

CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting
Wednesday, May 20, 2015
2:00 p.m.

Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637

Cynthia Connors
Mayor

Noel Hatch
Mayor Pro Tem

Bert Hack
Councilmember



Shari L. Horne
Councilmember

Carol Moore
Councilmember

Welcome to a meeting of the Laguna Woods City Council!

This meeting may be recorded, televised, and made publically available.

Public Comments: Persons wishing to address the City Council are requested to complete and submit a speaker card to City staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the City Council on an item appearing on this agenda will be called upon at the appropriate time during the item's consideration. Persons wishing to address the City Council on an item *not* appearing on the agenda will be called upon during the "Public Comments" item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the City to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods City Council regularly meets on the third Wednesday of each month at 2 p.m.

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AFFIDAVIT OF POSTING

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, Deputy City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City’s website (www.lagunawoodscity.org); and, at other locations designated by Resolution No. 02-33, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.



YOLIE TRIPPY, Deputy City Clerk



Date

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS AND CEREMONIAL MATTERS

- 4.1 Drowning Prevention Awareness Period – April 26 through September 7, 2015

Recommendation: Approve and present the proclamation.

- 4.2 Asian American and Pacific Islander Heritage Month – May 2015

Recommendation: Approve and present the proclamation.

- 4.3 Building Safety Month – May 2015

Recommendation: Approve and present the proclamation.

- 4.4 Stroke Awareness Month – May 2015

Recommendation: Approve and present the proclamation.

- 4.5 Water Awareness Month – May 2015

Recommendation: Approve and present the proclamation.

- 4.6 World Elder Abuse Awareness Day – June 15, 2015

Recommendation: Approve and present the proclamation.

V. PUBLIC COMMENTS

About Public Comments: This is the time and place for members of the public to address the City Council on items *not* appearing on this agenda. Pursuant to State law, the City Council is unable to take action on such items, but may engage in brief discussion, provide direction to City staff, or schedule items for consideration at future meetings.

VI. CONSENT CALENDAR

About the Consent Calendar: All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, City staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

6.1 City Council Minutes

Recommendation: Approve the City Council meeting minutes for the regular meeting on April 15, 2015, adjourned regular meeting on April 29, 2015, and special meeting on May 11, 2015.

6.2 City Treasurer's Reports

Recommendation: Receive and file the City Treasurer's reports for the third quarter of Fiscal Year 2014-15 (January through March 2015) and the month of April 2015.

6.3 Warrant Register

Recommendation: Approve the warrant register dated May 20, 2015 in the amount of \$519,533.39.

6.4 Local Agency Investment Fund

Recommendation: Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND AND MAKING RELATED TRANSACTIONAL AUTHORIZATIONS

6.5 City Attorney Services Legal Representation Letter

Recommendation: Approve a legal representation letter extending the agreement with Rutan & Tucker, LLP for legal services as City Attorney and authorize the Mayor to execute an acceptance of and agreement to the terms of the legal representation letter.

6.6 Newport Bay Watershed Total Maximum Daily Loads Agreement

Recommendation: Approve an amendment to the agreement with the County of Orange and other parties to fund nutrient, fecal coliform, and toxics total maximum daily load programs in the Newport Bay Watershed; and authorize the Mayor to execute the amendment, subject to approval as to form by the City Attorney.

VII. PUBLIC HEARINGS

7.1 Building and Planning Services Fees

Recommendation:

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING NEW AND INCREASED OR MODIFIED BUILDING AND PLANNING SERVICES FEES

VIII. CITY COUNCIL BUSINESS

8.1 Waste Disposal Agreement

Recommendation: Approve an amendment to the Waste Disposal Agreement with the County of Orange and authorize the City Manager to execute the amendment, subject to approval as to form by the City Attorney.

8.2 General Plan Conservation Element Update

Recommendation: Discuss and provide direction to staff.

8.3 Senior Mobility Program

Recommendation: Authorize staff to take actions to continue the Senior Mobility Program for Fiscal Year 2015-16 with:

1. No change in travel voucher prices.

AND

2. Authorization to offer non-emergency medical transportation vouchers as an alternative to certain trips arranged at City Hall, at regular non-emergency medical transportation prices.

AND

3. Elimination of special destination travel vouchers to the Irvine Spectrum Center.

AND

4. Direction to allow refunds of unused travel vouchers that were purchased for use during Fiscal Year 2015-16 through July 31, 2016.

8.4 Fiscal Year 2015-16 Budget and Work Plan Development

Recommendation: Discuss and provide direction to staff.

IX. CITY COUNCIL REPORTS AND COMMENTS

About City Council Comments and Reports: This is the time and place for members of the City Council to provide reports on meetings attended including, but not limited to, meetings of regional boards and entities to which they have been appointed to represent the City and meetings attended at the expense of the City pursuant to California Government Code Section 53232.3. Members of the City Council may also make other comments and announcements.

- 9.1 Coastal Greenbelt Authority
Mayor Conners; Alternate: Councilmember Horne
- 9.2 Orange County Fire Authority
Mayor Pro Tem Hatch; Alternate: Mayor Conners
- 9.3 Orange County Library Advisory Board
Councilmember Horne; Alternate: Councilmember Moore
- 9.4 Orange County Mosquito and Vector Control District
Councilmember Horne
- 9.5 San Joaquin Hills Transportation Corridor Agency
Councilmember Hack; Alternate: Mayor Conners
- 9.6 South Orange County Watershed Management Area
Councilmember Moore; Alternate: Mayor Pro Tem Hatch
- 9.7 Other Comments and Reports

X. CLOSED SESSION

- 10.1 The City Council will meet in closed session under the authority of California Government Code sections 54956.9(d)(2) and (e)(1) to discuss potential exposure to litigation in one case and under the authority of Government Code Section 54956.9(d)(4) to consider the potential initiation of litigation in the same case.

10.2 The City Council will meet in closed session under the authority of California Government Code sections 54956.9(d)(2) and (e)(1) to discuss potential exposure to litigation in one case.

XI. CLOSED SESSION REPORT

XII. ADJOURNMENT

Next Regular Meeting: Wednesday, June 17, 2015 at 2 p.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, California 92637

4.1

**DROWNING PREVENTION AWARENESS
PERIOD PROCLAMATION – APRIL 26
THROUGH SEPTEMBER 7, 2015**

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Proclamation
City of Laguna Woods
Drowning Prevention Awareness Period
April 26 – September 7, 2015

WHEREAS, drowning is the leading cause of death and disability in California for children under five years of age, and in 2014 there were three fatal drownings and 28 non-fatal incidents in Orange County; and

WHEREAS, drowning is a major problem for adults 35 to 64 years of age, and in 2014 there were 15 fatal drownings and six non-fatal incidents in Orange County; and

WHEREAS, fatal and non-fatal drowning is a silent event that can occur in as little as two inches of water, including swimming pools, spas, lakes, the ocean, and any other body of water; and

WHEREAS, the Orange County Fire Authority launched a water safety campaign titled “Drowning is Preventable: Never Swim Alone” on April 26, 2015 and will work to increase public awareness about drownings from Memorial Day through Labor Day, when the highest percentage of drownings occur each year.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim April 26 – September 7, 2015 as a “Drowning Prevention Awareness Period” in the City of Laguna Woods and encourages residents and businesses to increase their knowledge of proper safety measures to prevent drowning.

Dated this 20th day of May, 2015

Cynthia S. Connors
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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4.2

**ASIAN AMERICAN AND PACIFIC ISLANDER
HERITAGE MONTH PROCLAMATION –
MAY 2015**

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Proclamation
City of Laguna Woods
Asian American and Pacific Islander Heritage Month
May 2015

WHEREAS, Asian Americans and Pacific Islanders have played a critical role in the social, economic, and political development of the United States; and

WHEREAS, the 37.3 million Asian Americans and Pacific Islanders in California are one of the fastest growing ethnic populations in the state; and

WHEREAS, Asian Americans and Pacific Islanders represent more than 11 percent of the population of Laguna Woods; and

WHEREAS, Asian American and Pacific Islander clubs and communities throughout Laguna Woods actively promote cultural heritage and understanding; and

WHEREAS, Asian Americans and Pacific Islanders have a proud legacy of service and dedication to our community, state, and country.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim May 2015 as “Asian American and Pacific Islander Heritage Month” in the City of Laguna Woods and encourages reflection on the accomplishments that Asian Americans and Pacific Islanders have made throughout history.

Dated this 20th day of May, 2015

Cynthia S. Conners
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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4.3
BUILDING SAFETY MONTH
PROCLAMATION – MAY 2015

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Proclamation
City of Laguna Woods
Building Safety Month
May 2015

WHEREAS, the International Code Council’s theme for this year’s “Building Safety Month” is “Resilient Communities Start with Building Codes,” which encourages all Americans to raise awareness of the importance of building safety in the construction industry and to recognize the countless lives saved due to the implementation of building codes by local and state agencies; and

WHEREAS, building codes address critical issues of safety, energy efficiency, and sustainability in the built environment that benefit residents and businesses, both in everyday life and in times of disaster; and

WHEREAS, there are steps that all Americans can take to ensure that the places where we live, learn, work, worship, and play are safe and sustainable, including obtaining appropriate building permits and constructing lawful improvements.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim May 2015 as “Building Safety Month” in the City of Laguna Woods and encourages residents and businesses to recognize the value and importance of building safety.

Dated this 20th day of May, 2015

Cynthia S. Conners
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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4.4
**STROKE AWARENESS MONTH
PROCLAMATION – MAY 2015**

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Proclamation
City of Laguna Woods
Stroke Awareness Month
May 2015

WHEREAS, a stroke is an emergency and a brain attack that can happen to anyone at any time regardless of race, gender, or age; and

WHEREAS, two million brain cells die every minute during a stroke with increasing risk of permanent brain damage, disability, or death; and

WHEREAS, strokes are one of the leading causes of death in the United States, killing more than 144,000 people each year; and

WHEREAS, approximately 795,000 strokes will occur this year, with 55,000 more women than men experiencing one; and

WHEREAS, recognizing the symptoms of strokes and acting immediately to get medical attention can save lives and limit disabilities.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim May 2015 as “Stroke Awareness Month” in the City of Laguna Woods and encourages residents to learn the warning signs and symptoms of strokes.

Dated this 20th day of May, 2015

Cynthia S. Connors
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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4.5
**WATER AWARENESS MONTH
PROCLAMATION – MAY 2015**

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Proclamation
City of Laguna Woods
Water Awareness Month
May 2015

WHEREAS, access to adequate and reliable water supply sources is vital to residents' quality of life and Orange County's thriving economy; and

WHEREAS, the state of California is currently experiencing one of the most severe droughts on record with unprecedented actions necessary to protect its water resources; and

WHEREAS, on April 1, 2015, Governor Brown ordered mandatory reductions of water usage by 25 percent in cities across the state of California; and

WHEREAS, the El Toro Water District provides water services for Laguna Woods; and

WHEREAS, the El Toro Water District is committed to educating residents within its service area about the severity of the drought and advantageous water conservation methods; and

WHEREAS, the El Toro Water District has completed a Recycled Water Expansion Project, including construction of a tertiary treatment plant located within the city of Laguna Woods that will significantly increase the amount of recycled water produced for local use; and

WHEREAS, the El Toro Water District offers a variety of residential and commercial rebate programs in support of indoor and outdoor water savings; and

WHEREAS, working together as a community to promote efficient water use and conservation habits helps to ensure that Laguna Woods will have water supplies for years to come.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim May 2015 as "Water Awareness Month" in the City of Laguna Woods and encourages residents and businesses to support the El Toro Water District in its conservation efforts.

Dated this 20th day of May, 2015

Cynthia S. Conners
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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4.6

**WORLD ELDER ABUSE AWARENESS DAY
PROCLAMATION – JUNE 15, 2015**

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Proclamation
City of Laguna Woods
World Elder Abuse Awareness Day
June 15, 2015

WHEREAS, World Elder Abuse Awareness Day is an international opportunity to bring attention to the all too prevalent maltreatment of older adults at home; and

WHEREAS, Laguna Woods is a community comprised mainly of older adults; and

WHEREAS, elder abuse is a problem that crosses all socio-economic boundaries and affects older adults regardless of gender, race, ethnicity, education, or location; and

WHEREAS, elder abuse manifests itself in a variety of forms, including physical, emotional, and financial abuse in homes and long-term care facilities; and

WHEREAS, elder abuse can cause lasting harm, financial ruin, and death; and

WHEREAS, there are physical, behavioral, and isolation warning signs that can be identified and acted upon to prevent or end instances of elder abuse; and

WHEREAS, ending instances of elder abuse often requires reporting by loved ones or other concerned parties, as well as professional intervention.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim June 15, 2015 as “World Elder Abuse Awareness Day” in the City of Laguna Woods and encourages residents and businesses to learn the warning signs of elder abuse and report all instances of known or suspected elder abuse.

Dated this 20th day of May, 2015

Cynthia S. Connors
Mayor

Attest: Yolie Trippy
Deputy City Clerk

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6.1-6.6
CONSENT CALENDAR SUMMARY

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**City of Laguna Woods
Agenda Report**

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: May 20, 2015 Regular Meeting
SUBJECT: Consent Calendar Summary

Recommendation

Approve all proposed actions on the May 20, 2015 Consent Calendar by single motion and City Council action.

Background

All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

Discussion

The May 20, 2015 Consent Calendar contains the following items:

- 6.1 Approval of City Council meeting minutes for the regular meeting on April 15, 2015 (Attachment A), adjourned regular meeting on April 29, 2015 (Attachment B), and special meeting on May 11, 2015 (Attachment C).
- 6.2 Approval of a motion to receive and file the City Treasurer's report for the third quarter of Fiscal Year 2014-15 (Attachment A) and the month of April 2015 (Attachment B). The quarterly report covers the period beginning on January 1, 2015 through March 31, 2015.
- 6.3 Approval of the warrant register dated May 20, 2015 in the amount of \$519,533.39. A list of warrants is included in the agenda packet; detailed information about individual warrants is available at City Hall.

- 6.4 Approval of a resolution authorizing the investment of monies in the Local Agency Investment Fund and making related transactional authorizations. The City has invested monies in the State of California's Local Agency Investment Fund since 2000. The proposed resolution would update the list of City officials authorized to order actions with respect to the City's monies and the Local Agency Investment Fund. All investments occur in accordance with an investment policy that is reviewed annually by the City Council.
- 6.5 Approval of a legal representation letter extending the agreement with Rutan & Tucker, LLP for legal services as City Attorney and authorization for the Mayor to execute an acceptance of and agreement to the terms of the legal representation letter. The agreement contains no change to existing rates, but does require the parties to meet and confer in 2016 regarding potential adjustments to rates to be in effect from July 1, 2016 through June 30, 2017. In the absence of agreed upon adjustments, rates would remain unchanged.
- 6.6 Approval of an amendment to the agreement with the County of Orange and other parties to fund nutrient, fecal coliform, and toxics total maximum daily load programs in the Newport Bay Watershed; and authorization for the Mayor to execute the amendment, subject to approval as to form by the City Attorney. The parties to the initial agreement (which was approved by the City Council in 2012) and the proposed amendment are the County of Orange, Orange County Flood Control District, Irvine Ranch Water District, Irvine Company, Lennar Homes of California, Inc., and the cities of Costa Mesa, Irvine, Laguna Hills, Laguna Woods, Lake Forest, Newport Beach, Orange, Santa Ana, and Tustin. A portion of Laguna Woods drains to the Newport Bay Watershed and, as a result, since 2003 the City has participated in compliance-related cost-share agreements necessitated by Clean Water Act §303(d) listings and regulations promulgated by the Santa Ana Regional Water Quality Control Board. The proposed amendment would exercise an extension from July 1, 2015 through June 30, 2018 that was contemplated in the initial agreement. Funding obligations vary from year-to-year based on land area, population, and the number of funding partners. For Fiscal Year 2014-15, Laguna Woods' contribution is estimated to be \$10,868.

6.1
CITY COUNCIL MINUTES

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**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
April 15 2015
2:00 P.M.
City Council Chambers
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Connors called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:00 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Hack, Horne, Moore, Hatch, Connors
 ABSENT: -

STAFF PRESENT: City Manager Macon, City Attorney Cosgrove, Assistant City
 Manager Reilly, Deputy City Clerk Trippy

III. PLEDGE OF ALLEGIANCE

Stuart Hack, President of the Reform Temple of Laguna Woods, led the flag salute.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 Moment of Silence – Holocaust Week of Remembrance – April 12 through 19, 2015
 (agenized by Mayor Connors)

Stuart Hack, President of the Reform Temple of Laguna Woods, provided comments.

Councilmember Hack commented on the Holocaust and Armenian Genocide.

Mayor Connors called for a moment of silence.

A moment of silence was observed.

4.2 Environmental Awareness Week – April 20 through 26, 2015

Councilmembers discussed the environmental services offered by the City.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 5-0 vote, to approve and present the proclamation for Environmental Awareness Week.

4.3 National Donate Life Month Proclamation – April 2015

Mayor Connors encouraged the public to consider becoming donors.

Moved by Councilmember Horne, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to approve and present the proclamation for National Donate Life Month.

V. PUBLIC COMMENT – None

VI. CONSENT CALENDAR

Kathryn Freshley, resident, requested that Item 6.1 be removed from the Consent Calendar for separate discussion.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 5-0 vote, to approve Consent Calendar Items 6.2 – 6.6.

6.2 City Treasurer’s Report

Received and filed the City Treasurer’s Report for the month of March 2015.

6.3 Warrant Register

Approved the warrant register dated April 15, 2015 in the amount of \$403,060.71.

6.4 Audit Services

Elected not to exercise either of the two optional extensions included in the agreement with Gruber & Associates for audit services and authorized the City Manager to solicit proposals for audit services for future considerations by the City Council.

6.5 Merchant Payment Processing Services

Approved an agreement with Gila LLC, dba Municipal Services Bureau, for merchant payment processing services and authorized the City Manager to execute the agreement, subject to approval as to form by the City Attorney.

6.6 Prosecution Services for Violations of City Ordinances

Approved an agreement with the County of Orange for prosecution services for violations of City ordinances and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

Ms. Freshley suggested adding the words, “in open session” to the end of the following sentence in the Consent Calendar summary, “In general, the Consent Calendar contains routine

matters or matters that have already been discussed by the City Council.” She also asked that the minutes for the regular meeting on March 18, 2015 be modified to explicitly state that the Golden Rain Foundation was not present in Closed Session under Item 10.2.

Councilmembers discussed Ms. Freshley’s comments and staff answered related questions.

Staff confirmed that the Golden Rain Foundation was not present in the closed session on March 18, 2015.

City Manager Macon stated that staff would review the Consent Calendar summary language.

Moved by Councilmember Moore, seconded by Councilmember Hack, and carried unanimously on a 5-0 vote, to approve Consent Calendar Item 6.1.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on March 18, 2015.

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 Establishment of the City’s Position on Assembly Bill 1217 (Daly) regarding the composition of the Orange County Fire Authority’s Board of Directors (agendized by Mayor Connors and Mayor Pro Tem Hatch)

Mayor Pro Tem Hatch introduced the item and noted that it was agendized in response to a potential restructuring of the Orange County Fire Authority’s Board of Directors.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Moore, seconded by Councilmember Hack, and carried unanimously on a 5-0 vote, to oppose Assembly Bill 1217 (Daly) and other state legislative efforts to compel changes in the composition of the Orange County Fire Authority’s Board of Directors and authorize the Mayor to cause to be prepared, prepare, and submit correspondence related to such opposition and encourage the Orange County Fire Authority’s Board of Directors to take a similar opposition position.

8.2 Establishment of the City’s Position on Senate Bill 355 (Lara) regarding the composition of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (agendized by Councilmember Horne and Councilmember Moore)

Councilmember Moore introduced the item.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Moore, seconded by Councilmember Horne, and carried unanimously on a 5-0 vote, to oppose Senate Bill 355 (Lara) and other state legislative efforts to reduce Orange County's voting representation on the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy and authorize the Mayor and City Manager to cause to be prepared, prepare, and submit correspondence related to such opposition.

8.3 Appointment of Southern California Association of Governments' 2015 General Assembly Delegate and Alternate Delegate

Mayor Conners introduced the item.

Councilmembers discussed the item and staff answered related questions.

Moved by Mayor Conners, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 5-0 vote, to appoint Councilmembers Horne as the delegate and Councilmember Moore as the alternate at the Southern California Association of Governments' 2015 General Assembly.

8.4 Potential Comprehensive Update of the General Plan

City Manager Macon summarized the agenda report and made a presentation.

Councilmembers discussed the item and staff answered related questions.

Cris Robinson, on behalf of the Golden Rain Foundation (GRF), asked how the City's potential comprehensive update of the General Plan would affect GRF's general plan amendment application.

City Manager Macon stated that consideration of GRF's application would occur in advance of the potential comprehensive update of the General Plan.

Councilmembers discussed the item and staff answered related questions.

The City Council reached general consensus to consider a comprehensive update of the General Plan, including development of an economic/fiscal development element, as part of the Fiscal Year 2015-16 budget and work plan development process.

8.5 General Plan Conservation Element Update

City Manager Macon summarized the agenda report and made a presentation.

Councilmembers discussed the item and staff answered related questions.

Following discussion of the treatment of land resources in the General Plan Conservation Element Update, City Manager Macon recommended having an additional discussion at

a later date when staff could provide greater information.

Councilmembers generally concurred with the City Manager’s recommendation.

Mayor Connors called for a brief recess at 4:12 p.m.

The meeting was called back to order at 4:17 p.m.

8.6 Building and Planning Services Fee Study

City Manager Macon introduced the item and made a presentation.

Terry Madsen, ClearSource Financial, provided an overview of the methodology used in the Building and Planning Services Fee Study and its findings and recommendations.

Kathryn Freshley, resident, suggested increased collaboration between the Golden Rain Foundation and City on building services.

Councilmembers and staff discussed the comments made by Ms. Freshley.

Councilmembers discussed the item and staff answered related questions.

The City Council reached general consensus to proceed with the scheduling of a public hearing to consider modifications of building and planning fees, as well as an additional meeting to provide another opportunity for public comments. A desire was expressed for scheduling that would allow any fee modifications – if adopted – to be effective as close to the beginning of the upcoming fiscal year as possible.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Mayor Connors provided a report.

9.2 Orange County Fire Authority

Mayor Pro Tem Hatch provided a report.

9.3 Orange County Library Advisory Board

Councilmember Horne provided a report.

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Councilmember Hack provided a report.

9.6 Other Comments and Reports

Mayor Conners commented on the recent dedication of the El Toro Water District's Ted F. Martin Tertiary Treatment Plant.

X. CLOSED SESSION – None

XI. CLOSED SESSION REPORT – None

XII. ADJOURNMENT

Councilmember Horne commented on Holocaust Remembrance Week.

The meeting was adjourned in recognition of Holocaust Remembrance Week at 5:31 p.m. The next adjourned regular meeting will be at 2:00 p.m. on Wednesday, April 29, 2015 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: May 20, 2015

CYNTHIA S. CONNERS, Mayor

**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
ADJOURNED REGULAR MEETING
April 29, 2015
2:00 P.M.
City Council Chambers
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Connors called the Adjourned Regular Meeting of the City Council of the City of Laguna Woods to order at 2:00 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Hack, Horne, Moore, Hatch, Connors
 ABSENT: -

STAFF PRESENT: City Manager Macon, City Attorney Cosgrove, Assistant City
 Manager Reilly, Administrative Services Director/City Treasurer
 Cady, Deputy City Clerk Trippy

III. PLEDGE OF ALLEGIANCE

Councilmember Hack led the flag salute.

IV. PRESENTATIONS AND CEREMONIAL MATTERS – None

V. PUBLIC COMMENT

Robert Sherinian, resident, commented on issues regarding printing City agenda packets.

Pauline Tom, resident, expressed concern regarding odors from a sewer facility near her home.

VI. CONSENT CALENDAR

City Attorney Cosgrove asked that Item 6.3 be removed from the Consent Calendar for separate discussion.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Hatch, and carried unanimously on a 5-0 vote, to approve Consent Calendar Items 6.1 – 6.2.

6.1 2015 Community Services Grant Program

Approved a Community Services Grant Program agreement for the 2015 calendar year with Age Well Senior Services, Inc. in the amount of \$75,000 and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

6.2 Community Development Block Grant (CDBG) Award

Authorized the City Manager to execute contracts and amendments with the County of Orange related to Phase X Energy Efficiency Improvements, Contract #15-22-0004-HR, and Community Development Block Grant (CDBG) funds awarded as a result of Bid #012-629323 Fiscal Year 2015-16 Housing Rehabilitation and Public Facilities & Improvements Request for Proposals, subject to approval as to form by the City Attorney.

City Attorney Cosgrove asked that Section 6 of the resolution for Item 6.3 be amended to note that the matter is also exempt under Section 15320 of the California Environmental Quality Act (CEQA) related to changes in organizations of local agencies.

Moved by Mayor Pro Tem Hatch, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to approve Consent Calendar 6.3, as amended by the City Attorney.

