



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA  
REGULAR MEETING  
TUESDAY, OCTOBER 28, 2025, 6:00 P.M.  
COUNCIL CHAMBERS  
100 CIVIC CENTER WAY, CALABASAS, CA 91302**

**CALL TO ORDER – 6:00 P.M.**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**ANNOUNCEMENTS**

**PUBLIC COMMENTS**

At this time the public may address the Commission on any matter that is within the subject matter jurisdiction of the Commission. The public will also be given an opportunity to comment on matters which are on the posted agenda during Commission deliberation on those specific matters.

**CONSENT CALENDAR**

All matters listed on the Consent Calendar are to be approved with one motion. Items may be removed from the Consent Calendar for individual consideration. Removed items will be considered immediately following approval of the Consent Calendar.

**1. Minutes**

Recommendation: Approve the minutes of the Regular Traffic and Transportation Commission Meeting held July 22, 2025.

**NEW BUSINESS**

**2. Speed Limits**

Recommendation: Recommend to Council

**3. Title VI Update**

Recommendation: Recommend to Council

**4. Mulholland Highway at Paul Revere Demonstration Project**

Recommendation: Review and provide comment

**5. Earth Day Tabling**

Recommendation: To form a subcommittee of two commissioners to table at the City's annual Earth Day Celebration

**ORAL REPORTS**

**6. Transit Update**

**7. Los Angeles Sheriff's Department Update**

**8. Division Report**

**FUTURE AGENDA ITEM REQUESTS**

**ADJOURN**

This agenda was posted in accordance with applicable legal requirements. Regular and adjourned regular meeting agendas may be amended up to 72 hours in advance of the meeting; Special meeting agendas may be posted 24 hours in advance of the meeting.

Posted: October 28, 2025

**MINUTES  
TRAFFIC AND TRANSPORTATION COMMISSION MEETING  
CITY OF CALABASAS, CALIFORNIA  
TUESDAY, JULY 22, 2025**

**CALL TO ORDER**

Vice Chair Cassel called the meeting to order at 6:00p.m.

**PLEDGE OF ALLEGIANCE**

Vice Chair Cassel led the Pledge of Allegiance.

**ROLL CALL**

Present: Vice Chair Richard Cassel, Commissioners Adam Smith, Commissioner Sperling-Reich, and Student Commissioner Isla Goldfarb.

Staff: Public Works Director Curtis Castle, Deputy Public Works Director Jay Dinkins, Assistant Engineer Tra'a Bezdecny.

**APPROVAL OF AGENDA**

Commissioner Sperling Reich moved and Commissioner Smith seconded a motion to approve the agenda. The motion carried unanimously.

**PRESENTATIONS**

1. Beyond 15 Minutes

Student Member Goldfarb presented.

**ANNOUNCEMENTS**

Public Works Director Castle announced that Jay Dinkins was the City's new Deputy Director.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT CALENDAR**

2. Meeting Minutes for April 22, 2025

Commissioner Sperling-Reich moved and Commissioner Smith seconded a motion to approve the minutes of the Traffic and Transportation Commission Meeting of April 22, 2025. The motion carried unanimously.

### **NEW BUSINESS**

#### 3. Student Member Election

Presented by Assistant Engineer Tra'a Bezdecny.

Commissioner Smith moved and Commissioner Sperling-Reich seconded to appoint Isla Goldfarb to the Student Member position. The motion carried unanimously.

### **ORAL REPORTS**

#### 4. Transit Update

Assistant Engineer Bezdecny presented the report. This was an informational item only.

#### 5. Los Angeles County Sheriff's Department Update

Assistant Engineer Bezdecny presented the report. This was an informational item only.

#### 6. Division Report

Assistant Engineer Bezdecny presented the report. This was an informational item only.

### **FUTURE AGENDA ITEMS REQUESTS**

Commissioner Smith requested items regarding e-bikes and distracted driving statistics.

### **ADJOURN**

Vice Chair Cassel adjourned the meeting at 6:40 p.m.

Approved and adopted by the Traffic and Transportation Commission of the City of Calabasas on October 28, 2025.

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Heath Patton, Chair

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Tra'a Bezdecny, Assistant Engineer



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Curtis Castle, Public Works Director/City Engineer

**SUBJECT**

Setting of new speed limits across the City

**RECOMMENDATION**

Recommend that the City Council approve the staff-recommended speed limits.

**BACKGROUND**

For speed zones to be enforceable, posted speed limits within the City must be determined by an Engineering and Traffic Study (E&TS) pursuant to the California Vehicle Code (CVC) and the California Manual on Traffic Control Devices (CA MUTCD). An E&TS must incorporate sound, repeatable methods conforming to state laws and engineering principles. Under the CVC, the E&TS may be valid for up to 14 years. Once a speed zone on a local street is established at a prima facie statutory maximum speed limit or higher in accordance with Vehicle Code Section 22349, no further studies are required because the Vehicle Code requires only an E&TS for speed zone reductions on non-local streets.

Speed limits were last established in 2015 and 2016. In July 2022 staff presented an update on the speed limits, including recent State legislation, and recommended that the existing limits be extended based on no change to the existing conditions. The extension was recommended to allow for the change in roadway classifications in the General Plan update and the designation of three Safety Corridors. These were completed, and staff is now bringing long term updates to the speed limits recognizing the new legislation, roadway classifications, and safety corridors.

**DISCUSSION**

The process for setting speed limits is taking from two documents: the CVC and the CA MUTCD. The CVC contains the laws of the State, and the CA MUTCD contains the engineering requirements, considerations, and guidance for how to meet the established laws. Maximum speed limits are established either statutorily or as altered speed zones based upon engineering studies. Speed limits (other than those

defined by statute) shall only be established on the basis of an Engineering and Traffic Survey (E&TS), which must be performed in accordance with traffic engineering practices contained within the CA MUTCD. The purpose of setting limits in this manner is to maintain a consistent methodology across the state.

The basis of the E&TS is an analysis of the current speed distribution of free-flowing vehicles known as the 85th-percentile speed, which is defined as the speed at or below which 85 percent of motor vehicles travel. When a speed limit is established, the starting point for evaluation is near the 85th-percentile speed. From there, specific options allow reductions based on how it is rounded to the nearest 5 mph increment, road characteristics, roadside development type and density, pedestrian and bicycle activity, crash history, and if the roadway has been designated as a safety corridor. Last year, the City Council established the following safety corridors in priority order:

1. Mulholland Hwy from City limit to City limit
2. Las Virgenes Road from Thousand Oaks Boulevard to Lost Hills Road
3. Parkway Calabasas from Calabasas Road to Paseo Primario

If additional reductions are applied, the E&TS shall document in writing the conditions and justification. The total allowable reduction from the 85th-percentile speed for regulatory limits shall not exceed 12.4 mph.

To ensure posted speeds remain appropriate for current conditions, agencies are required to conduct engineering studies at least once every 7 or 14 years to reevaluate non-statutory speed limits on segments that have undergone significant changes. The initial period is 7 years, which can be extended to 14 years if conditions have not substantially changed. Furthermore, the City may establish lower prima facie speed limits (25 mph or 20 mph) in a business activity district based on specific conditions related to lane count and surrounding posted limits are met.

The City may also lower speed limits in school zones to improve safety by establishing a reduced school speed limit zone based on laws or engineering studies. Local authorities can set a prima facie speed limit of 25 mph on any highway in a residential area next to a school building or grounds, and this limit is effective when children are going to or leaving the school, during school hours, or during the noon recess. Additionally, if supported by an engineering study, a local authority may set an extended 25 mph prima facie speed limit within 500 to 1,000 feet of school grounds, and/or a reduced speed limit of 20 or 15 mph within 500 feet of school grounds, as long as the road has no more than two through traffic lanes and a posted speed limit no greater than 30 mph outside the school zone. These reduced speed limits are in effect when children are present, including when the school grounds are being used by children and are not separated from the highway by a fence, locked gate, or other physical barrier. The following school zone speed

limits are recommended based on an E&TS. These would be applicable when children are present as outlined above:

Street	School Zone	Existing or Recommended Speed Limit	Recommended School Speed Limit
Adamore Road	Lupin Hill Elementary	25	20
Parkmore Road	Lupin Hill Elementary	25	20
Las Virgenes Road	AE Wright Middle	40	25
Las Virgenes Road	Qualia School	40	25
Parkway Calabasas	Bay Laurel Elementary	45	25
Paseo Primario	Bay Laurel Elementary	25	20
Valmar-Old Topanga Cyn Road	Montessori of Calabasas	35	25
Old Topanga Cyn Road	Calabasas High	35	25
Mulholland Hwy	Viewpoint	35	25
Mulholland Hwy	Calabasas High	35	25
Mulholland Hwy	A.C. Stelle Middle	35	25
Dry Canyon Cold Creek Road	Viewpoint	25	20
Liberty Bell Road	Chaparral Elementary	25	20

Finally, when the General Plan was updated a few streets were reclassified from arterial or collector streets to local streets. In addition, there were a few local streets that had existing speed limits posted above 25 mph. The local street designation allows for consideration of setting the speed limit using prima facie statutory limits based on factors such as residential or business districts, roadway characteristics, and other conditions. The following streets are being recommended to have a new speed limit of 25 mph established based on an E&TS:

- Ruthwood Drive
- Alizia Canyon Drive
- Parkmore Road – Las Virgenes Road to Thousand Oaks Boulevard
- Park Sorrento

Based on the analysis, the following speed limits are recommended:

Street	Segment	Direction	Exist. Speed	New Speed
Agoura Rd	CL to Lost Hills	EB	45	40
Agoura Rd	Lost Hills to CL	WB	45	40
Agoura Rd	Lost Hills to Las Virgenes	Both	45	40

<b>Calabasas Rd</b>	Mureau to Parkway Calabasas	Both	40	35
<b>Calabasas Rd</b>	Parkway Calabasas to Park Granada	EB	35-40	35
<b>Calabasas Rd</b>	Park Granada to Parkway Calabasas	WB	35-40	35
<b>Calabasas Rd</b>	Park Granada to CL	Both	25	20
<b>Las Virgenes Rd</b>	Thousand Oaks to Mureau	SB	45	40
<b>Las Virgenes Rd</b>	Mureau to Thousand Oaks	NB	45	40
<b>Las Virgenes Rd</b>	Mureau to Rondell	SB	35-45	40
<b>Las Virgenes Rd</b>	Rondell to Mureau	NB	35-45	40
<b>Las Virgenes Rd</b>	Rondell to Agoura	Both	35	35
<b>Las Virgenes Rd</b>	Agoura to Lost Hills	Both	40-45	40
<b>Las Virgenes Rd</b>	Lost Hills to Mulholland	Both	50	45
<b>Lost Hills Rd</b>	101 NB Ramp to Canwood St	Both	45	45
<b>Lost Hills Rd</b>	Canwood St to Las Virgenes	SB	45	40
<b>Lost Hills Rd</b>	Las Virgenes to Canwood St	NB	45	40
<b>Mulholland Hwy</b>	CL (South) to Old Topanga Cyn (East)	Both	45	30
<b>Mulholland Hwy</b>	Old Topanga Cyn (East) to CL (North)	EB	40	35
<b>Mulholland Hwy</b>	CL (North) to Old Topanga Cyn (East)	WB	40	35
<b>Malibu Hills Rd</b>	Agoura to Lost Hills	EB	35	35
<b>Malibu Hills Rd</b>	Lost Hills to Agoura	WB	35	35
<b>Calabasas Hills Rd</b>	Malibu Hills to Lost Hills	Both	35	30
<b>Mureau Rd</b>	Las Virgenes to CL	Both	40	40
<b>Valmar-Old Topanga Cyn Road</b>	CL (North) to Mulholland Hwy (East)	Both	40	35
<b>Old Topanga Cyn Road</b>	Mulholland Hwy (West) to CL (South)	Both	35	30
<b>Parkway Calabasas</b>	Calabasas Rd to Paseo Primario	SB	40-45	45
<b>Parkway Calabasas</b>	Paseo Primario to Calabasas Road	NB	40-45	40
<b>Parkway Calabasas</b>	Paseo Primario to Private Gate	SB	45	40
<b>Parkway Calabasas</b>	Private Gate to Paseo Primario	NB	45	45
<b>Thousand Oaks Blvd</b>	Las Virgenes to CL	EB	35-40	35
<b>Thousand Oaks Blvd</b>	CL to Las Virgenes	WB	35-40	35

<b>Park Granada</b>	Calabasas Rd to Parkway Calabasas	WB	40	35
<b>Park Granada</b>	Parkway Calabasas to Calabasas Rd	EB	40	35
<b>Park Entrada</b>	Parkway Calabasas to Private Gate	Both	35	30
<b>Park Ora</b>	Park Sienna to Valmar	Both	None	25
<b>Park Sienna</b>	Park Antonio to Park Ora	Both	35	30
<b>Park Helena</b>	Park Ora to Park Antonio	Both	35	35
<b>Park Capri</b>	Park Granada to Park Sienna	SB	35	30
<b>Park Capri</b>	Park Sienna to Park Granada	NB	35	30

**FISCAL IMPACT**

There will be a future cost associated with new speed limit signage if approved by the City Council. The cost is estimated to be between \$15,000 to \$18,000.

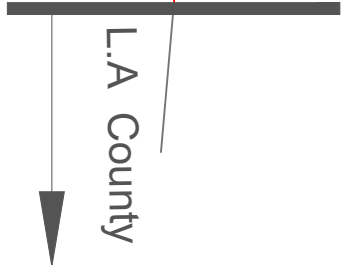
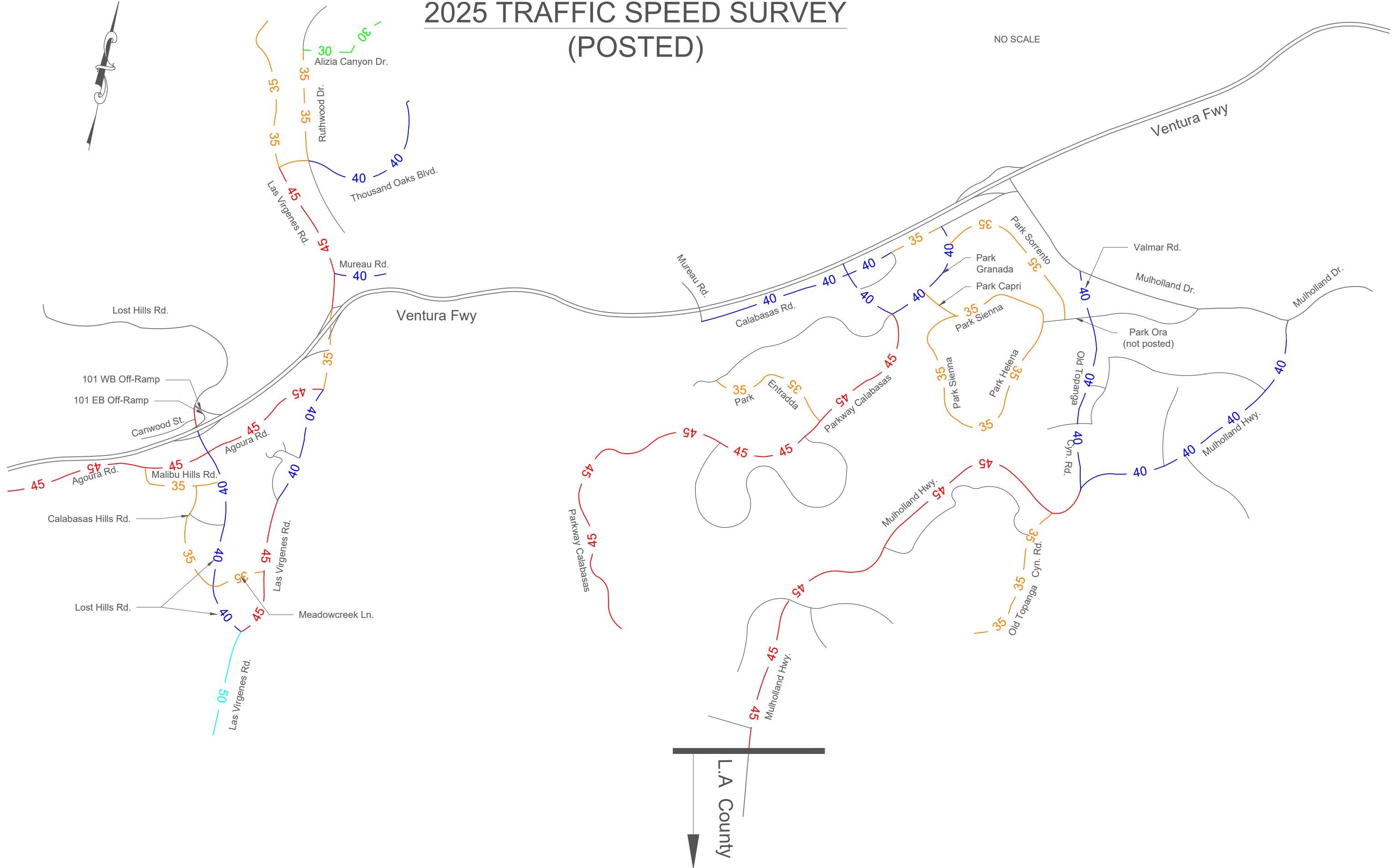
**ATTACHMENTS**

