.

4. Prior to the expiration of a ten-year term with an audit firm, staff will solicit proposals from at least three firms (not including the current firm) and will evaluate such proposals. A report to the City Council will be prepared recommending the selection of an audit firm for a period of two years with a provision to extend for three additional years.

5. Audit contracts shall require that auditors conform to the independence standard promulgated in the General Accounting Office's Government Audit Standards, even for audit engagements that are not otherwise subject to generally accepted government auditing standards.

6. All audits shall be made by a certified public accountant or public accountant licensed by and in good standing with the California Board of Accountancy.

CITY OF AGOURA HILLS
FINANCIAL POLICY

PURPOSE

The purpose of this policy is to provide for the implementation, review and update of financial policies and procedures.

POLICY

It shall be the policy of the City Council that financial policies and procedures be reviewed annually and updated at least once every three years.

PROCEDURE

1. Each financial policy shall be updated every three years, reviewed by the Finance Committee for its recommendation to the City Council, and considered by the City Council for final approval.

2. All financial policies shall be included in the City's annual budget document and reviewed annually as a part of the City's annual budget workshop.

3. All financial procedures shall be reviewed by the City Treasurer annually and updated at least every three years.

CITY OF AGOURA HILLS
TAX-ADVANTAGED BONDS POST-ISSUANCE COMPLIANCE
PROCEDURESAND PROTOCOL

PURPOSE

1. BACKGROUND AND TRAINING

Bonds that receive preferential tax treatment under federal law are commonly referred to by the Internal Revenue Service as "tax-advantaged bonds". These bonds are issued by or on behalf of state and local governments, such as the City of Agoura Hills (and its related public entities, such as the Agoura Hills Financing Authority). These bonds are subject to federal tax requirements both at the time the bonds are issued and for as long as they remain outstanding. An issuer's (or other party's) failure to comply with any applicable federal tax requirement with respect to these bonds jeopardizes their preferential tax treatment.

While compliance with many federal tax requirements occurs at closing, other federal tax requirements require on-going monitoring after the issuance of the bonds. These requirements include filing a Form 8038 information return (8038-G for governmental tax-exempt bonds, 8038-GC for governmental tax-exempt bonds with an issue price of less than $100,000, and 8038 for tax-exempt private activity bonds), and the issuer having reasonable expectations of on-going, post-issuance compliance.

Post-issuance federal tax requirements generally fall into two categories: (1) the use of proceeds and the use of bond-financed property; and (2) arbitrage yield restriction on investments and rebate. Use requirements require monitoring of the various direct and indirect uses of bond-financed property over the life of the bonds and calculations of the percentage of nonqualified uses. Arbitrage requirements also require monitoring over the life of the bonds to determine whether both the yield on investments acquired with bond proceeds are properly restricted and whether the City must file a Form 8038-T and pay a rebate or a yield reduction payment.

Post-issuance compliance procedures will help the City monitor compliance as long as the bonds remain outstanding and improve the City's ability to identify noncompliance and prevent violations from occurring, or timely correct identified violations, to ensure the continued tax-advantaged status of the bonds.

The designated officer or employee (described in Section 2.A, below) and anyone assigned particular responsibilities in connection with the procedures described below must read the certificate regarding compliance with certain tax matters

(commonly referred to as the "tax certificate") that is executed by the City (or a related public entity) in connection with each bond issue for a more complete explanation of the matters described in these Procedures. In addition, the designated officer or employee and anyone assigned particular responsibilities should discuss these matters with bond counsel.

2. GENERAL ADMINISTRATION

A. Responsible Officers or Employees. The City Manager will designate the officer (e.g., the Finance Director) who will be responsible for compliance with each of the procedures set forth below. The City Manager may designate other employees who will also be responsible for such compliance. The City Manager will notify the current holder of that office, or the employee, of the responsibilities and provide that person a copy of these Procedures and any necessary training. The holder of the office, or the employee, may in turn designate other officers or employees and assign to them particular responsibilities for certain of these Procedures. Qualified consultants may also assist in conducting the compliance procedures. The City Manager will be notified in writing of all such designations and assignments under this Section or under the following Section 2.B.

B. Reassignment of Responsibilities. Upon the transition of a designated officer or employee, the City Manager will advise the new officer or employee of the responsibilities under these procedures. If officer or employee positions are restructured or eliminated, the City Manager, or his or her designee, will reassign responsibilities as necessary to ensure that all of the procedures listed below have been appropriately assigned.

C. Periodic Reviews. The designated officer or employee will conduct periodic reviews of compliance with these procedures and with the terms of any existing tax certificate relating to outstanding tax-advantaged bonds to determine whether any violations have occurred. Such periodic reviews will occur at least once every six months. In the event that violations have occurred, bond counsel will be contacted immediately so that violations can be remedied through the remedial actions set forth in Section 1.141-12 of the Treasury Regulations, the Voluntary Closing Agreement Program described in IRS Notice 2008-31, or further guidance as may be provided by the IRS. Where necessary, violations will be reported to the IRS by submitting a VCAP request within 90 days after identification of the violation.

D. Changes or Modifications to Bond Terms. If any change or modification to the terms of tax-advantaged bonds is contemplated, the designated officer or employee will immediately contact bond counsel.

E. Recordkeeping. For each issue of tax-advantaged bonds, the designated officer or employee will:

(1) maintain a copy of the transcript of the documents relating to the bonds.

(2) maintain records of all facilities and other costs (e.g., issuance costs, credit enhancement fees, and capitalized interest) and uses (e.g., deposits to project funds and reserve funds) for which bond proceeds were spent or used (in the case of a qualified private activity bond, the City will assure that any conduit borrower will be responsible for providing the City with this information);

(3) maintain records of investments and expenditures of bond proceeds, rebate exception analyses, rebate calculations, Forms 8038-T, and rebate and yield reduction payments, and any other records relevant to compliance with arbitrage restrictions (in the case of a qualified private activity bond, the City will assure that the borrower will be responsible for providing the City with this information in the event it is not otherwise available to the City);

(4) maintain all records described in these Procedures while any bonds of the issue are outstanding and during the three-year period (or such longer period as applicable under the City's Local Debt Policy, as amended from time to time) following the final maturity or redemption of the bond issue or, if later, while any bonds that refund bonds of that original issue are outstanding and for the three year period (or such longer period as applicable under the City's Local Debt Policy, as amended from time to time) following the final maturity or redemption date of the latest refunding bond issue; and

(5) maintain copies of all of the following contracts or arrangements with non-governmental persons or organizations or with the federal government: (a) the sale of any bond-financed facility; (b) the lease of any bond-financed facility; (c) management or service contracts relating to a bond-financed facility; (d) research contracts involving research undertaken in a bond-financed facility; and (e) any other contracts involving "special legal entitlements" (such as naming rights or exclusive provider arrangements) with respect to a bond-financed facility.

3. IRS INFORMATION RETURN FILING

In cooperation with bond counsel, the designated officer or employee will ensure that the Form 8038-G (or other applicable Form 8038) is timely filed (on or before the 15th day of the second calendar month after the end of the calendar quarter in which the bonds were issued) with respect to each tax-advantaged bond issue, including any required schedules and attachments.

4. INVESTMENT AND EXPENDITURE OF BOND PROCEEDS AND REBATE

A. Track Investments and Expenditures. The designated officer or employee will ensure the existence of an established accounting procedure for tracking the investment and the timely expenditures of bond proceeds, including investment earnings.

B. Reimbursement. Upon issuance of the bonds, the designated officer or employee will allocate bond proceeds to reimbursement of prior expenditures (assuming, if required, an appropriate declaration of intent to reimburse has been adopted). In the case of qualified private activity bonds, the designated officer or employee may rely on information provided by the conduit borrower.

C. Final Allocations. The designated officer or employee will ensure that a final allocation of bond proceeds (including investment earnings) to qualifying expenditures is made if bond proceeds are to be allocated to project expenditures on a basis other than "direct tracing" (direct tracing means treating the bond proceeds as spent as shown in the accounting records for bond draws and project expenditures). This allocation must be made within 18 months after the later of the date the expenditure was made or the date the project was placed in service, but not later than the earlier of five years and 60 days after the issuance date of the bonds or 60 days after the bond issue is retired. In the case of qualified private activity bonds, the designated officer or employee may rely on information provided by the conduit borrower, which will be required to provide such information on a timely basis.

D. Timely Expenditure of Bond Proceeds. Mindful of the expectations regarding the timing of the expenditures of bond proceeds set forth in the tax certificate, the designated officer or employee will monitor expenditures of bond proceeds, including investment earnings, against issuance date expectations for satisfaction of three-year (or five-year) temporary period from yield restriction on investment of bond proceeds, and to assure that proceeds and investment earnings are allocated to expenditures for the public improvements or other qualified expenditures described in the tax certificate. In the case of qualified private activity bonds, the conduit borrower will be required to comply with this section.

E. Yield. The designated officer or employee will make note of the "yield" of the bond issue, as shown on the applicable Form 8038G, or other applicable Form 8038.

F. Temporary Periods and Yield Restriction. The designated officer or employee will review the tax certificate to determine the "temporary periods" for the bond issue, during which periods various categories of gross proceeds of the bond issue may be invested without restriction as to yield.

G. Investment of Proceeds and Yield Restriction. The designated officer or employee will ensure that bond proceeds are not invested in investments with a yield above the bond yield following the end of the applicable temporary period unless yield reduction payments are permitted to be made.