6.3 Sphere of Influence Removal

Approved a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RELATED TO THE CITY'S REMAINING SPHERE OF INFLUENCE AND A REQUEST FOR THE ORANGE COUNTY LOCAL AGENCY FORMATION COMMISSION TO TAKE PROCEEDINGS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 56428 FOR A SPHERE OF INFLUENCE AMENDMENT TO REMOVE THE CITY'S REMAINING SPHERE OF INFLUENCE

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 General Plan Conservation Element Update

City Manager Macon summarized the agenda report and made a presentation.

Councilmembers discussed the item and staff answered related questions.

The City Council reached general consensus that the following potential goal and implementation action is consistent with a direction that the City Council is comfortable proceeding with in the General Plan Conservation Element Update for land resources:

Potential Goal

Balance land resource utilization with environmental concerns.

Potential Implementation Action

Adopt, review, update, and enforce regulations including, but not limited to, regulations pertaining to mineral, oil, and natural gas extraction operations with the potential to significantly impact the environment.

Councilmember Moore asked staff to consider whether the phrasing of the potential implementation action is sufficient to encompass subsurface resources not yet known.

8.2 Fiscal Year 2015-16 Budget Work Plan Development

City Manager Macon summarized the agenda report and made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Hack, seconded by Councilmember Horne, and carried unanimously on a 5-0 vote to:

1. Authorize staff to prepare the draft Fiscal Year 2015-16 Budget and Work Plan assuming suspension of the Community Services Grant Program.

AND

2. Authorize staff to prepare the draft Fiscal Year 2015-16 Budget and Work Plan assuming suspension of the Economic Uncertainties Reserve program and re-evaluation of reserve policies for future fiscal years.

AND

3. Authorize the City Manager to prepare the draft Fiscal Year 2015-16 Budget and Work Plan assuming personnel reductions and other organizational changes to ensure the efficient, effective, and economical conduct of City business.

AND

4. Authorize staff to prepare the draft Fiscal Year 2015-16 Budget and Work Plan assuming suspension of the street banner display and California Channel subscription.

City Manager Macon discussed potential work plan items.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Hack, seconded by Councilmember Moore, and carried

unanimously on a 5-0 vote to:

1. Direct staff to include a comprehensive update of the General Plan in the draft Fiscal Year 2015-16 Budget and Work Plan.

AND

2. Direct staff to include a commercial zoning code update in the draft Fiscal Year 2015-16 Budget and Work Plan.

AND

3. Direct staff to include an update of the City's investment policy in the draft Fiscal Year 2015-16 Budget and Work Plan, including establishment of an Ad Hoc Investment Policy Update Committee of the City Council.

Moved by Councilmember Hack and seconded by Councilmember Moore to consider the potential establishment of an other post-employment benefits trust in the second quarter of Fiscal Year 2015-16.

Councilmembers discussed Councilmember Hack's motion and issues concerning other post-employment benefits trusts and staff answered related questions.

Councilmember Moore withdrew her second to Councilmember Hack's motion.

Councilmember Hack's motion died for lack of a second.

Moved by Councilmember Horne, seconded by Councilmember Moore, and carried on a 4-1 vote with Councilmember Hack voting in opposition, to direct staff to include the establishment of an other post-employment benefits trust in the draft Fiscal Year 2015-16 Budget and Work Plan with an initial funding level of 80% of the unfunded liability calculated as of July 1, 2015; and in the CalPERS California Employers' Retiree Benefit Trust Fund using the investment strategy with the lowest risk of return volatility.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Coastal Greenbelt Authority

Mayor Connors provided a report.

9.2 Orange County Fire Authority

Mayor Pro Tem Hatch provided a report.

9.3 Orange County Library Advisory Board

Councilmember Horne stated that there had been no meeting since the last meeting.

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

9.5 San Joaquin Hills Transportation Corridor Agency

Councilmember Hack stated that there had been no meeting since the last meeting.

9.6 Other Comments and Reports

Councilmember Horne reported on a Senior Citizens Advisory Committee meeting.

Councilmember Hack provided an update on matters being discussed by the Southern California Water Committee.

X. CLOSED SESSION

- 10.1 The City Council met in closed session under the authority of California Government Code sections 54956.9(d)(2) and (e)(1) to discuss potential exposure to litigation in one case and under the authority of Government Code Section 54956.9(d)(4) to consider the potential initiation of litigation in the same case.

XI. CLOSED SESSION REPORT

The City Council reconvened in open session at 5:29 p.m. City Attorney Cosgrove stated that while in closed session the City Council took action under Government Code Section 54957.1(a)(3)(B) and authorized a settlement. The settlement is not yet final and will be reported in accordance with Government Code Section 54957.1(a)(3)(B).

XII. ADJOURNMENT

The meeting was adjourned at 5:30 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, May 20, 2015 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: May 20, 2015

CYNTHIA S. CONNERS, Mayor

**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
SPECIAL MEETING
May 11, 2015
3:30 P.M.
City Council Chambers
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Conners called the Special Meeting of the City Council of the City of Laguna Woods to order at 3:30 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Hack, Horne, Moore, Hatch, Conners
 ABSENT: -

STAFF PRESENT: City Manager Macon, City Attorney Cosgrove, Assistant City
 Manager Reilly, Administrative Services Director/City Treasurer
 Cady

III. PLEDGE OF ALLEGIANCE

Councilmember Moore led the flag salute.

IV. PRESENTATIONS AND CEREMONIAL MATTERS – None

V. PUBLIC COMMENT – None

VI. CONSENT CALENDAR – None

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 Building and Planning Services Fees

City Manager Macon reviewed the agenda report and made a presentation.

Councilmembers discussed the item and staff answered related questions.

No public comments were received.

IX. CITY COUNCIL REPORTS AND COMMENTS

9.1 Comments and Reports

Councilmember Moore and Administrative Services Director/City Treasurer Cady commented on an Orange County Employees Retirement System (OCERS) Board of Directors meeting that took place earlier in the day and responded to Councilmember comments and questions.

X. CLOSED SESSION

10.1 The City Council met in closed session under the authority of California Government Code sections 54956.9(d)(2) and (e)(1) to discuss potential exposure to litigation in one case and under the authority of Government Code Section 54956.9(d)(4) to consider the potential initiation of litigation in the same case.

10.2 The City Council met in closed session under the authority of California Government Code sections 54956.9(d)(2) and (e)(1) to discuss potential exposure to litigation in one case.

XI. CLOSED SESSION REPORT

The City Council reconvened in open session at 4:23 p.m. City Attorney Cosgrove stated that there was no reportable action under Government Code Section 54957.1.

XII. ADJOURNMENT

The meeting was adjourned at 4:25 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, May 20, 2015 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

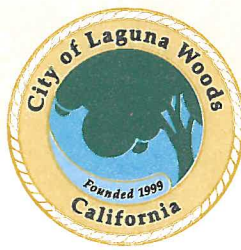
Adopted: May 20, 2015

CYNTHIA S. CONNERS, Mayor

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6.2
CITY TREASURER'S REPORTS

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ITEM 6.2 - Attachment A

CITY of LAGUNA WOODS

Cynthia Conners
Mayor

May 8, 2015

Noel Hatch
Mayor Pro Tem

Bert Hack
Councilmember

TO: Honorable Mayor and Councilmembers

Shari L. Horne
Councilmember

FROM: Margaret A. Cady, City Treasurer

Carol Moore
Councilmember

SUBJECT: Quarterly Treasurer's Report: 3rd Quarter,
FY 2014/2015 (January 1 – March 30, 2015)

Christopher Macon
City Manager

Attached is the 3rd Quarter, FY 2014/2015 Treasurer's Report for the period January 1 – March 31, 2015. The information provided includes:

- ◆ Report showing quarter-ended Cash on Hand in the City's interest-bearing Local Agency Investment Fund (LAIF) account and in the City checking account and petty cash funds;
- ◆ Copy of the latest LAIF Remittance Advice showing quarter-ended principal balance and interest earned.

As City Treasurer, I certify that:

- ◆ All investment actions executed since the last report have been made in full compliance with the City of Laguna Woods Investment Policy; and
- ◆ The City of Laguna Woods will meet all expenditure obligations that might reasonably be anticipated for the next six months.



Margaret A. Cady
Director of Administrative Service & City Treasurer

City of Laguna Woods

Quarterly Treasurer's Report

March 31, 2015

CASH ON HAND

Investments - Local Agency Investment Fund (LAIF)

1. Investments/General Fund	\$	9,333,905
2. Investments/Special Funds		437,598
3. Interest Earned and Receivable (Notes 1 & 2)		<u>6,213</u>
Subtotal Investments	\$	<u>9,777,716</u>

Other Funds - Interest & Non-Interest Bearing/General & Special

4. Petty Cash Funds		1,350
5. Analyzed Checking Account		<u>183,978</u>
Subtotal Other Funds	\$	<u>185,328</u>
<hr/>		
TOTAL ALL FUNDS	\$	<u><u>9,963,044</u></u>

Note: LAIF reports interest earnings quarterly.

Notes:

Note 1 - LAIF reports interest earnings quarterly. Interest earnings are credited to the account by the 15th of the following month.

Note 2 - In the first quarter ended March 31, 2015 the interest yield was 0.26%, a slight increase over the prior quarter interest yield of 0.25%.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	LAGUNA WOODS
Account Number	98-30-413

As of 04/15/2015, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2015.

Earnings Ratio		.00000712637778462
Interest Rate		0.26%
Dollar Day Total	\$	871,835,147.60
Quarter End Principal Balance	\$	9,771,502.94
Quarterly Interest Earned	\$	6,213.03

6.3
WARRANT REGISTER

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CITY OF LAGUNA WOODS
WARRANT REGISTER
5/20/2015

Check Number	Check Date	Vendor Name	Description	Amount
Automatic Bank Debits				
Debit	4/9/2015	ADP PAYROLL SERVICES	Pay Period Ended 4/3/2015	31,853.73
Debit	4/9/2015	CALPERS - RETIREMENT	Retirement Contributions/Period Ended 4/3/2015	3,159.23
Debit	4/17/15	ADP PAYROLL SERVICES	Period Ended 4-3-15 ADP Payroll Process Fee	153.39
Debit	4/23/2015	ADP PAYROLL SERVICES	Pay Period Ended 4/17/2015	31,690.32
Debit	4/23/2015	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 4/17/2015	3,159.23
Debit	5/1/15	ADP PAYROLL SERVICES	Period Ending 4-17-15 ADP Payroll Process Fee	153.39
Debit	5/6/2015	ADP PAYROLL SERVICES	Pay Period Ended 5/1/2015	34,890.25
Debit	5/6/2015	CALPERS - RETIREMENT	Retirement Contributions/Period Ended 5/1/2015	3,485.46
Debit	5/6/2015	CALPERS - HEALTH	Employee Benefit Program/May 2015	4,136.25
Debit	5/6/2015	VANTAGEPOINT TRANSFER AGT-457	Employee Benefit Program/April 2015	1,116.33
Debit	4/8/2015	COUNTY OF ORANGE - SHERIFF DEPT	Law Enforcement Services/April 2015	125,226.23
Warrants:				
116426	04/08/2015	ACW CONSTRUCTION	Waste Diversion Deposit Refund	250.00
116427	04/08/2015	JESSE ALEJANDRE	Waste Diversion Deposit Refund	250.00
116428	04/08/2015	BCB CONSTRUCTION	Building Permit Refund	70.50
116429	04/08/2015	LYNNE CORBOZ	Waste Diversion Deposit Refund	250.00
116430	04/08/2015	EL TORO WATER DISTRICT	Landscape Irrigation/March 2015	3,061.45
116431	04/08/2015	FAST FUNDS FINANCIAL INC.	Waste Diversion Deposit Refund	250.00
116432	04/08/2015	GOLDEN TOUCH CLEANING, INC.	Janitorial Services/Special	360.00
116432	04/08/2015	GOLDEN TOUCH CLEANING, INC.	Janitorial Services & Supplies - City Hall/March 2015	654.51
116433	04/08/2015	KBKONCEPT	Waste Diversion Deposit Refund	500.00
116434	04/08/2015	KONICA MINOLTA	Copier Lease/April 2015	483.84
116435	04/08/2015	LEITNER ROOFING	Building Permit Refund	720.64
116436	04/08/2015	LILLEY PLANNING GROUP	Building Official Services/March 2015	7,527.00
116437	04/08/2015	MANAGED HEALTH NETWORK	Employee Benefit Program/April 2015	22.23
116438	04/08/2015	MARGARITA MOLINA	Taxi Voucher Refund	20.00
116439	04/08/2015	NIEVES LANDSCAPE, INC.	Landscape Repair Services/March 30, 2015	250.00
116440	04/08/2015	OFFICEMAX INC	General Office Supplies	62.57
116441	04/08/2015	SADDLEBACK WINDOWS AND DOORS	Energy Efficient Improvement Program	9,175.00
116442	04/08/2015	MARY SNYDER	Taxi Voucher Refund	75.00
116443	04/08/2015	TALIMAR SYSTEMS, INC	Office Furniture/Desk & File Cabinet	1,141.65
116444	04/08/2015	WARE DISPOSAL	Sharps Program/March 2015	1,090.32
116445	- 116473	VOID	VOID	-
116474	04/15/2015	ANDERSONPENNA PARTNERS, INC.	Landscape Inspection Services/March 2015	4,204.25
116475	04/15/2015	ARBESTEAM CONSTRUCTION, INC	Waste Diversion Deposit Refund	250.00
116476	04/15/2015	AT&T	White Pages/April 2015	4.39
116477	04/15/2015	AT&T	Telephone/770-9359/March 2015	17.47
116478	04/15/2015	B. FOSTER CONSTRUCTION, INC	Waste Diversion Deposit Refund	250.00
116479	04/15/2015	IRWIN B BORNSTEIN, CPA	Financial Consulting Services/March 2015	7,182.50
116480	04/15/2015	CALIFORNIA BLDG STANDARDS COMM	SB 1473 Fees/3rd Quarter FY 2014-15	751.50
116481	04/15/2015	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services/March 2015	5,466.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
5/20/2015**

Check Number	Check Date	Vendor Name	Description	Amount
116481	04/15/2015	CALIFORNIA YELLOW CAB	Taxi Voucher Services/March 2015	12,309.00
116482	04/15/2015	CITY OF LAGUNA BEACH	Animal Control & Shelter Services/April 2015	7,865.08
116483	04/15/2015	COUNTY OF ORANGE	800 MHz Shared Cost Allocation/April - June 2015	238.00
116484	04/15/2015	DEPARTMENT OF CONSERVATION	Quarterly SMIP Fee/January - March 2015	416.94
116485	04/15/2015	DEPARTMENT OF JUSTICE	Live Scan - M. Cady	32.00
116486	04/15/2015	EASY TURF	Dog Park Cleaning Services	425.00
116487	04/15/2015	ROSELLA LEASURE	Taxi Voucher Refund	50.00
116488	04/15/2015	NIEVES LANDSCAPE, INC.	Landscape Repair Services	1,423.00
116488	04/15/2015	NIEVES LANDSCAPE, INC.	Landscape Maintenance/April 2015	10,725.41
116489	04/15/2015	PACIFIC MUNICIPAL CONSULTANTS	Planning Services/March 2015	2,415.00
116489	04/15/2015	PACIFIC MUNICIPAL CONSULTANTS	GRF GP/AZCA/ZC Project/March 2015	2,090.00
116490	04/15/2015	PRACTICAL DATA SOLUTIONS	IT Services/March 2015	1,198.00
116491	04/15/2015	PV MAINTENANCE INC	Street Maintenance Services/March 2015	9,148.17
116492	04/15/2015	REILLY, DOUGLAS C.	Employee Fringe Benefits/April 2015	769.26
116493	04/15/2015	DIEGO RIVES	Waste Diversion Deposit Refund	250.00
116494	04/15/2015	SOUTH COAST FIRE PROTECTION	Fire Sprinkler Repair Services - City Hall/March 2015	684.00
116495	04/15/2015	SOUTHERN CALIFORNIA EDISON	Right of Way/March 2015	2,258.91
116496	04/15/2015	SOUTHERN CALIFORNIA EDISON	Safety Lights Over Traffic Signals/March 2015	367.53
116497	04/15/2015	SOUTHERN CALIFORNIA EDISON	Residential Street Lights/March 2015	1,846.00
116498	04/15/2015	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controller/March 2015	1,004.41
116499	04/15/2015	THE GAS COMPANY	City Hall Utility/April 2015	20.04
116500	04/15/2015	THE GVILI TRUST	Waste Diversion Deposit Refund	250.00
116501	04/15/2015	TOTAL COMPENSATION SYSTEMS INC	GASB 45 Valuation Services/March 2015	2,200.00
116502	04/15/2015	WM CURBSIDE, LLC	In-Home HH-Waste Monthly Collection/March 2015	3,527.30
116502	04/15/2015	WM CURBSIDE, LLC	HHW Event at City Hall/April 11, 2015	21,741.36
116503	04/22/2015	ANDERSONPENNA PARTNERS, INC.	Code Enforcement Services/March 2015	2,088.00
116504	04/22/2015	AT&T	Telephone/581-3974/April 2015	84.31
116505	04/22/2015	AT&T	Telephone/583-1105/April 2015	17.27
116506	04/22/2015	BALLIET, MICHAEL	Waste & Recycling Consulting Services - 2/27 - 4/15/2015	3,867.50
116507	04/22/2015	BLUEPRINT TECHNOLOGIES	Telephone System Maintenance - City Hall/March 2015	287.50
116508	04/22/2015	CAA	Water Quality Services/March 2015	2,449.00
116509	04/22/2015	CALIFORNIA EMERGENCY PHYSICIAN	Pre-Employment Physical/M. Cady	45.00
116510	04/22/2015	CIVIL SOURCE	Building Inspection Services/March 2015	25,007.50
116511	04/22/2015	DAVID EVANS & ASSOCIATES INC.	Moulton Smart Street - Segment 3 Phase II/March 2015	1,587.06
116512	04/22/2015	DICKINSON ELECTRIC	Lights Repair Services - City Hall/April 2015	2,147.25
116513	04/22/2015	EL TORO WATER DISTRICT	Water & Sewer Services - City Hall/April 2015	121.47
116514	04/22/2015	EL TORO WATER DISTRICT	Fire Code Requirement - Backflow - City Hall/April 2015	28.00
116515	04/22/2015	EL TORO WATER DISTRICT	Ridge Route Dog Park Irrigation/April 2015	23.23
116516	04/22/2015	EL TORO WATER DISTRICT	Ridge Route Linear Park Irrigation/April 2015	319.79
116517	04/22/2015	CHARLOTTE HSU C	Waste Diversion Deposit Refund	250.00
116518	04/22/2015	ICMA RETIREMENT CORPORATION	Plan Administration Fee 4/1 - 6/30/2015	125.00
116519	04/22/2015	JLS PROFESSIONAL SERVICES	Waste Diversion Deposit Refund	250.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
5/20/2015**

Check Number	Check Date	Vendor Name	Description	Amount
116520	04/22/2015	KONE INC.	City Hall Elevator Maintenance/April 2015	240.04
116521	04/22/2015	KONICA MINOLTA BUSINESS	Copier Maintenance Agreement/1st Quarter 2015	441.58
116522	04/22/2015	MUNICIPAL CODE CORP	Annual Internet Fee/April 2015-March 2016	500.00
116523	04/22/2015	NIEVES LANDSCAPE, INC.	Repair Services - April 2015	1,308.00
116524	04/22/2015	OBR ARCHITECTURE, INC.	City Hall LID Retrofit Project & Improvements/April 2015	1,085.94
116525	04/22/2015	CAROLE WRIGHT	Taxi Voucher Refund	25.00
116526	04/22/2015	PARVIN YAHYAVI	Taxi Voucher Refund	50.00
116527	04/29/2015	CIVIL SOURCE	Engineer & Traffic Services/March 2015	12,312.50
116528	04/29/2015	COUNTY OF ORANGE	Communications Charges/January - March 2015	96.00
116528	04/29/2015	COUNTY OF ORANGE	Automated Fingerprint ID System/April 2015	451.68
116529	04/29/2015	CSG CONSULTANTS INC	Plan Review Services/March 2015	3,655.00
116530	04/29/2015	DELTA DENTAL OF CALIFORNIA	Employee Dental Benefits/May 2015	435.09
116531	04/29/2015	DEMSTER, MILDRED	Taxi Voucher Refund	50.00
116532	04/29/2015	DICKINSON ELECTRIC	City Hall Maintenance Services	85.00
116533	04/29/2015	DISABILITY ACCESS CONSULTANTS	ADA Transition Planning Services	11,400.00
116534	04/29/2015	SANDRA DUJOMT	Taxi Voucher Refund	27.50
116535	04/29/2015	ANGELQUE FLANAGAN	Notary Membership Renewal/Training/Mileage Reimbursement	473.15
116536	04/29/2015	ROCHELLE LEBOVIC	Taxi Voucher Refund	23.00
116537	04/29/2015	THERESE LYDON	Taxi Voucher Refund	50.00
116538	04/29/2015	MANAGED HEALTH NETWORK	Employee Fringe Benefits/May 2015	24.70
116539	04/29/2015	PEAK LIGHTING & ELECTRIC, INC	Residential Street Lighting Maintenance/April 2015	682.89
116540	04/29/2015	PRINCIPAL FINANCIAL GROUP	Employee Long Term Disability Insurance	300.93
116541	04/29/2015	REILLY, DOUGLAS C.	Mileage Reimbursement/January - April 2015	235.75
116542	04/29/2015	MARILYN SECHRIST	Taxi Voucher Refund	30.00
116543	04/29/2015	SIEMENS INDUSTRY, INC.	Traffic Signal Maintenance/March 2015	1,191.60
116543	04/29/2015	SIEMENS INDUSTRY, INC.	Traffic Signal Maintenance/July 2014	1,620.60
116544	04/29/2015	SONITROL	Fire Monitoring - City Hall/May 2015	62.50
116545	04/29/2015	SOUTHERN CALIFORNIA EDISON	Utility - City Hall/April 2015	1,339.26
116546	04/29/2015	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/April 2015	103.76
116547	04/29/2015	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/April 2015	27.41
116548	04/29/2015	WAGE WORKS	Benefit Administration/March 2015	50.00
116549	05/06/2015	AGE WELL SENIOR SERVICES	Community Services Grant/1st Payment 2015	25,000.00
116550	05/06/2015	CYNTHIA CONNERS	Auto Allowance/May 2015	300.00
116551	05/06/2015	MARC DONOHUE	Administrative Services/April 2015	475.00
116552	05/06/2015	HACK, BERT	Auto Allowance/May 2015	300.00
116553	05/06/2015	JAMES HASTON	Employee Fringe Benefits/Tuition Reimbursement	1,500.00
116554	05/06/2015	ROBERT NOEL HATCH	Auto Allowance/May 2015	300.00
116555	05/06/2015	SHARI HORNE	Auto Allowance/May 2015	300.00
116556	05/06/2015	TAESOOK IHM	Taxi Voucher Refund	18.00
116557	05/06/2015	KONICA MINOLTA	Copier Lease/May 2015	483.84
116558	05/06/2015	SUSAN NATHAN	Taxi Voucher Refund	25.00
116559	05/06/2015	OFFICE DEPOT	General Office Supplies	180.44

**CITY OF LAGUNA WOODS
WARRANT REGISTER
5/20/2015**

Check Number	Check Date	Vendor Name	Description	Amount
116560	05/06/2015	JOSEPH SAS	Taxi Voucher Refund	22.00
116561	05/06/2015	SBLI OF MASSACHUSETTS	Employee Fringe Benefit/April-June 2015	203.06
116562	05/06/2015	SOUTH COAST RESTORATION	City Hall Repairs/Water Damage	9,543.98
116563	05/06/2015	SOUTHERN CALIFORNIA EDISON	Residential Street Lights/April 2015	1,865.71
116564	05/06/2015	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controller/April 2015	950.30
116565	05/06/2015	SOUTHERN CALIFORNIA EDISON	Ridge Route Dog Park/April 2015	55.83
116566	05/06/2015	STAPLES	General Office Supplies	410.86
116567	05/06/2015	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/May 2015	174.97
116568	05/06/2015	WARE DISPOSAL	Sharps Program/In-Home Bulky Item Collection - Spring 2015	33,399.72
116569	05/06/2015	WULING ZHANG	Taxi Voucher Refund	25.00
116570	- 116590	VOID	VOID	-
Total Warrants:				519,229.51
Credit Card Statement Detail / March 6 - April 5, 2015				
		GoDaddy.com	Website Domain Registration	9.17
		California Building Officials	Publication - CA State Law Book	175.75
		Golden State Overnight	Delivery Charge	46.96
		Orange County Register	Online Access Fee	72.00
Total Credit Cards:				303.88

6.4
LOCAL AGENCY INVESTMENT FUND

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RESOLUTION NO. 15-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND AND MAKING RELATED TRANSACTIONAL AUTHORIZATIONS

WHEREAS, pursuant to Chapter 730 of the statutes of 1976, Section 16429.1 et. seq. was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of monies of cities and other local agencies for purposes of investment by the State Treasurer; and

WHEREAS, the City Council authorized the investment of monies in the Local Agency Investment Fund by Resolution No. 00-04 in 2000; and

WHEREAS, the City Council finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 et. seq. of the California Government Code for the purpose of investment as stated therein continues to be in the best interest of the City of Laguna Woods; and

WHEREAS, changes to the City of Laguna Woods' organizational structure make it appropriate to update transactional authorizations regarding the deposit and withdrawal of monies in the Local Agency Investment Fund.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Resolution No. 00-04 is hereby repealed.