Attachment A – Map Showing Existing Speed Limits

Attachment B – Map Showing Proposed Speed Limits

# 2025 TRAFFIC SPEED SURVEY (POSTED)

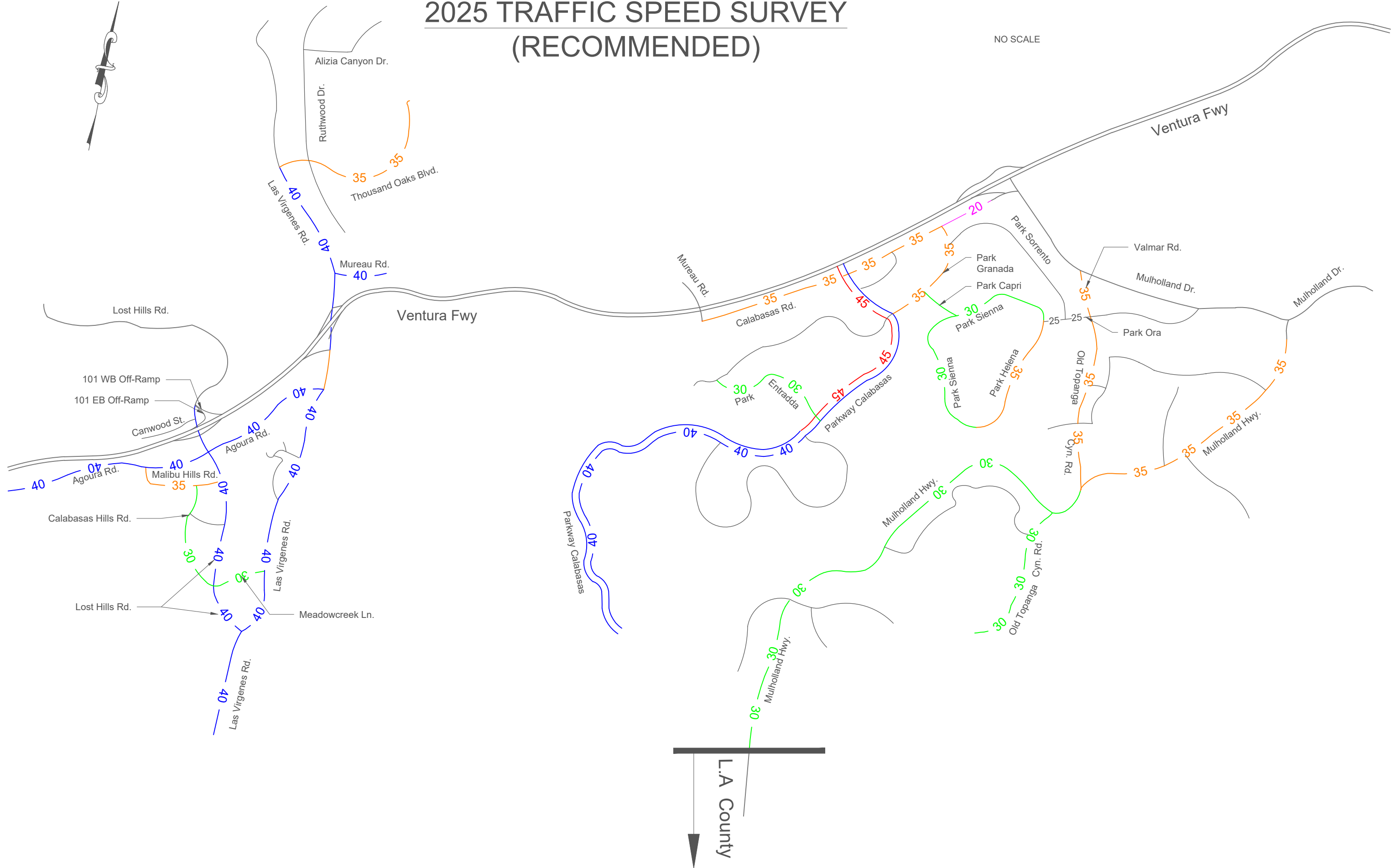
NO SCALE



# ATTACHMENT B

## 2025 TRAFFIC SPEED SURVEY (RECOMMENDED)

NO SCALE





CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Tra'a Bezdecny, Assistant Engineer

**SUBJECT**

Title VI Update

**RECOMMENDATION**

Recommend that the City Council approve the 2025 Title VI Update Report

**BACKGROUND**

As a subrecipient of Federal financial assistance through LA County Metropolitan Transit Authority (LACMTA), the City is required to complete a Title VI program and update the program every 3 years. In 2016 the City completed its initial program which was then updated in 2019 and 2022. The 2025 update is due for review before the end of the calendar year and must be approved by Council Resolution.

**DISCUSSION**

Title VI of the Civil Rights Act of 1964 protects people from discrimination based on race, color, or national origin in programs or activities that receive Federal financial assistance, such as public transit programs. FTA Circular 4702.1 B outlines the requirements Title VI programs for federal transit administration recipients. Requirements contained in the Circular include the following:

- Notice of Rights under Title VI
- How to file a complaint with copy of complaint form
- List of Title VI investigations, complaints, or lawsuits
- Public Participation Plan
- Limited English-Proficient (LEP) Plan
- Racial breakdown of non-elected advisory councils
- Narrative describing subrecipient monitoring (not applicable)

- Copy of Title VI equity analysis for construction of new facility (not applicable)

In July Staff posted a Request for Proposal (RFP). Staff received one proposal and in August the City entered into a Professional Services Agreement (PSA) with Moore & Associates, Inc. Moore & Associates completed the City’s initial 2016 Title VI Program and the City’s subsequent updates.

The draft Title VI Program has been approved as to form and content by Staff. A comment period was opened on the City’s website on October 6 and closes after TTC recommendation (as of posting of the agenda, no comment has been received). Once adopted by the City Council, this Title VI Program will be submitted to LACMTA for final approval. Failure to provide this document could result in the loss of future FTA funds that the City needs to provide for its transit service.

**FISCAL IMPACT**

The cost of preparing the Title VI Report was funded utilizing Proposition A and Proposition C, local return funding from Metro to fund the City’s transit operations. No further cost is expected to be associated with this report.

<b>Funding Source</b>	<b>Amount</b>
Proposition A	\$5,700
Proposition C	\$5,700
<b>Total Project Cost:</b>	<b>\$11,400</b>

**ATTACHMENTS**

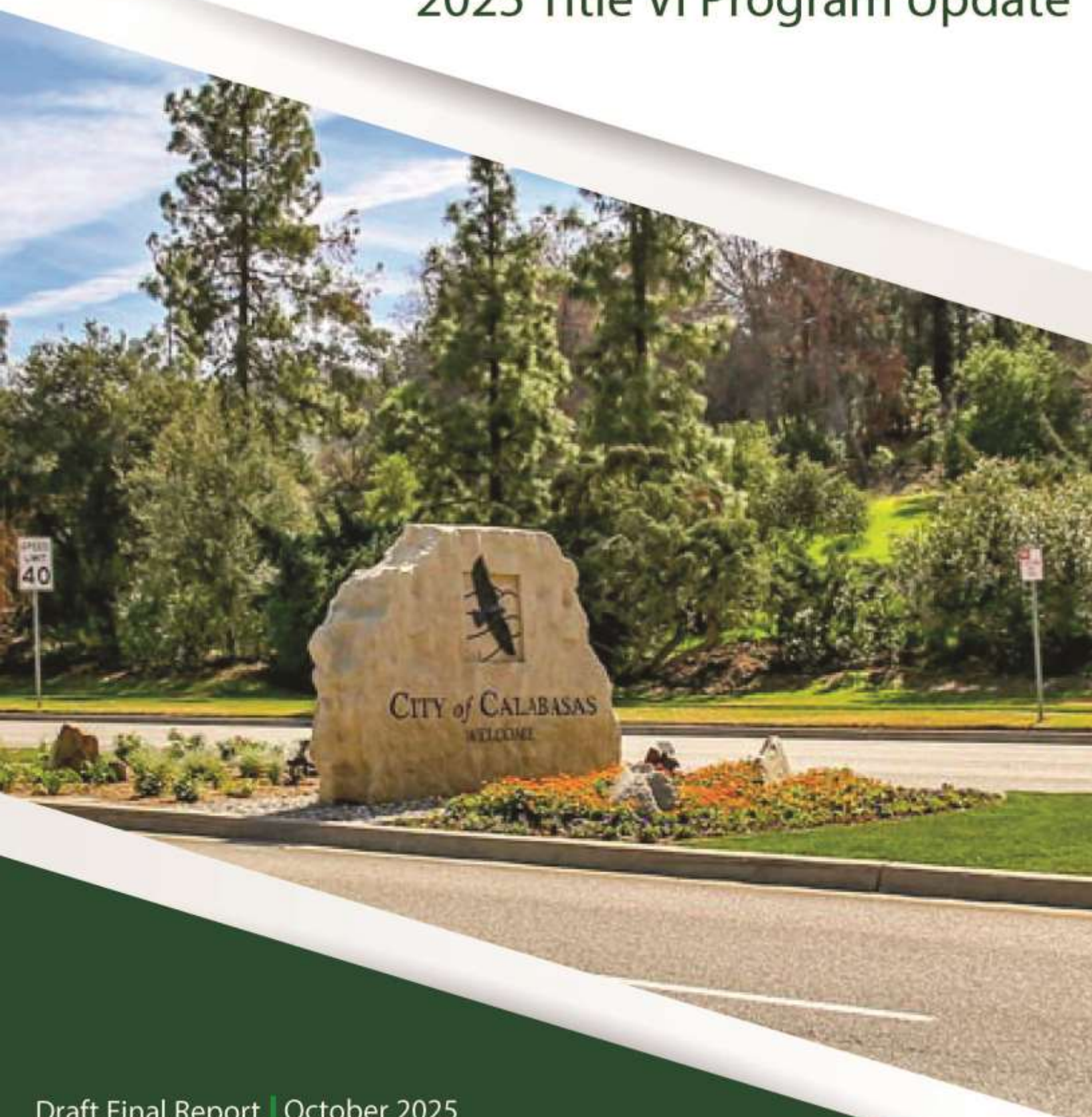
Attachment A – Calabasas Title VI Program Draft



CITY of CALABASAS

# CITY OF CALABASAS

## Calabasas Transit System 2025 Title VI Program Update





# CITY OF CALABASAS CALABASAS TRANSIT SYSTEM 2025 Title VI Program

## Draft Final Report

### Developed September 2025

To be adopted by the City of Calabasas City Council  
November 12, 2025

#### *Point of Contact*

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#### *Prepared by*

Moore & Associates, Inc.  
25852 McBean Pkwy. #187  
Valencia, CA 91355  
888.743.5977



Calabasas Transit System is a public transit program which serves residents and visitors within the city limits of Calabasas, in Los Angeles County, California.

This document was prepared by Moore & Associates, Inc., on behalf of the City of Calabasas. It has been adopted by the City of Calabasas City Council to comply with Title VI of the Civil Rights Act of 1964, including recent provisions detailed in U.S. Department of Transportation's FTA Circular 4702.1B, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients."



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## Section 1 | Title VI Notice and Locations

Exhibit 1.1 Calabasas Transit System Title VI Notice to the Public



CITY of CALABASAS

**Calabasas Transit System Title VI Notice to the Public**

As a recipient of federal funds, the Calabasas Transit System has certified and provided assurances that it will fully comply with Title VI of the Civil Rights Act of 1964. The City is committed to ensuring that no person is excluded from participation in, or denied the benefits of its services, on the basis of race, age, disability, religion, color, sex, or national origin.

No person or group of persons shall be discriminated against with regard to the routing, scheduling, or quality of transportation service that the City furnishes on the basis of race, color, or national origin. Frequency of service, age and quality of vehicles assigned to routes, quality of stations serving different routes, and location of routes may not be determined on the basis of race, age, disability, religion, color, sex, or national origin, in full compliance with Title VI.

- Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI while using City services may file a complaint with the City. All complaints will be fairly and objectively investigated.
- To file a complaint, you may contact the Calabasas Transit System Title VI Program Administrator by phone at (818) 224-1600 or by visiting the City of Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302.
- For more information about Calabasas Transit System’s Title VI Program and complaint procedure, contact (818) 224-1600 or visit the website at [www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program](http://www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program)
- A complainant may file a complaint directly with the Federal Transit Administration by filing a complaint with the Title VI Program Coordinator, FTA Office of Civil Rights, Attention: Complaint Team, East Building, 5<sup>th</sup> Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590.

**If information is needed in another language, please call (818) 224-1600.**  
**Si necesita información en otro idioma, por favor llame al (818) 224-1600.**  
 برای دریافت اطلاعات به زبانی غیر از انگلیسی لطفاً با شماره تلفن (818) 224-1600 تماس بگیرید.



Title VI List of Locations Where Title VI Notice Is Posted

The Calabasas Transit System Title VI Notice to the Public is currently posted on notice boards at the following locations:

Exhibit 1.2 List of Locations Where Title VI Notice Is Posted

Location	Address
Onboard transit vehicles	-----
City website	<a href="http://www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program">www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program</a>
City Hall	100 Civic Center Way, Calabasas

The Calabasas Transit System Title VI Complaint Procedure/Form and program information are also provided on the City of Calabasas' transit website at:

[www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program](http://www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program)

## Section 2 | Title VI Complaint Procedures and Form

### Title VI Complaint Procedure

Any person who believes that he or she, individually, or as a member of any specific class or persons, has been subject to discrimination on the grounds of race, age, disability, religion, color, sex, or national origin with regard to any Calabasas Transit System service, program, or facility, may file a written complaint with the City of Calabasas.

A complaint must be filed with 180 days after the date of the alleged discrimination, unless the time for filing is extended by the City.

All complaints alleging discrimination should be submitted in writing directly to the Calabasas Transit System Title VI Program Administrator at the address listed below. The Calabasas Transit System Title VI Program Administrator or his/her designee shall be responsible for overseeing investigations and responses to complaints of discrimination.

City of Calabasas  
Attn: Calabasas Transit System Title VI Program Administrator  
100 Civic Center Way  
Calabasas, CA 91302

All complaints should be completed and submitted on the Calabasas Transit System Title VI complaint form available online at [www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program](http://www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program), by phone request at (818) 224-1600, or in person at the City of Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302. Additional accessible formats of the form are also available upon request.

At a minimum, all complaints filed must provide the following information:

1. Complainant's name,
2. Complainant's address,
3. Complainant's phone number,
4. Complainant's email (if applicable),
5. Detailed description of complaint/incident,
6. Date of complaint/incident,
7. Time of complaint/incident,
8. Location of complaint/incident,
9. Route number (if applicable),
10. Name(s) and contact information of witnesses (if applicable),
11. Any other information relevant to the complaint, and
12. Signature (with date) of person submitting complaint.

Complaints received with incomplete information may result in delayed investigations and responses. The City will provide assistance in writing a complaint if the complainant is unable to do so. All complaints MUST be signed.



Within 10 business days of receiving the complaint, the City's Title VI Program Administrator will review to determine if the City of Calabasas has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the City.

If the complaint submitted is within the City's jurisdiction and is complete, a case will be opened and a case number and investigator will be assigned.

If necessary, an investigation will be conducted and completed within 30 days of the receipt of the formal complaint (30-Day Rule).

- If a time extension to the 30-Day Rule is required, the complainant will be notified in writing of the reason for the extension.

If additional information is required to resolve the case, the City may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the Title VI Program Administrator investigator. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the City may administratively close the case.

A case may also be closed administratively if the complainant no longer wishes to pursue their case. Following the investigation, the Title VI Program Administrator will issue one of two letters to the complainant:

1. Closure Letter; or
  2. Letter of Finding (LOF).
- A Closure Letter summarizes the complaint allegations and will state that there was no Title VI violation and that the case will be closed.
  - A LOF will summarize the complaint allegations and the investigation regarding the alleged incident. The LOF will also explain whether any disciplinary action, additional training of the staff member, or other action, will occur.

If the complainant is unsatisfied with the decision, he/she has 30 days from the date of the City's Closure Letter or the LOF to appeal to the Calabasas City Council or its designee. The complainant is entitled to review the denial, to present additional information and arguments, and to separation of functions (i.e. a decision by a person not involved with the initial decision to deny eligibility). The complainant is entitled to receive written notification of the decision of the appeal and the reasons for it.

The complainant may also file a complaint directly with the Federal Transit Administration, as follows: Title VI Program Coordinator, FTA Office of Civil Rights, East Building, 5th Floor – TCR, 1200 New Jersey Ave., S.E., Washington, D.C. 20590



Exhibit 2.1 Title VI Complaint Form (front)

### Calabasas Transit System Title VI Complaint Form

Please print clearly or type responses.

Section 1			
Name:			
Address:			
Phone Number: (     )			
Email:			
Accessible Format Requirements (circle if applicable):			
Large Print	Audio Tape	TDD	Other
If Other, specify:			
Section 2			
Are you filing this complaint on your own behalf? <input type="checkbox"/> Yes* <input type="checkbox"/> No			
*If you answered Yes, please skip to Section 3.			
What is the name of the person for whom you are filing the complaint?			
Name:			
What is your relationship to this person?			
Relationship:			
Please explain why you are filing on behalf of a third party.			
Please confirm that you have obtained permission of the aggrieved party to file on their behalf.			
<input type="checkbox"/> I HAVE obtained permission to file this complaint on behalf of the person named above.			
<input type="checkbox"/> I HAVE NOT obtained permission to file this complaint on behalf of the person named above.			
Section 3			
I believe the discrimination I experienced was based on (circle all that apply):			
Race	Age	Disability	Religion
Color	Sex	National origin	
Date of alleged discrimination (mm/dd/yyyy): ____ / ____ / ____			
Please explain as clearly as possible what occurred and why you believe you were discriminated against. Describe all persons who were involved and provide contact information of the person(s) if available/known. Please also provide the names and contact information of any witnesses involved. If additional space is needed, please attach pages as necessary.			