H. Bidding Requirements. If purchasing investments other than publicly traded securities for immediate delivery (for example, a guaranteed investment contract or certificates of deposit), the designated officer or employee will consult with bond counsel as to whether the investments of bond proceeds satisfy IRS regulatory safe harbors for establishing fair market value (e.g., through the use of bidding procedures), and maintain records to demonstrate satisfaction of such safe harbors. In the case of qualified private activity bonds, the conduit borrower will be required to comply with this section.

I. Credit Enhancement and Hedging Transactions. The designated officer or employee will consult with bond counsel before engaging in credit enhancement or hedging transactions with respect to a bond issue. The designated officer or employee will maintain copies of all contracts and certificates relating to credit enhancement and hedging transactions.

J. Debt Service Fund. While bonds of an issue, the designated officer or employee will ensure that the debt service fund meets the requirements of a "bona fide debt service fund," i.e., one used primarily to achieve a proper matching of revenues with debt service that is depleted at least once each bond year, except for a reasonable carryover amount not to exceed the greater of (i) the investment earnings on the fund for the immediately preceding bond year; or (ii) one-twelfth of the debt service on the bond issue for the immediately preceding bond year. To the extent that a debt service fund qualifies as a bona fide debt service fund for a given bond year, the investment of amounts held in that fund is not subject to yield restriction for that year and is generally not subject to rebate. The designated officer or employee will consult with bond counsel before creating separate additional funds that are expected to be used to pay debt service on the bonds. In the case of qualified private activity bonds, the City will assure that the conduit borrower is required to comply with this section.

K. Reserve Fund. The designated officer or employee will ensure that amounts invested without yield restriction in any reasonably required reserve fund do not exceed the least of (each determined at the time of issuance of the bonds): (i) ten percent of the stated principal amount of the bonds (or the sale proceeds of the bond issue if the bond issue has original issue discount or original issue premium that exceeds two percent of the stated principal of the bond issue plus, in the case of premium, reasonable underwriter's compensation); (ii) maximum annual debt service on the bond issue; or (iii) 125 percent of average annual debt service on the bond issue. The

designated officer or employee will consult with bond counsel before creating any separate additional funds or accounts that will secure or provide payments of debt service on the bonds.

L. Gifts for Bond-Financed Projects. Before beginning a campaign that may result in gifts that will be restricted for use relating to a bond-financed facility (or, in the absence of such a campaign, upon the receipt of such restricted gifts), the designated officer or employee will consult with bond counsel to determine whether replacement proceeds may result.

M. Performance of Rebate Calculations. Subject to the small issuer exception and the exceptions described in the tax certificate, investment earnings on bond proceeds at a yield in excess of the bond yield generally must be rebated to the United States. The designated officer or employee will ensure that rebate calculations will be timely performed and payment of rebate amounts, if any, will be timely made. Rebate payments are generally due 60 days after the fifth anniversary of the issue date of the bond issue, then in succeeding installments every five years. The final rebate payment is due 60 days after retirement (or early redemption) of the last bond of the issue. In the case of qualified private activity bonds, the City will assure that the conduit borrower is required to comply with this section.

N. Rebate Consultant. The designated officer or employee will engage the services of an experienced rebate consultant to undertake rebate calculations described above for each bond issue.

O. Spending Exceptions. If the six-month, 18-month, or 24-month spending exceptions from the rebate requirement apply to the bond issue, the designated officer or employee will ensure that the spending of bond proceeds is monitored prior to semi-annual spending dates for the applicable exception.

P. Follow-up on Rebate. After all bond proceeds have been spent, the designated officer or employee will ensure compliance with rebate requirements for any reserve fund and any debt service fund that is not exempt from the rebate requirement. In the case of qualified private activity bonds, the City will assure that the conduit borrower is required to comply with this section.

Q. Filing of 8038-T. The designated officer or employee will make rebate and yield reduction payments timely and file a Form 8038-T with each payment.

5. PRIVATE BUSINESS USE

A. Private Business Use. Use of bond proceeds or bond-financed property by a nongovernmental person (including the federal government) in furtherance of a

trade or business activity is considered private business use. Any activity carried on by an entity (other than a governmental unit) is treated as a trade or business. Indirect uses of bond proceeds may also be considered private business use. For example, bond proceeds used to finance a facility are treated as used for a private business use if the facility is sold or leased to a nongovernmental entity. The designated officer or employee will analyze any private business use of bond-financed facilities and, for each issue of bonds, determine whether there is or may in the future be more than five percent private business use. If so, the designated officer or employee will immediately contact bond counsel to discuss the private business use limit, including whether the alternative ten percent limit is applicable.

B. Management and Service Contracts. Management or service contracts between governmental entities and nongovernmental persons (private parties) under which the nongovernmental person receives compensation or revenue for services provided with respect to a bond-financed facility may result in private business use. Before entering into any new management agreement or service agreement relating to bond-financed facilities, the designated officer or employee will immediately contact bond counsel to review any such agreement to determine whether it may result in private business use.

C. Special Legal Entitlements. Before entering into any agreement providing special legal entitlements relating to a bond-financing facility, such as naming rights or an exclusive provider agreement, the designated officer or employee will immediately contact bond counsel to review such agreement to determine whether it may result in private business use.

CITY OF AGOURA HILLS
MUNICIPAL SECURITIES POST-ISSUANCE DISCLOSURE POLICY

A. Purpose

The City of Agoura Hills, California (the "City") is committed to providing timely and consistent dissemination of financial information in accordance with the continuing disclosure undertakings of the City and its related entities, entered into in furtherance of Securities and Exchange Commission ("SEC") Rule 15c2-12 (the "Rule" or "SEC Rule 15c2-12"). As used herein, the term "City" may include the City and/or its related entities, as the context may require.

This policy affirms the City's commitment to post-issuance disclosure. The goal is to establish and maintain guidelines for presenting related financial reports and events to interested third parties, financial institutions and the general public in compliance with the Rule and the City's continuing disclosure undertakings.

B. Scope

This policy covers all City employees and officials of the City. It covers disclosure documents filed with the Municipal Securities Rulemaking Board the "MSRB").

C. Responsibility of the Disclosure Working Group

The City has established a Disclosure Working Group ("DWG") consisting of the City's City Manager, Director of Finance, Finance Manager and Treasurer and others from the Finance Department as designated by the Director of Finance. Annually in connection with its continuing disclosure filings required by the continuing disclosure undertakings of the City and its related entities, the DWG will systematically review filings, reports and other public statements to determine whether any updating or correcting of information is appropriate. The DWG will review and recommend updates to the City Council, if necessary, to this disclosure policy. Finally, the DWG will react quickly to developments and events that affect the City and notify its dissemination agent, when appropriate.

The City's primary spokesperson related to the City's financial information, debt and financings, and other financial reports and events is the City's City Manager. Others within the City may, from time to time, be designated by the City Manager as

spokespersons on behalf of the City and respond to specific inquiries. It is essential that the DWG be fully apprised of all material developments of the City in order to evaluate, discuss those events and determine the appropriateness and timing for release.

The City or its designated agent will provide continuing disclosure documents and related information to the MSRB's EMMA System http://dataport.emma.msrb.org. The continuing disclosure documents, which include annual financial statements, operating data of the City and its related entity issuers and Event Notices (as defined in Section E below), will be posted to the EMMA website by the City's Disclosure Dissemination Agent, Digital Assurance Certification, LLC ("DAC"), or its successor, upon the approval of the City's Director of Finance.

D. Annual Reporting Date Requirements

The Director of Finance shall review the continuing disclosure undertaking (to the extent not otherwise exempt therefrom under the Rule) for each separate issue of the outstanding municipal securities of the City or its related entities and identify the following:

(i) the date by which the Annual Report must be filed;
(ii) the contents that need to be included in the Annual Report;
(iii) the Event Notices that must be filed; and
(iv) when Event Notices are required to be filed.

For a current list of the City's debt issues, including those which are not subject to the Rule, please refer to the long-term debt notes found in the City's most current Audited Financial Statements.

E. Event Notice Requirements

Unless otherwise specified, the City's Director of Finance will be responsible for monitoring the occurrence of the events specified in this Section E, determining (if necessary) their materiality, and notifying the Dissemination Agent of the occurrence of a reportable event for further filing of a notice (each, an "Event Notice") with the MSRB.

i. Event Notices for Debt Issued on or after February 27, 2019.

For any debt issues (subject to SEC Rule 15c2-12) issued on or after February 27, 2019, notice of the following events would need to be provided to the City's Disclosure Dissemination Agent, for further filing with the MSRB, within ten (10) business days of their occurrence.

- Any of the 14 types of events listed in Section E.2. below.
- Incurrence of a financial obligation of the obligated person (i.e., City or a related entity of the City), if material, or agreement to covenants, events of default, remedies, priority rights or other similar terms of a financial obligation, any of which affect the security holders, if material.
- Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the obligated person (i.e., City or a related entity of the City), any of which reflect financial difficulties.

For purposes of the foregoing, "financial obligation" means (i) a debt obligation (including a lease entered into as a vehicle to borrow money, but excluding ordinary financial and operating liabilities incurred in the normal course of business), (ii) a derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) a guarantee of (i) or (ii); provided, the term "financial obligations" shall not include (a) municipal securities as to which a final official statement has been posted on the EMMA website in accordance with the Rule, and (b) monetary obligations resulting from a judicial, administrative, or arbitration proceeding.