SECTION 2. Deposit and withdrawal of City of Laguna Woods monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 et. seq. of the California Government Code for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard, is hereby authorized.

SECTION 3. The following City of Laguna Woods' officers holding the titles specified below or their successors in office are hereby authorized to order the deposit or withdrawal of the City of Laguna Woods' monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or

advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Christopher Macon, City Manager
Margaret A. Cady, Administrative Services Director/City Treasurer

SECTION 4. The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED ON this XX day of XX 2015.

CYNTHIA S. CONNERS, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 15-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2015, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, Deputy City Clerk

6.5
CITY ATTORNEY SERVICES LEGAL
REPRESENTATION LETTER

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May 14, 2015

Honorable Mayor and Members of the City
Council
City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637

Re: Legal Representation Letter

Dear Council:

The existing term of our agreement for providing legal services to the City of Laguna Woods expires on June 30, 2015. This letter sets forth our proposal for the memorialization of basic terms to extend the engagement, and the arrangement for fees and costs that will apply to the engagement.

1. *Client; Scope of Representation.* Our client in this matter will be City of Laguna Woods (sometimes collectively referred to as “you” below.) We will be engaged to provide general City Attorney legal services and advice through June 30, 2017. You may limit or expand the scope of our representation from time to time, provided that we must agree to any substantial expansion or limitation of the representation. The firm will perform these services, will take reasonable steps to keep you informed of progress, respond to your inquiries, and will consult with you as necessary.

2. *Duties of Client.* You agree to timely provide us such information, assistance and cooperation as is necessary for us to effectively perform our services and to timely pay our bills for fees, costs and expenses as further described herein.

3. *General Terms; Fees and Expenses.* To assist you in understanding our billing practices and other general terms, I enclose a copy of our current Policy on Professional Fees and General Terms of Engagement (the “General Terms”). The General Terms are incorporated in this letter. The General Terms describe the ranges of hourly rates for our attorneys and paraprofessionals and our policies regarding reimbursement of costs and expenses. Please specifically note that the hourly rate for all of the services we will be providing through June 30, 2016 shall be the current rates, at \$225.00 per hour. Litigation and special projects are \$275.00 per hour and third party reimbursable matters are \$300.00 per hour. Bond financing is a minimum fee with percentage, as may be negotiated. On or before May 31, 2016, you and Rutan & Tucker will meet and confer regarding potential adjustment to billable hour rates to be in effect from

Honorable Mayor and Members of the City
Council
May 14, 2015
Page 2

July 1, 2016, until the end of the term of this agreement. In the absence of agreement regarding an adjustment, the rates specified herein shall continue in effect.

4. *Term of Engagement.* In accordance with the General Terms, either of us may terminate the engagement at any time for any reason by written notice, subject on our part to applicable Rules of Professional Conduct.

5. *Binding Arbitration.* We appreciate the opportunity to serve as your attorneys and anticipate a productive, harmonious relationship. If you become dissatisfied for any reason with the services we have performed, the fees charged, or any other aspect of the attorney-client relationship, we encourage you to bring that to our attention immediately. Similarly, if we perceive a problem with the representation, we will discuss it with you. Most such problems can be rectified by communication and discussion. Although in our experience disputes of any type are rare, a dispute conceivably could arise between us which cannot be resolved by discussion or negotiation. We believe such attorney-client disputes are most satisfactorily resolved through binding arbitration rather than by litigation in court.

Arbitration is, as you know, a process by which both parties to a dispute agree to submit the matter to a retired judge or other arbitrator who has expertise in the area and to abide by the arbitrator's decision, instead of litigating in court. In arbitration, there is no right to a trial by jury and the arbitrator's legal and factual determinations are generally not subject to appellate review. Arbitration rules of evidence and procedure are often less formal and rigid than in a court trial. Arbitration often results in a decision much more quickly than proceedings in court, and the attorneys' fees and other costs incurred by both sides are often substantially less.

Both the United States and California Supreme Courts have endorsed arbitration as an accepted and favored method of resolving disputes, because it is economical and expeditious. Arbitration is also less acrimonious and more confidential than traditional litigation and is, therefore, particularly suited to resolution of disputes between attorneys and their clients.

Your agreement to arbitrate disputes is not a condition of our agreeing to represent you, and if you do not wish to agree to arbitrate, then you should advise me before signing the copy of this letter, so we can delete this section of the agreement. You are free to discuss the advisability of arbitration with us or independent counsel.

By signing this agreement, you agree that if any dispute arises out of or relating to this agreement, our relationship, or the services performed by us (including but not limited to any disputes regarding our fees and expenses and any failure by you to pay such fees and expenses in accordance with this agreement, claims of professional negligence, breach of contract or fiduciary duty, fraud or any claim based upon a statute), such dispute shall be resolved by submission to

Honorable Mayor and Members of the City
Council
May 14, 2015
Page 3

final and binding arbitration in Orange County, California, before a retired judge or justice of the California Superior Court or a higher court. Please be advised that by agreeing to binding arbitration, you are waiving any right to a jury trial on any such dispute. If you and we are unable to agree on a retired judge or justice, each party will name one retired judge or justice and the two named persons will select a neutral judge or justice who will act as the sole arbitrator. Should you elect to have any fee dispute arbitrated pursuant to non-binding arbitration under statutory or case law, (including your rights to request mandatory fee arbitration under the rules of the Orange County Bar Association) then such non-binding arbitration shall determine only the issue of the amount of fees properly chargeable to you. Any other claims or disputes between us, including claims for professional negligence, shall remain subject to binding arbitration pursuant to this agreement. In the event of such an arbitration, the parties shall be entitled to take discovery in accordance with the provisions of the California Code of Civil Procedure, but either party may request that the arbitrator limit the amount or scope of such discovery, and in determining whether to do so, the arbitrator shall balance the need for the discovery against the parties' mutual desire to resolve disputes expeditiously and inexpensively.

6. *Conflicts in this Matter.* We cannot, without appropriate consents, represent any party if there is a conflict of interest with any of our other clients. In order to avoid conflicts of interest among our clients, we maintain an index of relevant names. We have not discovered any conflict which requires further action before extending our existing arrangement for the provision of City Attorney services. Please inform us at once if you learn in the future of persons or entities who may be involved in actions adverse to the City so we can make a conflict of interest search with respect to them.

7. *Conflicts Waiver.* In undertaking this representation, our objective is to represent you to the best of our ability without forfeiting the continuing representation of our other clients. Rutan & Tucker LLP is a large law firm which has represented, and continues to represent, many different corporate and individual clients with various interests in numerous industries. It is possible that, during the time we are representing your interests in this matter, you may become involved in transactions and/or disputes in which your interests are adverse to those of one of the firm's present or future clients. Therefore, as a specific condition to our undertaking your representation, you understand and agree that this firm may continue to represent or may undertake in the future to represent existing or new clients in any matter that is not substantially related to our work for you even if the interests of such clients in those other matters are directly adverse to your interests. We agree, however, that your prospective consent to conflicting representation contained in the preceding sentence shall not apply in any instance where, as a result of our representation of you, we have obtained proprietary or other confidential information of a nonpublic nature, that, if known to such other client, could be used in any such other matter by such client to your material disadvantage.

Honorable Mayor and Members of the City
Council
May 14, 2015
Page 4

Please be aware that you have the right to obtain the advice of independent counsel regarding the terms of this agreement, and you should feel free to do so.

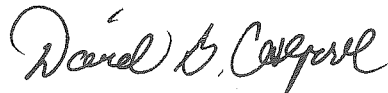
This letter and the attached General Terms constitute the entire agreement between you and Rutan & Tucker, LLP with respect to our engagement. No prior oral or written understanding shall be of any force or effect with respect to these matters. This agreement may not be modified, except by a document in writing executed by both parties. A waiver of any party of any breach of any of the conditions, terms or time requirements under this letter shall not be construed as a waiver of any succeeding breach. This letter may be executed in multiple counterparts, each of which shall be deemed an original.

Please review this letter and the General Terms attached hereto carefully. If the terms and conditions of our representation and the billing arrangements under this agreement meet with your approval, please sign the enclosed copy of this letter and return it to me. Please call if you have any questions.

Once again, thank you for the opportunity to continue to work with you, and with the City.

Very truly yours,

RUTAN & TUCKER, LLP



David B. Cosgrove

Enclosure

ACCEPTED AND AGREED:

Cynthia S. Conners
Mayor
City of Laguna Woods

**POLICY ON PROFESSIONAL FEES
AND
GENERAL TERMS OF ENGAGEMENT**

Professional Fees and Billing Procedures.

Experience has shown that the attorney-client relationship works best when there is a mutual understanding about fees and payment terms. The following is intended to explain briefly our present billing policies and procedures. These policies and procedures are subject to change. We encourage you to discuss with us at any time any questions you might have concerning these policies and procedures.

Our professional fees will be based on our agreed hourly rates of the attorneys and paraprofessionals working on your matter(s). Our hourly rates for attorneys and paraprofessionals are adjusted from time to time and generally as of January 1st of each year, but as stated above, no adjustments to rates will be made on this account through June 30, 2016. Any authorized adjustments in billing rates will be reflected in the invoice for legal services which constitutes our written notice to you.

Rutan & Tucker, LLP bills its clients for costs advanced on a client's behalf, such as filing fees, transcript and deposition fees, reasonable travel expenses, and expert witness fees. The firm also charges for certain costs and expenses incurred on behalf of clients such as long-distance telephone calls, facsimile and telecopier transmissions, copying, scanning, printing, postage, mileage, messengers, and computerized research. Notwithstanding the foregoing, we may forward to you large disbursement invoices for your direct payment to the supplier.

We make every effort to include disbursements in the statement for the month in which the disbursements are incurred. Some disbursements, however, may not be available to us until the following months, in which case a subsequent statement may be rendered to you for these additional charges, or an estimated amount may be included in the initial billing and an adjustment made when the actual disbursement information is available.

In the absence of other arrangements, our billing statements ordinarily will be rendered to you on a monthly basis.

Our billing statements are due and payable upon receipt. We ask payment of our statements on a current basis, as delayed payment adds to our overall costs of providing services. Unless you notify us of any objection to any such billing statement (specifically describing the basis for such objection), within thirty (30) days after the date we send the billing statement to you, we will presume that you have no objection to the amounts set forth in the billing statement. If any statement remains unpaid for more than 30 days after the date the statement is sent by this firm, interest may be added at the rate of 10% per annum on the unpaid balance.

Unless specifically agreed in writing, we cannot make any guarantee as to the amount which you will incur for attorneys' fees and costs in any matter, as those figures will wholly depend on the time and effort required to be devoted to such matter. Any estimates of anticipated fees and costs, whether for budgeting purposes or otherwise, are, due to the uncertainties involved, necessarily only an approximation of potential fees and costs. Unless specifically agreed in

writing, such estimates are not a maximum or minimum quotation and are not binding. The actual fees and costs will be determined in accordance with the policies described above.

General Terms.

We have been engaged to represent the City of Laguna Woods. Unless agreed to in writing, we are not representing any of its respective officials, affiliates, subsidiaries, officers, directors, principals, or employees. Accordingly, we can take on matters that may be adverse to these related parties or their legal interests, unless precluded by reason of the Rules of Professional Conduct.

Either of us may terminate the engagement at any time for any reason by written notice, subject on our part to applicable Rules of Professional Conduct. If we terminate the engagement, we will take such steps as are reasonably practicable to protect your interests in the matter(s) for which we have been engaged. If you so request, we will use reasonable efforts to suggest to you possible successor counsel and provide it with whatever documents you have provided to us, but will retain materials that we have generated, as noted below.

Unless previously terminated, our representation of you in any matter will terminate upon our sending to you our final invoice for services rendered for such matter. Upon the termination of such representation, our own lawyer work product documents, notes and files (the "Work Product Files") pertaining to your matter will be retained by the firm. Your documents, property and files that are not Work Product Files (the "Client Files") will be, at your request, returned to you upon the termination of such representation. Both the Client Files (unless otherwise returned to you at your request) and the Work Product Files will be transferred to the person responsible for administering our records retention program. For various reasons, including the minimization of unnecessary storage expenses, and consistent with applicable Public Records Act requirements and records retention policies of the City, we reserve the right to destroy or otherwise dispose of any such documents, property, files or other materials retained by us within a reasonable time after the termination of the engagement. Specifically, it is our current policy to store your Client Files for a period of five (5) years and at the conclusion of such five (5) year period we will make an attempt to contact you as to the disposition of your Client Files, but if we are unable to locate you, we reserve the right to destroy such Client Files.

We have made no representations, promises or guarantees to you regarding any outcome of any matter. Any comments about the outcome of your matter at any time during the performance of services do not constitute promises, guarantees, or assurances, as to the outcome of your matter.

Unless otherwise agreed in a signed writing, the firm shall have no responsibility to investigate or evaluate whether insurance is available for any matter covered by this engagement or to tender any matter covered by this engagement to any insurance carrier.

If we are required to respond to a subpoena of our records relating to services we have performed for you, or testify by deposition or otherwise concerning such services, then we will take reasonable steps to consult with you as to whether you wish to supply the information demanded or assert objections to the extent you may properly do so. You agree to pay us for our time and costs incurred in responding to any such demand, in accordance with the provisions of

this letter, including, but not limited to, time and expense incurred in search and photocopying costs, reviewing documents, appearing at depositions or hearings, and otherwise litigating issues raised by the request.

In order to maximize efficiency, please be advised that attorneys and paraprofessionals at this firm routinely use the following communications methods to the fullest extent possible: e-mail, document transfer by computer, mobile telephones, and facsimile transfers.

Although not required in California, some states require that a law firm disclose the existence of errors and omissions insurance coverage applicable to the services to be rendered. Rutan & Tucker, LLP hereby confirms the existence of such insurance coverage for the purposes of complying with such a requirement.

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6.6

**NEWPORT BAY WATERSHED TOTAL MAXIMUM
DAILY LOADS AGREEMENT**

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**FIRST AMENDMENT TO AGREEMENT TO FUND NUTRIENT, FECAL COLIFORM AND TOXICS
TOTAL MAXIMUM DAILY LOAD ("TMDL") PROGRAMS IN THE NEWPORT BAY WATERSHED**

This first amendment ("**Amendment**") to the Agreement No. D11-066 ("**Agreement**") is made and entered into this ____ day of _____, 2015 by and between the County of Orange ("**County**"), the Orange County Flood Control District ("**District**"), the City of Costa Mesa ("**Costa Mesa**"), the City of Irvine ("**Irvine**"), the City of Laguna Hills ("**Laguna Hills**"), the City of Laguna Woods ("**Laguna Woods**"), the City of Lake Forest ("**Lake Forest**"), the City of Newport Beach ("**Newport Beach**"), the City of Orange ("**Orange**"), the City of Santa Ana ("**Santa Ana**"), the City of Tustin ("**Tustin**"), the Irvine Ranch Water District ("**IRWD**"), Irvine Company ("**TIC**"), and Lennar Homes of California, Inc. ("**Lennar**"). The fourteen entities are sometimes referred to individually as "Party" or collectively as the "**Parties**".

RECITALS

WHEREAS, the Parties entered into the Agreement on June 26, 2012 for a three year period through June 30, 2015 to provide funding for the Nutrient, Fecal Coliform and Toxics TMDL programs in the Newport Bay Watershed;

WHEREAS, Section 2 of the Agreement states that "(T)he AGREEMENT may be renewed for an additional three (3) years running July 1, 2015 to June 30, 2018 with approval of the PARTIES"; and

WHEREAS, the Parties, through this Amendment, now desire to renew the Agreement for three (3) additional years until June 30, 2018.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

1. Term. The term of Agreement shall be renewed for a period of three (3) years running July 1, 2015 to June 30, 2018.
2. Capitalized Terms. Any capitalized terms not defined herein shall have the meanings set forth in the Agreement.

Amendment #1 to Agreement No. D11-066

3. Counterparts. This Amendment may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

4. Full Force. Except as expressly set forth herein, the Agreement shall remain unmodified and in full force and effect.

COUNTY OF ORANGE,
a political subdivision of the State of
California

Date: _____

By _____

Chairman of the Board of Supervisors
County of Orange, California

ORANGE COUNTY FLOOD CONTROL DISTRICT
a body corporate and politic

By: _____
Chairman of the Board of Supervisors

SIGNED AND CERTIFIED THAT A COPY OF THIS
AGREEMENT HAS BEEN DELIVERED TO THE
CHAIR OF THE BOARD PER G.C. Sec 25103, Reso 79-
1535

Attest:

Date: _____

By _____

Robin Stieler
Interim Clerk of the Board
County of Orange, California

APPROVED AS TO FORM
COUNTY COUNSEL

By _____
Deputy

Date: _____

CITY OF COSTA MESA

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Costa Mesa

CITY OF IRVINE

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Irvine

CITY OF LAGUNA HILLS

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Laguna Hills

CITY OF LAGUNA WOODS

Date: _____

By: _____
Cynthia S. Conners, Mayor

ATTEST:

APPROVED AS TO FORM:

Yolie Trippy, Deputy City Clerk

David B. Cosgrove, City Attorney of Laguna Woods

CITY OF LAKE FOREST

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Lake Forest

CITY OF NEWPORT BEACH

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Newport Beach

CITY OF ORANGE

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Orange

CITY OF SANTA ANA

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Santa Ana

CITY OF TUSTIN

Date: _____

By: _____
Mayor

APPROVED AS TO FORM:

ATTEST:

City Clerk

City Attorney of Tustin

THE IRVINE RANCH WATER DISTRICT

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

IRVINE COMPANY

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Lennar Homes of California,

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

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7.1
BUILDING AND PLANNING SERVICES FEES

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: May 20, 2015 Regular Meeting
SUBJECT: Building and Planning Services Fees

Recommendation

1. Receive staff report.

AND
2. Open public hearing.

AND
3. Receive public testimony.

AND
4. Close public hearing.

AND
5. Approve a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, ADOPTING NEW AND
INCREASED OR MODIFIED BUILDING AND PLANNING
SERVICES FEES

Background

The City's Fiscal Year 2014-15 Budget includes the following work plan item:

- Building and Planning Services Fee Study – Finalize a study of the City's building and planning services fees in order to ensure their appropriateness, applicability, and adequacy.

ClearSource Financial, under contract with the City, recently completed a study of the “nexus” between the City's fees and reasonable costs of providing building and planning services. That Building and Planning Services Fee Study (Attachment A) represents the first time that the City has comprehensively reviewed its fees. Many of the City's fees are more than 16 years old, having been carried over from the County of Orange shortly after incorporation. Other fees are largely based on the monetary value of improvements. The Building and Planning Services Fee Study provides the baseline information necessary to consider replacing outdated fees with new, increased, or modified fees established specifically for Laguna Woods.

The Building and Planning Services Fee Study includes calculations of how fees would need to be established in order to recover the reasonable costs of providing services. Please note that the City is prohibited from charging more than its actual costs. While the City is under no obligation to charge its actual costs, the practical implication of not doing so is that subsidies are then borne by taxpayers as the City relies on sales tax, property tax, and other sources of revenue to offset costs.

Concurrent with the preparation of the Building and Planning Services Fee Study, a Central Services Cost Allocation Study was prepared to estimate the share of citywide overhead costs eligible for recovery from building and planning services fees and to calculate a citywide indirect cost rate. The outcomes of that study have been incorporated into the Building and Planning Services Fee Study.

Discussion

The Building and Planning Services Fee Study was initially presented at the City Council's regular meeting on April 15, 2015. A special meeting of the City Council was held on May 11, 2015 with an opportunity for discussion and public comments on the proposed building and planning services fee schedule (Attachment B), including the Building and Planning Services Fee Study upon which it is based.

At today's meeting, the City Council will conduct a public hearing regarding the proposed building and planning services fee schedule, after which adoption will be considered. If adopted, the fee schedule could take effect no less than sixty (60) calendar days thereafter. Staff is recommending an effective date of July 20, 2015.

In addition to being attached to this report, the proposed building and planning services fee schedule, including a list of all proposed fees, and the accompanying Building and Planning Services Fee Study, is publically available at Laguna Woods City Hall and on the City's website at www.lagunawoodscity.org.

Fiscal Impact

Current estimates show that, overall, the City's existing building fees recover only 68% of actual costs and planning fees recover only 63% of actual costs. Annually, approximately \$190,000 in recoverable fees are being subsidized by taxpayers.

Funds to support this project are included in the Fiscal Year 2014-15 Budget.

Attachments: A – Building and Planning Services Fee Study
B – Proposed Resolution and Building and Planning Services Fee Schedule



City of Laguna Woods Building and Planning Services Fee Study

- April 2015 -

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Executive Summary

Background

Significant portions of the City's existing fee schedules are based on fees imposed by the County of Orange, as of the City's incorporation more than 16 years ago. This is the first comprehensive study of impact of the City's existing fee schedules conducted since incorporation. The building and planning fee schedules developed as part of this study represent an opportunity to replace outdated fee schedules and begin maintaining a schedule of planning and building fees that focuses on service requests and development activities likely to occur in the City of Laguna Woods. Additionally, this study identifies the City's estimated costs of providing fee-related services. Identifying costs and making deliberate policy decisions about the recovery of costs helps a city maintain fiscal sustainability.

In accordance with all applicable laws, the fees described in this report are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees.

The primary goals of this study were to:

- Identify the full cost of providing planning and building fee-related services
- Calculate fully-burdened hourly rates for fee-related service providers
- Determine current cost recovery levels
- Examine existing fee calculation methodologies and modify, if necessary, to more closely align calculation methodology to the cost of services being provided
- Provide a sample fee schedule that illustrates fees assuming full or targeted cost recovery levels
- Compare current and full-cost recovery fees to those imposed by neighboring communities
- Estimate anticipated revenue impacts of modifying fees to reflect full or targeted cost recovery
- Deliver an updated schedule of fees after Council review and adoption of any fee modifications

Key Findings

Planning – The City's annual estimated cost of providing fee-related planning services is roughly \$80,000¹. Assuming project volumes remain unchanged, if the City modified fees to reflect full or targeted cost recovery levels, estimated annual revenue from fees will be roughly \$60,000. Cities often collect flat fees for applications that typically require only minor review or applications with minimal variability in application processing time. For projects that are highly variable, or that require significant application review time, cities often collect an initial deposit from the project applicant, and bill hourly for application review services. These fee structures are common throughout California and are illustrated as part of the sample modified fee schedule provided in the Appendix of this report.

¹ This amount excludes costs not linked to the provision of the fee-related services examined as part of this study or not targeted for recovery from fees. Examples of excluded costs include Planning personnel time spent enhancing the City's Geographic Information Systems and portions of the costs of long-range planning activities.

Building – The City’s annual estimated cost of providing fee-related construction permit services is roughly \$585,000². Assuming project volumes remain unchanged, if the City modified fees to reflect full or targeted cost recovery levels, estimated annual revenue from fees will be roughly \$580,000.

This report assumes significant changes to the fee calculation methodology for many construction permit fees. The changes are intended to reduce variability in fees and reduce reliance on a fee calculation valuation table. In an effort to ensure the updated calculation methods result in fees that align to services provided by the City, ClearSource used historical project scenarios to calculate “before and after” fee outcomes. However, it is likely that if unanticipated/uncommon development scenarios arise, ClearSource and staff may re-examine the assumptions that influenced the fee calculations. As historical data becomes available, fee amounts can be updated to account for more accurate data. Additionally, the sample fee schedule allows for hourly billing of projects that fall outside the scope of those considered when developing the fee schedule. The fee schedule, provided for illustrative purposes, incorporates structures common throughout California, but is specifically tailored to align to the development scenarios typically encountered in Laguna Woods.

A sample modified schedule of building fees is included in the Appendix of this report.

The table below summarizes the program costs of service and current and modified cost recovery levels assuming full or targeted cost recovery from fees.

Program Costs of Service Summary *

Fee Type	Program Cost of Service **	Estimated Revenue from Current Fees	Current Cost Recovery	Estimated Revenue Assuming Full or Targeted Cost Recovery	Modified Cost Recovery ***	Estimated Revenue Increase Assuming Full or Targeted Cost Recovery
Planning	\$80,000	\$50,000	63%	\$60,000	75%	\$10,000
Building	\$585,000	\$400,000	68%	\$580,000	99%	\$180,000
Total	\$665,000	\$450,000	68%	\$640,000	96%	\$190,000

* All amounts shown are estimates.

** Cost of service amount shown is net of adjustments to exclude costs not associated with the fee-related services examined as part of this study (e.g. punitive code enforcement) or not targeted for recovery from fees (e.g. portion of the City's cost of long-range planning).