Exhibit 2.2 Title VI Complaint Form (back)

Section 4
Have you previously filed a Title VI complaint with the City of Calabasas? <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? <input type="checkbox"/> Yes <input type="checkbox"/> No* *If no, please skip to Section 5.
If yes, please indicate where you have filed this complaint: <input type="checkbox"/> Federal Agency    specify: _____ <input type="checkbox"/> State Agency        specify: _____ <input type="checkbox"/> Local Agency         specify: _____ <input type="checkbox"/> Federal Court         specify: _____ <input type="checkbox"/> State Court            specify: _____
Please provide contact information for the agency and/or court where this complaint was filed: Name: _____ Title: _____ Agency: _____ Address: _____ Phone number: ( _____ ) _____ Email: _____
Section 5
Please indicate who you are filing this complaint against: <input type="checkbox"/> Calabasas Transit System <input type="checkbox"/> City of Calabasas <input type="checkbox"/> Other agency and/or person (specify): _____

You may attach any written materials or other information which you believe is relevant to your complaint.

Signature and date are required below to complete the form.

Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please submit this completed form in person or by mail to the address below.

**Calabasas Transit System**  
**Title VI Program Administrator**  
 100 Civic Center Way  
 Calabasas, CA 91302

If information is needed in another language, please call (818) 224-1600.  
 Si necesita información en otro idioma, por favor llame al (818) 224-1600.  
 برای دریافت اطلاعات به زبانی غیر از انگلیسی لطفاً با شماره تلفن (818) 224-1600 تماس بگیرید.

Page 2 of 2



## Section 3 | Summary of Complaints, Investigations, and Legal Actions

Per FTA Circular 4702.1B, “all recipients are required to prepare and maintain a list of any of the following that allege discrimination on the basis of race, color, or national origin”:

- Active investigations conducted by FTA and entities other than FTA;
- Lawsuits; and
- Complaints naming the recipient (i.e., City of Calabasas and/or the City of Calabasas Transit System).

To date, neither the Calabasas Transit System nor the City of Calabasas has been subject to any Title VI investigations, Title VI complaints, or Title VI lawsuits. Below is a matrix which will be utilized by City staff to internally track and report any and all future incidents.

Exhibit 3.1 Title VI Investigations, Lawsuits, and Complaints Summary Table

Case / Reference Number	Date MM/DD/YYYY (Month/Day/Year)	Summary (Include basis of complaint: race, color, or national origin)	Current Status	Action(s) Taken
<b>Active Investigations</b>				
XXX				
XXX				
<b>Lawsuits</b>				
XXX				
XXX				
<b>Complaints</b>				
XXX				
XXX				



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## Section 4 | Public Participation Plan

The City of Calabasas has developed this Public Participation Plan as part of its Title VI Program. Calabasas Transit System is committed to ensuring it provides equal and equitable access to its services throughout Calabasas in the safest and most cost-effective manner possible. Through a combination of input and insight from community residents, current and prospective riders, community stakeholders, and City staff, the City of Calabasas has enhanced its methodologies of reaching the public within its service area and will be able to further refine its strategies in the future.

### Approach to Public Participation

The public participation process will be considered at the earliest stages of any Calabasas Transit System project or service enhancement which may impact the surrounding communities, existing riders, and potential riders. As transit-related services and projects vary in scope and goals, the public participation process will be tailored to most effectively assist each. The following process outlines tools and strategies to ensure that public input is invited and all foreseeable impacts to the service area communities are considered.

The City has developed three prioritized categories of projects which guided the development of minimum public participation requirements. During the initial planning phase of each transit-related project or major service revisions, City of Calabasas staff will identify into which level the project falls and develop a tailored participation plan accordingly. At any time during a project's development and/or implementation process, the project may be reclassified to a higher level, if City of Calabasas staff deems appropriate. The levels of public participation are presented below.

- **Baseline** – Routine service, schedule, and system enhancements and revisions. Also includes short- (less than one year) term projects where potential impacts to the Calabasas Transit System and its customers should be considered during planning phases.

Examples include minor schedule revisions<sup>1</sup> and impacts to service due to routine maintenance or construction, as well as updates to service branding, fare media, and collateral.

- **Moderate** – Projects involving a year or longer of development and/or implementation where impacts to existing and future riders must be considered.

Examples include development and implementation of new/expanded services; any elimination of service (whether through elimination of service to a particular area or a decrease in the level of service); development of Short Range Transit Plans, Marketing Plans, and facility/storage construction projects; etc. Any project within this level to be

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<sup>1</sup> "Minor schedule revisions" generally refer to adjustments to existing schedules to improve on-time performance and schedule adherence. For example, it might include changing a trip departure time by two or three minutes so as to better accommodate a school bell schedule, or the seasonal adjustment of timings for routes primarily serving schools. It does not include the elimination or addition of trips.

conducted by a third-party (i.e., consultant or contractor) will include public participation requirements and criteria as part of the RFP process.

- **High** – Projects involving multiple years of development and/or implementation where impacts to existing and future riders must be considered.

Examples include Comprehensive Operational Analyses, development and construction of transit center/facilities, transit system redesign (complete overhaul of existing system and operations), transition of administration of services, etc. Any project within this level to be conducted by a third-party (i.e., consultant or contractor) will include public participation requirements and criteria as part of the RFP process.

### Outreach Requirements and Activities

The following activities are intended to serve as guidelines for each level of outreach to ensure existing and future riders of Calabasas Transit System services are provided with equal access and opportunity to participate in transit and transportation planning.

#### Baseline Level – Minimum Outreach

- Notice for public events may include car-cards, posters, email blasts, notices posted to City website, media releases to local papers, or radio announcements (as funding allows).
- Any notice will be posted no less than one week prior to the public event.
- Notices may be posted at the same locations used for posting of Title VI notifications.
- Whenever possible, information regarding public participation opportunities will also be posted on the City of Calabasas Transit System website at least two weeks prior to the event.
- Comments will be accepted at public outreach events and via email, mail, and phone to ensure that all populations have the opportunity to participate. The comment period will open no less than one week prior to the first outreach event and close no less than one week following the last outreach event.
- When feasible, the City will provide notification two weeks in advance of any change to the service.<sup>2</sup>
- All meeting/outreach locations will be ADA accessible.

#### Moderate Level – Minimum Outreach

- All applicable Baseline Level elements are included within Moderate Level projects.
- Unique notices/fliers will be developed and posted a minimum of two weeks in advance for the following outreach activities (as deemed appropriate for each project):
  - Focus group participation,
  - Stakeholder discussions,
  - Community surveying efforts, and
  - Rider survey efforts.

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<sup>2</sup> Two weeks' notice may not always be achievable, such as in cases where service is disrupted due to construction. In such cases, the City will provide notice as soon as is feasible.

- Where more than one workshop or meeting open to the public is planned, the workshops shall be scheduled throughout all day-parts (i.e., mornings, afternoons, and evenings) as funding and resources allow to maximize opportunity for participation.
- Public participation events shall be held in central locations within walking distance of fixed-routes stops whenever feasible.
- Materials may be developed specifically for public participation including FAQ sheets, presentation slides, newsletters, and media releases.

#### High Level – Minimum Outreach

- All applicable Baseline and Moderate Level elements are included within High Level projects.
- The City shall conduct expanded outreach to community stakeholders and its partners.
- The City shall investigate the formation of a transit-oriented committee to guide the development and implementation of the project and public participation.
- The City shall expand regional entity participation, including but not limited to Los Angeles County Metropolitan Transportation Authority (LACMTA), City of Thousand Oaks, Ventura County Transportation Commission, and other nearby transit operators by seeking comments and participation in project meetings and planning activities.

Currently, Farsi/Persian and Russian are estimated to be the two most frequently spoken languages by persons who speak English less than “very well,” followed by Chinese, Korean, and Spanish. However, none of these populations is large enough to qualify under the Safe Harbor provision, nor is there evidence that a significant population of LEP residents utilize Calabasas Transit. The City of Calabasas will continue assessing the language needs of citizens in its service area through its Language Assistance Plan. Should any population with limited English proficiency reach or surpass population levels as defined by the FTA Title VI Circular (currently five percent of the total service area population or 1,000 persons, whichever is less), or if a significant LEP population is identified as using or facing language barriers using Calabasas Transit, the City will reassess this element of its Title VI program and the strategies presented below.

#### Outreach Methods for Engaging Limited English Proficient Populations

##### Baseline Level – Minimum LEP Outreach

- The City will make event information available to community groups and agencies that work with LEP populations, if such contacts exist.
- When it is deemed appropriate or necessary, the City will ensure non-English interpretation in additional languages is made available.

##### Moderate Level – Minimum LEP Outreach

- All applicable Baseline Level elements are included within Moderate Level projects.
- The City will continue cultivating relationships with community agencies that serve LEP populations.
- Public outreach events may include attending already existing community meetings and gatherings, such as school meetings, farmers markets, faith-based events, and other community activities, in order to invite participation from LEP populations who may not attend City-hosted public events.



#### High Level – Minimum LEP Outreach

- All applicable Baseline and Moderate Level elements are included within High Level projects.
- The City will ensure that non-English language interpretation will be available at any public meeting or workshop associated with a High Level project as deemed appropriate and necessary.

## Section 5 | Summary of Outreach Efforts

There are two primary modes of outreach conducted with respect to the Calabasas Transit System, recurring and as-needed. Recurring outreach efforts focus on the sustaining and developing long-term relationships built with local organizations and communities, while as-needed outreach focuses on supporting and achieving near-term goals such as improving ridership, and promoting enhancements to service provision.

### Recurring Outreach Efforts

- Customer service interactions – Calabasas Transit System drivers field questions and customer service requests from customers and the general public in both English and other languages several times per week.
- Public noticing – Submitted as required to local paper of record. Notices are provided for significant transit-related developments, including planning studies, and revisions to existing services and/or policies.

### Completed As-Needed Outreach Efforts

- City of Calabasas Staff/Driver Survey – During the development of this Title VI Program (September 2025) the City of Calabasas conducted a brief employee survey to identify available language resources, and potential language-based barriers to transit usage. A total of 12 surveys was completed. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.
- Stakeholder Survey – In September 2025 a service-area wide stakeholder survey was conducted to obtain insight from various governmental, social services, educational, and faith-based organizations, with respect to their clientele’s ability to speak English and utilize public transit. The survey also identified the likelihood of language barriers to transit usage. A total of 19 organizations were contacted and two surveys were completed. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.
- Rider Survey – in September 2025, a rider survey was conducted onboard the City’s transit system. Surveyors were positioned onboard Line 1, while drivers distributed surveys on the other Routes and to Dial-A-Ride customers. Riders on the peak-period routes were given the opportunity to take the survey online. A total of 15 responses was received. Additional information on the survey findings may be found in Chapter 6. The survey instrument is provided in the Appendix.
- Community engagement at local events – In October 2024, the City held a Mobility Alternatives for Seniors class at the Calabasas Senior Center. In May 2025, the City staffed a booth during its Earth Day celebration.



- Social media posts – The City generally posts to its social media accounts and website regarding transit on an as-needed basis. Additional posts are made for seasonal transit changes and route adjustments.

## Section 6 | Language Assistance Plan (LAP)

This Four Factor Analysis and Language Assistance Plan was developed concurrently with the City’s Title VI Program to ensure its services are accessible to Limited English-Proficient (LEP) individuals. Title VI of the 1964 Civil Right Act is one of two federal mandates that guarantee the provision of meaningful access to federally funded transit services for LEP individuals:

- Title VI of the 1964 Civil Right Act prohibits federally funded agencies from discriminating against individuals based on race, color, and national origin and includes meaningful access to LEP customers.
- President’s Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency” (August 11, 2000): Instructs federal agencies to improve access to services by mandating that any federally conducted or assisted programs of activities (e.g. recipients of federal funding) must provide meaningful access to LEP customers.

The Calabasas Transit System Title VI Program was prepared in September 2025 in accordance with FTA Circular 4702.1B, Title VI Requirements and Guidelines for Federal Transit Administration Recipients, October 1, 2012.

The City’s Title VI Program Administrator is:

Ms. Tra’a Bezdecny  
Assistant Engineer  
City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302  
(818) 224-1673  
Email: [tbezdecny@cityofcalabasas.com](mailto:tbezdecny@cityofcalabasas.com)

Additional information regarding the Title VI Program is available at:

[www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program](http://www.cityofcalabasas.com/government/public-works/transportation-transit/public-transit-services/civil-rights-program).

### Calabasas Transit System Service Area and Services

The City of Calabasas is located in the northern portion of California’s Los Angeles County. It is an area primarily residential in character, with pockets of retail located on the outer edge of the city. Calabasas is accessible via U.S. Highway 101 on the northern boundary of the City, and Malibu Highway along the southern boundary. The fixed-route service primarily serves the city of Calabasas.

The Calabasas Transit System operates one general public city-wide fixed route Monday through Friday, 6:30 a.m. to 6:30 p.m., and four peak-hour routes Monday through Friday, 7:18 a.m. to 8:40 a.m. and 2:40 p.m. to 4:27 p.m. (as well as 12:30 p.m. to 2:37 p.m. on school district “minimum days”).



In September 2025, the City launched a general public on-demand Microtransit service called the Calabasas Flyer. The Flyer operates on Saturday and Sunday between 9 a.m. and 5 p.m. It provides service within Calabasas as well as to key locations outside the city.

The City’s Dial-A-Ride service was recently rebranded as the Calabasas Flyer Plus. The service operates Monday through Thursday, 8:00 a.m. to 6:30 p.m. and on Friday, 8:00 a.m. to 5:00 p.m. The service is open to residents age 65 and older, those with permanent disabilities, and those with a serious medical condition.

The City’s transit program primarily utilizes cutaway-style buses that are between six and 14 years old. The City has also used a trolley-style vehicle for its seasonal trolley service. That vehicle will be removed from the fleet during the coming year as the trolley service has been discontinued.

Exhibit 6.1 Calabasas Transit System Fleet Inventory

Vehicle Number	Make	Year	Pax	WC	Length	Fuel
6 (Trolley)	Ford	2005	34	2	22’	Gasoline
10	Chevy	2009	24	2	26.3’	Diesel
11	Ford	2003	24	2	18’	Diesel
12	Ford	2016	28	2	22’	CNG
13	Ford	2016	28	2	22’	CNG
14	Ford	2019	28	2	22’	CNG
15	Ford	2019	28	2	22’	CNG

The City’s transit program is headquartered at Calabasas city hall located at 100 Civic Center Way, Calabasas, CA 91302.

### Language Assistance Goals

One of the overarching goals of the Calabasas Transit System Title VI Program is to ensure meaningful access for LEP customers to transit services, information, and materials through the development of a Language Assistance Plan and by regular evaluation of the developed methods and strategies.

### Four-Factor Analysis

The U. S. Department of Transportation (USDOT) requires transit funding recipients to take reasonable steps to ensure meaningful access to programs by limited English proficient (LEP) persons. As a recipient, the City performed a Four Factor Analysis to assess language needs and determine what steps it will take to ensure LEP persons can effectively access and utilize transit services. The four factors analyzed are described below.

***Factor 1: The number or proportion of Limited English Proficiency (LEP) persons eligible to be served or likely to be encountered by Calabasas Transit System services.***

Estimating the number or proportion of LEP individuals that may be encountered by the Calabasas Transit System will help identify the populations covered by the USDOT’s Safe Harbor Provision. This provision stipulates that if an LEP group speaking a non-English language constitutes five

percent or 1,000 persons, whichever is less, of the total population of persons likely to be encountered by transit services, then the service provider must make the following materials and services available to speakers of that language:

- Documents critical for accessing recipient’s services or benefits,
- Letters requiring response from customer,
- Informing customers of free language assistance,
- Complaint forms, and
- Notification of rights.

**Service Area Demographics**

The service area demographic analysis describes potential Title VI-protected populations residing within Calabasas Transit System’s service area, including their approximate size and geographic distribution. Title VI-protected populations within the service area include LEP persons, most likely those who speak Spanish, Farsi/Persian, Russian, Chinese, or Korean.

The American Community Survey (ACS) provides information at various levels on multiple topics. For the purposes of this Title VI program, our assessment utilized the ethnic and racial population estimates provided for the City of Calabasas geographic boundaries.