In connection with the events described in the last two bullet points above (which relate to amendments to the Rule adopted by the SEC in 2018), for any new continuing disclosure undertaking executed on or after February 27, 2019 with respect to a debt issue (the "Debt"), the Director of Finance shall, before the Debt issuance date, review the City's financial records and create a list (each, a "Financial Obligations List") of the existing financial obligations (as such term is defined in the Rule) at such time of the City and its related entities. The Financial Obligations List will generally include those financial obligations identified in the long-term debt notes (and which remain outstanding at the time) found in the City's most current Audited Financial Statements, as well as any additional financial obligations incurred since the date of such Audited Financial Statements. The Financial Obligations list shall be updated continuously during the term of such Debt, and in connection with each update, the Director of Finance shall make the determination described in the following paragraph.

Whenever the City prepares to enter into a new financial obligation or modify the terms of an existing financial obligation, the Director of Finance shall determine whether the incurrence of such financial obligation or modification of terms would require an Event Notice under any continuing disclosure undertaking for Debt issued on or after February 27, 2019. If a determination is made that an Event Notice would be required, the Director of Finance, in consultation with legal counsel, shall cause the Event Notice to be filed on a timely basis.

ii. Event Notices for Debt Issued before February 27, 2019 and on or after December 1, 2010.

For any debt issues (subject to SEC Rule 15c2-12) issued before February 27, 2019 and on or after December 1, 2010, notice of the following events would need to be provided to the City's Disclosure Dissemination Agent, for further filing with the MSRB:, within ten (10) business days of their occurrence.

- Principal and interest payment delinquencies
- Non-payment related defaults, if material
- Unscheduled draws on debt service reserves reflecting financial difficulty
- Unscheduled draws on credit enhancements reflecting financial difficulty
- Substitution of credit or liquidity providers, or their failure to perform
- Adverse tax opinions, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701 TEB) or other material notices or determinations with respect to the tax status of the security or other material events affecting the tax status of the security
- Modifications to rights of security holders, if material
- Bond calls, if material, and tender offers
- Defeasances
- Release, substitution, or sale of property securing repayment of the securities, if material
- Rating changes
- Bankruptcy, insolvency, receivership or similar event of the obligated person (i.e., City or a related entity of the City).
- The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material
- Appointment of a successor or additional trustee or the change of name of a trustee, if material.

3. Event Notices for Debt Issued prior to December 1, 2010.

For any debt issues (subject to SEC Rule 15c2-12) issued prior to December 1, 2010, notice of the following events, if determined to be material, would need to be provided to the City's Disclosure Dissemination Agent, for further filing with the MSRB, "in a timely manner."

- Principal and interest payment delinquencies
- Non-payment related defaults
- Unscheduled draws on debt service reserves reflecting financial difficulty
- Unscheduled draws on credit enhancements reflecting financial difficulty
- Substitution of credit or liquidity providers, or their failure to perform
- Adverse tax opinions or events affecting the tax-exempt status of the security

- Modifications to rights of security holders
- Bond calls
- Defeasances
- Release, substitution, or sale of property securing repayment of the securities
- Rating changes

4. Notices of Failure to File. In addition, the City's Director of Finance will be responsible for providing notice, in a timely manner, of a failure by the City or other obligated related entity, as applicable, to provide any of the required annual financial information by the date specified in the continuing disclosure undertaking.

F. Voluntary Disclosure Requirements

In addition to preparing annual reports and Event Notices, the City may wish to keep investors informed by providing information that is not required to be provided under its continuing disclosure undertakings entered into in furtherance of the Rule. Examples of such types of information are investments, interim financial information, capital improvement plans, fund balance policies, etc. and financial forecasts.

Because providing this information is voluntary, the City Manager will monitor events which may impact the City, so that a determination can be made by the DWG, in consultation with the City's legal counsel, if the event should be disclosed.

Information provided to potential or present owners of municipal securities is subject to federal securities laws, regulations and standards. Therefore, all proposed voluntary disclosure notices will be subject to legal review prior to any dissemination.

Evidence of the filings for any of the Event Notices described in Section E of this Policy or any voluntary disclosed notice described in this Section F, when made, shall be maintained on the DAC system, for so long as DAC is the City's Disclosure Dissemination Agent.

The City does not maintain an "Investor Relations" website.

G. Interim Disclosure Requirements

Currently, the City is not required to file interim financial information. In the future, if such filings are required in continuing disclosure undertakings, the City's Director of Finance will notify the Disclosure Dissemination Agent for assistance when these filings become necessary.

H. Training for Employees and Issuer Officials

For City officials, compliance with federal securities law should be considered as important as compliance with local public meetings and records laws. Periodic review of the continuing disclosure policies of the City will be in compliance with the City's financial policy.

I. Effective Date

This Amended and Restated Policy shall become effective immediately upon its approval by the City Council.

CITY OF AGOURA HILLS
FUND BALANCE POLICY FOR THE GENERAL FUND

POLICY

This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in the General Fund financial statements. Certain commitments and assignments of fund balance will help ensure that there will be adequate financial resources to protect the city against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the Finance Director to prepare financial reports which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

PROCEDURES

Fund balance is essentially the difference between the assets and liabilities reported in a governmental fund. There are five separate components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent.

- Nonspendable fund balance (inherently nonspendable)
- Restricted fund balance (externally enforceable limitations on use)
- Committed fund balance (self-imposed limitations on use)
- Assigned fund balance (limitation resulting from intended use)
- Unassigned fund balance (residual net resources)

The first two components listed above are not addressed in this policy due to the nature of their restrictions. An example of nonspendable fund balance is prepaid expenses. Restricted fund balance is either imposed by law or constrained by grantors, contributors, or laws or regulations of other governments. This policy is focused on financial reporting of unrestricted fund balance, or the last three components listed above. These three components are further defined below.

Committed Fund Balance

The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the city Council removes or changes the specified use through the same type of formal action taken to establish the commitment. City Council action to commit fund balance needs to occur within the fiscal reporting period; however the amount can be determined subsequently.

Assigned Fund Balance

Amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the Finance Director for the purpose of reporting these amounts in the annual financial statements. A few examples of assigned fund balance follow:

- Continuing Appropriations

Fund balance levels must be sufficient to meet funding requirements for projects approved in prior years and which must be carried forward into the new fiscal year.

- Debt Service

Established to provide for future debt service obligations.

- Budget Balancing Measures

Funds set aside for the purpose of stabilizing the delivery of city services during periods of operational budget deficits and to mitigate the effects of major economic uncertainties resulting from unforeseen changes in revenues and/or expenditures.

Unassigned Fund Balance

These are residual positive net resources of the general fund in excess of what can properly be classified in one of the other four categories. An example of unassigned fund balance would be the following:

Minimum Fund Balance Policy

In June 2005, the City of Agoura Hills passed Resolution No. 05-1378 stating that the City Council and City Staff will endeavor to designate an amount equal to or greater

than forty percent (40%) of each year's proposed General Fund Operating Budget as the City's unobligated General Fund Reserve. The City Council recognizes that the unobligated General Fund reserves are needed for cash flow requirements; and contingencies such as exposure to natural disasters, exposure to economic impacts, and vulnerability to actions of the State. This resolution requires that if, in any budget year, the City Council determines that the public interest requires expending any amount remaining in General Fund Reserves to fall below forty percent (40%) of that year's General Fund Operating budget, the City council and City staff, shall, in the following budget year, present a plan for returning the General Fund Reserve to the 40% level, as soon as practicable, based on the City's then-current budget circumstances.

Fund Balance Classification

The accounting policies of the city consider restricted fund balance to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, the city considers committed amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

This policy is in place to provide a measure of protection for the city against unforeseen circumstances and to comply with GASB Statement No. 54. No other policy or procedure supersedes the authority and provisions of this policy.

CITY OF AGOURA HILLS
POLICY FOR PROCUREMENT WITH FEDERAL FUNDS
(REVISED 5-19-21)

In addition to Chapters 7 (Purchasing System) and 11 (Public Projects) of Article II of the Agoura Hills Municipal Code, this policy shall apply to the awarding of contracts and sub-grants by the City that are funded, in part or in whole, by federal grants or funds pursuant 2 CFR Subtitle A, Chapter 2, Part 200, Subpart D, Sections 200.317-200.326.

I. GENERAL PROCUREMENT STANDARDS

A. Code of Conduct. As representatives of the City of Agoura Hills, all employees are expected to conduct themselves in a professional and ethical manner, maintaining high standards of integrity and the use of good judgment. Employees are expected to be principled in their business interactions and act in good faith with individuals both inside and outside the City. The following Code of Conduct shall govern the performance, behavior and actions of the City, including employees, directors, appointed or elected officials, volunteers, or agents who are engaged in any aspect of procurement, including, but not limited to, purchasing goods and services, awarding contracts and grants, and the administration and supervision of contracts:

1. No employee, director, appointed or elected official, volunteer, or agent of the City shall participate in the selection, award, or administration of contracts supported by a federal award if a conflict of interest is real or apparent to a reasonable person.

2. Conflicts of interest may arise when any employee, officer, or agent of the City, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a real or apparent financial or other interest in or a tangible personal benefit from a firm considered for the contract.

3. No employee, director, appointed or elected official, volunteer, or agent of the City shall do business with, award contracts to, or show favoritism toward a member of his or her immediate family, spouse's family, or to any company, vendor, contractor, or parties to subcontractors who either employ or has any relationship to a family member; or award a contract or bid which violates the spirit or intent of federal, state and local procurement laws and policies established to maximize free and open competition among qualified vendors.