*** Project planning review and entitlement activities are typically highly variable. Projects that appear to be similar may require significantly different levels of review based on a number of factors including location, current or proposed zoning, environmental considerations, etc.. The modified cost recovery levels illustrated in this study are based on a conservative estimate of application review typically required and annual project volume.

² This amount excludes costs not linked to the provision of the fee-related services examined as part of this study. Examples of excluded costs include punitive code enforcement efforts.

Comparison of Current and Modified Fees Assuming Full-Cost Recovery to Those Imposed by Neighboring Communities – Although fees imposed by other jurisdictions have no direct link to the City of Laguna Woods’ costs of providing services, frequently, a city’s department representatives and elected officials will use the fees imposed by other agencies to assist in setting their own targeted cost recovery levels. Accordingly, fees for several common services were compared to those imposed by other agencies. The comparison showed that, **typically, planning and building fees in Laguna Woods fall within the lower to middle range of amounts collected.** However, depending on the service examined, the City of Laguna Woods’ fees may fall within the lower, middle, or upper range of amounts collected. This is a common finding due to the many factors that influence fees for specific services (e.g. service delivery methods, community values, organizational structure, and cost recovery goals). Comparison agencies included the cities of Aliso Viejo, Laguna Beach, Laguna Hills, Irvine, and the County of Orange. The Appendix of this report provides illustrative charts with comparison information.

Recommendations

The fees included as part of this study are set at the direction of the City Council. Consequently, the City Council may adopt fees and modify them at a future date as costs of service change, city policies or goals change, project volumes change, service recipient feedback is received, and annual revenue impact of fees is confirmed.

If the City decides to adopt modified fees it should:

- **Ensure that City staff begin fee collections using updated fee schedules** once the adopted fees are effective.
- **Actively monitor and bill for deposit-based fees** - Fees for highly variable services are often set to recover the estimated full cost of service, using an hourly billing methodology and collection of an initial deposit. In order to recover the targeted amounts expected from these fees, the City should be diligent about tracking time for planning fees and requesting additional amounts for projects with costs exceeding those collected via the initial deposit.
- **Periodically Review and Adjust Fees and Calculation Methodologies** – As part of this study, numerous changes were made to fee calculation methodologies. In an effort to ensure the updated calculation methods result in fees that align to services provided by the City, ClearSource used historical project scenarios to calculate “before and after” fee outcomes. However, it is likely that if unanticipated/uncommon development scenarios arise, staff may re-examine the assumptions that influenced the fee calculations. As historical data becomes available fee amounts can be updated to account for more accurate data. Additionally, the fee schedule allows for hourly billing of projects that fall outside the scope of those considered when developing the fee schedule. Also, if fees for services are unintentionally omitted from the adopted fee schedule, they should be added to the fee schedule as part of a future update.
- **Monitor feedback and permit statistics** - Monitor permit and application volumes and homeowner/contractor feedback to determine if fee modifications are resulting in any unanticipated changes in project frequency and to increase the level of detail available for revenue forecasting.

Additionally, the City may consider the following:

- **Adjust fees on an annual basis using inflationary index** - In order to maintain pace with regional cost inflation, the City should consider adjusting its fees on an annual basis. The all-urban consumer price index for Los Angeles, Riverside, and Orange County is a readily available inflationary index that may be used for adjusting fees (alternative indices are available).
- **Conduct future fee studies on regular basis** – In order to avoid situations where cost recovery levels fall below full or targeted levels, the City should consider conducting future fee studies whenever operations change significantly or, at a minimum, every two fiscal years.

Study Methodology

This study calculated the estimated reasonable cost of providing various planning and building development review and construction permitting services.

Generally, the estimated reasonable cost of providing any of the development review services examined in this study can be calculated as the product of the estimated labor time required to process a typical request for service and the composite fully-burdened hourly labor rate of the staff responsible for providing services.

Estimated labor times were developed based on responses received from multiple interviews and targeted questionnaires of the staff primarily responsible for the provision of services examined in the study, along with an extensive review of actual construction permits issued during calendar year 2013.

The composite fully-burdened hourly rates calculated in this study are based on the estimated annual hours spent providing fee related services for private development activities, and estimated labor, services and supplies, and citywide overhead expenditures. The estimated annual hours spent providing fee related services were developed based on responses received from multiple interviews and targeted questionnaires. Labor expenditures were based on forecasts of Fiscal Year 2014/15 salary and benefits expenditures. Services and supplies expenditures were based on anticipated expenditures for Fiscal Year 2014/15 budgeted expenditures.

The outcomes and recommendations of this study are intended to comply with applicable federal, state, and local laws including providing confirmation that the fees (charges) illustrated in this study as modified fees assuming full or targeted cost recovery are not taxes as defined in Article 13C of the California Constitution and that the fees (charges) are no more than necessary to cover the reasonable costs of the City's activities and services addressed in the fees (charges). Additionally, this report is intended to show that the manner in which the costs are allocated to a payer bear a fair and reasonable relationship to the payer's burdens on, or benefits received from the services provided by the City of Laguna Woods.

General Findings

Building Fees

The Planning and Environmental Services Department provides plan check and inspection services for all new construction, alterations, and additions throughout Laguna Woods, enforcing the provisions of the California Building Standards Code. Additionally the Department serves as a primary building code resource to contractors, architects, engineers, developers, business owners, and property owners in Laguna Woods.

More than 80 individual building fee categories were examined as part of this study. Significant findings from the cost of service analysis include:

- Current fees under-recover for the cost of providing most review and inspection services. Current cost recovery is between 70% and 80% for the majority of services examined.
- The cost of service study calculated a \$136 fully-burdened hourly rate for fee-related building services. The sample fee schedule provided in the Appendix of this report illustrates fee changes assuming recovery of 100% of the estimated cost of service.
- This report assumes significant changes to the fee calculation methodology for many building fees. The changes are intended to reduce variability in fees and reduce reliance on a fee calculation valuation table. In an effort to ensure the updated calculation methods result in fees that align to services provided by the City, ClearSource used historical project scenarios to calculate “before and after” fee outcomes. However, it is likely that if unanticipated/uncommon development scenarios arise, ClearSource and staff may re-examine the assumptions that influenced the fee calculations. As historical data becomes available fee amounts can be updated to account for more accurate data. Additionally, the fee schedule allows for hourly billing of projects that fall outside the scope of those considered when developing the fee schedule.
- The sample fee schedule, provided for illustrative purposes, incorporates structures common throughout California, but is specifically tailored to align to the development scenarios typically encountered in Laguna Woods.

Planning Fees

The Planning and Environmental Services Department leads the City's current and long-range planning efforts, including processing and review of applications for development within the City of Laguna Woods. Additionally the Department serves as a primary planning and zoning resource to contractors, architects, engineers, developers, business owners, and property owners in Laguna Woods.

Roughly 25 individual planning fee categories were examined as part of this study. Significant findings from the cost of service analysis include:

- Current fees under-recover for the cost of providing planning application review services for the majority of fixed fee services (e.g. temporary use permits, special event permits, sign permits).
- For minor applications, cost recovery levels range between roughly 20% and 50% depending on the application type.
- The City recovers roughly 100% of the cost of service for large-scale, highly variable projects that typically require "as-needed" contract planning review services.
- The cost of service study calculated a \$148 fully-burdened hourly rate for fee-related planning services. The sample fee schedule provided in the Appendix of this report illustrates fee changes assuming recovery of 100% of the estimated cost of service.
- The sample fee schedule, provided for illustrative purposes, assumes fees targeting recovery of 100% of the estimated cost of service for large scale, highly variable, application types. This is intended to ensure that the City recovers all costs to the jurisdiction for the use of contract service providers providing as-needed applicant project review services.
- The sample fee schedule, provided for illustrative purposes, assumes flat fees for applications that typically require only minor review or applications with minimal variability in application processing time. For projects that are highly variable, or that require significant application review time, the sample fees assume an initial deposit is collected from the applicant, with the City billing hourly for application review services. As deposit amounts are drawn down the City would request deposit replenishment from the applicant. In deference to cash flow concerns that might arise on the part of applicants, required minimum deposits do not exceed \$10,000.
- The sample fee structures are common throughout California.

Appendix

The appendix provides detailed analytical findings from the study, including the amount of cost, or estimated cost, required to provide the services for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues. For any fees targeted to recover less than 100% of the estimated reasonable cost of service, it is anticipated that General Fund revenues of the City would fund the difference between the targeted recovery level and 100% recovery of the estimated cost of service. These amounts are identified in the Working Version of the Schedules of Building and Planning Fees. Additionally, the appendix includes a sample, for illustrative purposes, of the Master Schedule of Building and Planning Fees assuming full or targeted cost recovery levels.

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Calculation of Fully-Burdened Hourly Rates

Calculation of Fully-Burdened Hourly Rate

Planning & Environmental Services Department - Building

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Building) - Allocation of Annual Labor Effort [a]

Position	Bldg Official	Bldg Insp'ctr Shift I-1	Bldg Insp'ctr Shift I-2	P'rmt Counter Svcs	Structural PC/Eng [b]	Total
Allocation to Building	100%	100%	100%	100%	100%	
Calculation of Productive Hours						
Annual Hours - Standard	1,300	2,080	624	2,080	100	6,184
Less: Annual Leave	(60)	(96)	(48)	(96)	-	(300)
Productive Hours	1,240	1,984	576	1,984	100	5,884
Indirect Activities and Services						
General Administration and Mgmt	910	65	19	65	-	1,059
Certification and Training	-	-	-	-	-	-
Code, Policies, and Procedures Update	36	-	-	-	-	36
Code Enforcement and Compliance	24	-	-	-	-	24
Public Information and Assistance	130	-	-	325	-	455
Total Indirect Activities and Services Work Hours	1,100	65	19	390	-	1,574
Direct Hours	140	1,919	557	1,594	100	4,310
Salary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contract Services	\$ 96,720	\$ 138,880	\$ 40,320	\$ 128,960	\$ 9,500	\$ 414,380
Total	\$ 96,720	\$ 138,880	\$ 40,320	\$ 128,960	\$ 9,500	\$ 414,380
Indirect Activities and Services						
General Administration and Mgmt	73%	3%	3%	3%	0%	20%
Certification and Training	0%	0%	0%	0%	0%	0%
Code, Policies, and Procedures Update	3%	0%	0%	0%	0%	1%
Code Enforcement and Compliance	2%	0%	0%	0%	0%	0%
Public Information and Assistance	10%	0%	0%	16%	0%	8%
Total Indirect Activities and Services Work Hours	89%	3%	3%	20%	0%	28%
Direct Hours	11%	97%	97%	80%	100%	72%

[a] Source: Contract services agreements and annual labor allocation feedback provided by Planning and Environmental Services Department staff.

[b] Estimated hours based on prior year invoices of roughly \$10K billed at \$100/hr. Contract hourly rate varies. For estimation purposes hourly rate for this study is \$95 per hour.

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Building) - Calculation of Fully-Burdened Hourly Rate

Estimated In-House Labor and Contract Services Expenditures [a][b][c]

Description	Total	Notes
Salaries	\$ -	
Benefits	\$ -	
Contract Services	\$ 414,380	
Total - Labor Expenditures	\$ 414,380	

Recurring Non-Labor Expenditures

Description	FY 2014/15 Budget	Adjustment	Subtotal	Notes
Planning & Environmental Services				
<u>General Expenses</u>				
Building Services	\$ 442,100	\$ (442,100)	\$ -	[d]
Building Services, Printing	\$ 3,600	\$ -	\$ 3,600	[e]
Building Services, Publications	\$ 500	\$ -	\$ 500	[f]
Code Enforcement Services	\$ 31,428	\$ (31,428)	\$ -	[g]
Community Waste Events and Collections	\$ 96,000	\$ (96,000)	\$ -	[g]
Planning Services	\$ 7,500	\$ (7,500)	\$ -	[g]
Non-Operating	\$ 81,560	\$ (81,560)	\$ -	[g]
Waste Management Services	\$ 45,000	\$ (45,000)	\$ -	[g]
Water Quality Services	\$ 93,500	\$ (93,500)	\$ -	[g]
<u>Compensation & Benefits</u>				
Salaries, Full-time	\$ 152,568	\$ (152,568)	\$ -	[h]
Fringe Benefits	\$ 18,000	\$ (18,000)	\$ -	[h]
Payroll Taxes	\$ 11,672	\$ (11,672)	\$ -	[h]
Retirement	\$ 19,364	\$ (19,364)	\$ -	[h]
Subtotal	\$ 1,002,792	\$ (998,692)	\$ 4,100	

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Building) - Calculation of Fully-Burdened Hourly Rate

Periodic/Capital Non-Labor Expenditures

Description	Expenditure Estimate	Adjustment	Subtotal	Useful Life (Years)	Annual Amount	Notes
Building						
----	\$ -	\$ -	\$ -	5	\$ -	
Total	\$ -	\$ -	\$ -		\$ -	

Citywide Overhead

Description	FY 15/16 C'wide Indirect Rate	Modified Direct Expenditures	Bldg Share of C'wide Overhead	Notes
Estimated Citywide Overhead	41%	\$ 418,480	\$ 171,577	[i][j]

Calculation of Fully-Burdened Hourly Rate

Description	Annual Allocation [a]	Labor	Non-Labor	Citywide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
General Administration and Mgmt	20%	\$ 81,076	\$ 802	\$ 33,570	\$ 115,448	99%	\$ 114,800	\$ 27
Certification and Training	0%	\$ -	\$ -	\$ -	\$ -	100%	\$ -	\$ -
Code, Policies, and Procedures Update	1%	\$ 2,808	\$ 28	\$ 1,163	\$ 3,998	100%	\$ 3,998	\$ 1
Code Enforcement and Compliance	0%	\$ 1,872	\$ 19	\$ 775	\$ 2,666	0%	\$ -	\$ -
Public Information and Assistance	8%	\$ 31,265	\$ 309	\$ 12,945	\$ 44,520	100%	\$ 44,520	\$ 10
Direct Hours	72%	\$ 297,359	\$ 2,942	\$ 123,123	\$ 423,425	100%	\$ 423,425	\$ 98
Total	100%	\$ 414,380	\$ 4,100	\$ 171,577	\$ 590,057	99%	\$ 586,743	\$ 136
Direct Hours								4,310

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Building) - Calculation of Fully-Burdened Hourly Rate

Notes

[a] See worksheet labeled "Planning & Environmental Services (Building) - Allocation of Annual Labor Effort".

[b] Excludes portion of Assistant City Manager salary budgeted to this department, since the forecasted expenditures for the Assistant City Manager are included as part of the citywide overhead costs.

[c] The expenditures shown here are reflective of the current contract services costs anticipated to be incurred for Building Official, structural engineering plan review, over the counter plan review, and permit inspection. The City Council has authorized additional permit inspection services, but those services are not currently being utilized and are not considered in this analysis in order to avoid over-estimation of building fee-related expenses.

[d] Accounted for in labor and contract services section of the model. Adjustment to avoid double counting.

[e] For printing of development related forms and job cards.

[f] For building code books.

[g] Adjustment to exclude costs not linked to building fee-related services.

[h] These expenditures are composed of a portion of the salary and benefits expenditures for the Assistant City Manager and the salary and benefits expenditures for the Planning Manager. These costs have been adjusted out for the following reasons: 1) the Assistant City Manager expenditures are accounted for in the citywide overhead section of this model; 2) the Planning Manager expenditures are not linked to building fee-related services (i.e. they are Planning related labor costs).

[i] See Citywide Overhead Cost Allocation Plan for FY 15/16 - Full Cost Version.

[j] Building share of estimated citywide overhead calculated as follows: citywide indirect cost rate * modified direct expenditures for building fee-related services.

Calculation of Fully-Burdened Hourly Rate

Planning & Environmental Services Department - Planning

City of Laguna Woods
 Building and Planning Services Fee Study
 Planning & Environmental Services (Planning) - Allocation of Annual Labor Effort [a]

Position	Planning Manager [b]	Contract Services [c]	Total
Allocation to Planning	100%	100%	
Calculation of Productive Hours			
Annual Hours - Standard	2,080	250	2,330
Less: Annual Leave	248	-	248
Productive Hours	1,832	250	2,082
Indirect Activities and Services			
General Administration and Mgmt	120	-	120
Certification and Training	40	-	40
Code, Policies, and Procedures Update	72	-	72
Long-range Planning & Other City Activities (Non-Current Planning)	1,191	-	1,191
Code Enforcement and Compliance	-	-	-
Public Information and Assistance	96	-	96
Total Indirect Activities and Services Work Hours	1,519	-	1,519
Direct Hours	313	250	563
Salary	\$ 83,948	\$ -	\$ 83,948
Benefits	\$ 29,075	\$ -	\$ 29,075
Contract Services	\$ -	\$ 23,750	\$ 23,750
Total	\$ 113,023	\$ 23,750	\$ 136,773
Indirect Activities and Services			
General Administration and Mgmt	7%	0%	5%
Certification and Training	2%	0%	2%
Code, Policies, and Procedures Update	4%	0%	3%
Long-range Planning	65%	0%	54%
Code Enforcement and Compliance	0%	0%	0%
Public Information and Assistance	5%	0%	4%
Total Indirect Activities and Services Work Hours	83%	0%	69%
Direct Hours	17%	100%	31%

[a] Source: Annual labor allocation estimates provided by Planning and Environmental Services staff.

[b] Per Planning Manager assume 65% of total annual time is spent assisting with non-current planning functions.

[c] Estimated direct hours based on anticipated project volume for consultant-led projects. Assumes 70% of work completed by consultant and 30% completed by in-house staff.

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Planning) - Calculation of Fully-Burdened Hourly Rate

Estimated In-House Labor and Contract Services Expenditures [a]

Description	Total	Notes
Salaries	\$ 83,948	
Benefits	\$ 29,075	
Contract Services	\$ 23,750	
Total - Labor Expenditures	\$ 136,773	

Recurring Non-Labor Expenditures

Description	FY 2014/15 Budget	Adjustment	Subtotal	Notes
Planning & Environmental Services				
<u>General Expenses</u>				
Building Services	\$ 442,100	\$ (442,100)	\$ -	[b]
Building Services, Printing	\$ 3,600	\$ (3,600)	\$ -	[b]
Building Services, Publications	\$ 500	\$ (500)	\$ -	[b]
Code Enforcement Services	\$ 31,428	\$ (31,428)	\$ -	[b]
Community Waste Events and Collections	\$ 96,000	\$ (96,000)	\$ -	[b]
Planning Services	\$ 7,500	\$ (7,500)	\$ -	[c]
Non-Operating	\$ 81,560	\$ (81,560)	\$ -	[b]
Waste Management Services	\$ 45,000	\$ (45,000)	\$ -	[b]
Water Quality Services	\$ 93,500	\$ (93,500)	\$ -	[b]
<u>Compensation & Benefits</u>				
Salaries, Full-time	\$ 152,568	\$ (152,568)	\$ -	[d]
Fringe Benefits	\$ 18,000	\$ (18,000)	\$ -	[d]
Payroll Taxes	\$ 11,672	\$ (11,672)	\$ -	[d]
Retirement	\$ 19,364	\$ (19,364)	\$ -	[d]
Subtotal	\$ 1,002,792	\$ (1,002,792)	\$ -	

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Planning) - Calculation of Fully-Burdened Hourly Rate

Periodic/Capital Non-Labor Expenditures

Description	Expenditure Estimate	Adjustment	Subtotal	Useful Life (Years)	Annual Amount	Notes
Planning ----	\$ -	\$ -	\$ -	5	\$ -	
Total	\$ -	\$ -	\$ -		\$ -	

Citywide Overhead

Description	FY 15/16 C'wide Indirect Rate	Modified Direct Expenditures	Plan'g Share of C'wide Overhead	Notes
Estimated Citywide Overhead	41%	\$ 136,773	\$ 56,077	[e][f]

Calculation of Fully-Burdened Hourly Rate

Description	Annual Allocation [a]	Labor	Non-Labor	Citywide Overhead	Total	Targeted Recovery from Fees	Amount Recoverable from Fees	Targeted Hourly Rate
General Administration and Mgmt	5%	\$ 7,403	\$ -	\$ 3,035	\$ 10,439	43%	\$ 4,511	\$ 8
Certification and Training	2%	\$ 2,468	\$ -	\$ 1,012	\$ 3,480	100%	\$ 3,480	\$ 6
Code, Policies, and Procedures Update (Non-Current Planning)	3%	\$ 4,442	\$ -	\$ 1,821	\$ 6,263	100%	\$ 6,263	\$ 11
Code Enforcement and Compliance	54%	\$ 73,465	\$ -	\$ 30,121	\$ 103,586	0%	\$ -	\$ -
Public Information and Assistance	0%	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -
Direct Hours	4%	\$ 5,923	\$ -	\$ 2,428	\$ 8,351	100%	\$ 8,351	\$ 15
	31%	\$ 43,072	\$ -	\$ 17,660	\$ 60,732	100%	\$ 60,732	\$ 108
Total	100%	\$ 136,773	\$ -	\$ 56,077	\$ 192,850	43%	\$ 83,337	\$ 148
Direct Hours								563

City of Laguna Woods

Building and Planning Services Fee Study

Planning & Environmental Services (Planning) - Calculation of Fully-Burdened Hourly Rate

Notes

[a] See worksheet labeled "Planning & Environmental Services (Planning) - Allocation of Annual Labor Effort".

[b] Adjustment to exclude expenditures not linked to current planning fee-related services.

[c] Adjustment to exclude Contract Planning expenditures not related to applicant initiated planning activities.

[d] These expenditures are composed of a portion of the salary and benefits expenditures for the Assistant City Manager and the salary and benefits expenditures for the Planning Manager. These costs have been adjusted out for the following reasons: 1) the Assistant City Manager expenditures are accounted for in the citywide overhead section of this model; 2) the Planning Manager expenditures are accounted for in the Estimated In-House Labor and Contract Services Expenditures section of this worksheet.

[e] See Citywide Overhead Cost Allocation Plan for FY 15/16 - Full Cost Version.

[f] Planning share of estimated citywide overhead calculated as follows: citywide indirect cost rate * modified direct expenditures for planning fee-related services.