**Exhibit 6.2 Racial Breakdown of Total Population of Service Area**

Race or Ethnicity	Calabasas		Los Angeles County		California	
	Estimate	Percent of Total	Estimate	Percent of Total	Estimate	Percent of Total
White	16,734	73.2%	3,489,206	35.4%	17,248,779	44.0%
Black or African American	577	2.5%	769,139	7.8%	2,173,343	5.5%
Asian	2,882	12.6%	1,480,146	15.0%	5,997,069	15.3%
Native Hawaiian/Pacific Islander	0	0.0%	21,691	0.2%	147,827	0.4%
American Indian/Alaska Native	12	0.1%	125,310	1.3%	445,219	1.1%
Some other race alone	673	2.9%	2,320,096	23.6%	6,820,303	17.4%
Two or more races	1,991	8.7%	1,642,818	16.7%	6,410,245	16.3%
Total	22,869	100.0%	9,848,406	100.0%	39,242,785	100.0%
Hispanic or Latino	2,059	9.0%	4,753,369	48.3%	15,630,830	39.8%

*American Community Survey 2023 five-year estimates*

The American Community Survey data presents language spoken at home for persons five years of age and older. Recent changes to the data available through the American Community Survey have made it more difficult to identify potential LEP languages. The 2023 ACS five-year estimates for Calabasas identified a limited number of individual languages, instead grouping some languages together. The languages and groups identified include:



- Spanish;
- French, Haitian, or Cajun;
- German or other West Germanic Languages (such as Yiddish or Dutch);
- Russian, Polish, or other Slavic Languages (such as Ukrainian or Serbo-Croatian);
- Other Indo-European Languages (such as Italian, Portuguese, Greek, Armenian, Persian/Farsi, Gujarati, Hindi, Urdu, Punjabi, Bengali, Nepali, Marathi, Telugu, Tamil, and Kannada);
- Korean;
- Chinese (including Mandarin and Cantonese);
- Vietnamese;
- Tagalog/Filipino;
- Other Asian and Pacific Island Languages (such as Japanese, Hmong, Khmer, Thai, Lao, Samoan, and Hawaiian);
- Arabic; and
- Other and Unspecified Languages (such as Navajo, other native languages of North America, Hebrew, Amharic, Somali, Yoruba, Igbo, Swahili, and Hungarian).

Prior to 2016, the ACS provided a detailed analysis of English proficiency for speakers of individual languages. Beginning in 2016, this data was still available at the state level and for several major metropolitan areas, but not for smaller locations such as Calabasas. As a result, it is necessary to draw on other localized sources (such as English learner data, discussed later in this section) to identify language needs in the service area.

ACS 2023 estimates revealed 67.4 percent of Calabasas Transit System service area residents spoke only English at home. While just under 32.6 percent speak a language other than English at home, only 10.1 percent indicated speaking English less than “very well.” The most frequently cited individual language in Calabasas is Chinese (1.4 percent of residents), followed by Korean (1.3 percent) and Spanish (0.8 percent). However, 1.4 percent of LEP residents indicated speaking “Russian, Polish, or other Slavic languages.” Given other data available, it is likely a large number of these individuals speak Russian. Likewise, it is likely a large number of the LEP residents who speak “other Indo-European languages” (3.8 percent) speak Farsi/Persian.



Exhibit 6.3 Languages Spoken at Home By Community

Language Spoken at Home	Calabasas		Los Angeles County		California	
	Estimate	Percent of Total	Estimate	Percent of Total	Estimate	Percent of Total
Total Population	21,848	100.0%	9,329,609	100.0%	37,028,644	100.0%
Total Speak only English	14,716	67.4%	4,184,371	44.9%	20,713,291	55.9%
Total Speak language other than English	7,132	32.6%	5,145,238	55.1%	16,315,353	44.1%
Total Speak English "very well"	4,920	22.5%	6,756,339	72.4%	22,123,589	59.7%
Total Speak English less than "very well"	2,212	10.1%	4,701,161	50.4%	15,781,359	42.6%
Speak English less than "very well" - breakdown						
Speak Tagalog (incl. Filipino)	140	0.6%	70,510	0.8%	250,931	0.68%
Speak Spanish	180	0.8%	1,447,519	15.5%	4,043,207	10.92%
Speak Korean	285	1.3%	93,384	1.0%	192,856	0.52%
Speak Chinese	295	1.4%	221,010	2.4%	666,215	1.80%
Speak Russian, Polish, or other Slavic languages	298	1.4%	29,688	0.3%	102,934	0.28%
Speak Other Indo-European Languages	833	3.8%	140,629	1.5%	384,902	1.04%
<i>American Community Survey 2023 five-year estimates (population age 5 and older)</i>						



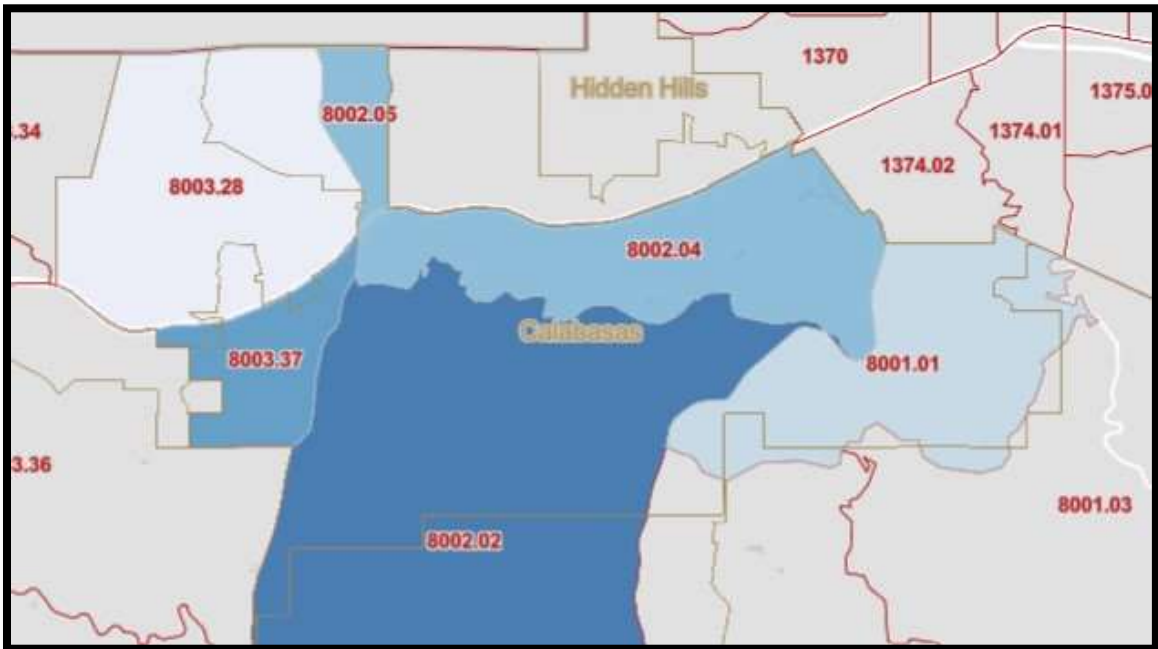
### Demographics by Census Tract

This section takes a closer look at the overall demographic characteristics discussed in the previous section, using census tract-level American Community Survey data to show the geographic distribution of various populations.

### LEP Populations – Other Indo-European languages

Exhibit 6.4 presents the distribution of people who do not speak English “very well” but speak other Indo-European languages (such as Farsi/Persian). The greatest concentration of other Indo-European language-speaking LEP residents are located in the southern portion of the city (including The Oaks, Calabasas Park Estates, and Calabasas Village). Given the identification of Farsi/Persian as a key language as discussed in the English learner analysis, it is likely Farsi/Persian makes up a good portion of the LEP individuals in this category.

Exhibit 6.4 Other Indo-European Language-Speaking LEP Population by Census Tract

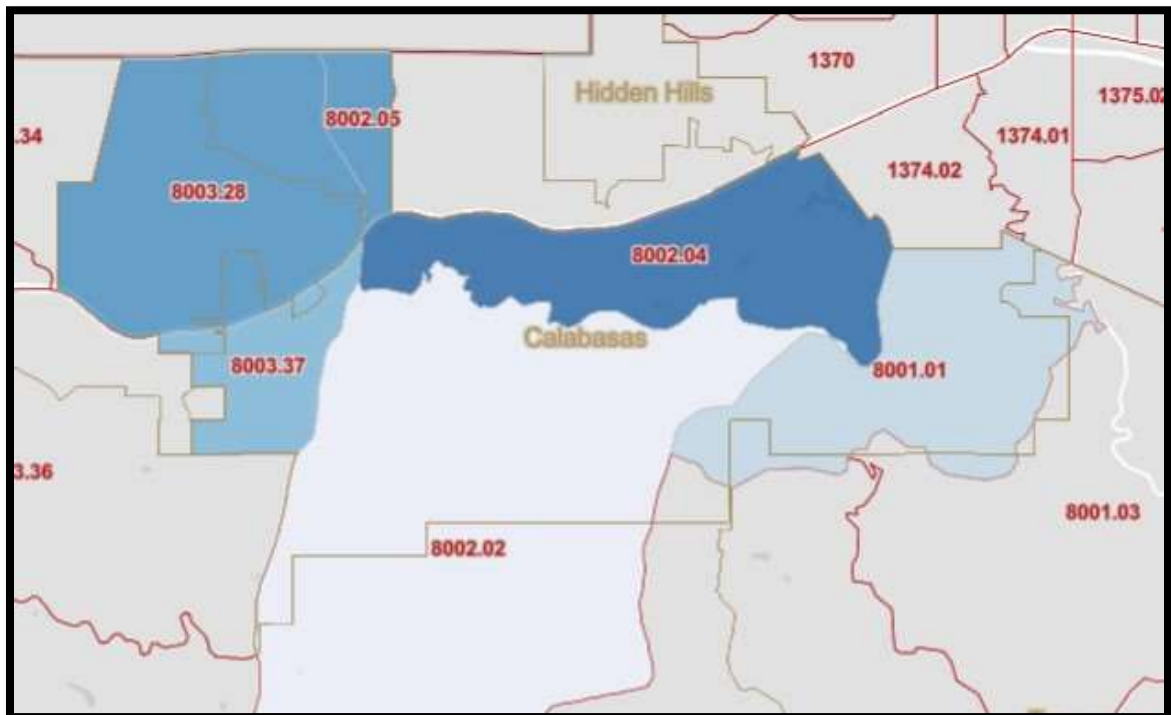




### LEP Populations – Chinese

Exhibit 6.5 presents the distribution of people who do not speak English “very well” but speak other Chinese (including both Mandarin and Cantonese). The greatest concentration of Chinese-speaking LEP residents is located in the northeastern portion of the city (including Vista Point, Westridge, Las Villas Calabasas, and Calabasas Park). Given there are 295 Chinese speakers in the service area who speak English less than “very well” (1.4 percent), Title VI does not require the City to provide vital documents in Chinese under the Safe Harbor provision.

Exhibit 6.5 Chinese-Speaking LEP Population by Census Tract

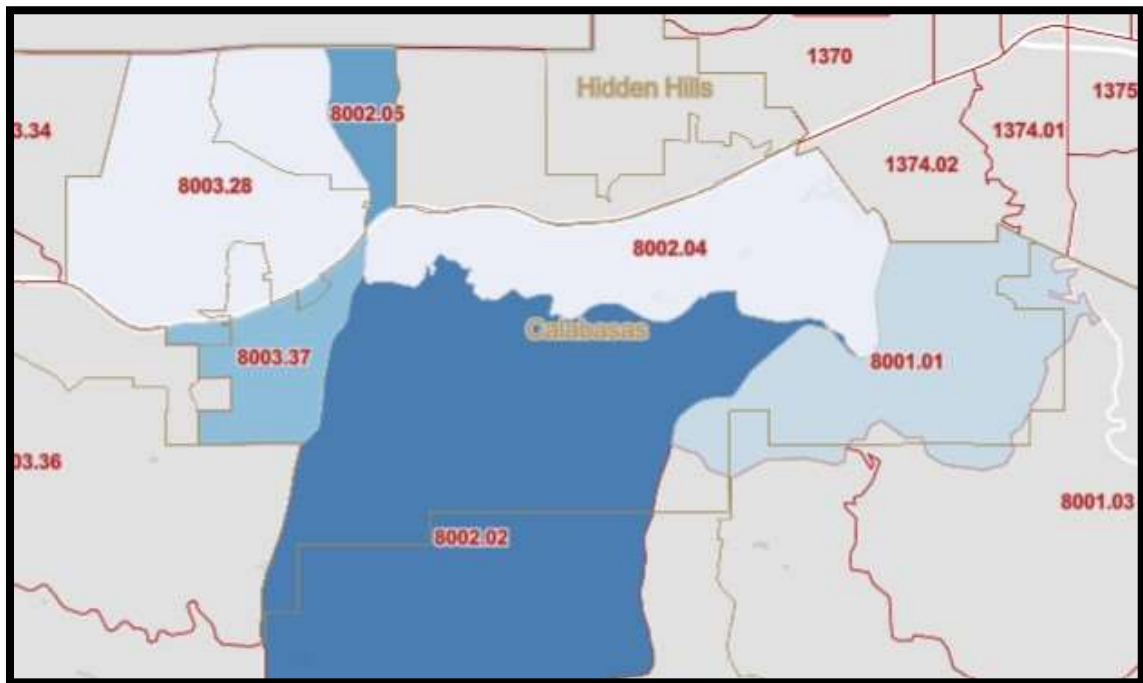




### LEP Populations – Korean

Exhibit 6.6 presents the distribution of people who do not speak English “very well” but speak Korean. The greatest concentration of Korean-speaking LEP residents is located in the southern portion of the city (including The Oaks, Calabasas Park Estates, and Calabasas Village). Given there are 285 Korean speakers in the service area who speak English less than “very well” (1.3 percent), Title VI does not require the City to provide vital documents in Korean under the Safe Harbor provision.

Exhibit 6.6 Korean-Speaking LEP Population by Census Tract



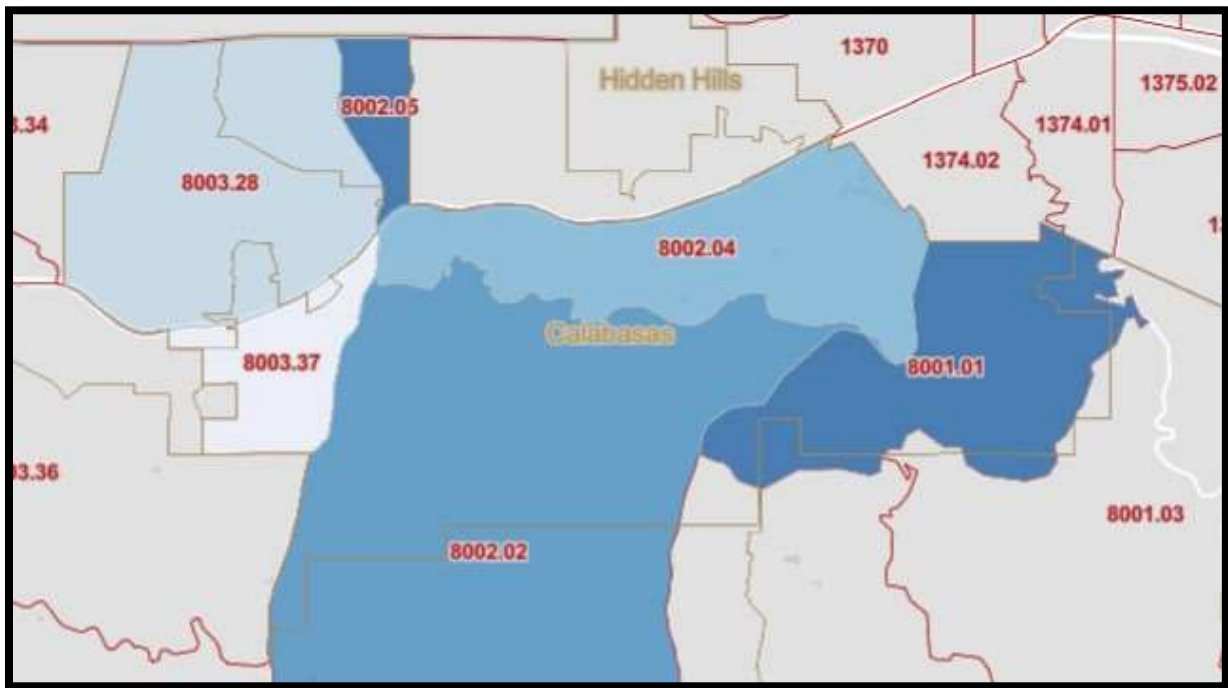


**LEP Populations – Russian, Polish, and Other Slavic Languages**

Exhibit 6.7 presents the distribution of people who do not speak English “very well” but speak other Russian, Polish, or other Slavic languages. The greatest concentration of Russian, Polish, and other Slavic language-speaking LEP residents are located in the far northwestern portion of the city (including Alizia Canyon, Malibu Canyon, and Calabasas Colony) and the far eastern portion (including Calabasas Highlands, Greater Mulwood, and Mulholland Heights. Based on other data, it is likely many of these individuals speak Russian.

Because this is a language group, rather than an individual language, and collectively does not meet the threshold for the Safe Harbor provision, neither do the individual languages contained therein. As a result, Title VI does not require the City to provide vital documents in these languages (including Russian) under the Safe Harbor provision.