4. The City's employees, directors, appointed or elected officials, volunteers, or agents shall neither solicit nor accept gratuities, favors, gifts, consulting fees, trips, or anything having a monetary value in excess of twenty-five dollars ($25.00) from a vendor, potential vendor, family or employees of a vendor, contractor or parties to subcontractors.

5. Disciplinary measures for violations of the Code of Conduct by employees, directors, appointed or elected officials, volunteers, or agents who are engaged in any aspect of procurement, including, but not limited to, purchasing goods and services, awarding contracts and grants, and the administration and supervision of contracts could lead to disciplinary measures, up to and including possible termination of employment.

B. Solicitation Procedures

1. Acquisition of unnecessary or duplicative items must be avoided. Consideration should be given to consolidating or dividing procurements to obtain a more economical purchase. When appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

2. To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services, the City shall enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

3. Procuring federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs shall be utilized.

4. Value engineering clauses may be used in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

5. Contracts shall only be awarded to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

6. Records will be maintained sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. The City Clerk will be the repository for said records and shall be maintained for period of no less than seven (7) years.

7. Time and material type contracts (open-ended) may be used only after a determination that no other contract is suitable. Time and material type contract means a contract where the cost to the City is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expense, and profit. Each time and material contract will set a ceiling price that the contractor exceeds at its own risk. A higher degree of oversight is required in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

8. The City alone will be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibilities under its contracts. The federal awarding agency will not substitute its judgment for that of the City unless the matter is primarily a federal concern. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

C. Competition

1. All procurement transactions must be conducted in a manner providing full and open competition. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals will be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include, but are not limited to:

a. Placing unreasonable requirements on firms in order for them to qualify to do business;
b. Requiring unnecessary experience and excessive bonding;
c. Noncompetitive pricing practices between firms or between affiliated companies;
d. Noncompetitive contracts to consultants that are on retainer contracts;
e. Organizational conflicts of interest;
f. Specifying only a brand name product instead of allowing an equal product to be offered and describing the performance or other relevant requirements of the procurement; and

g. Any arbitrary action in the procurement process.

2. Procurements shall be conducted in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

3. All solicitations will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standard to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a brand name or equivalent description may be used as a means to define the performance or other relevant requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated.

4. Bids and proposals shall identify all the requirements which the offerors must fulfill and all other factors to be used in evaluation bids or proposals

D. Methods of Procurement to be followed. The City shall use one of the following methods of procurement:

1. Procurement by Micro-Purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold as set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and adjusted periodically for inflation. To the extent practicable, the City must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the City considers the price to be reasonable. As of the date of this policy, the micro-purchase threshold is $3,000.

2. Procurement by Small Purchase Procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies or other property that do not cost more than the simplified acquisition

threshold as set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908 and periodically adjusted for inflation. If small purchase procedures are used, price or rate quotations shall be obtained from an adequate number of qualified sources. As of the date of this policy, the simplified acquisition threshold is $150,000. For purchases exceeding twenty five thousand ($25,000), City Council approval is required.

3. Procurement by Sealed Bids (Formal Advertising). Bids are publicly solicited and a firm-fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.

a. For sealed bidding to be feasible, the following conditions should be present:
(1) A complete, adequate, and realistic specification or purchase description is available;
(2) Two or more responsible bidders are willing and able to compete effectively for the business; and
(3) The procurement lends itself to a firm-fixed-price contract and the selection of the successful bidder can be made principally based on price.
b. If sealed bids are used, the following requirements apply:
(1) The invitation for bids will be publicly advertised and bids shall be solicited from an adequate number of qualified sources, providing them sufficient time prior to the date set for opening the bids;
(2) The invitation for bids, which will include any specifications and pertinent attachments, shall define the items or services for the bidder to properly respond;
(3) All bids will be publicly opened at the time and place prescribed in the invitation for bids;
(4) A firm-fixed-price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost and life cycle costs shall be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
(5) If there is a sound documented reason, any or all bids may be rejected.

4. Procurement by Competitive Proposals: Purchases over the Simplified Acquisition threshold, which is currently $150,000. This procurement method requires formal solicitation, fixed-price or cost-reimbursement contracts, and is used when sealed bids are not appropriate. The contract should be awarded to the responsible firm whose proposal is most advantageous to the program, with price being one of the various factors. If this method is used, the following requirements apply:

a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

b. Proposals must be solicited from an adequate number of qualified sources;

c. The methods for conducting technical evaluations of the proposals received and for selecting recipients may include, but not limited to: oral interviews, references, past performance, availability to perform work, and certifications as determined by project scope.

d. Any response that takes exception to any mandatory items in this proposal process may be rejected and not considered;
e. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the City, with price and other factors considered; and,

f. Competitive proposal procedures may be used for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.

g. Noncompetitive proposals: Also known as sole-source procurement, this may be appropriate only when one or more of the following criteria are met:

- The dollar amount does not exceed the micro-purchase threshold in Subsection D.1;

- The item is available only from a single source;

- The public emergency for the requirement will not permit a delay resulting from competitive solicitation;

- The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-federal entity; or

- After solicitation of a number of sources, competition is determined inadequate.

E. Contract Cost and Price. A cost or price analysis shall be performed in connection with every procurement action in excess of the Simplified Acquisition threshold ($150,000) including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, independent estimates shall be made prior to receiving bids and proposals.

1. Profit shall be negotiated as a separate element of the price for each contract in which there is a no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

2. Costs or prices based on estimated costs for contracts under the federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the City under Subpart E- Cost Principles of Part 200- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

3. The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

F. Federal Awarding Agency or Pass-Through Entity Review.
1. The City shall make available, upon request of the federal awarding agency or pass-through entity, technical specifications on proposed procurements where the federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the City desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

2. The City will make available upon request, for the Federal awarding agency or pass-through entity pre- procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

a. Procurement procedures or operation fails to comply with the procurement standards in this part;

b. The procurement is expected to exceed the Simplified Acquisition Threshold ($150,000) and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
c. The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
d. The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or

e. A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

3. The City is exempt from the pre-procurement review in paragraph 2 of this section if the federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

4. The City may request that its procurement system be reviewed by the federal awarding agency or pass- through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

5. The City may self-certify its procurement system. Such self-certification must not limit the federal awarding agency's right to survey the system. Under a self-certification procedure, the federal awarding agency may rely on written assurances from the City that it is complying with these standards. The City must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

G. Bonding Requirements

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold ($150,000), the federal awarding or pass-through entity may accept the bonding policy and requirements of the City provided that the federal awarding agency or pass-through entity has made a determination that the federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

1. A bid guarantee from each bidder equivalent to five percent (5%) of the bid price. The bid guarantee must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that

the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified;

2. A performance bond on the part of the contractor for 100 percent (100%) of the contract price. A performance bond is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract; and,

3. A payment bond on the part of the contractor for 100 percent (100%) of the contract price. A payment bond is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

H. Contract Provisions

All contracts using federal funding shall comply with the following as applicable:

1. Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2. All contracts in excess of $10,000 must address termination for cause and for convenience by the City including the manner by which it will be effected and the basis for settlement.

3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by

Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The City entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The City entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The City entity must report all suspected or reported violations to the Federal awarding agency.

5. Copeland "Anti-Kickback" Act. Applies to construction contracts in excess of $2,000. It prohibits kickbacks in construction contracts funded with Federal monies. Contractors and subcontractors or subrecipients shall be prohibited from inducing any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled and suspected or reported violations shall be immediately reported to the Federal awarding agency.

6. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the City in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

7. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements", and any implementing regulations issued by the awarding agency.

8. Clean Air Act & Federal Water Pollution Control Act. Contracts and sub grants in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act. Suspected or reported violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

9. Debarment and Suspension. A contract award must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

10. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)–Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the City award.

I. Contracting with small and minority business, women's business enterprises, and labor surplus area firms.
All necessary affirmative steps will be taken to assure that minority business, women's business enterprises, and labor surplus area firms are used when possible.

Affirmative steps include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

2. Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;

3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;

4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses and women's business enterprises;

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and,

6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

J. Domestic preferences for procurements.

1. As appropriate and to the extent consistent with law, the City should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

2. For purposes of this Section:

a. "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

b. "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

CITY OF AGOURA HILLS
TWO YEAR BUDGET POLICY

PURPOSE

This policy establishes the use of a two-year financial plan, emphasizing long-range planning and effective program management. The City's two-year plan will:

1. Reinforce the importance of long-range planning in managing the City's fiscal affairs.

2. Concentrate on developing and budgeting for the accomplishment of significant objectives.

3. Establish realistic timeframes for achieving objectives.

4. Create a pro-active budget that provides for stable operations and assures the City's long-term fiscal health.

POLICY

Measurable Objectives - The City will prepare a two-year financial plan with measurable objectives. The two year plan will allow reasonable time to accomplish the objectives.

Second Year Budget - Before the beginning of the second year of the two-year cycle, the Council will review progress during the first year and approve appropriations for the second fiscal year.

Operating Carryover – Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes into the second fiscal year with the approval of the City Manager.

Mid-Year Budget Reviews – The Council will formally review the City's fiscal condition, and amend appropriations if necessary, by February of each fiscal year.