Calculation of the Costs of Providing Fee Related Services

Calculation of the Costs of Providing Fee Related Services

Building

City of Laguna Woods
 Building and Planning Services Fee Study
 Cost of Service Calculation - Building Fees

Fee Description		Cost of Service (Summary)					Cost Recovery Summary			
		Est. Labor Time (Hours)	x	Hourly Rate	=	Cost of Service	Current Fee Estimate	Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery	Modified Cost Recovery
1	Water Heater Change Out (Non-Program)	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
2	Water Heater Change Out (Program) - First Unit	0.28	x	\$136	=	\$39	\$33	86%	\$39	100%
3	Water Heater Change Out (Program) - Each Add'l Unit	0.08	x	\$136	=	\$11	\$8	71%	\$11	100%
4	Water Heater Relocation	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
5	Dishwasher Change Out	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
6	Tub to Tub Insert Only	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
7	Tub to Tub Tile Back Only	1.45	x	\$136	=	\$197	\$157	80%	\$197	100%
8	Shower to Shower Insert Only	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
9	Shower to Shower Tile Only	1.87	x	\$136	=	\$254	\$201	79%	\$254	100%
10	Tub to Shower Only	1.87	x	\$136	=	\$254	\$201	79%	\$254	100%
11	Water/Drain Line (Install/Alter/Repair) w/out Structural	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
12	Water/Drain Line (Install/Alter/Repair) with Structural	1.75	x	\$136	=	\$238	\$157	66%	\$238	100%
13	Line Repair (CIPP)/Svc Install - First 30 LF	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
14	Line Repair (CIPP)/Svc Install - Each Add'l 30 LF	0.42	x	\$136	=	\$57	\$44	78%	\$57	100%
15	New HVAC (Central System) - Residential	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
16	New HVAC (All Others) - Residential	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
17	HVAC Change Out - Residential	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
18	Electrical - Fixtures and Receptacles	0.62	x	\$136	=	\$84	\$69	82%	\$84	100%
19	Washer/Dryer Hook Up	0.83	x	\$136	=	\$112	\$69	61%	\$112	100%
20	Electrical Wheelchair Lift	3.03	x	\$136	=	\$413	\$765	185%	\$413	100%
21	Re-Roof (Tile, Single-Ply) - First 1,000 SF	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
22	Re-Roof (Tile, Single-Ply) - Each Add'l 1,000 SF *	0.20	x	\$136	=	\$27	\$23	83%	\$27	100%
23	Re-Roof (All Other) - First 1,000 SF	1.03	x	\$136	=	\$141	\$113	80%	\$141	100%
24	Re-Roof (All Other) - Each Add'l 5,000 SF *	0.20	x	\$136	=	\$27	\$23	83%	\$27	100%
25	Fenestration - Skylights/Solartubes	1.33	x	\$136	=	\$182	\$69	38%	\$182	100%
26	Fenestration - Doors/Windows	1.54	x	\$136	=	\$210	\$113	54%	\$210	100%
27	Structural/Drywall	0.92	x	\$136	=	\$125	\$69	55%	\$125	100%
28	Structural, Insulation	1.33	x	\$136	=	\$182	\$113	62%	\$182	100%
29	Lath	1.33	x	\$136	=	\$182	\$113	62%	\$182	100%
30	Structural, Insulation, Lath	2.17	x	\$136	=	\$295	\$186	63%	\$295	100%

City of Laguna Woods
 Building and Planning Services Fee Study
 Cost of Service Calculation - Building Fees

Fee Description	Cost of Service (Summary)					Cost Recovery Summary			
	Est. Labor Time (Hours)	x	Hourly Rate	=	Cost of Service	Current Fee Estimate	Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery	Modified Cost Recovery
31 Structural, Insulation, Shear, Lath	3.58	x	\$136	=	\$488	\$241	49%	\$488	100%
32 Framing/Structural - 1 inspection **	1.92	x	\$136	=	\$261	\$98	37%	\$261	100%
33 Framing/Structural - 2 inspections **	2.33	x	\$136	=	\$318	\$142	45%	\$318	100%
34 Framing/Structural - 3 inspections **	2.75	x	\$136	=	\$374	\$186	50%	\$374	100%
35 Temporary Shade Structure (Commercial)	1.62	x	\$136	=	\$220	\$267	121%	\$220	100%
36 Patio/Balcony Cover/Enclosure - Standard, Open, Pre-Engineered	1.28	x	\$136	=	\$175	\$98	56%	\$175	100%
37 Patio/Balcony Cover/Enclosure - Standard, Enclosed, Pre-Engineered	1.95	x	\$136	=	\$265	\$165	62%	\$265	100%
38 Patio/Balcony Cover/Enclosure - Site Specific Engineering	3.24	x	\$136	=	\$441	\$467	106%	\$441	100%
39 Alteration - Residential (Res.) Kitchen	2.58	x	\$136	=	\$352	\$247	70%	\$352	100%
40 Alteration - Res. Kitchen, plus HVAC OR Fenestration	3.00	x	\$136	=	\$408	\$299	73%	\$408	100%
41 Alteration - Res. Kitchen, plus HVAC AND Fenestration/Other	3.42	x	\$136	=	\$465	\$341	73%	\$465	100%
42 Alteration - Res. Kitchen, plus 1 Bath	3.00	x	\$136	=	\$408	\$299	73%	\$408	100%
43 Alteration - Res. Kitchen, plus 2+ Bath (Includes bathroom splits)	3.42	x	\$136	=	\$465	\$341	73%	\$465	100%
44 Alteration - Res. Kitchen, plus 1 Bath, plus HVAC OR Fenestration	3.42	x	\$136	=	\$465	\$341	73%	\$465	100%
45 Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC OR Fenestration	3.83	x	\$136	=	\$522	\$382	73%	\$522	100%
46 Alteration - Res. Kitchen, plus 1 Bath, plus HVAC AND	3.83	x	\$136	=	\$522	\$341	65%	\$522	100%
47 Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC AND	4.25	x	\$136	=	\$579	\$412	71%	\$579	100%
48 Alteration/Remodel - Res. 1 Bath	1.75	x	\$136	=	\$238	\$157	66%	\$238	100%
49 Alteration/Remodel - Res. 2+ Baths (includes bathroom splits)	2.58	x	\$136	=	\$352	\$247	70%	\$352	100%
50 Alteration - Res. 2+ Baths (incl. split), plus HVAC/Other	3.00	x	\$136	=	\$408	\$299	73%	\$408	100%
51 Room Addition	6.00	x	\$136	=	\$817	\$463	57%	\$817	100%
52 Alteration/Remodel w/ Room Addition	8.50	x	\$136	=	\$1,157	\$950	82%	\$1,157	100%
53 Sign (Wall) - First	1.12	x	\$136	=	\$152	\$140	92%	\$152	100%
54 Sign (Wall) - Each Add'l	0.08	x	\$136	=	\$11	\$0	0%	\$11	100%
55 Sign (Monument) - First	1.78	x	\$136	=	\$243	\$249	103%	\$243	100%
56 Sign (Monument) - Each Add'l	0.17	x	\$136	=	\$23	\$0	0%	\$23	100%
57 Parking - Recoating and Restriping	1.37	x	\$136	=	\$186	\$115	62%	\$186	100%
58 Antenna - Telecommunications	3.45	x	\$136	=	\$470	\$518	110%	\$470	100%
59 Antenna - Equipment Shelter	1.53	x	\$136	=	\$209	\$222	106%	\$209	100%
60 Solar - Residential Systems	2.87	x	\$136	=	\$390	\$235	60%	\$390	100%

City of Laguna Woods
 Building and Planning Services Fee Study
 Cost of Service Calculation - Building Fees

Fee Description		Cost of Service (Summary)				Cost Recovery Summary			
		Est. Labor Time (Hours)	x	Hourly Rate	= Cost of Service	Current Fee Estimate	Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery	Modified Cost Recovery
61	Solar - Commercial Systems	8.20	x	\$136	= \$1,116	\$1,257	113%	\$1,000	90%
62	Demolition	1.33	x	\$136	= \$182	\$113	62%	\$182	100%
63	Certificate of Occupancy - Temporary	0.62	x	\$136	= \$84	\$39	46%	\$84	100%
64	Certificate of Occupancy	1.87	x	\$136	= \$254	\$0	0%	\$254	100%
65	Miscellaneous/All Other - First Inspection	0.62	x	\$136	= \$84	\$69	82%	\$84	100%
66	Miscellaneous/All Other - Each Add'l Inspection	0.42	x	\$136	= \$57	\$44	78%	\$57	100%
67	Miscellaneous/All Other - Plan Check (Per Hr)	1.00	x	\$136	= \$136	n/a	n/a	\$136	100%
68	Work Without Permit	1.20	x	\$136	= \$163	n/a	n/a	\$163	100%
69	Re-Inspection - Missed Appointment	0.42	x	\$136	= \$57	\$56	99%	\$57	100%
70	Additional Inspections	0.62	x	\$136	= \$84	n/a	n/a	\$84	100%
71	Replacement Job Card	0.25	x	\$136	= \$34	n/a	n/a	\$20	59%
72	Cancelled Permit Refund Processing Fee	0.50	x	\$136	= \$68	n/a	n/a	\$20	29%
73	State Energy Form Assistance (Upon Request)	0.50	x	\$136	= \$68	\$4	6%	\$4	6%
74	Building and Safety Appeal Application	1.00	x	\$136	= \$136	n/a	n/a	\$136	100%
75	Alternate Materials Method Review (Per Hr)	1.00	x	\$136	= \$136	n/a	n/a	\$136	100%
76	Inspection Outside of Normal Business Hours (Per Hr)	1.25	x	\$136	= \$170	n/a	n/a	\$170	100%

* For purposes of calculating re-roof fees, fractional square footages shall be rounded up to the nearest 1,000 SF. For example 1,600 SF shall be rounded to 2,000 SF.

** Examples of items included in this fee include post, beam, beamtail, raftertail, corbel, shearpnail, and truss repair/replacement.

*** Several of the fee categories shown are currently based on the estimated calculated value of the project for fee setting purposes. Consequently, current fees charged by the City may vary from the amounts shown in the column labeled "Current Fee Estimate".

City of Laguna Woods
 Building and Planning Services Fee Study
 Building - Cost of Service - New Construction & Non-Residential Tenant Improvements

Fully-Burdened Hourly Rate		\$136	Estimated Labor Hours			Cost of Service			Cost Recovery				
Occupancy Classification		Threshold SqFt	Plan Check	Permit / Inspection	Total	Plan Check	Permit / Inspection	Total	Current Fee	Cost of Svc PC & Prmt Base Cost	Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery	Modified Cost Recovery
1	Shell Building New Construction	500	7.50	7.50	15.00	\$1,021	\$1,021	\$2,042	n/a *	\$2,042	n/a *	\$2,042	100%
		2,000	10.13	12.38	22.50	\$1,378	\$1,685	\$3,063	n/a *	\$3,063	n/a *	\$3,063	100%
		5,000	13.50	16.50	30.00	\$1,838	\$2,246	\$4,084	n/a *	\$4,084	n/a *	\$4,084	100%
		10,000	16.88	20.63	37.50	\$2,297	\$2,808	\$5,105	n/a *	\$5,105	n/a *	\$5,105	100%
		20,000	20.00	30.00	50.00	\$2,723	\$4,084	\$6,807	n/a *	\$6,807	n/a *	\$6,807	100%
		> 20,000	varies	varies	varies	varies	varies	varies	varies	n/a *	varies	n/a *	deposit
2	Accessory/Utility (e.g. Private garage, gatehouse) New Construction	100	1.75	3.25	5.00	\$238	\$442	\$681	n/a *	\$681	n/a *	\$681	100%
		250	2.63	4.88	7.50	\$357	\$664	\$1,021	n/a *	\$1,021	n/a *	\$1,021	100%
		500	3.50	6.50	10.00	\$476	\$885	\$1,361	n/a *	\$1,361	n/a *	\$1,361	100%
		1,000	4.38	8.13	12.50	\$596	\$1,106	\$1,702	n/a *	\$1,702	n/a *	\$1,702	100%
		2,500	5.60	10.40	16.00	\$762	\$1,416	\$2,178	n/a *	\$2,178	n/a *	\$2,178	100%
		> 2,500	varies	varies	varies	varies	varies	varies	varies	n/a *	varies	n/a *	deposit
3	All Other New Construction	500	12.00	12.00	24.00	\$1,634	\$1,634	\$3,267	n/a *	\$3,267	n/a *	\$3,267	100%
		2,000	16.20	19.80	36.00	\$2,205	\$2,695	\$4,901	n/a *	\$4,901	n/a *	\$4,901	100%
		5,000	21.60	26.40	48.00	\$2,940	\$3,594	\$6,534	n/a *	\$6,534	n/a *	\$6,534	100%
		10,000	27.00	33.00	60.00	\$3,676	\$4,492	\$8,168	n/a *	\$8,168	n/a *	\$8,168	100%
		20,000	32.00	48.00	80.00	\$4,356	\$6,534	\$10,890	n/a *	\$10,890	n/a *	\$10,890	100%
		> 20,000	varies	varies	varies	varies	varies	varies	varies	n/a *	varies	n/a *	deposit
4	Tenant Improvements New Construction	250	1.40	2.60	4.00	\$191	\$354	\$545	n/a *	\$545	n/a *	\$545	100%
		500	2.10	3.90	6.00	\$286	\$531	\$817	n/a *	\$817	n/a *	\$817	100%
		1,000	2.80	5.20	8.00	\$381	\$708	\$1,089	n/a *	\$1,089	n/a *	\$1,089	100%
		2,500	3.50	6.50	10.00	\$476	\$885	\$1,361	n/a *	\$1,361	n/a *	\$1,361	100%
		5,000	4.64	8.61	13.25	\$631	\$1,172	\$1,804	n/a *	\$1,804	n/a *	\$1,804	100%
		> 5,000	varies	varies	varies	varies	varies	varies	varies	n/a *	varies	n/a *	deposit

* Current fees vary based on the estimated calculated value of the project for fee setting purposes.

Calculation of the Costs of Providing Fee Related Services

Planning

City of Laguna Woods
 Building and Planning Services Fee Study
 Cost of Service Calculation - Planning Fees

Fee Description	Cost of Service (Summary)				Volume and Revenue Statistics							
	Est. Labor Time (Hours)	x	Targeted Hourly Rate	= Cost of Service	Current Fee		Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery		Modified Cost Recovery		
Fixed Fee Services												
1	Change Plan	9.50	x	\$148	=	\$1,406	\$310	Flat	22%	\$1,406	Flat	100%
2	Community Facilities Yearly Sign Permit	0.50	x	\$148	=	\$74	\$39	Flat	53%	\$74	Flat	100%
3	Film Permit	4.00	x	\$148	=	\$592	\$39	Flat	7%	\$592	Flat	100%
4	Med. Marijuana Dispensary Permit - Renewal	12.50	x	\$148	=	\$1,850	\$800	Flat	43%	\$1,850	Flat	100%
5	Notice of Exemption **	2.00	x	\$148	=	\$296	County **	Flat	n/a	\$296 + **	Flat	100%
6	Outdoor Seating Permit	2.50	x	\$148	=	\$370	\$39	Flat	11%	\$370	Flat	100%
7	Sign Permit - Part of Sign Program	0.50	x	\$148	=	\$74	\$39	Flat	53%	\$74	Flat	100%
8	Sign Permit - Permanent	2.00	x	\$148	=	\$296	\$39	Flat	13%	\$296	Flat	100%
9	Sign Permit - Temporary	0.50	x	\$148	=	\$74	\$39	Flat	53%	\$74	Flat	100%
10	Special Event Permit	2.00	x	\$148	=	\$296	\$39	Flat	13%	\$296	Flat	100%
11	Temporary Use Permit	4.00	x	\$148	=	\$592	\$39	Flat	7%	\$592	Flat	100%
12	Tree Removal Permit	1.50	x	\$148	=	\$222	\$39	Flat	18%	\$222	Flat	100%
13	Zoning Letter	1.25	x	\$148	=	\$185	\$105	Flat	57%	\$185	Flat	100%
14	Appeal (City Council)	14.50	x	\$148	=	\$2,146	\$245-\$650	Flat	21%	\$500	Flat	23%
Deposit-Based Fee Services												
15	Conditional Use Permit	28.75	x	\$148	=	\$4,255	\$2,000	Deposit	100%	\$4,000	Deposit	100%
16	Development Agreement	133.50	x	\$148	=	\$19,758	\$5,000	Deposit	100%	\$10,000	Deposit	100%
17	Environmental Impact Report	varies	x	\$148	=	varies	\$7,500	Deposit	100%	\$10,000	Deposit	100%
18	General Plan or Zoning Code Amendment	131.50	x	\$148	=	\$19,462	\$5,000	Deposit	100%	\$10,000	Deposit	100%
19	Initial Study/Neg. Dec./Mitigated Neg Dec.	varies	x	\$148	=	varies	\$4,000	Deposit	100%	\$5,000	Deposit	100%
20	Med. Marijuana Dispensary Permit - Initial	29.50	x	\$148	=	\$4,366	\$1,600	Flat	37%	\$4,000	Deposit	100%
21	Sign Program	19.00	x	\$148	=	\$2,812	\$2,000	Deposit	100%	\$2,500	Deposit	100%
22	Site Development Permit	28.00	x	\$148	=	\$4,144	\$2,000	Deposit	100%	\$4,000	Deposit	100%
23	Specific Plan	133.50	x	\$148	=	\$19,758	\$2,000	Deposit	100%	\$10,000	Deposit	100%
24	Variance	25.00	x	\$148	=	\$3,700	\$2,000	Deposit	100%	\$3,500	Deposit	100%
25	Zone Change	116.50	x	\$148	=	\$17,242	\$5,000	Deposit	100%	\$10,000	Deposit	100%
26	Other Services Not Identified	varies	x	\$148	=	varies	varies	Per Hr	100%	\$148	Per Hr	100%

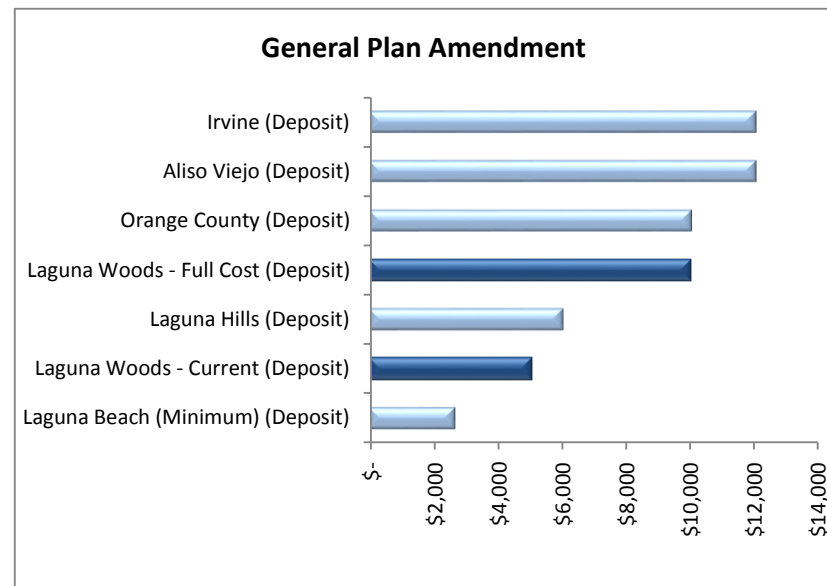
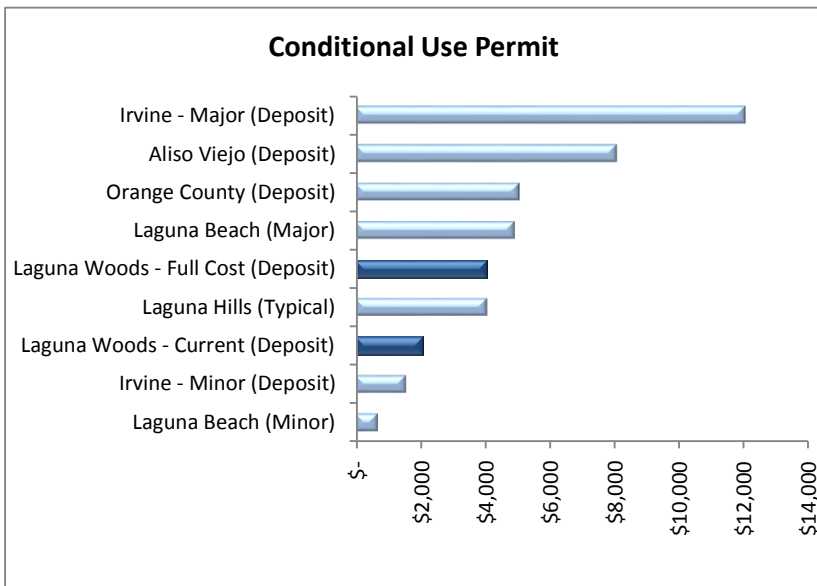
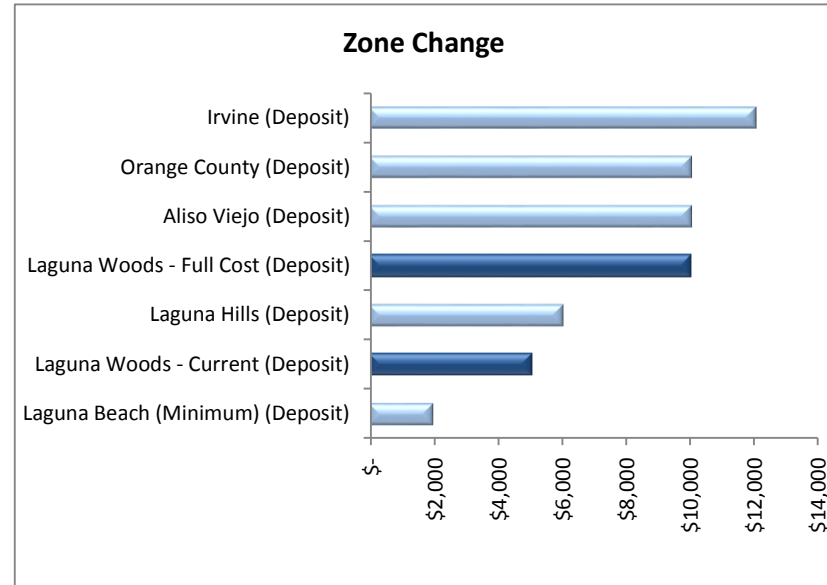
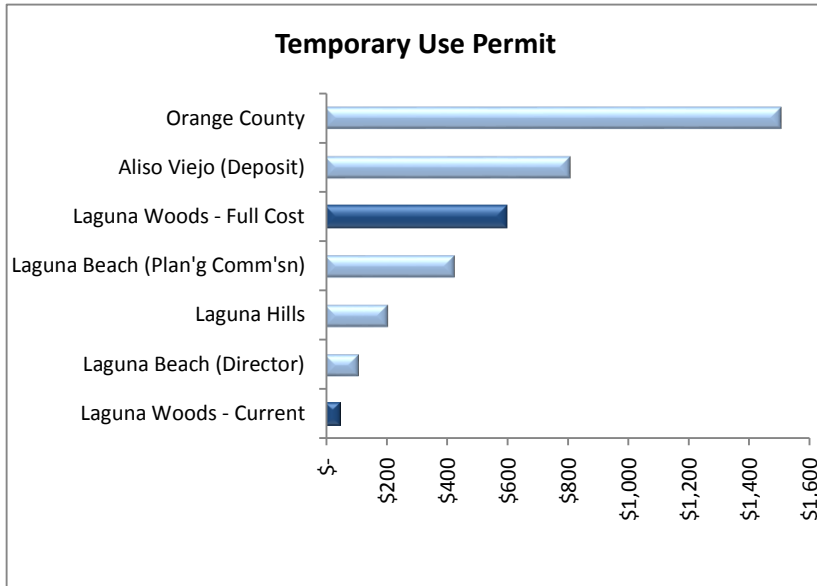
* Film permit fee applies for major filming (production)

** Notice of Exemption fee includes a pass-through of any County filing fees.

*** For deposit amounts, revenue at current fee assumes \$95 billing rate with a 40% citywide overhead rate, multiplied by estimated project hours and annual volume.

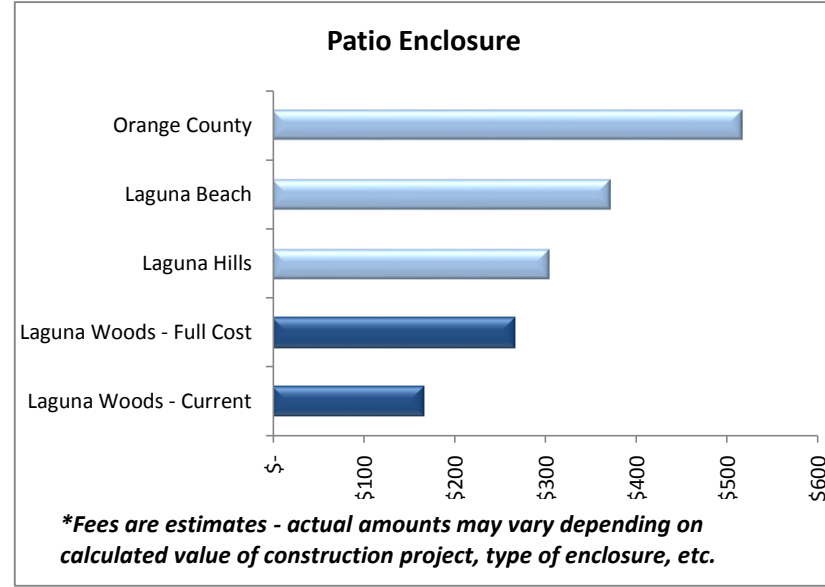
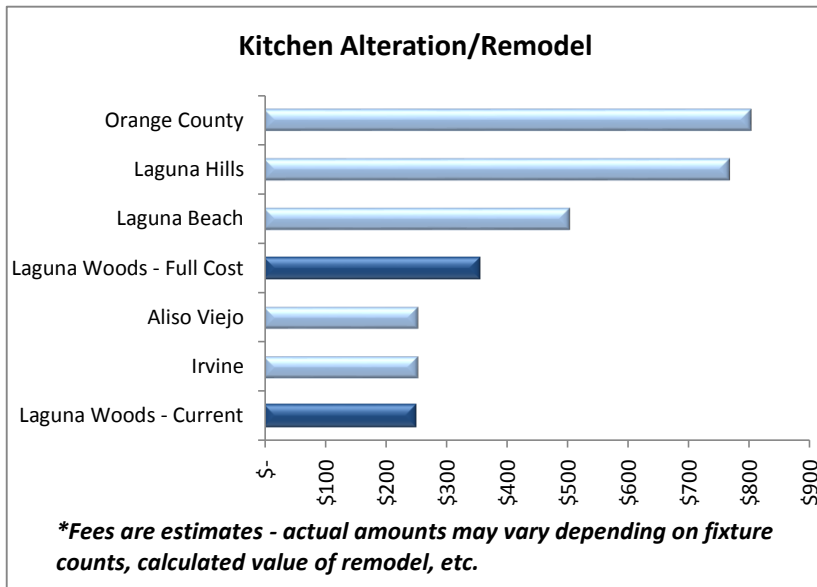
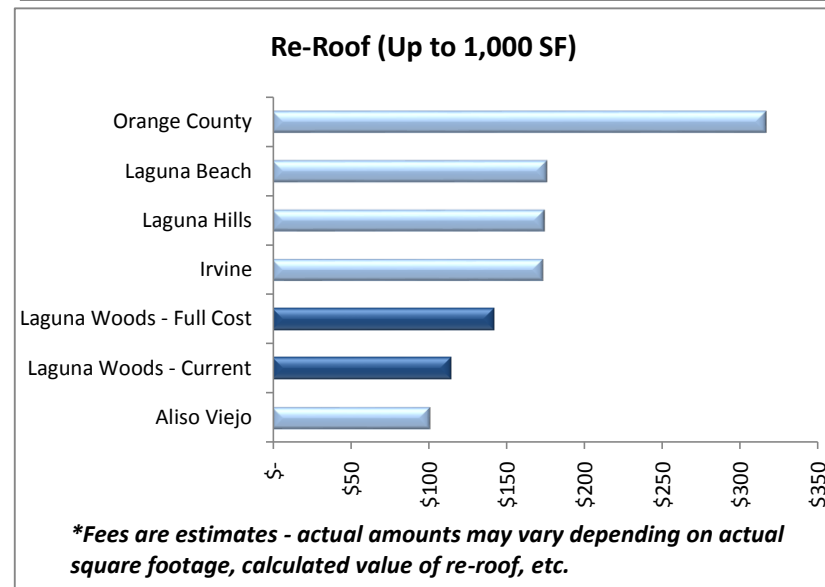
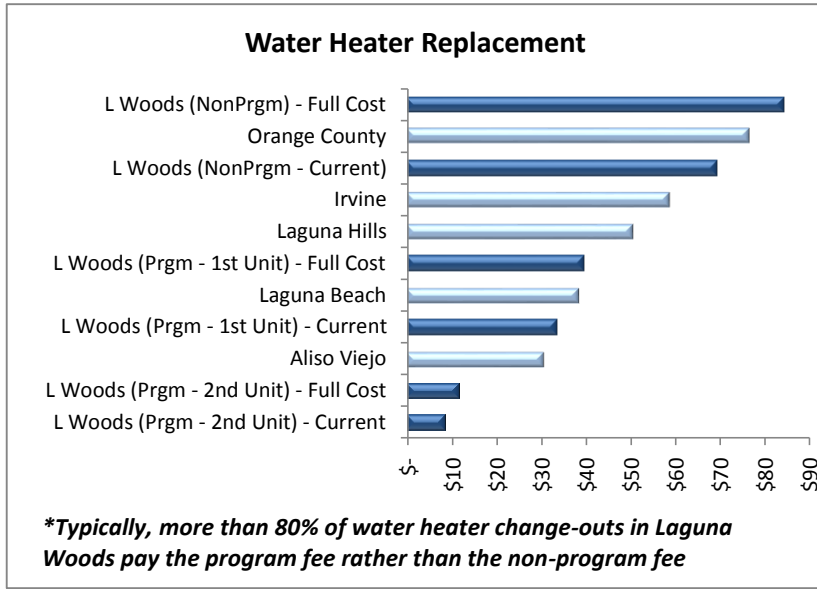
Regional Fee Comparison

City of Laguna Woods
 Building and Planning Services Fee Study
 Regional Comparison of Estimated Fees for Selected Services



* Comparison agency fee estimates are shown for illustrative purposes only. They are based on ClearSource's interpretation of agency fee schedules and/or verbal feedback received from agency representatives, typically counter technicians. All amounts shown should be considered estimates, subject to change based on factors such as calculated valuation of the project, square footage, review complexity, etc.