**Exhibit 6.7 Russian, Polish, and Other Slavic Language-Speaking LEP Population by Census Tract**

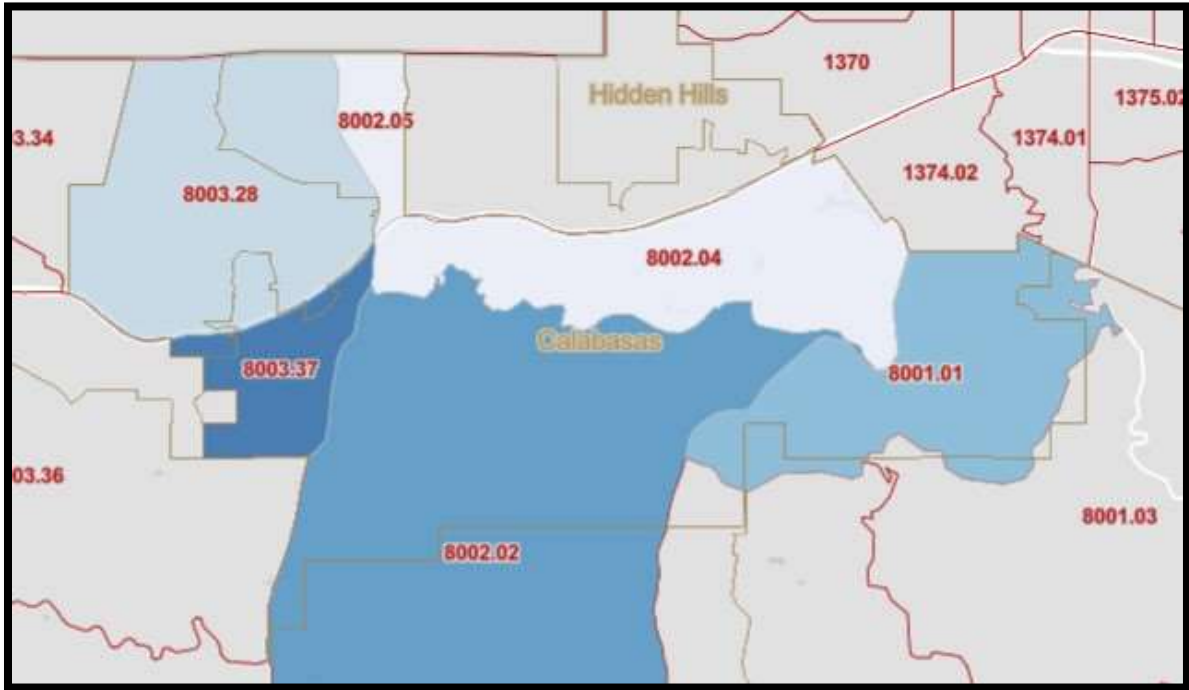




### LEP Populations – Spanish

Exhibit 6.8 presents the distribution of households who speak Spanish but do not speak English “very well.” The greatest concentration of Spanish-speaking LEP residents are located in the far western portion of the city (including Via Mira Monte and Deer Springs). Given there are 180 Spanish speakers in the service area who speak English less than “very well,” Title VI does not require the City to provide vital documents in Spanish under the Safe Harbor provision.

Exhibit 6.8 Spanish-Speaking LEP Population by Census Tract



### City of Calabasas English Learner Data

To more effectively identify the LEP populations within the Calabasas Transit System service area, and to begin monitoring/tracking changes in those groups, the City reviewed English Learner (EL) statistics for students within the City of Calabasas. Public schools within the California Department of Education (CDE) must report on their students who are English Learners – students whose native tongue is a language other than English – as well as which language is their mother tongue. This data is available online via CDE’s DataQuest website, [dq.cde.ca.gov/dataquest/](https://dq.cde.ca.gov/dataquest/).

The City accessed the available EL data for the 2024/2025 school year to complete its comprehensive assessment of the populations it provides service to, including what LEP populations exists and where these groups may be concentrated. Periodically reviewing this data will enable the City to monitor which non-English languages are growing in order to provide appropriate language assistance services.

Consistent with data from the 2023 American Community Survey, the highest concentrations of EL students within Calabasas speak Farsi/Persian, Spanish, or Russian. Despite being identified as one of the most frequent LEP languages in the ACS, Korean did not have significant representation among English Learners. Hebrew, however, is spoken by English Learners with a greater frequency than Spanish. Detailed counts and relative percentages are presented in the table below. (It should be noted that not all schools within the Las Virgenes Unified School District are located within Calabasas. As such, only schools located in Calabasas were examined in detail.)

Exhibit 6.9 English Learner (EL) Population

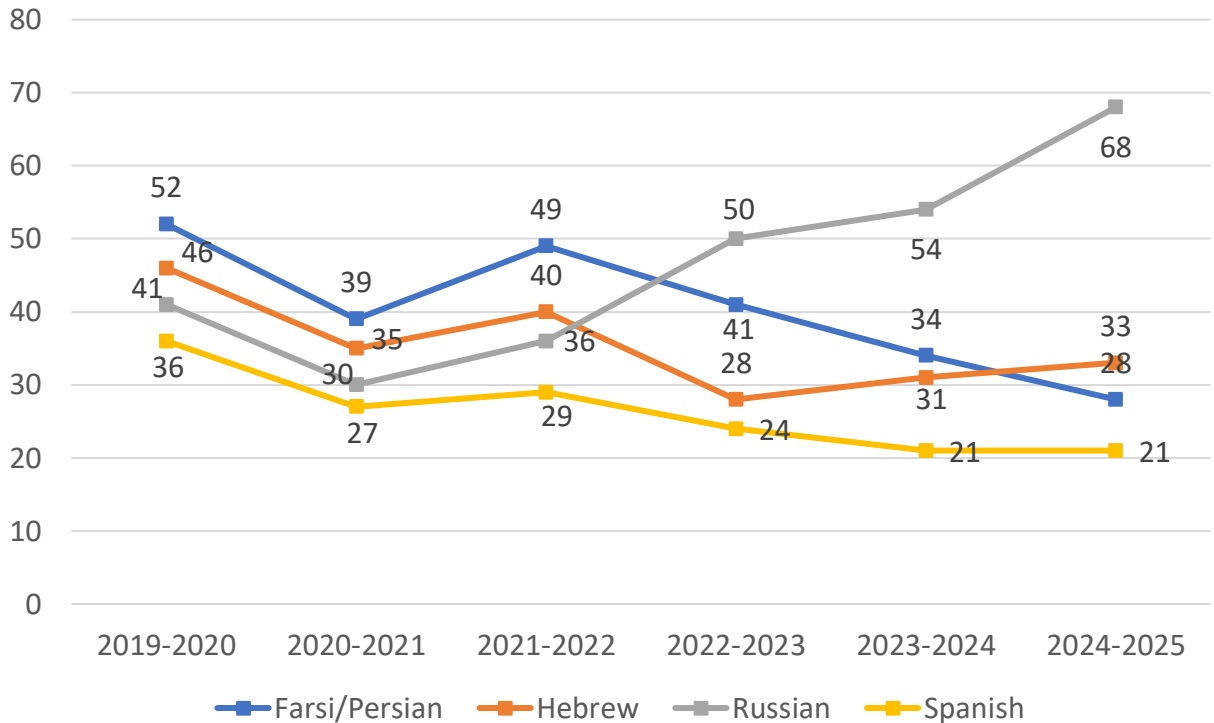
School	Farsi (Persian)	Hebrew	Spanish	Russian	Korean	Other non-English languages	Total English Learners	Total School Population
Bay Laurel Elementary School	9	8	0	6	0	6	29	480
Chaparral Elementary School	6	13	10	9	3	8	46	614
Lupin Hill Elementary School	12	0	5	27	0	12	56	464
Alice C. Stelle Middle School	1	5	6	3	0	2	17	760
Arthur E. Wright Middle School	0	2	0	15	0	1	18	670
Calabasas High School	0	5	0	8	0	9	22	1,707
<b>Total all Calabasas schools</b>	<b>28</b>	<b>33</b>	<b>21</b>	<b>68</b>	<b>3</b>	<b>38</b>	<b>188</b>	<b>4,695</b>
Percentage of Calabasas student population	0.60%	0.70%	0.45%	1.45%	0.06%	0.81%	4.00%	100.00%
<b>All Las Virgenes USD</b>	<b>60</b>	<b>75</b>	<b>111</b>	<b>108</b>	<b>6</b>	<b>83</b>	<b>443</b>	<b>9,767</b>
Percentage of LVUSD student population	0.61%	0.77%	1.14%	1.11%	0.06%	0.85%	4.54%	100.00%

While 2024-2025 data provides a revealing snapshot of English learners in Calabasas, it is also helpful to look at trends across several years. English learners are considered to be English learners until they are reclassified as proficient in English. As a result, a downward trend in English learners can mean some are achieving proficiency and being reclassified, or alternately leaving the district. An increase in English learners would reflect new English learners moving into the district, which can be indicative of an increasing population of speakers of those languages in the community.

Across the last six years, the same four languages have consistently had the highest number of English learners (ELs) in Calabasas schools. Across the past three years, the number of Spanish and Farsi/Persian English Learners has decreased while the number of Hebrew and Russian English Learners has increased. The City should remain mindful of trends at the English Learner level since they are more current and localized than the American Community Survey, in addition to focusing on individual languages rather than language groups.



Exhibit 6.10 English Learner (EL) Trends



With respect to Farsi/Persian, Lupin Hill Elementary was the school with the highest concentration of ELs in 2024-2025 (12 students). It also had the highest concentration of Russian ELs in 2024-2025 (27 students). Chaparral Elementary had the highest concentration of Hebrew ELs in 2024-2025 (13 students) as well as the highest concentration of Spanish ELs in 2024-2025 (10 students). Chaparral Elementary was the only school to have any Korean English Learners in 2024-2025.

As discussed with respect to English Learners, the largest LEP populations in the Calabasas Transit System service area appear to be Farsi/Persian, Russian, Hebrew, and Spanish. According to the 2023 ACS, none of these populations is large enough to trigger the Safe Harbor Provision. In the case of Spanish and Chinese, the percentage of LEP individuals is sufficiently low to remain under the threshold of five percent or 1,000 individuals. With respect to the other languages, frequencies of LEP individuals were only available as part of a group. However, none of those groups met the five percent/1,000 individuals threshold, so none of the languages in those groups met the Safe Harbor threshold.

As such, based on the numerical/percentage thresholds, the Safe Harbor Provision does not apply to any of the LEP populations in Calabasas. Therefore, the City is not obligated to provide the materials listed above in alternate languages. However, it is important the City monitor increases in these populations. Should any LEP population rise above the threshold, the City may need to provide the translation services and written documents translated into one of the languages listed above. It should be noted that the Safe Harbor Provision does not automatically trigger when one



of the City's LEP populations reaches 1,000 or five percent, but when the LEP population for that language reaches that threshold *and* frequently comes into contact with the transit program.

***Factor 2: The frequency with which LEP persons come into contact with the City's transit services.***

In order to estimate how often LEP populations come into contact with the City's transit services, surveys were conducted of both riders and City staff.

***Rider Survey***

The rider survey was conducted in September 2025. Surveyors were positioned onboard Line 1, while drivers distributed surveys to Dial-A-Ride customers. Riders on the peak-period routes were given the opportunity to take the survey online. Ridership was low during the survey period, and a total of 15 responses was received. The survey was available in English and Spanish. The majority of surveys (93 percent) were completed in English. Surveys were received from riders on Line 1, Line 3, and Line 5.

The primary language spoken by most respondents at home was English (60 percent). Three respondents indicated speaking Persian/Farsi at home, two indicated speaking Russian, and one indicated speaking Spanish. Two-thirds of respondents (67 percent) said they were native English speakers or spoke English "very well," while the remainder spoke English less than "very well" (33 percent)). Only one of the respondents indicating speaking a language other than English at home said they speak English very well.

Two riders indicated having a difficulty using the service due to a language barrier, one saying they know the times the bus comes and where to get off, and the other saying it was difficult to find schedules. The first individual cited speaking Persian/Farsi at home, while the second said they spoke Russian.

More than half of respondents indicated a minority race or ethnicity, either alone or combined with another race/ethnicity. The most frequently cited minority ethnicities were Middle Eastern or North African and African American/Black (each with three responses), followed by Hispanic/Latino (two responses).

***Staff Survey***

Feedback from those who interact with Calabasas Transit customers is also crucial, as such data cannot be represented in the census or other demographic documentation, and rider surveys only capture those who are willing to participate. Observations from drivers and customer service representatives (and other "front line" staff) can provide a more accurate view of interactions with LEP individuals that cannot be gained in other ways.

Among the 12 City staff members surveyed, one speaks some Spanish and one speaks Armenian. Staff indicated that Spanish-speaking customers are the most frequently encountered, cited by 42 percent of respondents. Two respondents cited encountering customers speaking Russian, while one respondent each cited encountering customers speaking Farsi/Persian and Chinese.

Half of respondents indicated having occasional communication issues with Calabasas Transit customers who do not speak English or do not speak English well. The other half said they have no issues.

Respondents indicated additional materials to assist with communication with LEP individuals would be beneficial. Translated online materials was the most frequently cited response (33 percent), followed by a translated service brochure (25 percent). Onboard notices in other languages and common phrases cards were each cited by 13 percent of respondents. Two respondents also cited having access to interpreters would be beneficial, either through the call center/dispatch or by having individuals who could be contacted for assistance in different languages.

When asked to describe the most common topics during which communication barriers arise, 42 percent of respondents indicated basic directions/instructions.. This was followed by information on how to use Calabasas Transit (33 percent), and how to pay the fare/ride (24 percent). Three respondents indicated not having experienced any language or communication barriers.

Of the drivers surveyed, 83 percent said the number of unique LEP customers encountered during a typical week was none. Among customer service staff, 56 percent said none, while 33 percent said less than five.

The survey also asked respondents regarding how their personal language capabilities impacted their ability to interact with Calabasas Transit customers. Two individuals indicated their personal language capabilities improved their ability to interact with Calabasas Transit customers, while six said it had no impact, and four said it hindered them. All of the individuals indicating their language capability hindered their ability cited only English as their spoken language.

A copy of the staff survey instrument is provided in the Appendix.

Based on feedback from riders and staff, while there is interaction with LEP populations, there appear to be only modest issues with communication. One Farsi/Persian-speaking rider and one Russian-speaking rider indicated having some challenges with communication, and drivers/staff reported occasional challenges.

***Factor 3: The nature and importance of the City's transit services to affected LEP populations.***

In order to gain additional information about the importance of Calabasas Transit services to LEP communities, 19 local stakeholders (comprised of social service agencies, senior centers, faith-based organizations, and educational institutions) were contacted regarding the nature of the populations they serve. These stakeholders were selected because they were deemed likely to act as representatives for, or come into frequent contact with, LEP populations in Calabasas. Together, these stakeholders provided important insight into the City's public transit service area's key LEP groups. As representatives who serve as leaders for these communities, they are attuned to the needs and potential language barriers members of these communities may face when using the Calabasas Transit System. Stakeholders marked with an asterisk (\*) returned a completed survey.



- Agoura Hills/Calabasas Community Center
- Chamber of Commerce\*
- Calabasas Las Virgenes Historical Society
- Calabasas Library
- Calabasas Pediatrics Wellness Center
- Calabasas Senior Center\*
- Catholic Charities of Los Angeles, Inc.
- Chabad of Calabasas
- Congregation Or Ami
- Dawoodi Bohra Al Masjid El Ezzi Anjuman-e-Burhane, LA
- Food Forward
- Fostering Dreams Project
- Hamakom (formerly Temple Aliyah)
- Malibu Hindu Temple
- Montessori of Calabasas
- Montessori of Malibu Canyon
- The Calabasas Shul
- Valley Outreach Synagogue

Two organizations completed the requested survey: the Calabasas Chamber of Commerce and the Calabasas Senior Center. The Chamber of Commerce is primarily a business networking entity, while the Senior Center serves older residents of the community.

English is the most common language encountered by stakeholders, with both organizations having English-speaking clients or members. The Chamber has members who speak Spanish, Farsi/Persian, and Russian, while the Senior Center only reported Spanish-speaking members.

The Chamber reported its non-native English speakers' ability to speak and read English as very well, while the Senior Center was not able to provide this information.

The Chamber had no knowledge of member use of Calabasas Transit, while the Senior Center indicated members did not use the service. Neither of these organizations were aware of any barriers to using public transit caused by a language barrier.

Based on this feedback, as well as input from the City, there is little interaction between some of the City's LEP populations and transit.

***Factor 4: Resources available to the recipient for LEP outreach and the associated costs.***

As the section covering demographics demonstrates, no single LEP population is sufficiently large that the City must take measures to minimize language barriers. While the City may wish to provide staff, written materials, and online and phone services in other languages, it is not required to do so.



### Spanish- and Armenian-Speaking Staff

According to the staff survey, there is one customer-facing employee that speaks Spanish and one that speaks Armenian. The Spanish-speaking employee noted their language skills are helpful in assisting non-English-speaking customers. The Armenian-speaking employee indicated their language skills did not impact their ability to assist non-English-speaking customers. While it is possible other City employees not surveyed may speak languages other than English should they be needed, transit staff reported no instances in the last three years of not being able to assist a customer due to a language barrier.

*Cost: No additional cost anticipated.*

### Written Materials Translated into Other Languages

Currently, no written materials have been translated into other languages. However, given the presence of communities that speak Spanish, Farsi/Persian, Chinese, and Russian, a sentence should be included on all Title VI documents in these languages stating, "If information is needed in another language, please call..." with the City's customer service phone number cited. At present, this statement in Spanish and Farsi/Persian is provided at the bottom of the Title VI Notice to the Public. Given the results of the four-factor analysis, the same statement should also appear in Russian and Chinese. Use of a telephonic translation service should be considered, unless sufficient City staff speaking those languages can be identified and called upon in the case of a request for information. Should the City determine it wishes to offer informational materials and the Title VI notice in other languages as a goodwill gesture, it will consider contracting with a professional translator.