CITY OF
AGOURA HILLS

30001 Ladyface Court, Agoura Hills, CA 91301



CITY OF AGOURA HILLS

City of Agoura Hills' Capital Improvement Plan (CIP) Mid-Cycle FY 2026-27

Item	Project Name	Funding Source	5-Year Total Funding Amount CIP	Fiscal Year 2025/2026	Fiscal Year 2026/2027	Fiscal Year 2027/2028	Fiscal Year 2028/2029	Fiscal Year 2029/2030
1	**Annual Citywide Street Resurfacing**							
	Construction	General Fund	$ -	$ -	$ -	$ -	$ -	$ -
	Design and Construction	Measure R (Local)	$ 500,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
	Construction	Road Rehab Fund	$ 2,350,000	$ 250,000	$ 900,000	$ 400,000	$ 400,000	$ 400,000
	Construction	STP-L	$ -					
		Total	*$ 2,850,000*	*$ 350,000*	*$ 1,000,000*	*$ 500,000*	*$ 500,000*	*$ 500,000*
2	**Annual Concrete Repair Program**							
	Construction	Measure R (Local)	$ 110,000	$ 55,000	$ 55,000			
	Construction	Measure M (Local)	$ 340,000	$ 85,000	$ 85,000	$ 85,000	$ 85,000	$ 85,000
	Construction	TDA	$ 60,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000
		Total	*$ 610,000*	*$ 155,000*	*$ 155,000*	*$ 100,000*	*$ 100,000*	*$ 100,000*
3	**Kanan/Agoura Intersection**							
	Design/Env Doc	Measure R (HWY)	$ 72,500	$ 72,500				
	Design/Env Doc	Measure M (HWY)	$ 150,000	$ 100,000	$ 50,000			
	Right-of-Way (Support)	Measure M (HWY)	$ 120,907	$ 40,000	$ 80,907			
	Right-of-Way (Capital)	Measure M (HWY)	$ 1,000,000		$ 1,000,000			
	Construction (CM, CE, Inspection)	Measure M (HWY)	$ 900,000		$ 20,000	$ 80,000	$ 400,000	$ 400,000
	Construction	Measure M (HWY)	$ 7,847,889			$ 1,000,000	$ 4,000,000	$ 2,847,889
		Total	*$ 10,091,296*	*$ 212,500*	*$ 1,150,907*	*$ 1,080,000*	*$ 4,400,000*	*$ 3,247,889*
4	**Kanan Corridor**							
	PSR	Measure M (HWY)	$ -					
	PS&E and ROW - T.O to Canwood	Measure M (HWY)	$ 552,270	$ 552,270				
	Construction Support (CM, CE, Inspection) - T.O. To Canwood	Measure M (HWY)	$ 800,000	$ 50,000	$ 350,000	$ 400,000		
	Construction - T.O. to Canwood	Measure M (HWY)	$ 4,650,000		$ 2,500,000	$ 2,150,000		
	PR/Env (PA/ED)	Measure M (HWY)	$ 1,980,000		$ 300,000	$ 480,000	$ 600,000	$ 600,000
	PS&E	Measure M (HWY)	$ -					
		Total	*$ 7,982,270*	*$ 602,270*	*$ 3,150,000*	*$ 3,030,000*	*$ 600,000*	*$ 600,000*
5	**Utility Undergrounding**							
	District #2 - Cornell	Rule 20A	$ 1,300,000		*$ 1,300,000*			
		Total	*$ 1,300,000*	*$ -*	*$ 1,300,000*	*$ -*	*$ -*	*$ -*
6	**Storm Drain Diversion**							
	Construction	Measure W Regional	$ 970,503		$ 970,503			
		Stormwater CIP Fund	$ 970,610		$ 970,610			
		IRWMP Funding	$ 1,195,135		$ 1,195,135			
	Scope/Design/Construction	Measure W Local	$ 1,573,000	$ 109,000	$ 786,000	$ 226,000	$ 226,000	$ 226,000
		Total	*$ 4,709,248*	*$ 109,000*	*$ 3,922,248*	*$ 226,000*	*$ 226,000*	*$ 226,000*
7	***Ladyface Greenway***							
	Construction	Measure M (AT)	$ 8,860,000	*$ 7,560,000*	*$ 1,300,000*			
		Measure R (AT from LASup)	$ -					

	Construction (Art in Public Places)	State Specified Grant (Parks)	$ 6,000,000	*$ 4,800,000*	*$ 1,200,000*			
	Construction (Watershed Elements)	Art in Public Spaces Fund	$ 75,000		*$ 75,000*			
	Construction (LVMWD Improvements)	Measure W (Local)	$ 188,000	*$ 188,000*				
	Const Support (CM, CE, Insp, MMRP, Permits)	LVMWD MOA	$ 220,000	*$ 220,000*				
	Const Support (CM, CE, Insp, MMRP, Permits)	Measure M (AT)	$ 1,885,000	*$ 1,445,000*	*$ 440,000*			
		Measure R (AT from LASup)	$ -					
		Total	*$ 17,228,000*	*$ 14,213,000*	*$ 3,015,000*	*$ -*	*$ -*	*$ -*
8	**Park Restrooms & Playgrounds**							
	Morrison Park Playground							
	Design/Inspection/Testing	General Fund	$ 35,000	$ 35,000				
	Play Equipment & Pour and Play (Construction & Inspect)	Private Donations	$ 167,235	$ 167,235				
	Play Equipment & Pour and Play (Construction & Inspect)	Measure A	$ 89,568	$ 89,568				
	Construction (Sidewalks/Site Prep/Site Improv)	Measure A	$ 95,607	$ 95,607				
	Construction (Sidewalks/Site Prep/Site Improv)	CDBG	$ 138,339	$ 138,339				
	Construction (Sidewalks/Site Prep/Site Improv)	Grants	$ -	$ -				
	Construction (Sidewalks/Site Prep/Site Improv)	General Fund	$ -	$ -				
		Subtotal	$ 525,749	*$ 525,749*	*$ -*	*$ -*	*$ -*	*$ -*
		Total	*$ 525,749*	*$ 525,749*	*$ -*	*$ -*	*$ -*	*$ -*
9	**Rec Center Solar Panels**							
	Construction	CPA Grant Fund	$ 200,000		$ 200,000			
		Total	*$ 200,000*	*$ -*	*$ 200,000*	*$ -*	*$ -*	*$ -*
10	**Future Park Proposals**							
	Design (Architectural/Structural Eng)	General Fund	$ 30,000	$ 30,000				
	Construction (Roof, Walls, Walkways)	Grant TBD	$ 500,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
		Total	$ 530,000	*$ 130,000*	*$ 100,000*	*$ 100,000*	*$ 100,000*	*$ 100,000*
11	**Bike Master Plan Implementation**							
	FY 24-25 Pavement Project with Class II & III Bike Improv							
	Construction	State Earmark Funding	$ 500,000	$ 500,000				
		Subtotal	*$ 500,000*	*$ 500,000*	*$ -*	*$ -*	*$ -*	*$ -*
	Reyes Adobe Class II Gap Closure							
	Design/Environmental	Federal Earmark Funding (HUD)	$ 310,000		$ 310,000			
	Construction	Federal Earmark Funding (HUD)	$ 1,280,000			$ 1,280,000		
		Subtotal	$ 1,590,000	*$ -*	$ 310,000	$ 1,280,000	*$ -*	*$ -*
	Class IV Bikeway Demonstration on Thousand Oaks Blvd.							
	Update Local Roadway Safety Plan (LRSP)	SS4A Grant	$ 32,000		$ 16,000	$ 16,000		
		Prop C/MR/MM/Traffic Impr/SB1	$ 8,000		$ 4,000	$ 4,000		
	Develop Safe Routes to School Plan (SR2S)	SS4A Grant	$ 140,000		$ 44,000	$ 96,000		
		Prop C/MR/MM/Traffic Impr/SB1	$ 35,000		$ 11,000	$ 24,000		
	Design, Construction and Public Engagement	SS4A Grant	$ 172,000				$ 28,000	$ 144,000
		Prop C/MR/MM/Traffic Impr/SB1	$ 43,000				$ 7,000	$ 36,000
		Subtotal	*$ 430,000*	*$ -*	*$ 75,000*	*$ 140,000*	*$ 35,000*	*$ 180,000*
		Total	*$ 2,520,000*	*$ 500,000*	*$ 385,000*	*$ 1,420,000*	*$ 35,000*	*$ 180,000*