City of Laguna Woods
 Building and Planning Services Fee Study
 Regional Comparison of Estimated Fees for Selected Services



* Comparison agency fee estimates are shown for illustrative purposes only. They are based on ClearSource’s interpretation of agency fee schedules and/or verbal feedback received from agency representatives, typically counter technicians. All amounts shown should be considered estimates, subject to change based on factors such as calculated valuation of the project, square footage, review complexity, etc.

Working Version of the Master Fee Schedule

City of Laguna Woods

Working Version of the Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description		* Est. Current Fee	Est. Cost of Service	Current Cost Recovery	*** Modified Fee Assuming Full or Targeted Cost Recovery	Increase (Decrease) Amount	Modified Cost Recovery	Notes
1	Water Heater Change Out (Non-Program)	\$69	\$84	82%	\$84	\$15	100%	
2	Water Heater Change Out (Program) - First Unit	\$33	\$39	86%	\$39	\$6	100%	[a]
3	Water Heater Change Out (Program) - Each Add'l Unit	\$8	\$11	71%	\$11	\$3	100%	[a]
4	Water Heater Relocation	\$113	\$141	80%	\$141	\$28	100%	
5	Dishwasher Change Out	\$69	\$84	82%	\$84	\$15	100%	
6	Tub to Tub Insert Only	\$113	\$141	80%	\$141	\$28	100%	
7	Tub to Tub Tile Back Only	\$157	\$197	80%	\$197	\$40	100%	
8	Shower to Shower Insert Only	\$113	\$141	80%	\$141	\$28	100%	
9	Shower to Shower Tile Only	\$201	\$254	79%	\$254	\$53	100%	
10	Tub to Shower Only	\$201	\$254	79%	\$254	\$53	100%	
11	Water/Drain Line (Install/Alter/Repair) w/out Structural	\$69	\$84	82%	\$84	\$15	100%	
12	Water/Drain Line (Install/Alter/Repair) with Structural	\$157	\$238	66%	\$238	\$81	100%	
13	Line Repair (CIPP)/Svc Install - First 30 LF	\$69	\$84	82%	\$84	\$15	100%	
14	Line Repair (CIPP)/Svc Install - Each Add'l 30 LF	\$44	\$57	78%	\$57	\$13	100%	
15	New HVAC (Central System) - Residential	\$113	\$141	80%	\$141	\$28	100%	
16	New HVAC (All Others) - Residential	\$69	\$84	82%	\$84	\$15	100%	
17	HVAC Change Out - Residential	\$113	\$141	80%	\$141	\$28	100%	
18	Electrical - Fixtures and Receptacles	\$69	\$84	82%	\$84	\$15	100%	
19	Washer/Dryer Hook Up	\$69	\$112	61%	\$112	\$43	100%	
20	Electrical Wheelchair Lift	\$765	\$413	185%	\$413	(\$352)	100%	
21	Re-Roof (Tile, Single-Ply) - First 1,000 SF	\$113	\$141	80%	\$141	\$28	100%	[b]
22	Re-Roof (Tile, Single-Ply) - Each Add'l 1,000 SF *	\$23	\$27	83%	\$27	\$5	100%	[b]
23	Re-Roof (All Other) - First 1,000 SF	\$113	\$141	80%	\$141	\$28	100%	[b]
24	Re-Roof (All Other) - Each Add'l 5,000 SF *	\$23	\$27	83%	\$27	\$5	100%	[b]
25	Fenestration - Skylights/Solartubes	\$69	\$182	38%	\$182	\$113	100%	
26	Fenestration - Doors/Windows	\$113	\$210	54%	\$210	\$97	100%	
27	Structural/Drywall	\$69	\$125	55%	\$125	\$56	100%	
28	Structural, Insulation	\$113	\$182	62%	\$182	\$69	100%	
29	Lath	\$113	\$182	62%	\$182	\$69	100%	
30	Structural, Insulation, Lath	\$186	\$295	63%	\$295	\$109	100%	
31	Structural, Insulation, Shear, Lath	\$241	\$488	49%	\$488	\$247	100%	
32	Framing/Structural - 1 inspection **	\$98	\$261	37%	\$261	\$163	100%	
33	Framing/Structural - 2 inspections **	\$142	\$318	45%	\$318	\$176	100%	
34	Framing/Structural - 3 inspections **	\$186	\$374	50%	\$374	\$189	100%	
35	Temporary Shade Structure (Commercial)	\$267	\$220	121%	\$220	(\$47)	100%	
36	Patio/Balcony Cover/Enclosure - Standard, Open, Pre-Engineered	\$98	\$175	56%	\$175	\$77	100%	
37	Patio/Balcony Cover/Enclosure - Standard, Enclosed, Pre-Engineered	\$165	\$265	62%	\$265	\$100	100%	
38	Patio/Balcony Cover/Enclosure - Site Specific Engineering	\$467	\$441	106%	\$441	(\$26)	100%	
39	Alteration - Residential (Res.) Kitchen	\$247	\$352	70%	\$352	\$104	100%	
40	Alteration - Res. Kitchen, plus HVAC OR Fenestration	\$299	\$408	73%	\$408	\$109	100%	
41	Alteration - Res. Kitchen, plus HVAC AND Fenestration/Other	\$341	\$465	73%	\$465	\$124	100%	
42	Alteration - Res. Kitchen, plus 1 Bath	\$299	\$408	73%	\$408	\$109	100%	

City of Laguna Woods

Working Version of the Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description		* Est. Current Fee	Est. Cost of Service	Current Cost Recovery	*** Modified Fee Assuming Full or Targeted Cost Recovery	Increase (Decrease) Amount	Modified Cost Recovery	Notes
43	Alteration - Res. Kitchen, plus 2+ Bath (Includes bathroom splits)	\$341	\$465	73%	\$465	\$124	100%	
44	Alteration - Res. Kitchen, plus 1 Bath, plus HVAC OR Fenestration	\$341	\$465	73%	\$465	\$124	100%	
45	Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC OR Fenestration	\$382	\$522	73%	\$522	\$140	100%	
46	Alteration - Res. Kitchen, plus 1 Bath, plus HVAC AND Fenestration/Other	\$341	\$522	65%	\$522	\$181	100%	
47	Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC AND Fenestration/Other	\$412	\$579	71%	\$579	\$166	100%	
48	Alteration/Remodel - Res. 1 Bath	\$157	\$238	66%	\$238	\$81	100%	
49	Alteration/Remodel - Res. 2+ Baths (includes bathroom splits)	\$247	\$352	70%	\$352	\$104	100%	
50	Alteration - Res. 2+ Baths (incl. split), plus HVAC/Other	\$299	\$408	73%	\$408	\$109	100%	
51	Room Addition	\$463	\$817	57%	\$817	\$353	100%	
52	Alteration/Remodel w/ Room Addition	\$950	\$1,157	82%	\$1,157	\$207	100%	
53	Sign (Wall) - First	\$140	\$152	92%	\$152	\$12	100%	
54	Sign (Wall) - Each Add'l	\$0	\$11	0%	\$11	\$11	100%	
55	Sign (Monument) - First	\$249	\$243	103%	\$243	(\$6)	100%	
56	Sign (Monument) - Each Add'l	\$0	\$23	0%	\$23	\$23	100%	
57	Parking - Recoating and Restriping	\$115	\$186	62%	\$186	\$71	100%	
58	Antenna - Telecommunications	\$518	\$470	110%	\$470	(\$48)	100%	
59	Antenna - Equipment Shelter	\$222	\$209	106%	\$209	(\$13)	100%	
60	Solar - Residential Systems	\$235	\$390	60%	\$390	\$155	100%	
61	Solar - Commercial Systems	\$1,257	\$1,116	113%	\$1,000	(\$257)	90%	
62	Demolition	\$113	\$182	62%	\$182	\$69	100%	
63	Certificate of Occupancy - Temporary	\$39	\$84	46%	\$84	\$45	100%	
64	Certificate of Occupancy	\$0	\$254	0%	\$254	\$254	100%	
65	Miscellaneous/All Other - First Inspection	\$69	\$84	82%	\$84	\$15	100%	
66	Miscellaneous/All Other - Each Add'l Inspection	\$44	\$57	78%	\$57	\$13	100%	
67	Miscellaneous/All Other - Plan Check (Per Hr)	n/a	\$136	n/a	\$136	n/a	100%	
68	Work Without Permit	n/a	\$163	n/a	\$163	n/a	100%	
69	Re-Inspection - Missed Appointment	\$56	\$57	99%	\$57	\$1	100%	
70	Additional Inspections	n/a	\$84	n/a	\$84	n/a	100%	
71	Replacement Job Card	n/a	\$34	n/a	\$20	n/a	59%	
72	Cancelled Permit Refund Processing Fee	n/a	\$68	n/a	\$20	n/a	29%	
73	State Energy Form Assistance (Upon Request)	\$4	\$68	6%	\$4	\$0	6%	[c]
74	Building and Safety Appeal Application	n/a	\$136	n/a	\$136	n/a	100%	
75	Alternate Materials Method Review (Per Hr)	n/a	\$136	n/a	\$136	n/a	100%	
76	Inspection Outside of Normal Business Hours (Per Hr)	n/a	\$170	n/a	\$170	n/a	100%	

*** The City uses specialized service providers to process certain plan review and inspection activities. These specialized services include, but are not limited to, structural engineering review services and specialized inspection services. The modified fees are intended to reflect the estimated costs of all typical plan review and inspection services. However, for projects requiring the use of outside service providers, or projects that are more complex than typical, the City will collect fees that represent the actual costs incurred by the City.

[a] Photo inspection.

[b] For purposes of calculating re-roof fees, fractional square footages shall be rounded up to the nearest 1,000 SF. For example 1,600 SF shall be rounded to 2,000 SF.

[c] Fee is per page.

* Several of the fee categories shown are currently based on the estimated calculated value of the project for fee setting purposes. Consequently, current fees charged by the City may vary from the amounts shown in the column labeled "Est. Current Fee".

** Examples of items included in this fee include post, beam, beamtail, raftertail, corbel, shearpanel, and truss repair/replacement.

City of Laguna Woods

Working Version of the Schedule of Building Fees New Construction and Non-Residential Tenant Improvements

Construction Class		SqFt	* Current Fee	Est. Cost of Svc	Current Cost Recovery	** Modified Fee Assuming Full or Targeted Cost Recovery	Increase (Decrease) Amount	Modified Cost Recovery
1	Shell Building New Construction	500	varies *	\$2,042	varies	\$2,042	varies	100%
		2,000	varies *	\$3,063	varies	\$3,063	varies	100%
		5,000	varies *	\$4,084	varies	\$4,084	varies	100%
		10,000	varies *	\$5,105	varies	\$5,105	varies	100%
		20,000	varies *	\$6,807	varies	\$6,807	varies	100%
		> 20,000	varies *	varies	varies	deposit	varies	100%
2	Accessory/Utility (e.g. Private garage, gatehouse) New Construction	100	varies *	\$681	varies	\$681	varies	100%
		250	varies *	\$1,021	varies	\$1,021	varies	100%
		500	varies *	\$1,361	varies	\$1,361	varies	100%
		1,000	varies *	\$1,702	varies	\$1,702	varies	100%
		2,500	varies *	\$2,178	varies	\$2,178	varies	100%
		> 2,500	varies *	varies	varies	deposit	varies	100%
3	All Other New Construction	500	varies *	\$3,267	varies	\$3,267	varies	100%
		2,000	varies *	\$4,901	varies	\$4,901	varies	100%
		5,000	varies *	\$6,534	varies	\$6,534	varies	100%
		10,000	varies *	\$8,168	varies	\$8,168	varies	100%
		20,000	varies *	\$10,890	varies	\$10,890	varies	100%
		> 20,000	varies *	varies	varies	deposit	varies	100%
4	Tenant Improvements New Construction	250	varies *	\$545	varies	\$545	varies	100%
		500	varies *	\$817	varies	\$817	varies	100%
		1,000	varies *	\$1,089	varies	\$1,089	varies	100%
		2,500	varies *	\$1,361	varies	\$1,361	varies	100%
		5,000	varies *	\$1,804	varies	\$1,804	varies	100%
		> 5,000	varies *	varies	varies	deposit	varies	100%

** The City uses specialized service providers to process certain plan review and inspection activities. These specialized services include, but are not limited to, structural engineering review services and specialized inspection services. The proposed fees are intended to reflect the estimated costs of all typical plan review and inspection services. However, for projects requiring the use of outside service providers, or projects that are more complex than typical, the City will collect fees that represent the actual costs incurred by the City.

* Current fee based on calculated project value for permit fee calculation purposes.

City of Laguna Woods

Working Version of the Schedule of Planning Fees

Fee Description		Est. Current Fee	Est. Cost of Service	Current Cost Recovery	Modified Fee Assuming Full or Targeted Cost Recovery	Increase (Decrease) Amount	Modified Cost Recovery
Fixed Fee Services							
1	Change Plan	\$310	\$1,406	22%	\$1,406	\$1,096	100%
2	Community Facilities Yearly Sign Permit	\$39	\$74	53%	\$74	\$35	100%
3	Film Permit	\$39	\$592	7%	\$592	\$553	100%
4	Med. Marijuana Dispensary Permit - Renewal	\$800	\$1,850	43%	\$1,850	\$1,050	100%
5	Notice of Exemption **	County **	\$296	n/a	\$296 + **	\$296	100%
6	Outdoor Seating Permit	\$39	\$370	11%	\$370	\$331	100%
7	Sign Permit - Part of Sign Program	\$39	\$74	53%	\$74	\$35	100%
8	Sign Permit - Permanent	\$39	\$296	13%	\$296	\$257	100%
9	Sign Permit - Temporary	\$39	\$74	53%	\$74	\$35	100%
10	Special Event Permit	\$39	\$296	13%	\$296	\$257	100%
11	Temporary Use Permit	\$39	\$592	7%	\$592	\$553	100%
12	Tree Removal Permit	\$39	\$222	18%	\$222	\$183	100%
13	Zoning Letter	\$105	\$185	57%	\$185	\$80	100%
14	Appeal (City Council)	\$245-\$650	\$2,146	21%	\$500	varies	23%

Fee Description		Current Initial Deposit	Est. Cost of Service	Current Cost Recovery	Modified Deposit ***	Increase (Decrease)	Modified Cost Recovery
Deposit-Based Fee Services							
15	Conditional Use Permit	\$2,000	\$4,255	100%	\$4,000	varies	100%
16	Development Agreement	\$5,000	\$19,758	100%	\$10,000	varies	100%
17	Environmental Impact Report	\$7,500	varies	100%	\$10,000	varies	100%
18	General Plan or Zoning Code Amendment	\$5,000	\$19,462	100%	\$10,000	varies	100%
19	Initial Study/Neg. Dec./Mitigated Neg Dec.	\$4,000	varies	100%	\$5,000	varies	100%
20	Med. Marijuana Dispensary Permit - Initial	\$1,600	\$4,366	37%	\$4,000	varies	100%
21	Sign Program	\$2,000	\$2,812	100%	\$2,500	varies	100%
22	Site Development Permit	\$2,000	\$4,144	100%	\$4,000	varies	100%
23	Specific Plan	\$2,000	\$19,758	100%	\$10,000	varies	100%
24	Variance	\$2,000	\$3,700	100%	\$3,500	varies	100%
25	Zone Change	\$5,000	\$17,242	100%	\$10,000	varies	100%
26	Other Application/Permit Types Not Identified In this Schedule	varies	varies	100%	varies	varies	100%

*** For deposit-based fees, the City intends to recover 100% of the costs of service including the actual costs of any contract service providers and internal City support. The typical billed hourly rate for deposit-based services, including estimated city support, will be \$134. Occasionally, consulting staff members performing application review may bill at rates exceeding the typical hourly rate. In these circumstances, the applicant will be responsible for paying any hourly consulting costs incurred, in excess of \$134 per hour. For example, if the City receives a bill for services at \$180 per hour, the applicant will be responsible for paying this amount. This is intended to ensure the City recovers the actual costs to the jurisdiction for the use of contract service providers performing as-needed applicant project review services.

* Film permit fee applies for major filming (production).

** Proposed notice of exemption fee includes a pass-through of any County filing fees.

Master Fee Schedule

City of Laguna Woods

Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description	Fee Assuming Full or Targeted Cost Recovery *	Notes
1 Water Heater Change Out (Non-Program)	\$84	
2 Water Heater Change Out (Program) - First Unit	\$39	[a]
3 Water Heater Change Out (Program) - Each Add'l Unit	\$11	[a]
4 Water Heater Relocation	\$141	
5 Dishwasher Change Out	\$84	
6 Tub to Tub Insert Only	\$141	
7 Tub to Tub Tile Back Only	\$197	
8 Shower to Shower Insert Only	\$141	
9 Shower to Shower Tile Only	\$254	
10 Tub to Shower Only	\$254	
11 Water/Drain Line (Install/Alter/Repair) w/out Structural	\$84	
12 Water/Drain Line (Install/Alter/Repair) with Structural	\$238	
13 Line Repair (CIPP)/Svc Install - First 30 LF	\$84	
14 Line Repair (CIPP)/Svc Install - Each Add'l 30 LF	\$57	
15 New HVAC (Central System) - Residential	\$141	
16 New HVAC (All Others) - Residential	\$84	
17 HVAC Change Out - Residential	\$141	
18 Electrical - Fixtures and Receptacles	\$84	
19 Washer/Dryer Hook Up	\$112	
20 Electrical Wheelchair Lift	\$413	
21 Re-Roof (Tile, Single-Ply) - First 1,000 SF	\$141	[b]
22 Re-Roof (Tile, Single-Ply) - Each Add'l 1,000 SF *	\$27	[b]
23 Re-Roof (All Other) - First 1,000 SF	\$141	[b]
24 Re-Roof (All Other) - Each Add'l 5,000 SF *	\$27	[b]
25 Fenestration - Skylights/Solartubes	\$182	
26 Fenestration - Doors/Windows	\$210	
27 Structural/Drywall	\$125	
28 Structural, Insulation	\$182	
29 Lath	\$182	
30 Structural, Insulation, Lath	\$295	
31 Structural, Insulation, Shear, Lath	\$488	
32 Framing/Structural - 1 inspection **	\$261	
33 Framing/Structural - 2 inspections **	\$318	
34 Framing/Structural - 3 inspections **	\$374	
35 Temporary Shade Structure (Commercial)	\$220	
36 Patio/Balcony Cover/Enclosure - Standard, Open, Pre-Engineered	\$175	
37 Patio/Balcony Cover/Enclosure - Standard, Enclosed, Pre-Engineered	\$265	
38 Patio/Balcony Cover/Enclosure - Site Specific Engineering	\$441	
39 Alteration - Residential (Res.) Kitchen	\$352	
40 Alteration - Res. Kitchen, plus HVAC OR Fenestration	\$408	
41 Alteration - Res. Kitchen, plus HVAC AND Fenestration/Other	\$465	
42 Alteration - Res. Kitchen, plus 1 Bath	\$408	
43 Alteration - Res. Kitchen, plus 2+ Bath (Includes bathroom splits)	\$465	

City of Laguna Woods

Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description	Fee Assuming Full or Targeted Cost Recovery *	Notes	
44	Alteration - Res. Kitchen, plus 1 Bath, plus HVAC OR Fenestration	\$465	
45	Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC OR Fenestration	\$522	
46	Alteration - Res. Kitchen, plus 1 Bath, plus HVAC AND Fenestration/Other	\$522	
47	Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC AND Fenestration/Other	\$579	
48	Alteration/Remodel - Res. 1 Bath	\$238	
49	Alteration/Remodel - Res. 2+ Baths (includes bathroom splits)	\$352	
50	Alteration - Res. 2+ Baths (incl. split), plus HVAC/Other	\$408	
51	Room Addition	\$817	
52	Alteration/Remodel w/ Room Addition	\$1,157	
53	Sign (Wall) - First	\$152	
54	Sign (Wall) - Each Add'l	\$11	
55	Sign (Monument) - First	\$243	
56	Sign (Monument) - Each Add'l	\$23	
57	Parking - Recoating and Restriping	\$186	
58	Antenna - Telecommunications	\$470	
59	Antenna - Equipment Shelter	\$209	
60	Solar - Residential Systems	\$390	
61	Solar - Commercial Systems	\$1,000	
62	Demolition	\$182	
63	Certificate of Occupancy - Temporary	\$84	
64	Certificate of Occupancy	\$254	
65	Miscellaneous/All Other - First Inspection	\$84	
66	Miscellaneous/All Other - Each Add'l Inspection	\$57	
67	Miscellaneous/All Other - Plan Check (Per Hr)	\$136	
68	Work Without Permit	\$163	
69	Re-Inspection - Missed Appointment	\$57	
70	Additional Inspections	\$84	
71	Replacement Job Card	\$20	
72	Cancelled Permit Refund Processing Fee	\$20	
73	State Energy Form Assistance (Upon Request)	\$4	[c]
74	Building and Safety Appeal Application	\$136	
75	Alternate Materials Method Review (Per Hr)	\$136	
76	Inspection Outside of Normal Business Hours (Per Hr)	\$170	

* The City uses specialized service providers to process certain plan review and inspection activities. These specialized services include, but are not limited to, structural engineering review services and specialized inspection services. The proposed fees are intended to reflect the estimated costs of all typical plan review and inspection services. However, for projects requiring the use of outside service providers, or projects that are more complex than typical, the City will collect fees that represent the actual costs incurred by the City.

[a] Photo inspection.

[b] For purposes of calculating re-roof fees, fractional square footages shall be rounded up to the nearest 1,000 SF. For example 1,600 SF shall be rounded to 2,000 SF.

[c] Fee is per page.

** Examples of items included in this fee include post, beam, beamtail, raftertail, corbel, shearpanel, and truss repair/replacement.