*Cost: Depends upon language and amount of material to be translated.*

### Phone Services

Current City staff (including drivers and other staff members likely to come into contact with transit customers) speak two languages other than English (Spanish and Armenian). While provision of interpretation services is not required due to the modest numbers of LEP persons, should a need be observed, the City may consider contracting with a live on-demand translation service (such as Telelanguage, Language Select, or LanguageLine). The telephonic interpretation service could be made available to all persons interacting with the City (not just related to transit), and will also allow for real-time assistance to customers at City Hall or those who call into the customer service phone number. Initial contact is made with a City employee who then determines if language assistance is required. The City employee dials the service, enters the appropriate PIN or code, and can reach a live translator for over 200 languages. As it is an on-demand service, the City would only pay for the minutes it actually uses.

*Cost: Estimated annual cost of \$240 or less. Assumes \$3.95 per minute for live translation and an average of 5 minutes of translation per month.*

### Web Services

The City of Calabasas does not currently provide any translation of its website content. The City is posting all applicable Title VI documents and notices to its transit webpage as a part of this program. Should the City desire to make the website available in additional language, it will consider use of a Google Translate widget on the page. This will provide access to the website for little or no additional cost.

*Cost: No additional cost anticipated.*

### Event Interpretation

The City does not anticipate requiring translation at transit events. However, should a High Level outreach event regarding transit be held (e.g., a significant service change or elimination of service), the City will consider whether it is necessary to offer real-time interpretation in one or more languages. The City will provide an interpreter any time it receives a request to do so.

*Cost: Variable, depending upon languages needed and length and frequency of events.*

## Language Service Provision

### Interpretation Protocol

1. As discussed in the Service Area Demographics section, there are no LEP populations meeting the Safe Harbor threshold identified within Calabasas Transit System's service area using 2023 American Community Survey data, nor were any identified via outreach efforts as described in Chapter 5. As such, the City is not required to offer vital documents in any languages other than English.

In the staff survey, various staff indicated speaking Spanish and Armenian. Given the prevalence of LEP individuals speaking Chinese, Russian, and other Indo-European languages (such as Farsi/Persian), this may not be sufficient for effective communication with customers. Should additional language support be desired, the City may choose to engage an on-demand telephone interpretation service such as TeleLanguage, Language Select, or LanguageLine.

2. Real-time interpretation at public events is not generally required. However, should a need be expressed by a member of the community, the decision to provide interpretation will be determined on a case-by-case basis by examining several factors, such as:
  - The type and size of event,
  - The availability of a City staff member to interpret, or
  - The availability of a staff member of a host organization to interpret.

The City does not have an existing policy regarding real-time interpretation, and may use multi-lingual staff to translate when the need arises. For High Level public outreach events, where an express need has been identified, the City may choose to arrange for a professional interpreter through a local or regional service.

### Translation of Vital Documents

Based on the results of the Four Factor Analysis, the City is not required to translate any vital documents into other languages. However, per the results of the four-factor analysis, the City may consider providing Spanish, Persian/Farsi, Russian, and/or Chinese translations of its service brochure at City Hall and on its website. If service information is provided in Spanish, Persian/Farsi, Russian, or Chinese, Title VI notices will also be provided in those languages.

### City of Calabasas Website

The Calabasas Transit System-specific web page is hosted on the City of Calabasas website. All Title VI documents will be posted and available for download on the City's transit web page. Any additional documents available in other languages should also be posted on the transit web page.

As an alternative to providing a translation of its transit web page, the City features the statement, "If information is needed in another language, please call..." (with the City's customer service phone number cited) in the Title VI section of its web page. This statement is currently provided in Spanish and Farsi/Persian. The City should consider adding the statement in Chinese and Russian as well.

The City may also wish to consider adding a translation widget (such as Google Translate) to its website. This would enable the website to be viewed in a broad range of languages.

### Monitoring, Evaluating, and Updating the LAP

A thorough review of this Language Assistance Plan will be undertaken every three years concurrent with updating and submitting the City's public transit Title VI Program. At that time, the LEP population will be reassessed, to ensure all significant LEP languages are included in Calabasas Transit System language assistance efforts. The following reoccurring reporting and evaluation measures will be used to update the Language Assistance Plan.

The City of Calabasas will regularly assess the effectiveness of how it communicates with LEP individuals by:

- Including questions about language assistance and information needs on any community surveys;
- Conversations with stakeholders, organizations, and entities which work with LEPs; and
- As-needed outreach with LEP groups.

Calabasas Transit System will monitor its language assistance efforts, including:

- Recording and reporting on customer service interactions with LEP individuals,
- Incorporating discussion of Title VI into regular operations meetings, and
- Updating the Language Assistance Plan based on feedback received.

### Staff Training

Depending on what interpretation services are offered, the City may incorporate basic training on the use of such services, including:

- How to inform customers of language assistance resources,
- How to provide assistance to customers with Limited English Proficiency,
- Which staff members are key resources for various languages,
- How to use an on-demand telephone interpretation service (if implemented),
- How and when to document interactions with LEP customers, and
- How to respond to civil rights complaints.



**Implementation Plan**

The matrix below presents an Implementation Plan for ensuring the Language Assistance Plan is quickly and efficiently implemented.

**Exhibit 6.11 Implementation Plan**

Goal	Task	Anticipated Completion
Assess LEP population in the Calabasas Transit System service area	Four Factor Analysis	September 2025
	Stakeholder Survey	September 2025
	Driver/Staff Survey	September 2025
	Rider Survey	September 2025
	Demographics Analysis	September 2025
Develop Language Assistance Procedures	Develop Title VI Customer Service Procedures for Title VI complaints and concerns	FY 2026
	If desired, translate service brochure and Title VI notice into Russian, Chinese, Farsi/Persian, and Spanish and post to the City's transit website	FY 2026
Staff Training	Train City transit staff regarding in-house language resources	FY 2026
	Train City staff regarding use of on-demand telephone interpretation service (if applicable)	FY 2026
	Train City staff regarding how and when to document interactions with LEP customers	FY 2026
	Train City Staff how to respond to civil rights complaints	FY 2026
Notification of Title VI Rights and Materials	Post Title VI notices in specified public locations	September 2025
	Add statement with phone number to call for assistance in Chinese and Russian.	FY 2026
Monitor and Update Language Assistance Plan	Assign administration of Title VI Program	June 2022
	Regularly review ACS and census demographic data	FY 2028
	Incorporate discussion of Title VI into regular staff meetings and trainings	FY 2026; ongoing



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## Section 7 | Summary of Non-Elected Committee Membership

The City has a Traffic and Transportation Commission made up of five residents of the City of Calabasas who are appointed by members of the City Council. Commissioners are appointed for a term of two years and are voting members of the Commission. A high school student may also be appointed as a non-voting commissioner for a one-year term.

While the Traffic and Transportation Commission’s primary focus is on traffic and circulation within the city, it does monitor transit service improvements and consider recommendations specific to transit. As such, it has been included within the City’s Title VI Program.

A summary of the committee members reflective of ethnicity/race is provided below.

Exhibit 7.1 Non-Elected Committee Membership Table

Race/Ethnicity	Service Area Population (Percentage)	Commission (Percentage)
Caucasian	73.2%	Not documented
Hispanic/Latino	9.0%	Not documented
African American	2.5%	Not documented
Asian	12.6%	Not documented
Native American	0.1%	Not documented
Native Hawaiian	0.0%	Not documented

Given appointees are considered in part based on their familiarity with traffic and transportation topics, rather than simply a willingness to serve, this may result in less diversity within the Commission. Member participation and selection will be monitored by the City’s Title VI Program Administrator. The City shall also begin documenting the ethnic and racial composition of its Traffic and Transportation Commission members.



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## Section 8 | Fixed-Route Service Standards and Policies

The FTA requires all fixed-route transit providers to develop quantitative standards for all fixed-route modes of operation for the indicators listed below. Providers of public transportation may set additional standards as appropriate or applicable to the type of service they provide. Transit service standards are public rules and guidelines used to make decisions about where transit vehicles should run and how often.

The City has developed the following service standards.

### Vehicle load

Vehicle load is a capacity guideline that the number of passengers will not exceed the maximum load factor at the maximum load point in the prevailing direction. The City employs a maximum load standard of 1.5 of the total seated capacity. For example, if the seated capacity is 20, the standee capacity is 10, for a maximum loaded capacity of 30. The average of all loads during the peak operating period should not exceed the vehicle's capacities.

### Vehicle headway

Vehicle headway is the amount of time between two vehicles traveling in the same direction on a given line or combination of lines.

Line 1 offers six trips each day, Monday through Friday. A full round-trip takes nearly two hours. As such, vehicle headway on this line is approximately every two hours.

Peak hour services (Lines 2-5) typically offer one trip during the morning peak period and one trip during the afternoon peak period. They are primarily designed to serve local schools, and schedules may vary by day per route to serve an individual school's late start or early release day. These seasonal routes are also subject to change in the summer and during the school year due to school and program schedules. Lines may be combined or eliminated based on demand, which is assessed prior to each summer and school year. Headways and trip durations for peak-hour routes are described below.

- Line 2 – in the morning, headways range from five minutes to 44 minutes, with the full trip taking between 20 minutes (partial trip) and 40 minutes. In the afternoon, when there is more than one trip, headways are approximately 25 minutes. The full trip takes 50 minutes.
- Line 3 – in the morning, there is a single trip which takes 42 minutes. In the afternoon, there are two trips Monday through Friday. One trip skips the high school and the round trip is 36 minutes. The second trip originates at the high school and ends at Park Sorrento, with a round trip of approximately 31 minutes.
- Line 4 – in the morning, there is a single trip which takes 27 minutes. . In the afternoon, there are two trips Monday through Friday. One trip skips the high school and the round trip is 26 minutes. The second trip originates at the high school and ends near Highlands Park, with a round trip of approximately 19 minutes.
- Line 5 – in the morning, there is a single trip which takes 45 minutes. In the afternoon, there is a single trip which takes 45 minutes.

### On-time performance

The City's goal for the on-time performance of runs completed as scheduled is 95 percent. A trip is considered on-time if it leaves a stop no more than one minute before the scheduled departure time and no later than five minutes after the scheduled departure time.

### Service availability

Service availability is a general measure of the distribution of routes within a transit provider's service area. The City's transit service area includes the area within the city limits of Calabasas. Approximately 71 percent of the City's residents live within one-quarter mile of a transit stop. The presence of a number of gated communities that are not served by the City's transit program contributes to this statistic.

Current operating hours:

- Line 1 – Monday through Friday, 6:30 a.m. – 6:30 p.m.
- Line 2 – Monday through Friday, 7:22 a.m. – 8:40 a.m. and 2:40 p.m. – 3:47 p.m. (a 12:30 p.m.-2:37 p.m. trip is offered on minimum days).
- Line 3 – Monday through Friday, 7:18 am – 8:00 a.m. and 2:30 p.m. – 3:26 p.m. (trips to CHS operate 3:40 p.m. – 4:11 p.m. and a trip from 12:35 p.m. – 1:21 p.m. on minimum days).
- Line 4 – Monday through Friday, 7:23 a.m. – 7:50 a.m. and 2:40 p.m. – 3:06 p.m. (trips to CHS operate 3:40 p.m. – 3:59 p.m. and a trip from 12:35 p.m. – 1:01 p.m. on minimum days).
- Line 5 – Monday through Friday, 7:30 a.m. – 8:15 a.m., on Mondays 3:15 p.m. – 3:57 p.m., and Tuesdays – Fridays 3:45 p.m. – 4:27 p.m.

### Vehicle assignment

It is the City's policy to equitably assign vehicles to each route and the City does not discriminate on assigning vehicles to routes. The City does take into account passenger volume and street design when assigning vehicles. The City's current vehicles are between six and 20 years old. Vehicles are rotated so that the same bus is not given a certain route for an extended period of time.

### Distribution of transit amenities

Transit amenities refer to items of comfort, convenience, and safety that are available to the general riding public. Fixed-route transit providers must set a policy to ensure equitable distribution of transit amenities across the system.

Currently, transit amenities include bus stop signage, benches, and a modest number of shelters. For future amenity placements, the City will adhere to the following guidelines:

- All bus stops shall display a clearly visible sign denoting it as a Calabasas bus stop.
- Placement of shelters and benches will be based on stop usage.
  - Only the stops with the highest level of traffic will be considered for a shelter.
  - Benches will be placed at high traffic stops on an as-available basis.

The City plans to conduct a complete amenity analysis and project by the end of 2026 in advance of the Los Angeles Olympics.



### Fare change policy

The City currently offers fare-free service on its Line 1 Shuttle and Trolley service. Riders on peak hour routes (Lines 2-5) may purchase a school year pass for \$159 or purchase \$1.00 tickets at city hall or via mail. Cash is not accepted onboard the fixed-route vehicles; all fares must be purchased in advance.

It is the policy of the City to engage the public in any fare change and address any adverse effects of those changes. Fare changes include both increases and decreases in fare types and cost of fare media. Promotional fare and temporary fare reductions for mitigating measures that are less than six months are exempt from this policy.

At a minimum, the City will:

- Develop and implement a public participation plan to engage underserved populations including minorities, low income, LEP, and the disabled;
- Provide a method for the public to provide comments on both the proposed fare changes; and
- Conduct a public hearing.

Proposed fare changes are subject to the approval of the Calabasas City Council.

### Major service change policy

It is the policy of the City to engage the public in service changes. Service changes include both increases and decreases in service levels. A major service change is designated as any proposed change in route miles of 50 percent or greater on the service in question. This does not apply to the introduction of summer lines, unless those lines have changed more than 50 percent over the prior year.

At a minimum, the City will:

- Develop and implement a public participation plan to engage underserved populations including minorities, low income, LEP, and the disabled;
- Provide a method for the public to provide comments on both the proposed service changes; and
- Conduct a public hearing.

Proposed service changes are subject to the approval of the Calabasas City Council.



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## Section 9 | Subrecipient Monitoring and Schedule of Subrecipient Title VI Program Submissions

The Calabasas Transit System does not have any subrecipients of Federal funding at this time and does not anticipate expanding to include subrecipients.

If in the future the City of Calabasas elects to expand its transit program and begins contracting with subrecipients, the City will ensure compliance with Title VI regulations by updating this element of its Title VI program to include the monitoring methodology and reporting schedules for all subrecipients.



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## Section 10 | Title VI Equity Analysis

Title VI regulations require the completion of an Equity Analysis whenever a recipient or subrecipient begins planning the locating and construction of a new transit facility (not including bus shelters, transit stations, power substations, or other facilities already evaluated through NEPA).

The City of Calabasas has not undertaken any construction projects for facilities at a new location in recent years. Therefore, no Equity Analysis is required at this time.

If in the future the City of Calabasas begins planning for the development and construction of a new transit facility, the City will conduct an equity analysis prior to the selection of a construction site inclusive of the Title VI requirements below:

- a. The City of Calabasas shall complete a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. The City shall engage in outreach to persons potentially impacted by the siting of facilities. The Title VI equity analysis shall compare the equity impacts of various siting alternatives, and the analysis shall occur before the selection of the preferred site.
- b. When evaluating locations of facilities, the City shall give attention to other facilities with similar impacts in the area to determine if any cumulative adverse impacts might result. Analysis shall be done at the Census tract or block group where appropriate to ensure that proper perspective is given to localized impacts.
- c. If the City of Calabasas determines that the location of the project will result in a disparate impact on the basis of race, color, or national origin, the City may only locate the project in that location if there is a substantial legitimate justification for locating the project there, and when there are no alternative locations that would have a less disparate impact on the basis of race, color, or national origin. The City shall show how both tests are met. It is important to understand that in order to make this showing, the City shall consider and analyze alternatives to determine whether those alternatives would have less of a disparate impact on the basis of race, color, or national origin, and then implement the least discriminatory alternative.

The equity analysis of the development and construction of any such facility shall be completed and submitted as part of the City's subsequent Title VI program update.



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## Section 11 | City Council Adoption of Title VI Program

Exhibit 11.1 City of Calabasas Adopting Resolution

[Pending]



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## Appendix: Survey Instruments

Exhibit A.1 2025 Stakeholder Survey

**City of Calabasas / Calabasas Transit  
FTA Title VI Compliance  
2025 Community Stakeholder Survey**

1	Organization name:										
2	Type of Organization (example: healthcare, education, social services, faith-based, etc.):										
3	Your name/title:										
4	Contact information (email/phone):										
5	Approximate number of members/clients represented by your organization: <input type="checkbox"/> 1-10 <input type="checkbox"/> 11-20 <input type="checkbox"/> 21-50 <input type="checkbox"/> 51+										
6	What languages are spoken by members/clients in/represented by your organization? <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Yiddish <input type="checkbox"/> Chinese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Spanish <input type="checkbox"/> Italian <input type="checkbox"/> Russian <input type="checkbox"/> Japanese <input type="checkbox"/> Tagalog/Filipino <input type="checkbox"/> Farsi/Persian <input type="checkbox"/> German <input type="checkbox"/> Armenian <input type="checkbox"/> Korean <input type="checkbox"/> Hebrew <input type="checkbox"/> Gujarati <input type="checkbox"/> Thai <input type="checkbox"/> Hungarian <input type="checkbox"/> Arabic <input type="checkbox"/> Other (specify): _____										
7	With respect to non-native English-speakers you come into contact with, how would you characterize their ability to...  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"><i>Speak English?</i></td> <td style="width: 50%; vertical-align: top;"><i>Read English?</i></td> </tr> <tr> <td><input type="checkbox"/> Not well</td> <td><input type="checkbox"/> Not well</td> </tr> <tr> <td><input type="checkbox"/> Somewhat well</td> <td><input type="checkbox"/> Somewhat well</td> </tr> <tr> <td><input type="checkbox"/> Very well</td> <td><input type="checkbox"/> Very well</td> </tr> <tr> <td><input type="checkbox"/> I don't know</td> <td><input type="checkbox"/> I don't know</td> </tr> </table>	<i>Speak English?</i>	<i>Read English?</i>	<input type="checkbox"/> Not well	<input type="checkbox"/> Not well	<input type="checkbox"/> Somewhat well	<input type="checkbox"/> Somewhat well	<input type="checkbox"/> Very well	<input type="checkbox"/> Very well	<input type="checkbox"/> I don't know	<input type="checkbox"/> I don't know
<i>Speak English?</i>	<i>Read English?</i>										
<input type="checkbox"/> Not well	<input type="checkbox"/> Not well										
<input type="checkbox"/> Somewhat well	<input type="checkbox"/> Somewhat well										
<input type="checkbox"/> Very well	<input type="checkbox"/> Very well										
<input type="checkbox"/> I don't know	<input type="checkbox"/> I don't know										
8	Do members/clients of your organization utilize City of Calabasas public transit services? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I don't know										
9	With respect to non-native English-speakers, does language present a barrier to their use of the City's public transit services? <input type="checkbox"/> Yes (please answer Question 10) <input type="checkbox"/> No <input type="checkbox"/> I don't know										
10	Which language(s) other than English do these members/clients speak most commonly?										