12	**Crosswalk Improvements**							
	Construction (HAWK at Reyes Adobe Rd and Stonecrest Dr)	TBD/Measure M/TIF/Grant	$ 500,000				$ 500,000	
		Total	*$ 500,000*	*$ -*	*$ -*	*$ -*	*$ 500,000*	*$ -*
13	**Regional Smart Cities Fiber Network**							
	Construction	*Measure M (HWY)*	*$ 2,000,000*	*$ 1,000,000*	*$ 1,000,000*			
		Total	*$ 2,000,000*	*$ 1,000,000*	*$ 1,000,000*	*$ -*	*$ -*	*$ -*
14	**Driver Avenue Drainage Improvements**							
	Study, Design & Environmental	FEMA	$ 162,617	$ 162,617				
	Study, Design & Environmental	CalOES	$ 57,383	$ 57,383				
	Construction (includes CE, Inspection)	Measure W (Local)	$ 50,000		$ 50,000			
	Construction (includes CE, Inspection)	FEMA	$ 275,000	$ 25,000	$ 250,000			
	Construction (inlcudes CE, Inspection)	Storm Water Capital Project Fund	$ 144,462		$ 144,462			
		Total	$ 689,462	*$ 245,000*	*$ 444,462*	*$ -*	*$ -*	*$ -*
15	**Rec Center Trail**							
	Enivornmental Mitigation	General Fund	$ 71,208	$ 71,208				
	Construction	General Fund	$ 109,536	$ 109,536				
		Total	$ 180,744	$ 180,744	*$ -*	*$ -*	*$ -*	*$ -*
16	**Lake Lindero & Surrounding Amenities Action Plan**							
	Alternate Design Study & Public Outreach	Measure W (Local)	$ 89,200	$ 30,000	$ 59,200			
	Feasibility Study (Preferred Alternative)	TBD	$ -					
		Total	*$ 89,200*	*$ 30,000*	*$ 59,200*	*$ -*	*$ -*	*$ -*
17	**Old Agoura Trails & Bikeway Imrpovements**							
	Preliminary Design Report	General Fund	$ 150,000	$ 60,000	$ 90,000			
	Final Trail Design (incl. Public Outreach, Utility Coord.)	General Fund	$ 160,000			$ 60,000	$ 100,000	
		Total	*$ 310,000*	*$ 60,000*	*$ 90,000*	*$ 60,000*	*$ 100,000*	*$ -*
18	**Liberty Canyon Creek Restoration**							
	Preliminary Engineering Report	Measure W (Local)	*$ 225,000*		*$ 225,000*			
	Final Design (incl. Public Outreach, Utility Coord, CEQA)	Funding TBD	$ -					
		Total	*$ 225,000*	*$ -*	*$ 225,000*	*$ -*	*$ -*	*$ -*
19	**Traffic Signal System Improvements**							
	Traffic Signal System Master Plan	Proposition C	$ 150,000		$ 150,000			
	Signalized Intersection Improvements	Funding TBD	$ -					
		Total	*$ 150,000*	*$ -*	*$ 150,000*	*$ -*	*$ -*	*$ -*
20	**Microgrid Design/Build**							
	Design/Build	*Federal Earmark Funding (FEMA)*	*$ 1,300,000*	*$ 15,000*	*$ 1,085,000*	*$ 200,000*		
		City Match	*$ 500,000*		*$ 500,000*			
		TBD	*$ 1,500,000*		*$ 1,200,000*	*$ 300,000*		
		Total	*$ 3,300,000*	*$ 15,000*	*$ 2,785,000*	*$ 500,000*	*$ -*	*$ -*
Total Funded CIP Projects			**$ 55,990,969**	**$ 18,328,263**	**$ 19,131,817**	**$ 7,016,000**	**$ 6,561,000**	**$ 4,953,889**

CITY OF AGOURA HILLS

REPORT TO FINANCE SUBCOMMITTEE

DATE:	**JUNE 1, 2026**
TO:	**HONORABLE MEMBERS OF THE FINANCE SUBCOMMITTEE**
FROM:	**NATHAN HAMBURGER, CITY MANAGER**
BY:	**DIEGO IBANEZ, DIRECTOR OF FINANCE**
SUBJECT:	**THE ANNUAL INVESTMENT POLICY FOR FISCAL YEAR 2026-27**

State of California Government Code Section 53646 requires the City's investment policy be approved annually. Staff continues to abide by the investment products, reporting, and controls of the investment policy. There are no proposed changes for this review cycle.

FISCAL IMPACT

Review of the Investment Policy will not have an impact on the City Council approved budget. In addition, there are no direct financial impacts as no actions are being taken on current investments.

RECOMMENDATION

Staff recommends that the Finance Subcommittee review and offer any guidance or feedback to staff regarding the Investment Policy for Fiscal Year 2026-27.

Attachments

City of Agoura Hills Investment Policy 26.27.pdf

CITY OF AGOURA HILLS
STATEMENT OF INVESTMENT POLICY

I. POLICY

This investment policy applies to all investment activities and financial assets of the City of Agoura Hills (City). The funds are accounted for and incorporated in the City's Annual Comprehensive Financial Report and include the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Trust Funds.

The purpose of this investment policy is to identify various policies and procedures that will foster a prudent and systematic investment program designed to seek the City objectives of safety, liquidity and return on investment through a diversified investment portfolio.

This policy also serves to organize and formalize the City investment-related activities, while complying with all applicable statutes governing the investment of public funds. This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and the Association of Public Treasurers (APT).

II. SCOPE

This policy covers all funds and investment activities under the direct authority of the City, as set forth in the State Government Code, Sections 53600 *et seq*., with the following exceptions:

- Proceeds of debt issuance shall be invested in accordance with the City's general investment philosophy as set forth in this policy; however, such proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.

- Any other funds specifically exempted by the City Council.

POOLING OF FUNDS

Except for cash in certain restricted and special funds, the City will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. PRUDENCE

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the City are trustees and therefore fiduciaries subject to the *Prudent Investor Standard:*

"…all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the City, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the City. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

The Treasurer and other authorized persons responsible for managing City funds acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided that the Treasurer or other authorized persons acted in good faith. Deviations from expectations of a security's credit or market risk should be reported to the City Council in a timely fashion and appropriate action should be taken to control adverse developments.

IV. OBJECTIVES

The City's overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. The overriding objectives

of the program are to preserve principal, provide sufficient liquidity, and manage investment risks, while seeking a market-rate of return.

- SAFETY. Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, the City will diversify its investments by investing funds among a variety of securities with independent returns.

- LIQUIDITY. The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

- RETURN ON INVESTMENTS. The investment portfolio will be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints for safety and liquidity needs.

V. DELEGATION OF AUTHORITY

Authority to manage the City's investment program is derived from California Government Code, Sections 41006 and 53600 et seq. The City Council is responsible for the management of the City's funds, including the administration of this investment policy. Management responsibility for the cash management of the City's funds is hereby delegated to the Treasurer.

The City Manager, after reviewing the City's cashflow needs with the Director of Finance, will authorize the amount of cash available to be invested by the City Treasurer.

The Treasurer will be responsible for all transactions undertaken and will establish a system of procedures and controls to regulate the activities of subordinate officials and employees. Such procedures will include explicit delegation of authority to the people responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer.

The Treasurer may authorize the Director of Finance to function as the City's Investment Officer in performing the treasury functions and duties under this policy. When acting as the City's Investment Officer as provided in this paragraph, the Director of Finance shall be subject to the direction and supervision of the Treasurer, shall coordinate with the City Treasurer on

investments, and shall discuss changes in the composition of the City's investment portfolio with the Treasurer prior to purchasing these investments.

The City may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the City's investment portfolio in a manner consistent with the City's objectives. External investment advisers may be granted discretion to

purchase and sell investment securities in accordance with this investment policy.

The City's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The City recognizes that in a diversified portfolio, occasional measured losses may be inevitable and must be considered within the context of the overall portfolio's return and the cash flow requirements of the City.

VI. ETHICS AND CONFLICTS OF INTEREST

All participants in the investment process shall function as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus, employees and officials involved in the investment process shall refrain from personal business activity that could create a conflict of interest or the appearance of a conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the Director of Finance any material interests in financial institutions with which they conduct business, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City. Investment officials must file an annual Statement of Economic Interest Form 700 with the city clerk's office prior to April 1 of each year or when material interest in financial institutions or personal investment positions require it.

VII. INTERNAL CONTROLS

Subject to the direction and supervision of the Treasurer, the Director of Finance is responsible for establishing and maintaining an internal control structure designed to ensure that the financial assets of the City are protected

from loss, theft, fraud, or misuse.

The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Internal controls state that every transaction must be reviewed, authorized, and documented. Transaction documentation will be maintained for audit purposes.

The investments placed shall conform to the City's "Statement of Investment Policy."

Annually the City's auditor will conduct an independent analysis to review internal controls, account activity, compliance with policies and procedures and review of investment records and verify the investments have been made in accordance with this policy.

VIII. WIRE TRANSFER CONTROLS

All City wire transfers will be executed in accordance with written operating procedures specifying controls required for wire transfers of funds. All wire transfers require three City employees to initiate, approve, and release each transaction. Two factor authentication is required for each individual to engage in the wire release process, which includes unique passwords, and the use of bank security tokens generating random numerical passwords. Final release of any and all wires from the City, investment or otherwise, require the approval of either the City Manager or Director of Finance.

LAIF TRANSFERS

Any transfers to/from LAIF representing deposits or withdrawals effectuating an investment decision by the City Treasurer shall be completed by Finance Department staff and authorized by the City Manager in accordance with paragraph 2 of Section VII.

IX. AUTHORIZED FINANCIAL INSTITUTIONS, DEPOSITORIES, AND BROKER/DEALERS

To the extent practicable, the Treasurer shall endeavor to complete investment transactions using a competitive bid process whenever possible. The City's Treasurer will determine which financial institutions are authorized

to provide investment services to the City. It shall be the City's policy to purchase securities only from authorized institutions and firms.

The Treasurer shall maintain procedures for establishing a list of authorized broker/dealers and financial institutions which are approved for investment purposes that are selected through a process of due diligence as determined by the City. Due inquiry shall determine whether such authorized brokers/dealers, and the individuals covering the City are reputable and trustworthy, knowledgeable, and experienced in Public City investing and able to meet all of their financial obligations. These institutions may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (uniform net capital rule).