City of Laguna Woods

Schedule of Building Fees - New Construction and Non-Residential Tenant Improvements

Description	Project Size Threshold	Plan Check		Permit		Total	
		Base Fee Assuming Full or Targeted Cost Recovery	Fee Per Add'l 100 SF	Base Fee Assuming Full or Targeted Cost Recovery	Fee Per Add'l 100 SF	Base Fee Assuming Full or Targeted Cost Recovery	Fee Per Add'l 100 SF
1 Shell Building New Construction	500	\$1,021	\$23.82	\$1,021	\$44.24	\$2,042	\$68.07
	2,000	\$1,378	\$15.31	\$1,685	\$18.72	\$3,063	\$34.03
	5,000	\$1,838	\$9.19	\$2,246	\$11.23	\$4,084	\$20.42
	10,000	\$2,297	\$4.25	\$2,808	\$12.76	\$5,105	\$17.02
	20,000	\$2,723	varies	\$4,084	varies	\$6,807	varies
	> 20,000	varies		varies		varies	
2 Accessory/Utility (e.g. Private garage, gatehouse) New Construction	100	\$238	\$79.41	\$442	\$147.48	\$681	\$226.89
	250	\$357	\$47.65	\$664	\$88.49	\$1,021	\$136.13
	500	\$476	\$23.82	\$885	\$44.24	\$1,361	\$68.07
	1,000	\$596	\$11.12	\$1,106	\$20.65	\$1,702	\$31.76
	2,500	\$762	varies	\$1,416	varies	\$2,178	varies
	> 2,500	varies		varies		varies	
3 All Other New Construction	500	\$1,634	\$38.12	\$1,634	\$70.79	\$3,267	\$108.90
	2,000	\$2,205	\$24.50	\$2,695	\$29.95	\$4,901	\$54.45
	5,000	\$2,940	\$14.70	\$3,594	\$17.97	\$6,534	\$32.67
	10,000	\$3,676	\$6.81	\$4,492	\$20.42	\$8,168	\$27.23
	20,000	\$4,356	varies	\$6,534	varies	\$10,890	varies
	> 20,000	varies		varies		varies	
4 Tenant Improvements New Construction	250	\$191	\$38.12	\$354	\$70.79	\$545	\$108.90
	500	\$286	\$19.06	\$531	\$35.39	\$817	\$54.45
	1,000	\$381	\$6.35	\$708	\$11.80	\$1,089	\$18.15
	2,500	\$476	\$6.19	\$885	\$11.50	\$1,361	\$17.70
	5,000	\$631	varies	\$1,172	varies	\$1,804	varies
	> 5,000	varies		varies		varies	

City of Laguna Woods

Schedule of Building Fees

Fee Description		Fee *	Notes
Strong Motion Instrumentation (SMI)			
Fee Calculation			
1	Residential	\$0.50 or valuation x .0001	
2	Commercial	\$0.50 or valuation x .00021	
Building Standards Administration Special Revolving Fund (SB 1473) Fee Calculation			[a]
3	Valuation:		
	a) \$1 - \$25,000	\$1	
	b) \$25,001 - \$50,000	\$2	
	c) \$50,001 - \$75,000	\$3	
	d) \$75,001 - \$100,000	\$4	
	e) Every \$25,000 or fraction thereof above \$100,000	Add \$1	

* Project valuation shall be determined by project amount submitted by permit applicant, or most current International Code Council (ICC) published Building Valuation Table as published in the Building Safety Journal, or by RS Means Square Foot Costs Manual, where ICC data is not available.

[a] Source: California Health and Safety Code Section 18931.6

City of Laguna Woods

Schedule of Planning Fees

Fee Description		Fee Assuming Full or Targeted Cost Recovery	Notes
Fixed Fee Services			
1	Change Plan	\$1,406	
2	Community Facilities Yearly Sign Permit	\$74	
3	Film Permit	\$592	[a]
4	Med. Marijuana Dispensary Permit - Renewal	\$1,850	
5	Notice of Exemption **	\$296 + **	[b]
6	Outdoor Seating Permit	\$370	
7	Sign Permit - Part of Sign Program	\$74	
8	Sign Permit - Permanent	\$296	
9	Sign Permit - Temporary	\$74	
10	Special Event Permit	\$296	
11	Temporary Use Permit	\$592	
12	Tree Removal Permit	\$222	
13	Zoning Letter	\$185	
14	Appeal (City Council)	\$500	

Fee Description		Initial Deposit *	Notes
Deposit-Based Fee Services			
15	Conditional Use Permit	\$4,000	
16	Development Agreement	\$10,000	
17	Environmental Impact Report	\$10,000	
18	General Plan or Zoning Code Amendment	\$10,000	
19	Initial Study/Neg. Dec./Mitigated Neg Dec.	\$5,000	
20	Med. Marijuana Dispensary Permit - Initial	\$4,000	
21	Sign Program	\$2,500	
22	Site Development Permit	\$4,000	
23	Specific Plan	\$10,000	
24	Variance	\$3,500	
25	Zone Change	\$10,000	
26	Other Application/Permit Types Not Identified In this Schedule	varies	

* For deposit-based fees, the City intends to recover 100% of the costs of service including the actual costs of any contract service providers and internal City support. The typical billed hourly rate for deposit-based services, including estimated city support, will be \$134. Occasionally, consulting staff members performing application review may bill at rates exceeding the typical hourly rate. In these circumstances, the applicant will be responsible for paying any hourly consulting costs incurred, in excess of \$134 per hour. For example, if the City receives a bill for services at \$180 per hour, the applicant will be responsible for paying this amount. This is intended to ensure the City recovers the actual costs to the jurisdiction for the use of contract service providers performing as-needed applicant project review services.

[a] Film permit fee applies for major filming (production).

[b] Proposed notice of exemption fee includes a pass-through of any County filing fees.

RESOLUTION NO. 15-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING NEW AND INCREASED OR MODIFIED BUILDING AND PLANNING SERVICES FEES

WHEREAS, pursuant to applicable California law, cities may charge rates or fees that are equal to or less than the reasonably anticipated costs of providing the service, conferring a benefit, granting a privilege, performing regulatory duties, enforcing laws, or as a condition of property development; and

WHEREAS, the City of Laguna Woods retained a qualified consultant to prepare a Building and Planning Services Fee Study and Central Services Cost Allocation Study upon which to base building and planning services fee calculations, both studies are now complete, and such studies were presented to the City Council and public at meetings on April 15, 2015, May 11, 2015, and May 20, 2015; and

WHEREAS, the City Council conducted two public meetings (April 15, 2015 and May 11, 2015) regarding building and planning services fees, both of which were publically noticed and included opportunities for public comment; and

WHEREAS, the City Council conducted a duly noticed public hearing at its regular meeting on May 20, 2015 regarding the proposed adoption of new and increased or modified building and planning services fees; and

WHEREAS, after consideration of the information provided by City staff, the information contained in the Building and Planning Services Fee Study and the Central Services Cost Allocation Study, and all public comments and testimony received, the City Council finds that it is in the best interest of the City of Laguna Woods to adopt new and increase or modify fees for building and planning services.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The building and planning services fee schedule attached hereto as Exhibit “A” is hereby adopted to be effective beginning on July 20, 2015. In adopting such fees, City Council finds that the amount of the fees do not exceed the reasonable cost of providing the services for which the fees are charged, and relies

in part on the Building and Planning Services Fee Study and the Central Services Cost Allocation Study in making such findings.

SECTION 2. Upon the effective date of the building and planning services fee schedule attached hereto as Exhibit “A,” all previous building and planning services fees adopted by resolution of the City Council shall be repealed.

SECTION 3. The action set forth in this resolution is not a project under the requirements of the California Environmental Quality Act (CEQA), pursuant to sections 15061(b)(3) and 15273 of the CEQA Guidelines.

SECTION 4. The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED ON this XX day of XX 2015.

CYNTHIA S. CONNERS, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 15-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2015, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, Deputy City Clerk



City of Laguna Woods
Building and Planning Services
Fee Schedule

City of Laguna Woods

Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description	Fee *	Notes
1 Water Heater Change Out (Non-Program)	\$84	
2 Water Heater Change Out (Program) - First Unit	\$39	[a]
3 Water Heater Change Out (Program) - Each Add'l Unit	\$11	[a]
4 Water Heater Relocation	\$141	
5 Dishwasher Change Out	\$84	
6 Tub to Tub Insert Only	\$141	
7 Tub to Tub Tile Back Only	\$197	
8 Shower to Shower Insert Only	\$141	
9 Shower to Shower Tile Only	\$254	
10 Tub to Shower Only	\$254	
11 Water/Drain Line (Install/Alter/Repair) w/out Structural	\$84	
12 Water/Drain Line (Install/Alter/Repair) with Structural	\$238	
13 Line Repair (CIPP)/Svc Install - First 30 LF	\$84	
14 Line Repair (CIPP)/Svc Install - Each Add'l 30 LF	\$57	
15 New HVAC (Central System) - Residential	\$141	
16 New HVAC (All Others) - Residential	\$84	
17 HVAC Change Out - Residential	\$141	
18 Electrical - Fixtures and Receptacles	\$84	
19 Washer/Dryer Hook Up	\$112	
20 Electrical Wheelchair Lift	\$413	
21 Re-Roof (Tile, Single-Ply) - First 1,000 SF	\$141	[b]
22 Re-Roof (Tile, Single-Ply) - Each Add'l 1,000 SF *	\$27	[b]
23 Re-Roof (All Other) - First 1,000 SF	\$141	[b]
24 Re-Roof (All Other) - Each Add'l 5,000 SF *	\$27	[b]
25 Fenestration - Skylights/Solartubes	\$182	
26 Fenestration - Doors/Windows	\$210	
27 Structural/Drywall	\$125	
28 Structural, Insulation	\$182	
29 Lath	\$182	
30 Structural, Insulation, Lath	\$295	
31 Structural, Insulation, Shear, Lath	\$488	
32 Framing/Structural - 1 inspection **	\$261	
33 Framing/Structural - 2 inspections **	\$318	
34 Framing/Structural - 3 inspections **	\$374	
35 Temporary Shade Structure (Commercial)	\$220	
36 Patio/Balcony Cover/Enclosure - Standard, Open, Pre-Engineered	\$175	
37 Patio/Balcony Cover/Enclosure - Standard, Enclosed, Pre-Engineered	\$265	
38 Patio/Balcony Cover/Enclosure - Site Specific Engineering	\$441	
39 Alteration - Residential (Res.) Kitchen	\$352	
40 Alteration - Res. Kitchen, plus HVAC OR Fenestration	\$408	
41 Alteration - Res. Kitchen, plus HVAC AND Fenestration/Other	\$465	
42 Alteration - Res. Kitchen, plus 1 Bath	\$408	
43 Alteration - Res. Kitchen, plus 2+ Bath (Includes bathroom splits)	\$465	

City of Laguna Woods

Schedule of Building Fees - Mechanical, Electrical, Plumbing, and Miscellaneous Items

Fee Description	Fee *	Notes
44 Alteration - Res. Kitchen, plus 1 Bath, plus HVAC OR Fenestration	\$465	
45 Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC OR Fenestration	\$522	
46 Alteration - Res. Kitchen, plus 1 Bath, plus HVAC AND Fenestration/Other	\$522	
47 Alteration - Res. Kitchen, plus 2+ Bath, plus HVAC AND Fenestration/Other	\$579	
48 Alteration/Remodel - Res. 1 Bath	\$238	
49 Alteration/Remodel - Res. 2+ Baths (includes bathroom splits)	\$352	
50 Alteration - Res. 2+ Baths (incl. split), plus HVAC/Other	\$408	
51 Room Addition	\$817	
52 Alteration/Remodel w/ Room Addition	\$1,157	
53 Sign (Wall) - First	\$152	
54 Sign (Wall) - Each Add'l	\$11	
55 Sign (Monument) - First	\$243	
56 Sign (Monument) - Each Add'l	\$23	
57 Parking - Recoating and Restriping	\$186	
58 Antenna - Telecommunications	\$470	
59 Antenna - Equipment Shelter	\$209	
60 Solar - Residential Systems	\$390	
61 Solar - Commercial Systems	\$1,000	
62 Demolition	\$182	
63 Certificate of Occupancy - Temporary	\$84	
64 Certificate of Occupancy	\$254	
65 Miscellaneous/All Other - First Inspection	\$84	
66 Miscellaneous/All Other - Each Add'l Inspection	\$57	
67 Miscellaneous/All Other - Plan Check (Per Hr)	\$136	
68 Work Without Permit	\$163	
69 Re-Inspection - Missed Appointment	\$57	
70 Additional Inspections	\$84	
71 Replacement Job Card	\$20	
72 Cancelled Permit Refund Processing Fee	\$20	
73 State Energy Form Assistance (Upon Request)	\$4	[c]
74 Building and Safety Appeal Application	\$136	
75 Alternate Materials Method Review (Per Hr)	\$136	
76 Inspection Outside of Normal Business Hours (Per Hr)	\$170	

* The City uses specialized service providers to process certain plan review and inspection activities. These specialized services include, but are not limited to, structural engineering review services and specialized inspection services. The proposed fees are intended to reflect the estimated costs of all typical plan review and inspection services. However, for projects requiring the use of outside service providers, or projects that are more complex than typical, the City will collect fees that represent the actual costs incurred by the City.

[a] Photo inspection.

[b] For purposes of calculating re-roof fees, fractional square footages shall be rounded up to the nearest 1,000 SF. For example 1,600 SF shall be rounded to 2,000 SF.

[c] Fee is per page.

** Examples of items included in this fee include post, beam, beamtail, raftertail, corbel, shearpanel, and truss repair/replacement

City of Laguna Woods

Schedule of Building Fees - New Construction and Non-Residential Tenant Improvements

Description	Project Size Threshold	Plan Check		Permit		Total	
		Fee	Fee Per Add'l 100 SF	Fee	Fee Per Add'l 100 SF	Fee	Fee Per Add'l 100 SF
1 Shell Building New Construction	500	\$1,021	\$23.82	\$1,021	\$44.24	\$2,042	\$68.07
	2,000	\$1,378	\$15.31	\$1,685	\$18.72	\$3,063	\$34.03
	5,000	\$1,838	\$9.19	\$2,246	\$11.23	\$4,084	\$20.42
	10,000	\$2,297	\$4.25	\$2,808	\$12.76	\$5,105	\$17.02
	20,000	\$2,723	varies	\$4,084	varies	\$6,807	varies
	> 20,000	varies		varies		varies	
2 Accessory/Utility (e.g. Private garage, gatehouse) New Construction	100	\$238	\$79.41	\$442	\$147.48	\$681	\$226.89
	250	\$357	\$47.65	\$664	\$88.49	\$1,021	\$136.13
	500	\$476	\$23.82	\$885	\$44.24	\$1,361	\$68.07
	1,000	\$596	\$11.12	\$1,106	\$20.65	\$1,702	\$31.76
	2,500	\$762	varies	\$1,416	varies	\$2,178	varies
	> 2,500	varies		varies		varies	
3 All Other New Construction	500	\$1,634	\$38.12	\$1,634	\$70.79	\$3,267	\$108.90
	2,000	\$2,205	\$24.50	\$2,695	\$29.95	\$4,901	\$54.45
	5,000	\$2,940	\$14.70	\$3,594	\$17.97	\$6,534	\$32.67
	10,000	\$3,676	\$6.81	\$4,492	\$20.42	\$8,168	\$27.23
	20,000	\$4,356	varies	\$6,534	varies	\$10,890	varies
	> 20,000	varies		varies		varies	
4 Tenant Improvements New Construction	250	\$191	\$38.12	\$354	\$70.79	\$545	\$108.90
	500	\$286	\$19.06	\$531	\$35.39	\$817	\$54.45
	1,000	\$381	\$6.35	\$708	\$11.80	\$1,089	\$18.15
	2,500	\$476	\$6.19	\$885	\$11.50	\$1,361	\$17.70
	5,000	\$631	varies	\$1,172	varies	\$1,804	varies
	> 5,000	varies		varies		varies	

City of Laguna Woods		
Schedule of Building Fees		
Fee Description	Fee *	Notes
Strong Motion Instrumentation (SMI)		
Fee Calculation		
1 Residential	\$0.50 or valuation x .0001	
2 Commercial	\$0.50 or valuation x .00021	
Building Standards Administration Special Revolving Fund (SB 1473) Fee Calculation		
3 Valuation:		[a]
a) \$1 - \$25,000	\$1	
b) \$25,001 - \$50,000	\$2	
c) \$50,001 - \$75,000	\$3	
d) \$75,001 - \$100,000	\$4	
e) Every \$25,000 or fraction thereof above \$100,000	Add \$1	

* Project valuation shall be determined by project amount submitted by permit applicant, or most current International Code Council (ICC) published Building Valuation Table as published in the Building Safety Journal, or by RS Means Square Foot Costs Manual, where ICC data is not available.

[a] Source: California Health and Safety Code Section 18931.6

City of Laguna Woods		
Schedule of Planning Fees		
Fee Description	Fee	Notes
Fixed Fee Services		
1 Change Plan	\$1,406	
2 Community Facilities Yearly Sign Permit	\$74	
3 Film Permit	\$592	[a]
4 Med. Marijuana Dispensary Permit - Renewal	\$1,850	
5 Notice of Exemption **	\$296 + **	[b]
6 Outdoor Seating Permit	\$370	
7 Sign Permit - Part of Sign Program	\$74	
8 Sign Permit - Permanent	\$296	
9 Sign Permit - Temporary	\$74	
10 Special Event Permit	\$296	
11 Temporary Use Permit	\$592	
12 Tree Removal Permit	\$222	
13 Zoning Letter	\$185	
14 Appeal (City Council)	\$500	

Fee Description	Initial Deposit *	Notes
Deposit-Based Fee Services		
15 Conditional Use Permit	\$4,000	
16 Development Agreement	\$10,000	
17 Environmental Impact Report	\$10,000	
18 General Plan or Zoning Code Amendment	\$10,000	
19 Initial Study/Neg. Dec./Mitigated Neg Dec.	\$5,000	
20 Med. Marijuana Dispensary Permit - Initial	\$4,000	
21 Sign Program	\$2,500	
22 Site Development Permit	\$4,000	
23 Specific Plan	\$10,000	
24 Variance	\$3,500	
25 Zone Change	\$10,000	
26 Other Application/Permit Types Not Identified In this Schedule	varies	

* For deposit-based fees, the City intends to recover 100% of the costs of service including the actual costs of any contract service providers and internal City support. The typical billed hourly rate for deposit-based services, including estimated city support, will be \$134. Occasionally, consulting staff members performing application review may bill at rates exceeding the typical hourly rate. In these circumstances, the applicant will be responsible for paying any hourly consulting costs incurred, in excess of \$134 per hour. For example, if the City receives a bill for services at \$180 per hour, the applicant will be responsible for paying this amount. This is intended to ensure the City recovers the actual costs to the jurisdiction for the use of contract service providers performing as-needed applicant project review services.

[a] Film permit fee applies for major filming (production).

[b] Proposed notice of exemption fee includes a pass-through of any County filing fees.

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8.1
WASTE DISPOSAL AGREEMENT

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: May 20, 2015 Regular Meeting
SUBJECT: Waste Disposal Agreement

Recommendation

Approve an amendment to the Waste Disposal Agreement with the County of Orange and authorize the City Manager to execute the amendment, subject to approval as to form by the City Attorney.

Background

The disposal of solid waste at the County of Orange's landfills is governed by a Waste Disposal Agreement in which cities in Orange County have agreed to deposit their solid waste at the County's three landfill facilities in return for low, stable disposal rates. The term of the current Waste Disposal Agreement began on July 1, 2010 and expires on June 30, 2020 with importation of waste from outside of Orange County to County landfills only allowed through June 30, 2016.

Discussion

The proposed amendment to the Waste Disposal Agreement (Attachment A) would provide for the continued importation of waste from outside of Orange County to County landfills, as well as an extension of the term of the Waste Disposal Agreement, through June 30, 2025. In addition to helping to maintain stable waste disposal rates (which affect local solid waste rates) by generating revenues that are used to maintain the landfill system, preserve funds for landfill closure costs, and mitigate long-term risk and environmental liabilities, the continued importation of waste would also generate revenues for the City and other participating agencies.

To date, the following 25 cities have approved the proposed amendment:

Aliso Viejo	Lake Forest
Anaheim	Los Alamitos
Brea	Mission Viejo
Buena Park	Newport Beach
Cypress	Orange
Dana Point	Placentia
Fountain Valley	Rancho Santa Margarita
Huntington Beach	Seal Beach
La Habra	Stanton
La Palma	Tustin
Laguna Beach	Villa Park
Laguna Hills	Yorba Linda
Laguna Niguel	

A representative from OC Waste & Recycling will be present at today's meeting to review the Waste Disposal Agreement and answer related questions.

Fiscal Impact

If the proposed amendment to the Waste Disposal Agreement is approved, the City would receive a one-time payment of \$22,274 in the first quarter of Fiscal Year 2016-17. Once the County's obligation to apply net imported waste revenue for the payment of bankruptcy-related obligations in accordance with its Plan of Adjustment ends, the City would receive a share of imported waste revenues in accordance with the terms of the amended Waste Disposal Agreement. It is not currently possible to estimate the value of that revenue with any degree of certainty, as revenue sharing through Fiscal Year 2019-20 is contingent on several factors, including the status of the County's bankruptcy obligations and the ability of OC Waste & Recycling to successfully increase imported waste disposal rates and achieve projected tonnage levels. OC Waste & Recycling has indicated that the County's bankruptcy obligations are expected to be fully satisfied during Fiscal Year 2017-18, at which point revenue sharing would begin.

Attachment: A – Proposed Amendment to the Waste Disposal Agreement

AMENDMENT TO WASTE DISPOSAL AGREEMENT

Between

THE COUNTY OF ORANGE, CALIFORNIA

and the

CITY OF LAGUNA WOODS, CALIFORNIA

_____, 2015

County Amendment Authorization Date:

_____, 2015

County Notice Address:

Director
OC Waste and Recycling
300 N. Flower, Suite 400
Santa Ana, CA 92703

City Amendment Authorization Date:

_____, 2015

City Notice Address

City Manager
City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637

AMENDMENT TO WASTE DISPOSAL AGREEMENT

THIS AMENDMENT TO WASTE DISPOSAL AGREEMENT (the “Amendment”) is made and dated as of the date indicated on the cover page hereof between the County of Orange, a political subdivision of the State of California (the “County”), and the City designated on the cover page of this Amendment, a general law or charter city and political subdivision of the State of California (the “City”).

RECITALS

The County owns, manages and operates a sanitary landfill system for the disposal of municipal solid waste generated by the cities and the unincorporated area within the County (the “Disposal System”). The Disposal System includes three active landfills and four regional household hazardous waste collection centers.

The Disposal System is used for the disposal of municipal solid waste which is not reused, recycled or otherwise diverted from landfill disposal, pursuant to the California Integrated Waste Management Act of 1989 (Division 30 of the California Public Resources Code) (the “Act”).

The County has entered into waste disposal agreements in 2009 (the “Original Waste Disposal Agreements”) with all of the cities in the County, including the City, as well as certain sanitary districts located in the County (the “Participating Cities”), pursuant to which the County agreed to provide disposal capacity for waste generated in or under the control of the Participating Cities, and the Participating Cities agreed to deliver or cause the delivery of waste generated in or under the control of the Participating Cities to the Disposal System, as more specifically set forth in, and subject to the terms and conditions of, the Original Waste Disposal Agreements.

The City has determined that the execution of this Amendment by the City is in the best interest of the City and will serve the public health, safety and welfare by providing greater disposal rate stability, more predictable and reliable long-term disposal service, and sound environmental management.

The County has determined that the execution by the County of this Amendment will serve the public health, safety and welfare by providing a more stable, predictable and reliable supply of municipal solid waste and the resulting service payment revenue to the Disposal System, thereby enabling the County to plan, manage, operate and finance improvements to the Disposal System on a more prudent and sound long term, businesslike basis consistent with its obligations to the State and the holders of obligations secured by its Disposal System.

Official action approving this Amendment and determining it to be in the public interest and authorizing its execution and delivery was duly taken by the County on the County authorization date indicated on the cover page hereof.

Official action approving this Amendment and determining it to be in the public interest and authorizing its execution and delivery was duly taken by the City on the City authorization date indicated on the cover page hereof.

It is, therefore, agreed as follows:

Section 1. Amendment to Original Waste Disposal Agreement.

(a) Sections 3.6(C) and 3.6(E) of the Original Waste Disposal Agreement are deleted and replaced in their entirety, as set forth below:

“(C) Receipt of Imported Acceptable Waste on a Contract Basis. Throughout the Term hereof, the County shall have the right to enter into a contract or other agreement with any municipal or private non-County entity for the delivery of Imported Acceptable Waste on terms and conditions that the County determines to be necessary to ensure and enhance the viability of the Disposal System for the benefit of the County and the Participating Cities and to generate Net Import Revenues. The County certifies that in its good faith judgment the contract or other agreement for the delivery of such waste will not materially and adversely affect the ability of the County to receive and dispose of Acceptable Waste from the Participating Cities in accordance with the applicable Disposal Agreements throughout the Term thereof. “

“(E) Application and Use of Revenues From Other Users. (1) Throughout the term hereof, all revenues received by the County from the disposal of County Acceptable Waste by the Disposal System, and all revenues received by the County from the disposal of Imported Acceptable Waste by the Disposal System (including amounts received by the County as a result of the failure of contract counterparties to deliver minimum required amounts of Imported Acceptable Waste) , shall be deposited by the County in the County OC Waste & Recycling Enterprise Fund and shall constitute revenues of the Disposal System. Pursuant to the County’s Plan of Adjustment, the County is entitled to receive net revenues (after payment of all costs attributable to the acceptance of such Imported Acceptable Waste at the Disposal System) (“Net Import Revenues”) from the disposal of Imported Acceptable Waste by the Disposal System. Costs attributable to the disposal of Imported Acceptable Waste include deposits to the Environmental Fund, deposits to closure and postclosure reserves, City host fees (if applicable), operating costs (such as manpower expenditures, equipment, services and supplies expenditures), state surcharges, and a pro rata share of capital project costs. Net Import Revenues shall be used for the payment of bankruptcy related obligations until payment in full of such bankruptcy related obligations required to be paid from such Net Import Revenues pursuant to the Plan of Adjustment. It is estimated that payment in full of such bankruptcy related obligations required to be paid from such Net Import Revenues pursuant to the Plan of Adjustment will occur by the end of Fiscal Year 2017-18.