Thank you for your participation. Please return your completed survey by **September 19, 2025** by scanning and emailing the form to [kathy@moore-associates.net](mailto:kathy@moore-associates.net) (indicate "Calabasas Stakeholder Survey" in the subject line).



**City of Calabasas/Calabasas Transit  
2025 FTA Title VI Compliance – City Staff Survey**

1. **All staff:** Please list the languages you speak.
  
2. **All staff:** With respect to transit customers, please indicate the most common languages you encounter other than English. (check all that apply)
 

<input type="checkbox"/> Spanish	<input type="checkbox"/> French	<input type="checkbox"/> Yiddish	<input type="checkbox"/> Chinese	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> Farsi/Persian	<input type="checkbox"/> Italian	<input type="checkbox"/> Russian	<input type="checkbox"/> Japanese	<input type="checkbox"/> Tagalog/Filipino
<input type="checkbox"/> Hebrew	<input type="checkbox"/> German	<input type="checkbox"/> Armenian	<input type="checkbox"/> Korean	<input type="checkbox"/> Other (specify): _____
<input type="checkbox"/> Gujarati	<input type="checkbox"/> Thai	<input type="checkbox"/> Hungarian	<input type="checkbox"/> Arabic	<input type="checkbox"/> No languages other than English.
  
3. **For drivers:** In a typical week, how many unique riders board your vehicle that either do not speak English or do not speak English very well? *Please count unique riders only. If you encounter the same rider multiple times during the week, only count them one time.*

None     Less than 5     5 to 10     More than 10
  
4. **For customer service staff:** In a typical week, how many individuals do you interact with that either do not speak English or do not speak English very well? *If you know you encounter the same individual multiple times during the week, only count them one time.*

None     Less than 5     5 to 10     More than 10
  
5. **All staff:** How would you rate your ability to communicate with individuals who do not speak English or do not speak English very well?
 

No issues or problems     Occasional problems     Frequent problems
  
6. **All staff:** How do your personal language capabilities impact your ability to interact with Calabasas Transit customers?
 

Improve my ability to communicate.     Hinder my ability to communicate.  
 Not applicable/no impact.
  
7. **All staff:** In your opinion, what type of materials/services would be of most benefit to the City's transit riders who do not speak English or do not speak English very well?
 

<input type="checkbox"/> Translated service brochure	<input type="checkbox"/> Onboard notices in other languages
<input type="checkbox"/> Translation services through call center/dispatch	<input type="checkbox"/> Translated online materials
<input type="checkbox"/> Common phrases cards (translated into various languages)	
<input type="checkbox"/> Other (specify): _____	
  
8. **All staff:** In terms of language/communication barriers, please identify the most common areas or topics (specific to Calabasas Transit riders). Is it...?
 


<input type="checkbox"/> How to use Calabasas Transit	<input type="checkbox"/> How to pay the fare/ride
<input type="checkbox"/> Basic directions/instructions	<input type="checkbox"/> Other (specify): _____
  
9. **All staff:** For data collection purposes only, please include your first name, position, and department below.
 

Name/Position: \_\_\_\_\_  
 Department: \_\_\_\_\_

Please return the completed survey to Tra'a Bezdecny, Assistant Engineer, 818-224-1673 or [tbezdecny@cityofcalabasas.com](mailto:tbezdecny@cityofcalabasas.com), no later than September 15, 2025. You may also email your scanned survey to [kathy@moore-associates.net](mailto:kathy@moore-associates.net) (please put "Calabasas Staff Survey" in your subject line). Thank you for your input.



Exhibit A.3 2025 Rider Survey



**City of Calabasas**  
**2025 Title VI Rider Survey**

Thank you for participating in today's survey. Your feedback will help the City of Calabasas update its Title VI Plan, which ensures equal access to public transit services regardless of race, color, or national origin. All responses will remain anonymous. Your participation is appreciated!

**1. What route/service are you currently riding?**

Line 1       Line 2  
 Line 3       Line 4  
 Line 5       Microtransit  
 Dial-A-Ride

**2. How did you pay your fare today?**

Free fare (Line 1 only)  
 Transit pass  
 Transit ticket  
 Cash (Dial-A-Ride or Microtransit only)  
 Other (specify): \_\_\_\_\_

**3. What types of trips do you typically take using Calabasas Shuttle, Microtransit, or Dial-A-Ride? (Select up to two)**

Work  
 School  
 Healthcare  
 Shopping  
 Entertainment/recreation/social activities  
 Personal business/errands  
 Other (specify) \_\_\_\_\_

**4. How would you travel if Calabasas Shuttle, Microtransit, or Dial-A-Ride were not available? (select only one)**

I would drive myself  
 I would walk, ride a bicycle, or use another form of active transportation  
 I would get a ride with someone  
 I would take a taxi, Uber, or Lyft  
 I would not make the trip

**5. What is the primary language spoken in your home? (Select only one)**

English       Spanish  
 Persian/Farsi       Punjabi  
 Chinese       Korean  
 Vietnamese       Tagalog  
 Russian  
 Other (specify): \_\_\_\_\_

**6. How well do you speak English?**

Very well or native speaker  
 Less than very well  
 Not at all

**7. Have you or has anyone you know had difficulty using Calabasas Shuttle, Microtransit or Dial-A-Ride due to a language barrier?**

No  
 Yes – please explain in the box below:

**8. What is your approximate annual household income?**

\$15,000 or less  
 \$15,001 - \$19,999  
 \$20,000 - \$29,999  
 \$30,000 - \$39,999  
 \$40,000 - \$49,999  
 \$50,000 - \$74,999  
 \$75,000 - \$99,999  
 \$100,000 or greater

**9. How many individuals (including yourself) live in your household?**

1    2    3    4    5    6 or more

**10. What is your race/ethnicity? (check all that apply)**

White  
 Middle Eastern or North African  
 African American/Black  
 Hispanic/Latino  
 Asian  
 Native American/Alaska Native  
 Native Hawaiian/Pacific Islander  
 Other (specify) \_\_\_\_\_

**Thank you for your participation!**



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CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Tra'a Bezdecny, Assistant Engineer

**SUBJECT**

Mulholland Highway at Paul Revere Sidewalk Extension Demonstration Project

**RECOMMENDATION**

To review and provide direction for the project design.

**BACKGROUND**

In July 2024, the Commission received a presentation (Attachment A) for the Complete Streets Safety Assessment (CSSA) that was completed by Fehr and Peers through a grant provided by UC Berkeley's SafeTrec program. This assessment made recommendations to the Mulholland Highway Corridor between Paul Revere Drive (at A.C. Stelle Middle School) and Old Topanga Canyon Road (at Calabasas High School).

**DISCUSSION**

At the intersection of Mulholland Highway and Paul Revere Drive a short-term improvement was recommended to:

- Convert the existing shared through/right-turn lane into a right-turn pocket with arrows and striping,
- Shift the bike lane to run between the travel lane and the new right turn pocket, reducing conflicts between pedestrians and turning vehicles,
- Add sidewalk extensions (curb extensions in the report) to shorten the pedestrian crossing distance across Mulholland Highway,
- Add green paint to conflict zones (areas where cyclists, buses, and vehicles will be sharing road space) on both sides of Mulholland Highway, and
- Add bollards to sidewalk extensions and striped roadways.

The City's proposed design (Attachment B) would complete these improvements as a demonstration project. Demonstration projects allow the City to use easily installed materials such as traffic paint and plastic delineators to implement

infrastructure changes quickly and study vehicle, bicycle, and pedestrian before committing to a more costly permanent solution with concrete.

### Lane Reconfiguration

The existing shared through/right-turn lane will be converted into a right-turn only pocket. Drivers traveling through the intersection from this lane immediately have to merge back and the current configuration allows for an informal passing opportunity, creating conflicts and unnecessary lane changes. The new configuration will force drivers who enter the pocket to make the right turn, which is already the predominant movement from this lane and creates consistency along the one-lane corridor.

Removing the opportunity to make a through movement from the 2<sup>nd</sup> lane will also allow staff to create a more direct path of travel for bicyclists. Green pavement markings will be installed to highlight where vehicles and bicyclists may conflict.

### Sidewalk Extension

Using striping and plastic delineators, a sidewalk extension will be installed between the existing curb ramp and the edge of the new bike lane configuration. This improvement will shorten the existing crossing distance from 75 feet to 55 feet. Decreasing the crossing distance improves safety by making pedestrians more visible to drivers and limiting the amount of time in the roadway. The shorter crossing distance allows the City to shorten the signal's crossing time, which improves the efficiency of the signal.

### Shuttle Stop Improvements

The City proposes to remove the existing merge lane and replace it with a parking lane. A 200' parking lane will be installed, creating space for additional loading and unloading for A.C. Stelle pick-up and drop-off and a dedicated shuttle stop for Line 1. The existing stop is 300' past the intersection and blocks the bike lane, the proposed relocated shuttle stop will be placed in the new parking lane and will be marked by signs and red curb. A bench and trash bin currently at the corner will be moved closer to the new sign.

## **FISCAL IMPACT**

This project has funding from the City's Traffic Mitigation Fees program.

<b>Funding Source</b>	<b>Amount</b>
Traffic Mitigation Fund	\$2,500
Total Project Cost:	\$2,500

## **ATTACHMENTS**

Attachment A – CSSA Presentation to Transportation Commission

Attachment B – Mulholland Highway at Paul Revere Demonstration Project Design



# Complete Streets Safety Assessment (CSSA) Recommendations

CITY OF CALABASAS

JULY 23, 2024

# Overview

The City of Calabasas was approved for the Complete Streets Safety Assessment (CCSA) in February 2024.

CCSA process involves:

- Assessing historic collision data, focusing on pedestrians and cyclists
- Benchmarking programs, policies, standards, and guidelines
- Conducting complete streets field audits with suggestions for improvements

CCSA goals:

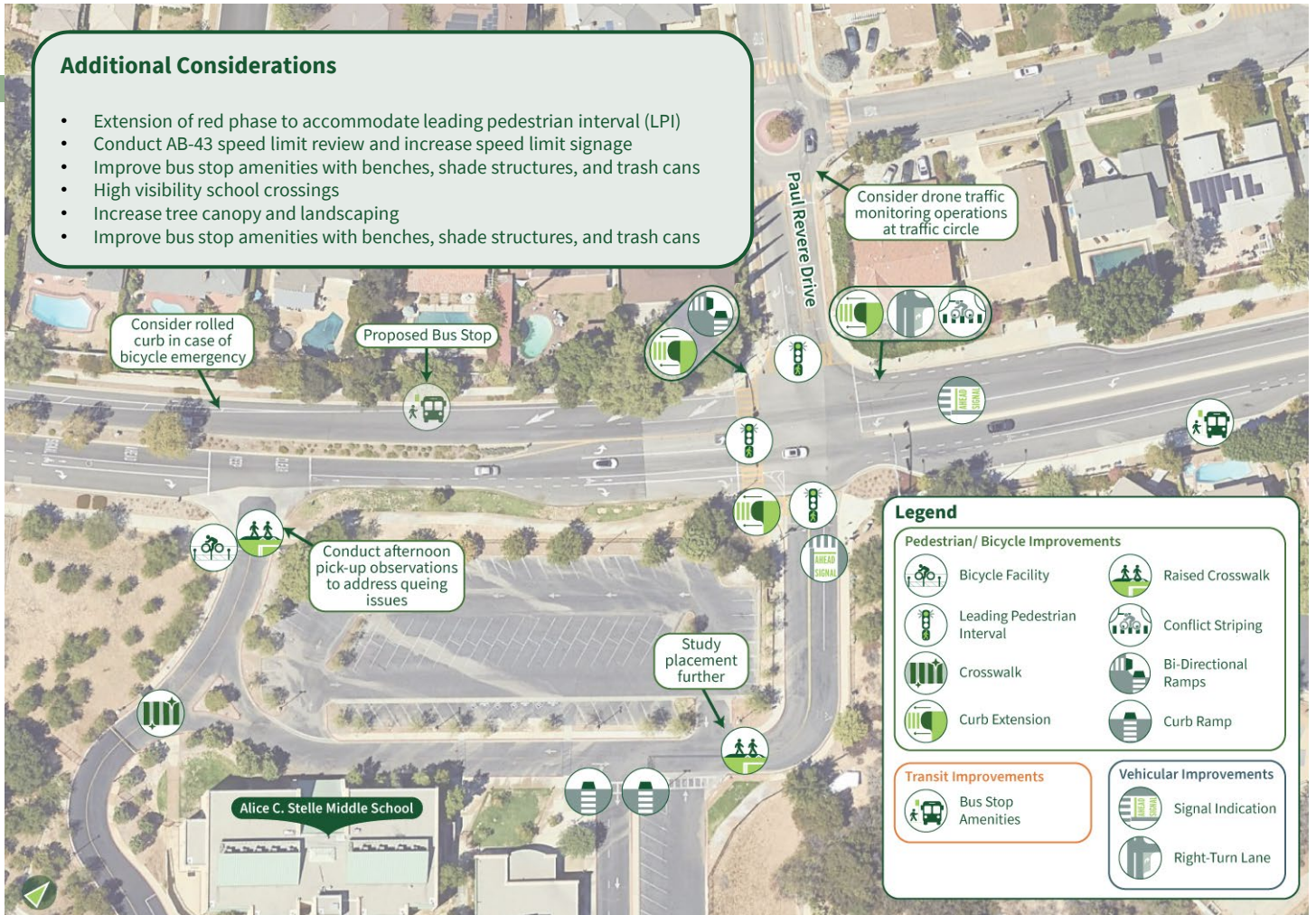
- Enhance walkability accessibility
- Integrate Safe System Approach into policy, program, & design decisions
- Address unique roadway safety needs

# Walk Audit Overview



- A** Calabasas City Hall – Starting Location
- B** Paul Revere / Liberty Bell (near AC Stelle MS)
- C** Eddingham Ave / Mulholland Hwy
- D** Mulholland Hwy / Old Topanga Canyon Rd (Drive by)
- E** Mureau Rd / Calabasas Rd (Drive by)
- F** Calabasas Rd / 101 Fwy Ramp
- G** Parkway Calabasas / Calabasas Rd
-  Walking Route

# AC Stelle MS Mulholland Highway / Paul Revere Drive



# AC Stelle MS Mulholland Highway / Paul Revere Drive



## SPOTLIGHT: BIKE LANE DESIGN

- Convert right travel lane into a right turn pocket with arrow and striping
- Shift the bike lane to run adjacent to the travel lane to reduce conflicts between people walking and turning vehicles
- Add in curb extensions to shorten the distance to cross Mulholland for pedestrians
- Add green paint to conflict zones (areas where cyclists, buses, and vehicles will be sharing road space) on both sides of the street
- Add bollards to curb extensions and striped roadways

# Mulholland Highway / Eddingham Ave

## Additional Considerations

- Rolled curbs
- Mature Tree Preservation
- In-Road Warning Lights (IRWL)

## Legend

### Pedestrian/ Bicycle Improvements



Bike Access Ramp or  
Curb Cut



Curb Extension



Pedestrian Refuge  
Island



HAWK Beacon or  
Signal



# Calabasas Rd / 101 Freeway

## Additional Considerations

- Rolled curbs
- Revisit Specific Plan for roadway cross section and daily corridor volumes
- Class IV bike lane would require reconfiguration of roadway