In accordance with Section 53601.5, institutions eligible to transact investment business with the City include:

1. Institutions licensed by the state as broker-dealer.
2. Institutions that are members of a federally regulated securities exchange.
3. Primary government dealers as designated by the Federal Reserve Bank.
4. National or state-chartered banks.
5. The Federal Reserve Bank.
6. Direct issuers of securities eligible for purchase.

Selection of financial institutions and broker/dealers authorized to engage in transactions will be at the sole discretion of the City, except where the City utilizes an external investment adviser in which case the City may rely on the adviser for selection.

All financial institutions which desire to become qualified bidders for investment transactions (and which are not dealing only with the investment adviser) must supply the Treasurer with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 et seq. and the City's investment policy. The Treasurer will conduct an annual review of the financial condition and registrations of such qualified bidders.

Public deposits will be made only in qualified public depositories as established by State law. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.
Selection of broker/dealers used by an external investment adviser retained

by the City will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

X. AUTHORIZED INVESTMENTS

The City's investments are governed by the California Government Code, Sections 53600 et seq. Within the investments permitted by the Code, the City seeks to further restrict eligible investments to the guidelines listed below. In the event a discrepancy is found between this policy and the Code, the more restrictive parameters will take precedence. The percentage holding limits listed in this section apply at the time the security is purchased.

Any investment currently held at the time the policy is adopted which does not meet the new policy guidelines can be held until maturity and shall be exempt from the current policy. At the time of the investment's maturity or liquidation, such funds shall be reinvested only as provided in the current policy.

An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

1. MUNICIPAL SECURITIES (REGISTERED TREASURY NOTES OR BONDS) of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, City, or authority of any of the other 49 states, in addition to California.

    - The securities are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization ("NRSRO").
    - No more than 5% of the portfolio may be invested in any single issuer.
    - No more than 30% of the portfolio may be in Municipal Securities.
    - The maximum maturity does not exceed five (5) years.

2. U.S. TREASURIES and other government obligations for which the full faith and credit of the United States are pledged for the payment of principal and interest. There are no limits on the dollar amount or percentage that the City may invest in U.S. Treasuries, provided that:

   - The maximum maturity is five (5) years.

3. FEDERAL AGENCIES or United States Government-Sponsored Enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. There are no limits on the dollar amount or percentage that the City may invest in Federal City or Government-Sponsored Enterprises (GSEs), provided that:

   - No more than 30% of the portfolio may be invested in any single City/GSE issuer.
   - The maximum maturity does not exceed five (5) years.
   - The maximum percentage of callable City securities in the portfolio will be 20%.

4. COMMERCIAL PAPER, provided that the securities are issued by an entity that meets all of the following conditions in either paragraph (a) or (b) and other requirements specified below:
   - No more than 10% of the outstanding commercial paper of any single issuer.
   - No more than 25% of the City's investment assets under management may be invested in Commercial Paper. Under a provision sunsetting on January 1, 2026, no more than 40% of the portfolio may be invested in Commercial Paper if the City's investment assets under management are greater than $100,000,000.
   - No more than 5% of the portfolio may be invested in any single issuer.
   - The maximum maturity does not exceed 270 days.

5. SECURITIES issued by corporations:

   - A corporation organized and operating in the United States with assets more than $500 million.
   - The securities are rated "A-1" or its equivalent or better by at least one NRSRO.
   - If the issuer has other debt obligations, they must be rated in a rating category of "A" or its equivalent or better by at least one NRSRO.

6. SECURITIES issued by other entities:

- The issuer is organized within the United States as a special purpose corporation, trust, or limited liability company.
- The securities must have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.
- The securities are rated "A-1" or its equivalent or better by at least one NRSRO.

7. NEGOTIABLE CERTIFICATES OF DEPOSIT (NCDS), issued by a nationally or state- chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank, provided that:

- The amount of the NCD insured up to the FDIC limit does not require any credit ratings.
- Any amount above the FDIC insured limit must be issued by institutions which have short-term debt obligations rated "A-1" or its equivalent or better by at least one NRSRO; or long-term obligations rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in NCDs (combined with CDARS).
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

8. COLLATERALIZED BANK DEPOSITS. City's deposits with financial institutions will be collateralized with pledged securities per California Government Code, Section 53651. There are no limits on the dollar amount or percentage that the City may invest in collateralized bank deposits.

9. STATE OF CALIFORNIA LOCAL CITY INVESTMENT FUND (LAIF), provided that:

- The City may invest up to the maximum amount permitted by LAIF.
- LAIF's investments in instruments prohibited by or not specified in the City's policy do not exclude the investment in LAIF itself from the City's list of allowable investments, provided LAIF's reports allow the Treasurer to adequately judge the risk inherent in LAIF's portfolio.

10. LOCAL GOVERNMENT INVESTMENT POOLS

- Other LGIPs permitted by client.
- There is no issuer limitation for Local Government Investment Pools

11. CORPORATE MEDIUM-TERM NOTES (MTNS), provided that:

- The issuer is a corporation organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States.
- The securities are rated in a rating category of "A" or its equivalent or better by at least one NRSRO.
- No more than 30% of the total portfolio may be invested in MTNs.
- No more than 5% of the portfolio may be invested in any single issuer.
- The maximum maturity does not exceed five (5) years.

12. MUTUAL FUNDS AND MONEY MARKET MUTUAL FUNDS that are registered with the Securities and Exchange Commission under the Investment Company Act of 1940, provided that:

- MUTUAL FUNDS that invest in the securities and obligations as authorized under California Government Code, Section 53601 (a) to (k) and (m) to (q) inclusive and that meet either of the following criteria:
    - Attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
    - Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by California Government Code, Section 53601 and with assets under management in excess of $500 million.
    - No more than 10% of the total portfolio may be invested in shares of any one mutual fund.
- MONEY MARKET MUTUAL FUNDS registered with the Securities and Exchange Commission under the Investment Company Act of 1940 and issued by diversified management companies and meet either of the following criteria:
    - Have attained the highest ranking or the highest letter and numerical rating provided by not less than two (2) NRSROs; or
    - Have retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of $500 million.

- No more than 20% of the total portfolio may be invested in the shares of any one Money Market Mutual Fund.
- No more than 20% of the total portfolio may be invested in these securities.

XI. PROHIBITED INVESTMENT VEHICLES AND PRACTICES

1. State law notwithstanding, any investments not specifically described herein are prohibited, including, but not limited to futures and options.
2. In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
3. Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited. Under a provision sunsetting on January 1, 2026, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
4. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
5. Purchasing or selling securities on the margin is prohibited.
6. The use of reverse repurchases agreements, securities lending or any other form of borrowing or leverage is prohibited.
7. The purchase of foreign currency denominated securities is prohibited.
8. Agencies that are not Qualified Institutional Buyers (QIB) as defined by the Securities and Exchange Commission are prohibited from purchasing Private Placement Securities. The SEC defines a QIB as having at least $100,000,000 in securities owned and invested.
9. The purchase of a security with a forward settlement date exceeding 45 days from the time of the investment is prohibited.
10. Crypto currency.

XII. INVESTMENT POOLS/MUTUAL FUNDS

The City shall conduct a thorough investigation of any pool or mutual fund prior to making an investment, and on a continual basis thereafter. The Treasurer shall develop a questionnaire which will answer the following broad questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities is safeguarded (including the settlement processes), and how often the securities are priced, and the

program audited.

- A description of who may invest in the program, how often, and what size deposit and withdrawal are allowed.
- A schedule for receiving statements and portfolio listings.
- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how it is assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

XIII. COLLATERALIZATION

CERTIFICATES OF DEPOSIT (CDS). The City shall require any commercial bank or savings and loan association to deposit eligible securities with a City of a depository approved by the State Banking Department to secure any uninsured portion of a Non- Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code, Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.

COLLATERALIZATION OF BANK DEPOSITS. This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The City shall require any bank or financial institution to comply with the collateralization criteria defined in the California Government Code, Section 53651.

XIV. DELIVERY,SAFEKEEPING AND CUSTODY

DELIVERY-VERSUS-PAYMENT (DVP). All investment transactions shall be conducted on a delivery-versus-payment basis.

SAFEKEEPING AND CUSTODY. To protect against potential losses due to failure of individual securities dealers, and to enhance access to securities, interest payments and maturity proceeds, all cash and securities in the City's portfolio shall be held in safekeeping in the City's name by a third-party custodian, acting as agent for the City under the terms of a custody agreement executed by the bank and the City. All investment transactions will require a safekeeping receipt or acknowledgment generated from the trade. A monthly report will be received by the City from the custodian listing all securities held in safekeeping with current market data and other information. The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (a) local government investment pools; (ii) time certificates of deposit, and (iii) mutual funds and money market mutual funds since these securities are not deliverable.

XV. MAXIMUM MATURITY

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities.

The City will not invest in securities maturing more than five (5) years from the date of trade settlement, unless the City Council has by resolution granted authority to make such an investment.

XVI. RISK MANAGEMENT AND DIVERSIFICATION MITIGATING CREDIT RISK IN THE PORTFOLIO

Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The City will mitigate credit risk by adopting the following strategies:

- The diversification requirements included in the "Authorized Investments" section of this policy are designed to mitigate credit risk in the portfolio.
- No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this policy.
- The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or the City's risk preferences.
- If a security owned by the City is downgraded to a level below the requirements of this policy, making the security ineligible for additional purchases, the following steps will be taken:
- Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.
- If a decision is made to retain the security, the credit situation will be monitored and reported to the City Council.