## Legend

### Pedestrian/ Bicycle Improvements



Conflict Striping /  
Bike Line Mixing



Retaining Wall/  
Protected Barrier



Signalized Crosswalk

### Vehicular Improvements



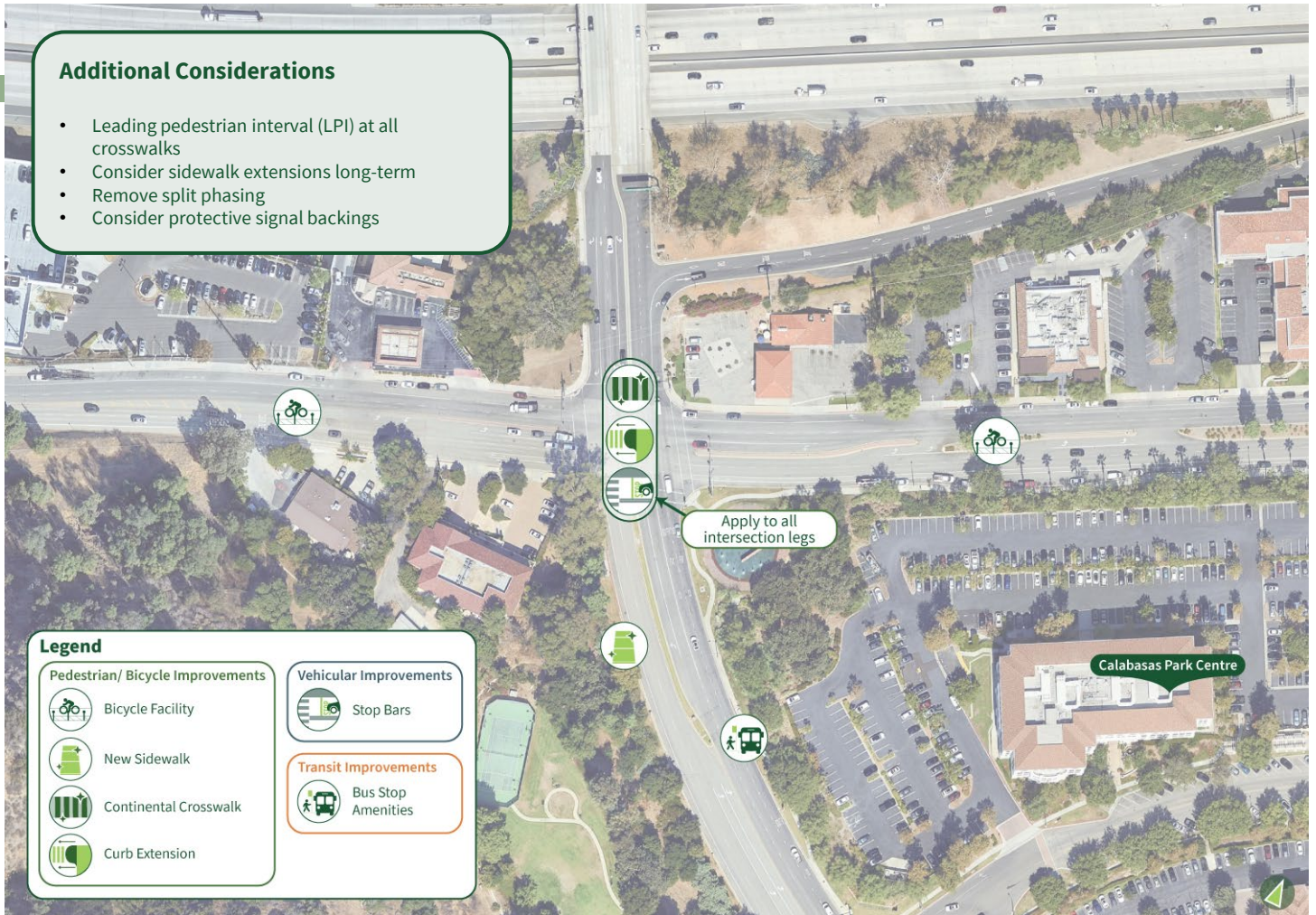
Roundabout



Yield Lines



# Calabasas Rd / Parkway Calabasas



## Additional Considerations

- Leading pedestrian interval (LPI) at all crosswalks
- Consider sidewalk extensions long-term
- Remove split phasing
- Consider protective signal backings

### Legend

#### Pedestrian/ Bicycle Improvements



Bicycle Facility



New Sidewalk



Continental Crosswalk



Curb Extension

#### Vehicular Improvements



Stop Bars

#### Transit Improvements



Bus Stop Amenities

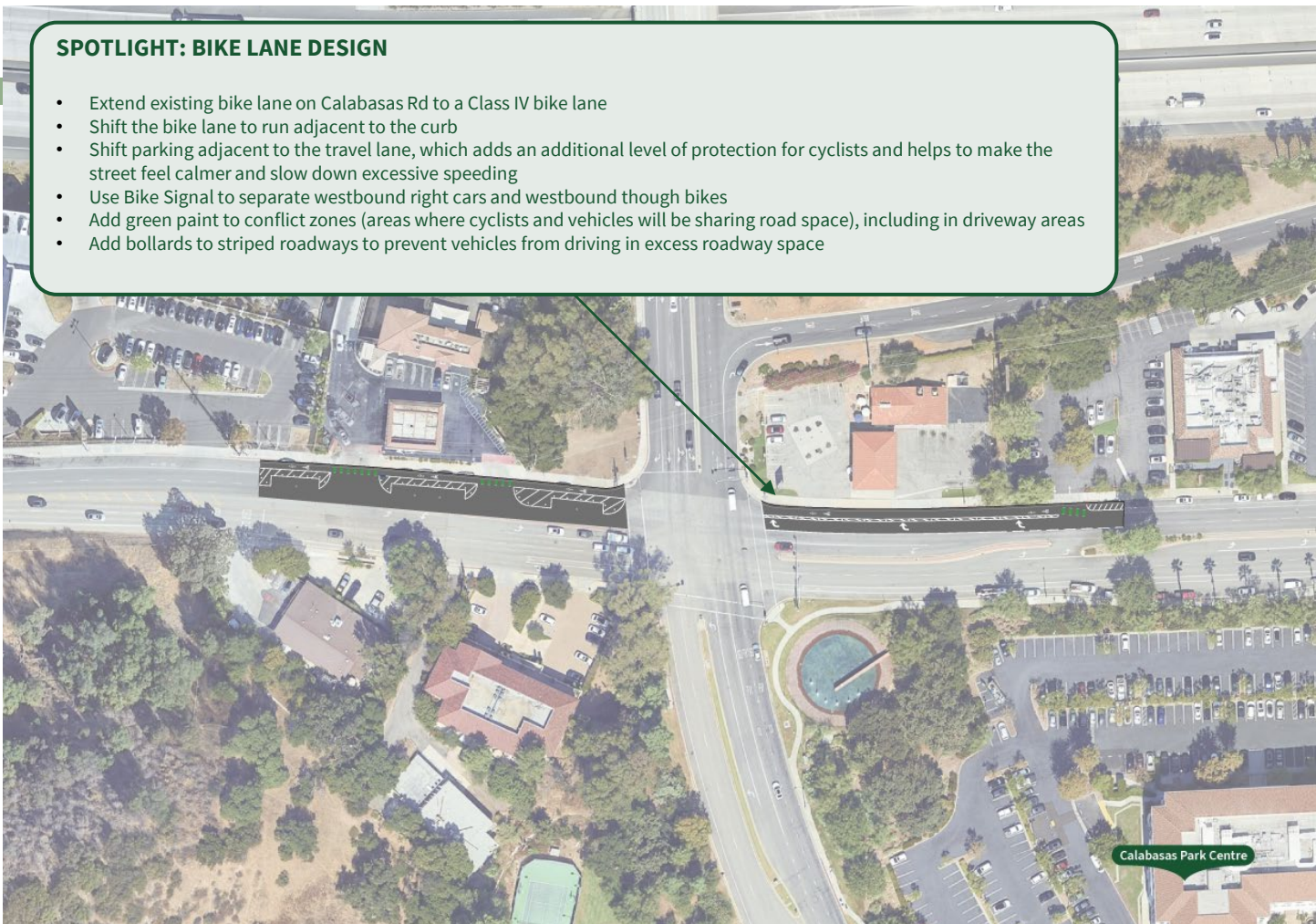
Apply to all intersection legs

Calabasas Park Centre

# Calabasas Rd / Parkway Calabasas

## SPOTLIGHT: BIKE LANE DESIGN

- Extend existing bike lane on Calabasas Rd to a Class IV bike lane
- Shift the bike lane to run adjacent to the curb
- Shift parking adjacent to the travel lane, which adds an additional level of protection for cyclists and helps to make the street feel calmer and slow down excessive speeding
- Use Bike Signal to separate westbound right cars and westbound though bikes
- Add green paint to conflict zones (areas where cyclists and vehicles will be sharing road space), including in driveway areas
- Add bollards to striped roadways to prevent vehicles from driving in excess roadway space



# Key Findings

- Enhance walkability, pedestrian safety and connectivity, e.g.:
  - painted crosswalks
  - Leading Pedestrian Interval Signals
  - sidewalk installation
  - curb extensions
  - vehicle stop bars to enhance visibility
- Enhance transit stop amenities at key locations
- Further study protected bike way designs for greater connectivity
- Further explore school zone treatments on campus
- Explore restricting right-turn movements to eliminate conflicts
- Update specific plans to include Safe Systems approach
- Standardize intersections with pedestrian amenities

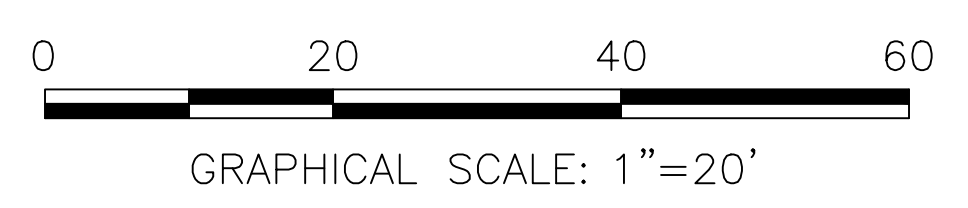
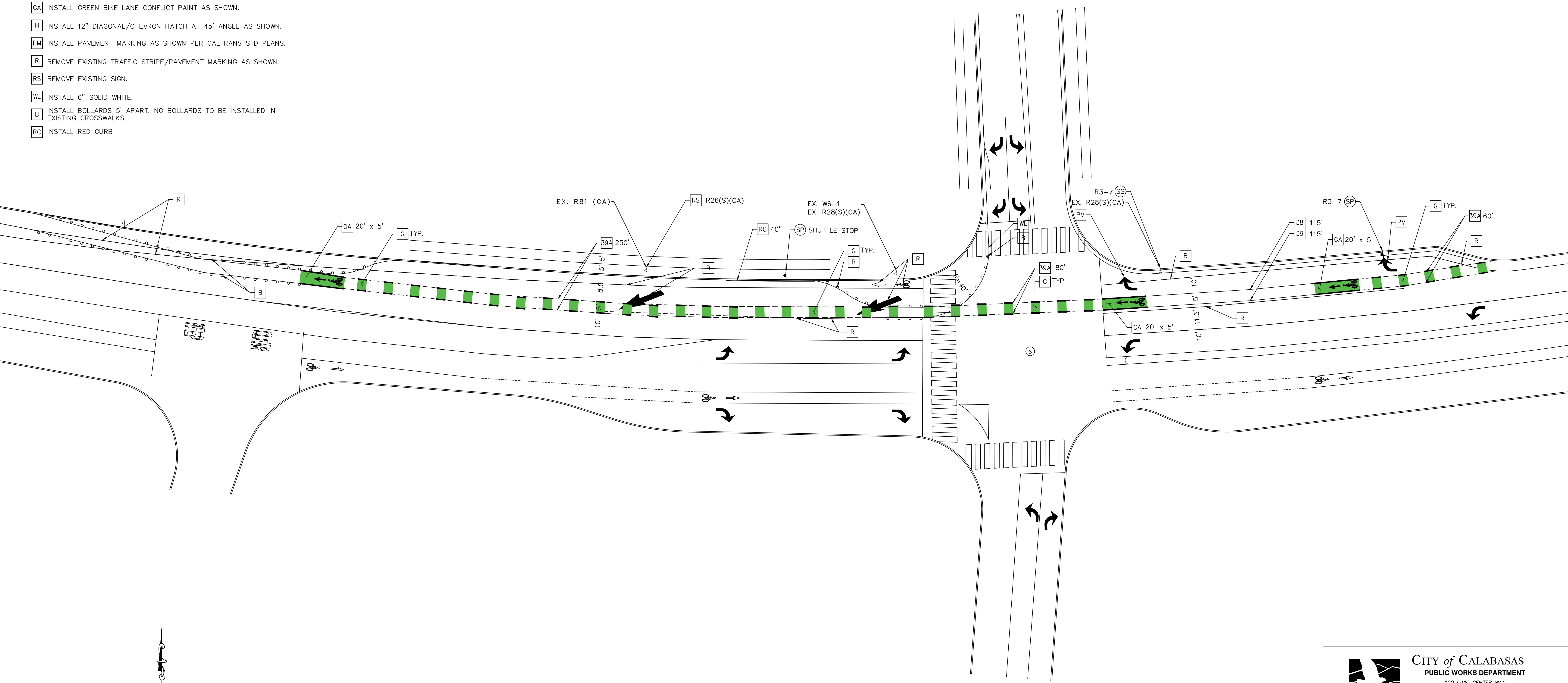
# Attachment B

## CONSTRUCTION NOTES:

- SP FURNISH AND INSTALL SIGN AND POST AS SHOWN.
- SS FURNISH AND INSTALL SIGN ON EXISTING POST AS SHOWN
  
- XX INSTALL TRAFFIC STRIPE DETAIL PER CALTRANS STD PLANS. XX=DESIGNATED TRAFFIC STRIPE DETAIL NUMBER.
- G INSTALL GREEN BIKE LANE CONFLICT PAINT IN BETWEEN DETAIL 39A STRIPING.
- GA INSTALL GREEN BIKE LANE CONFLICT PAINT AS SHOWN.
- H INSTALL 12" DIAGONAL/CHEVRON HATCH AT 45° ANGLE AS SHOWN.
- PM INSTALL PAVEMENT MARKING AS SHOWN PER CALTRANS STD PLANS.
- R REMOVE EXISTING TRAFFIC STRIPE/PAVEMENT MARKING AS SHOWN.
- RS REMOVE EXISTING SIGN.
- WL INSTALL 6" SOLID WHITE.
- B INSTALL BOLLARDS 5' APART. NO BOLLARDS TO BE INSTALLED IN EXISTING CROSSWALKS.
- RC INSTALL RED CURB

## LEGEND

- = EXISTING SIGN AND POST
- = EXISTING SIGNALIZED INTERSECTION
- = PROPOSED SIGN AND POST



NOT FOR  
CONSTRUCTION

APPROVED FOR CONSTRUCTION:

\_\_\_\_\_  
CURTIS CASTLE, P.E.,  
CITY ENGINEER/PUBLIC WORKS DIRECTOR

DATE \_\_\_\_\_

REVISIONS				
No.	DESCRIPTION	REVISED BY:	APPROVED BY:	DATE

RECORD DRAWING

I HEREBY CERTIFY THAT THE WORK SHOWN ON DRAWING No. \_\_\_\_\_ SHEET No. \_\_\_\_\_ THROUGH \_\_\_\_\_ MARKED AS "RECORD DRAWING" HAS BEEN CONSTRUCTED IN CONFORMANCE WITH LINES AND GRADES AS SHOWN ON SAID PLANS, DRAWINGS, REFERENCED SPECIFICATIONS, AND APPROVED CHANGE ORDERS, AS INDICATED IN THE REVISION BLOCK.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME

\_\_\_\_\_  
INSPECTOR

**CITY of CALABASAS**  
PUBLIC WORKS DEPARTMENT  
100 CIVIC CENTER WAY  
CALABASAS, CA 91302  
PHONE: 818.224.1600  
FAX: 818.225.7338  
WWW.CITYOFCALABASAS.COM

STRIPING AND SIGNING PLANS

MULHOLLAND HIGHWAY AT PAUL REVERE DRIVE  
DEMONSTRATION PROJECT

PREPARED FOR: \_\_\_\_\_

DESIGNED BY: TB  
CHECKED BY: JD  
DRAWN BY: TB

SCALE:  
**1"=20'**

CITY OF CALABASAS

SHEET NO.  
**1 of 1**



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Tra'a Bezdecny, Assistant Engineer

**SUBJECT**

Earth Day Tabling

**RECOMMENDATION**

To form a subcommittee of two commissioners to table at the City's annual Earth Day Celebration

**BACKGROUND**

The City of Calabasas Public Works Department hosts an annual Earth Day Celebration to connect local organizations and agencies with the community. Planned in partnership with the Environmental Commission, this event aims to educate attendees on personal sustainable actions, highlight local business and organization initiatives, and promote environmental stewardship. The next Earth Day Celebration is scheduled for Saturday, April 18<sup>th</sup> 2026.

**DISCUSSION**

Staff recommends the Commission form an ad hoc subcommittee of two members who will plan a table space at the event and attend the event to provide information about traffic and transportation in the City to event visitors.

Per the City's municipal code, section 2.36.030, "The Commission may appoint standing or ad hoc subcommittees from its membership and, with the consent of the city council, may appoint advisory committees comprised of non-commissioners."



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Tra'a Bezdecny, Assistant Engineer

**SUBJECT**

Transit Update

**RECOMMENDATION**

To receive and file the October 2025 Transit Update.



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Tra'a Bezdecny, Assistant Engineer

**SUBJECT**

Los Angeles Sheriff's Department Update

**RECOMMENDATION**

To receive and file the October 2025 Los Angeles Sheriff's Department Update.



CITY *of* CALABASAS

**TRAFFIC AND TRANSPORTATION COMMISSION  
AGENDA REPORT**

Meeting: October 28, 2025  
To: Traffic and Transportation Commissioners  
From: Jay Dinkins, Deputy Public Works Director

**SUBJECT**

Division Report

**RECOMMENDATION**

To receive and file the October 2025 Division Report.