MITIGATING MARKET RISK IN THE PORTFOLIO

Market risk is the risk that the portfolio value will fluctuate due to changes in the general level of interest rates. The City recognizes that, over time, longer-term portfolios have the potential to achieve higher returns. On the other hand, longer-term portfolios have higher volatility of return. The City will mitigate market risk by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not

needed for current cash flow purposes.

The City further recognizes that certain types of securities, including variable rate securities, securities with principal paydowns prior to maturity, and securities with embedded options, will affect the market risk profile of the portfolio differently in different interest rate environments. The City, therefore, adopts the following strategies to control and mitigate its exposure to market risk:

- The City will maintain a minimum of six months of budgeted operating expenditures in short-term investments to provide sufficient liquidity for expected disbursements.
- The maximum stated final maturity of individual securities in the portfolio will be five (5) years, except as otherwise stated in this policy.
- The duration of the portfolio will generally be approximately equal to the duration (typically, plus or minus 20%) of a Market Benchmark, an index selected by the City based on the City's investment objectives, constraints, and risk tolerances.

XVII. REVIEW OF INVESTMENT PORTFOLIO

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this investment policy and establish protocols for reporting major and critical incidences of noncompliance to the City Council.

The City may elect to sell a security prior to its maturity and record a capital gain or loss in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or the City's risk preferences.

XVIII. PERFORMANCE EVALUATION

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark.

XIX. REPORTING

MONTHLY REPORTS

Monthly transaction reports will be submitted by the Treasurer to the City Manager and City Council within 30 days of the end of the reporting period in accordance with California Government Code Section 53607.

Additionally, the Treasurer will submit a monthly investment report to the City Manager and the City Council which provides full disclosure of the City's investment activities within 45 days after the end of the month. These reports will disclose, at a minimum, the following information about the City's portfolio:

- An asset listing showing par value, cost, and independent third-party fair market value of each security as of the date of the report, the source of the valuation, type of investment, issuer, maturity date and interest rate.
- Transactions for the period.
- A description of the funds, investments, and programs (including lending programs) managed by contracted parties (i.e., LAIF, investment pools, outside money managers and securities lending agents)
- A one-page summary report that shows:
- Average maturity of the portfolio and modified duration of the portfolio.
- Maturity distribution of the portfolio.
- Percentage of the portfolio represented by each investment category.
- Average portfolio credit quality; and,
- Time-weighted total rate of return for the portfolio for the prior one month, three months, twelve months and since inception compared to the City's market benchmark returns for the same periods.
- A statement of compliance with investment policy, including a schedule of any transactions or holdings which do not comply with this policy or with the California Government Code, including a justification for their presence in the portfolio and a timetable for resolution.
- A statement that the City has adequate funds to meet its cash flow requirements for the next six months. or provide an explanation as to why sufficient money shall, or may, not be available.

ANNUAL REPORTS

An annual comprehensive report will be presented to the Governing Board. This report will include comparisons of the City's return to the market

benchmark return, suggest policies and improvements that might enhance the investment program, and will include an investment plan for the coming year.

XX. REVIEW OF INVESTMENT POLICY

The investment policy will be reviewed by the Finance Subcommittee and adopted by resolution at least annually within 120 days of the end of the fiscal year, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends.

Any recommended modifications or amendments shall be presented by Staff to the City Council for their consideration and adoption.

GLOSSARY OF INVESTMENT TERMS

AGENCIES. Shorthand market terminology for any obligation issued by *a government-sponsored entity (GSE),* or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market.
FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called "FreddieMac" issues discount notes, bonds, and mortgage pass-through securities.

FNMA. Like FHLB and FreddieMac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as "FannieMae," issues discount notes, bonds, and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as "GinnieMae," issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. The obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ANNUAL COMPREHENSIVE FINANCIAL REPORT. The official annual report of the (entity). It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

ASKED. The price at which securities are offered.

AVERAGE LIFE. In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.

BANKER'S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which "accepts" the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from their own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of the call is a decline in interest rates. If interest rates decline, the issuer will likely call its current securities and reissue them at a lower rate of interest.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a certificate. CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS). A private placement service that allows local agencies to purchase more than $250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than $250,000 each, so that FDIC coverage is maintained.

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED BANK DEPOSIT. A bank deposit that is collateralized at least 100% (principal plus interest to maturity). The deposit is collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have various levels of prepayment risk, as compared to the underlying mortgage securities.

COLLATERALIZED TIME DEPOSIT. Time deposits that are collateralized at least 100% (principal plus interest to maturity). These instruments are collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DERIVATIVE. Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the

coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DISCOUNT SECURITIES: Non-interest-bearing money market instruments that are issued a discount and redeemed at maturity for full face value (e.g., U.S. Treasury Bills.)

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid

excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a security to changes interest rates.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC). The Federal Deposit Insurance Corporation (FDIC) is an independent federal agency insuring deposits in U.S. banks and thrifts in the event of bank failures. The FDIC was created in 1933 to maintain public confidence and encourage stability in the financial system through the promotion of sound banking practices.

FEDERALLY INSURED TIME DEPOSIT. A time deposit is an interest-bearing bank deposit account that has a specified date of maturity, such as a certificate of deposit (CD). These deposits are limited to funds insured in accordance with FDIC insurance deposit limits.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to $250,000 per depositor per insured bank.

LEVERAGE. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

LIQUIDITY. The speed and ease with which an asset can be converted to cash.

LOCAL CITY INVESTMENT FUND (LAIF). A voluntary investment fund opens to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL. Investment pools that range from the State Treasurer's Office Local City Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MAKE WHOLE CALL. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

MARGIN. The difference between the market value of a security and the loan a broker makes using that security as collateral.

MARKET RISK. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

MARKET VALUE. The price at which a security can be traded.

MATURITY. The final date upon which the principal of a security becomes due and payable. The investment's term or remaining maturity is measured from the settlement date to final maturity.

MEDIUM TERM NOTES. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively lesser amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MODIFIED DURATION. The percent change in price for a 100-basis point change in yields. Modified duration is the best single measure of a portfolio or security's exposure to market risk.

MONEY MARKET. The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

MONEY MARKET MUTUAL FUND. A mutual fund that invests exclusively in short-term securities. Examples of investments in money market funds are certificates of deposit and U.S. Treasury securities. Money market funds attempt to keep their net asset

values at $1 per share.

MORTGAGE PASS-THROUGH SECURITIES. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUNICIPAL SECURITIES. Securities issued by state and local agencies to finance capital and operating expenses.

MUTUAL FUND. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in several types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NATIONALLY RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO). A credit rating City that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

NEGOTIABLE CERTIFICATE OF DEPOSIT (CD). A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state- licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to conduct U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT PERSON (PRUDENT INVESTOR) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

SECURITIES AND EXCHANGE COMMISSION (SEC). The U.S. Securities and Exchange Commission (SEC) is an independent federal government City responsible for protecting investors, maintaining fair and orderly functioning of securities markets, and facilitating capital formation. It was created by Congress in 1934 as the first federal regulator of securities markets. The SEC promotes full public disclosure, protects investors against fraudulent and manipulative practices in the market, and monitors corporate takeover actions in the United States.

SECURITIES AND EXCHANGE COMMISSION SEC) RULE 15C3-1. An SEC rule setting capital requirement for brokers and dealers. Under Rule 15c3-1, a broker or dealer must have sufficient liquidity in order to cover the most pressing obligations. This is defined as having a certain amount of liquidity as a percentage of the broker/dealer's total obligations. If the percentage falls below a certain point, the broker or dealer may not be allowed to take on new clients and may have restrictions placed on

dealings with the current client.

STRUCTURED NOTE. A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten- year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

TOTAL RATE OF RETURN. A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

U.S. TREASURY OBLIGATIONS. Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

TREASURY BILLS. All securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

TREASURY NOTES. All securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

TREASURY BONDS. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

YIELD TO MATURITY. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

CITY OF AGOURA HILLS
OFFICER/EMPLOYEE/OFFICIAL RESPONSIBILITY AND FRAUD PREVENTION POLICY AND PROTOCOL 2025-2026

1. PURPOSE

The City of Agoura Hills is committed to protecting its revenue, property, information, and other assets from any attempt, either by members of the public, contractors, vendors, agents, or its own employees, to gain financial or other benefits by deceit. It is also designed to protect its staff from false allegations.

This Policy and Protocol addresses specific guidelines and responsibilities regarding appropriate actions for detecting, reporting, and investigating fraud or other similar irregularities.

2. APPLICABILITY

This Policy and Protocol applies to Councilmembers, all employees of the City of Agoura Hills, and to employees of local boards, agencies, and commissions over which Council has authority to require general procedures to be followed.

3. POLICY

The City of Agoura Hills will identify and promptly investigate any possibility of fraudulent or related dishonest activities against the City of Agoura Hills and, when appropriate, pursue legal remedies available under the law.

The City of Agoura Hills will take appropriate disciplinary and legal actions against employees and/or entities, to include the possibility of termination of employment or contract, restitution, and forwarding information to the appropriate authorities for criminal prosecution, as appropriate.

This Policy and Protocol will attempt to clarify acts that are considered to be fraudulent, and describe the steps to be taken when fraud or other related irregularities are suspected or have occurred. This statement also includes the procedures to follow in accounting for missing funds, restitution, and recoveries.