(2) Until the County’s obligation to apply Net Import Revenues for the payment of bankruptcy related obligations in accordance with the Plan of Adjustment has been satisfied in full, Net Import Revenues shall be calculated as provided in Section (3.6)(E)(1). For any period after the County’s obligation to apply Net Import Revenues for the payment of bankruptcy related obligations in accordance with the Plan of Adjustment has been satisfied in full, Net Import Revenues shall be calculated as follows:

(i) in Fiscal Year 2017-18, Net Import Revenues for each ton of Imported Acceptable Waste received shall be equal to the revenues received for the disposal of such ton of Imported Acceptable Waste (excluding any newly established per-ton fees or increases to existing per-ton fees with respect to Imported Acceptable Waste payable to the State, other regulatory agencies or cities in which facilities in the Disposal System are located) in excess of \$17.57 per ton;

(ii) in Fiscal Year 2018-19, Net Import Revenues for each ton of Imported Acceptable Waste received shall be equal to the revenues received for the disposal of such ton of Imported

ITEM 8.1 – Attachment A

Acceptable Waste (excluding any newly established per-ton fees or increases to existing per-ton fees with respect to Imported Acceptable Waste payable to the State, other regulatory agencies or cities in which facilities in the Disposal System are located) in excess of \$18.01 per ton;

(iii) in Fiscal Year 2019-20, Net Import Revenues for each ton of Imported Acceptable Waste received shall be equal to the revenues received for the disposal of such ton of Imported Acceptable Waste (excluding any newly established per-ton fees or increases to existing per-ton fees with respect to Imported Acceptable Waste payable to the State, other regulatory agencies or cities in which facilities in the Disposal System are located) in excess in excess of \$18.46 per ton; and

(iv) thereafter, Net Import Revenues shall be equal to 30% of the revenues received by the County from the disposal of Imported Acceptable Waste (excluding any newly established per-ton fees or increases to existing per-ton fees with respect to Imported Acceptable Waste payable to the State, other regulatory agencies or cities in which facilities in the Disposal System are located).

(3) After the County's obligation to apply Net Import Revenues for the payment of bankruptcy related obligations in accordance with the Plan of Adjustment has been satisfied in full (i) 50% of any Net Import Revenues (as calculated pursuant to Section 3.6(E)(2)) shall be paid to the County General Fund; and (ii) 50% of such Net Import Revenues shall be paid to the Participating Cities (and to the County, with respect to the unincorporated area) listed in Appendix 5 for use for any purpose by the Participating City, including but not limited to state mandated solid waste programs. Payments of such amounts to the County General Fund and the Participating Cities shall be made by the County within 90 days after the end of each fiscal year. The portion of Net Import Revenues specified above payable to the Participating Cities shall be apportioned in the percentages set forth in Appendix 5.

(4) The percentages set forth in Appendix 5 with respect to each Participating City will be adjusted at the end of Fiscal Year 2019-20 to reflect the percentage of actual deliveries of Acceptable Waste from each Participating City as compared to the total amount of actual deliveries from all of the Participating Cities during Fiscal Years 2017-18, 2018-19, and 2019-20. The County shall notify each Participating City of the revised percentages in Appendix 5 within 120 days after the end of Fiscal Year 2019-20. The revised percentages will be used for the allocation of Net Import Revenues generated during Fiscal Year 2020-21 and thereafter.

(b) Section 4.2(A)(z) is added to the Original Waste Disposal Agreement (immediately following Section 4.2(A)(y)) as follows:

“(z) decrease the amount of Net Import Revenues otherwise payable to the County General Fund and the Participating Cities pursuant to Section 3.6(E)(2) and Section 3.6(E)(3) and use the amount of such decrease to pay costs of the Disposal System.”

(c) Section 6.1(A) and Section 6.1(B) of the Original Waste Disposal Agreement are deleted and replaced in their entirety with the following:

“SECTION 6.1 EFFECTIVE DATE AND TERM.

(A) Initial Term. This Agreement shall continue in full force and effect until June 30, 2025, unless earlier terminated in accordance with its terms, in which event the Term shall be deemed to have expired as of the date of such termination.

(B) Option to Renew. This Agreement shall be subject to renewal by mutual agreement of the parties, on or before June 30, 2023, for an additional term of ten years (the “Renewal Term”) on the same terms and conditions as are applicable during the Initial Term hereof. The City shall give the County written notice of its irrevocable election to renew this Agreement on or before June 30, 2022. If the parties do not renew this Agreement by June 30, 2023, the Agreement shall expire on June 30, 2025.”

(c) The first sentence of Section 6.1(C) of the Original Waste Disposal Agreement is deleted in its entirety and replaced with the following:

“In connection with the parties’ right to renew this Agreement for an additional ten-year term pursuant to Section 6.1(B), the parties shall, on or before June 30, 2023, negotiate an applicable change in the Contract Rate for such renewal term.”

(d) Appendix 2 of the Original Waste Disposal Agreement is deleted in its entirety and replaced with the form attached hereto.

(e) Appendix 5 shall be added to the Original Waste Disposal Agreement as a new appendix, in the form attached hereto.

(f) All other terms and conditions of the Original Waste Disposal Agreement shall remain in full force and effect.

Section 2. Initial Payment. As consideration for the execution of this Amendment by all of the Participating Cities, and subject to the occurrence of the Amendment Effective Date pursuant to Section 3, the County agrees to pay, from the County OC Waste & Recycling Enterprise Fund, the Amendment Payment to the Participating Cities listed in Appendix 5. The aggregate Amendment Payment shall be \$5,400,000, and shall be distributed to the individual Participating Cities (including the City) in the percentages set forth in Appendix 5 by September 30, 2016.

Section 3. Effectiveness of Amendment. The provisions of this Amendment shall not become effective unless and until the Amendment has been executed by the County and all of the Participating Cities. The date on which all of the Participating Cities have executed the Amendment shall be the “Amendment Effective Date.” The County shall give written notice of the Amendment Effective Date to the City. In the event that the Amendment Effective Date does not occur by June 30, 2015, this Amendment shall be automatically terminated and the County shall have no obligation to make the Amendment Payment; provided, however that the County Board of Supervisors may extend such automatic termination date to a date no later than September 30, 2015.

ITEM 8.1 – Attachment A

Section 4. REPRESENTATIONS AND WARRANTIES OF THE PARTIES. Each of the parties to this Amendment represent and warrant that it is a political subdivision of the State of California validly existing under the Constitution and laws of the State and (ii) it has duly authorized the execution and delivery of this Amendment, and has duly executed and delivered the Amendment.

All other terms and conditions of the 2009 Original Waste Disposal Agreement not specifically changed by this Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, COUNTY and CITY have caused this Amendment to be executed by their duly authorized officers or representatives as of the day and year first above written.

COUNTY OF ORANGE

Date _____

By _____
Director, OC Waste & Recycling

Date _____

By _____
Christopher Macon
City Manager
City of Laguna Woods

APPROVED AS TO FORM:

Date _____

By _____
David B. Cosgrove
City Attorney
City of Laguna Woods

APPROVED AS TO FORM:
COUNTY COUNSEL
ORANGE COUNTY, CALIFORNIA

By _____

Date _____

APPENDIX 2**County Acceptable Waste Tonnage Target to be Used
for Purposes of Section 4.2(b)**

<u>Fiscal Year</u>	<u>Tonnage</u>	<u>Cumulative</u>
FY 2015-16	2,724,250	2,724,250
FY 2016-17	2,681,153	5,405,403
FY 2017-18	2,638,746	8,044,149
FY 2018-19	2,597,017	10,641,166
FY 2019-20	2,558,522	13,199,688
FY 2020-21	2,520,605	15,720,293
FY 2021-22	2,483,256	18,203,549
FY 2022-23	2,483,256	20,686,805
FY 2023-24	2,483,256	23,170,061
FY 2024-25	2,483,256	25,653,317

APPENDIX 5**PARTICIPATING CITY ALLOCATION PURSUANT TO SECTION 3.6**

<u>City</u>	<u>Allocation Percentage for Purposes of Section 3.6</u>	<u>Allocation of Initial Payment</u>
Anaheim	13.18%	\$711,509
Aliso Viejo	0.67	36,416
Buena Park	2.34	126,275
Brea	2.28	123,085
Costa Mesa	2.18	117,936
Costa Mesa Sanitary District	1.48	79,976
Cypress	2.56	138,115
Dana Point	0.99	53,278
Fullerton	4.10	221,271
Fountain Valley	1.76	95,217
Garden Grove/ GG Sanitary District	7.17	387,197
Huntington Beach	6.13	330,807
Irvine	8.22	444,036
Laguna Beach	1.14	61,796
Laguna Hills	0.74	40,098
Laguna Niguel	1.36	73,341
Laguna Woods	0.41	22,274
La Habra	1.69	91,431
Lake Forest	2.45	132,214
La Palma	0.32	17,325
Los Alamitos	0.58	31,362
Mission Viejo	2.42	130,902
Newport Beach	3.68	198,946
Orange	4.90	264,468
Placentia	1.58	85,116
Rancho Santa Margarita	1.11	60,009
Santa Ana	10.60	572,184
San Clemente	1.40	75,728
San Juan Capistrano	1.23	66,420
Seal Beach	0.82	44,292
Stanton	1.62	87,287
Tustin	1.42	76,648
Villa Park	0.21	11,081
Westminster/Midway Sanitation District	2.13	114,893
Yorba Linda	1.78	96,344
County Unincorporated	3.35	180,723
Totals	100%	\$5,400,000

8.2
GENERAL PLAN CONSERVATION
ELEMENT UPDATE

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: May 20, 2015 Regular Meeting

SUBJECT: General Plan Conservation Element Update

Recommendation

Discuss and provide direction to staff.

Background

The City's Fiscal Year 2014-15 Budget includes the following work plan item:

- General Plan Conservation Element Update – Update the General Plan Conservation Element in order to enhance long-term commitments to environmental sustainability; expand consideration of water and energy issues in the General Plan; incorporate the forthcoming Climate Adaptation Plan; and, prepare technical reports that would also be used to inform the Comprehensive General Plan Update.

State law requires that General Plans include a Conservation Element, as follows:

- California Government Code Section 65302(g) – [The General Plan must include] a conservation element for the conservation, development, and utilization of natural resources including water and its hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and other natural resources. That portion of the conservation element including waters shall be developed in coordination with any countywide water agency and with all district and city agencies, which have developed, served, controlled or conserved water for any purpose for the county or city

for which the plan is prepared. Coordination shall include the discussion and evaluation of any water supply and demand information described in Section 65352.5, if that information has been submitted by the water agency to the city or county.

Discussion

The City Council has discussed and provided input to staff regarding the General Plan Conservation Element Update at public meetings on April 15, 2015 and April 29, 2015. Today's meeting is an opportunity for the City Council to discuss, receive public comments, and provide direction to staff on a complete draft of the updated Conservation Element (Attachment A). A public hearing to consider adoption of the updated Conservation Element is tentatively scheduled for July 15, 2015.

In advance of the City Council's consideration of adoption, the proposed, updated Conservation Element will be noticed and made available for public review with environmental documentation prepared and circulated in accordance with the terms of the California Environmental Quality Act (CEQA).

Priority Issues

The City's General Plan elements are organized by priority issues. The following eight priority issues have been identified for the updated Conservation Element:

Air Resources	Biological Resources	Cultural Resources	Energy Resources
Land Resources	Water Resources	Greenhouse Gas Emissions	Waste and Recycling

Fiscal Impact

Funds to support this project are included in the Fiscal Year 2014-15 Budget.

Attachment: A – Draft Updated Conservation Element

CONSERVATION ELEMENT

[INSERT PICTURE]

INTRODUCTION

The City of Laguna Woods is committed to the preservation and sustainable management of its many natural resources. California Government Code Section 65300 requires that each city adopt a General Plan to guide the long-term physical development of the city. The General Plan reflects the community's intentions about land use and its relationship to pedestrian and vehicular circulation, housing, conservation, open space, noise, and safety. This element identifies priority conservation issues in Laguna Woods and sets forth long-range city policies and programs to achieve balance between the needs of the community and environmental stewardship.

PURPOSE AND SCOPE

State law requires that General Plans include a Conservation Element, as follows:

Government Code Section 65302(g): [The General Plan must include] a conservation element for the conservation, development, and utilization of natural resources including water and its hydraulic force, forests, soils, rivers and other waters, harbors, fisheries, wildlife, minerals, and other natural resources. That portion of the conservation element including waters shall be developed in coordination with any countywide water agency and with all district and city agencies, which have developed, served, controlled or conserved water for any purpose for the county or city for which the plan is prepared. Coordination shall include the discussion and evaluation of any water supply and demand information described in Section 65352.5, if that information has been submitted by the water agency to the city or county.

CONSERVATION ELEMENT

In addition to state-mandated components, the Conservation Element addresses several emergent issues – including air quality, cultural resources, energy resources, greenhouse gas emissions and waste and recycling – in order to form a comprehensive approach to resource conservation.

This element presents existing conditions relative to natural resource conservation within Laguna Woods and is organized to address the following eight priority issues:

- Air resources
- Biological resources
- Cultural resources
- Energy resources
- Land resources
- Water resources
- Greenhouse gas emissions
- Waste and recycling

Goals, Policy Objectives, and Implementation Actions

This element is organized to be consistent with the other elements of the Laguna Woods General Plan. Goals, policy objectives, and implementation actions are the essence of the element, providing declarative statements setting forth the City’s approach to each of the priority issues.

Goals: General statements of desired community outcomes.

Policy Objectives: Specific commitments to support decisions and actions consistent with a stated goal. Policy objectives provide guidance to the City Council, City advisory committees, and City staff when reviewing development applications and making other decisions that affect future growth, conservation, and development.

Implementation Actions: Recommended actions to achieve goals and policy objectives.

Certain implementation actions included in this element are drawn from or generally based on the City’s Climate Adaptation Plan, thereby furthering the City’s commitment to prepare for a future with evolving and potentially varying climate conditions.

Goals, policy objectives, and implementation actions are presented following the definition of each priority issue in this element.

Relationship to Other General Plan Elements

Accomplishing the goals and policy objectives of the Conservation Element requires coordination with other related elements of the General Plan. For example, implications of conservation policies and programs on the Land Use Element include identification of areas that contain natural and cultural resources. Recommended mobile source emission reduction actions in the Conservation Element impact the Circulation Element. In turn, the Circulation Element may provide support for air quality-related Conservation Element policies. Similarly, Open Space Element policies intended to maintain existing open space support Conservation Element policies that seek similar outcomes.

EXISTING RELATED PLANS, POLICIES, AND ORDINANCES

CLIMATE ADAPTATION PLAN

The City's Climate Adaptation Plan establishes an approach for the City to prepare for a future with evolving and potentially varying climate conditions. The Climate Adaptation Plan identifies local vulnerabilities to climate change impacts (e.g., increased temperatures, decreased precipitation, and strained water supplies) and outlines a strategy to increase resilience to climate change-related hazards, increase resource independence, and sustain and advance climate adaptation efforts. At the time of its initial adoption in late-2014, the Climate Adaptation Plan was the first non-coastal, stand-alone, municipal climate adaptation plan in California. Conservation Element goals, policy objectives, and implementation actions support and are consistent with the Climate Adaptation Plan, particularly with respect to the use and management of energy and water-related resources.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM LOCAL IMPLEMENTATION PLAN

The City's Local Implementation Plan is the principal policy and guidance document for the City's stormwater/water quality programs. The Local Implementation Plan is prepared and maintained in accordance with applicable National Pollutant Discharge Elimination System (NPDES) permits regulating stormwater and waste discharges to the municipal separate storm sewer system (MS4). Conservation Element goals, policy objectives, and implementation actions related to water resources support and are consistent with the Local Implementation Plan.

SOURCE REDUCTION AND RECYCLING ELEMENT

The City's Source Reduction and Recycling Element demonstrates how the City will achieve and maintain compliance with waste diversion goals established by the State of California. The Source Reduction and Recycling Element fulfills requirements established by the California Integrated Waste Management Act (Assembly Bill 939, Sher, Chapter 1095, Statutes of 1989 as amended). Conservation Element goals, policy objectives, and implementation actions related to waste and recycling support and are consistent with the Source Reduction and Recycling Element.

LAGUNA WOODS MUNICIPAL CODE

Numerous provisions of the Laguna Woods Municipal Code relate to conservation, including:

- **Water Quality (Chapter 4.14):** Reduces pollutants in stormwater and non-stormwater discharges flowing to receiving waters to the maximum extent practicable by 1) prohibiting illegal discharges and illicit connections, 2) requiring implementation of best management practices, and 3) establishing development and significant redevelopment standards.

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- **Construction & Demolition Materials Management (Chapter 4.24):** Increases the amount of construction and demolition waste diverted from landfills by requiring minimum levels of reuse or recycling of waste generated by certain types of projects.
- **Tree Maintenance & Removal Standards (Chapter 4.26):** Promotes urban forestry and the appropriate care and maintenance of trees by 1) establishing standards to protect trees from damage, 2) requiring replacement of certain significant trees when removed, and 3) recognizing trees with historical, arboricultural, or other significance.
- **Water Efficient Landscapes (Chapter 4.28):** Encourages efficient and conservation-oriented use of water in new and rehabilitated landscapes by limiting the amount of water able to be applied and requiring compliance with El Toro Water District regulations.
- **California Building Code (Chapters 10.08 and 10.24):** Protects public health, safety, and welfare by ensuring that buildings and other structures are constructed in accordance with state standards and local best practices. Recent iterations of the California Building Code have increasingly emphasized energy and water conservation, particularly through the adoption of the California Green Building Standards Code (CALGreen Code), which contains both prescriptive and performance-based sustainability standards, as well as requirements related to the landfill diversion of certain construction and demolition waste.

OTHER EXISTING CONDITIONS

CONSERVATION AGENCIES AND ORGANIZATIONS

A variety of agencies and organizations—both public and private—assist the City in fulfilling its natural resource conservation responsibilities. In addition to the City’s organization, the Coastal Greenbelt Authority, El Toro Water District, and OC Watersheds are among the most involved with the priority issues identified in this element. Additionally, the City recognizes that numerous other agencies and organizations play vital and appreciable roles.

City Departments

Various City departments oversee building inspection, planning, stormwater/water quality, climate change, and waste and recycling operations, including the City’s contracts with solid and household hazardous waste disposal services. City departments also coordinate with the Coastal Greenbelt Authority, El Toro Water District, OC Watersheds, and other governmental and non-governmental agencies and organizations with natural resource-related responsibilities.

Coastal Greenbelt Authority

The Coastal Greenbelt Authority was initially established as an oversight body for the Laguna Coast Wilderness Park. Subsequently, its oversight was expanded to include the adjacent Aliso and Wood Canyons Wilderness Park. As the owner of Woods End Wilderness Preserve, which is leased to the County of Orange for management as a part of the Laguna Coast Wilderness Park, the City holds a

CONSERVATION ELEMENT

voting seat on the Coastal Greenbelt Authority. The Coastal Greenbelt Authority’s responsibilities include oversight of governing documents that address park operations and development, habitat preservation, wildlife protection, and environmental stewardship.

El Toro Water District

The El Toro Water District provides water and wastewater services in Laguna Woods and several surrounding communities, including portions of Aliso Viejo, Laguna Hills, Lake Forest, and Mission Viejo. Laguna Woods is the only community served exclusively by the El Toro Water District and constitutes approximately 35% of its overall service area. California Water Code sections 10610–10657 require the El Toro Water District and other water service providers reaching a minimum service threshold to publish an urban water management plan once every five years.

OC Watersheds

OC Watersheds is a division of the County of Orange’s Public Works Department that acts as the “Principal Permittee” for purposes of implementation of National Pollutant Discharge Elimination System (NPDES) permits. As the Principal Permittee, OC Watersheds is responsible for a variety of regulatory compliance matters, as well as the development of model best management practices, coordination of countywide public education efforts, and sampling, laboratory analysis, and other water quality monitoring activities. The City also contracts with OC Watersheds to provide water pollution-related incident response, enforcement, and technical assistance.

PRIORITY ISSUES

The City is committed to establishing a comprehensive, long-term vision for progressive public safety and environmental improvement programs within Laguna Woods. Climate change, including adaptation and greenhouse gas reduction, are core components of that vision. Many of the priority issues contained in this Conservation Element are interrelated in terms of climate change. The most significant interrelations are identified in each priority issue’s implementation actions.

AIR RESOURCES

Laguna Woods is located in the South Coast Air Basin, which includes the non-desert portions of Los Angeles, Riverside, and San Bernardino counties and all of Orange County. Air quality in the South Coast Air Basin is affected by temperature, precipitation patterns, and other climatic factors, along with levels of pollutants emitted from stationary and mobile sources.

Air pollutants can have adverse health impacts and lead to the deterioration and harm of plants, wildlife, and personal property. Sensitive population groups include older adults, children, the acutely ill, and the chronically ill, especially those with cardiorespiratory diseases. Actual health impacts vary based on the toxicity and concentration of pollutants, as well as the level of exposure.

CONSERVATION ELEMENT

Residential areas are considered to be “sensitive receptors” to air pollution because individuals (including older adults) tend to be at home for extended periods of time, resulting in sustained exposure to any pollutants present. Golf courses and other recreational areas are considered to be moderately sensitive to air pollution. Although exposure periods are generally limited, exercise places a high demand on respiratory functions, which can be impaired by air pollution.

Criteria air pollutants are regulated by federal and state laws due to known adverse health effects such as asthma, lung disease, and cardiovascular disease. Ozone and fine particulate matter (PM₁₀ and PM_{2.5}) are the most pressing pollutants affecting Laguna Woods due to high concentrations in excess of state ozone, PM₁₀, and PM_{2.5} standards and federal ozone and PM_{2.5} standards.

The urban heat island effect is a phenomenon in which temperatures in the local climate increase due to certain aspects of the built environment that retain or emit heat to a greater extent than would ordinarily exist in lesser developed areas (e.g., large areas of asphalt and impervious surfaces). As the demand for electricity to support personal cooling rises, power plant production often increases, resulting in greater air pollutant and greenhouse gas emissions. The urban heat island effect may also increase the formation and presence of ground-level ozone.

The General Plan Safety Element identifies air quality as a potential hazard to public health, and discusses the importance of individual emergency preparedness, beginning on page S-21.

Goal CO-1. Improve air quality.

Policy Objectives and Implementation Actions

CO-1.1. *Adopt and enforce regulations promoting air resource goals.*

A. Adopt, review, update, and enforce regulations including, but not limited to:

- Regulations pertaining to the protection of sensitive receptors and the location of new sensitive receptors away from primary pollutant emission sources.
- Regulations pertaining to new and significant redevelopment project requirements for the accommodation and promotion of mobility alternatives to fossil fueled vehicles.
- Regulations pertaining to mitigation of the urban heat island effect.

CO-1.2. *Implement and support programs that reduce mobile source emissions.*

- A. Collaborate with the Orange County Transportation Authority and other demand-responsive mass transportation service providers to improve services and increase ridership.
- B. Construct and maintain a multi-modal trail system that facilitates movement throughout the city by pedestrians, cyclists, golf carts, and zero and low emission forms of transportation.
- C. Synchronize traffic signals, both locally and regionally, to improve the flow of vehicular traffic.

See also “Greenhouse Gas Emissions” priority issue for related considerations (page CO-18).

CONSERVATION ELEMENT

BIOLOGICAL RESOURCES

Though Laguna Woods is predominantly urbanized, several open space areas remain that provide habitat for wildlife and vegetative biological resources (see Figure CO-1). Certain urbanized areas, including landscaped common areas within private residential communities, also provide habitat.

Significant biological resource areas include:







- The 178-acre Laguna Laurel property that the City annexed from the County of Orange in 2008. Laguna Laurel is owned by the Irvine Company, and is subject to an irrevocable open space easement that was granted to The Nature Conservancy in 2001. As a result of past disturbances, including widespread cattle grazing and cultivation, Laguna Laurel primarily supports nonnative annual grassland; however, small patches of coastal sage scrub, native perennial grassland, seasonal wetlands, and riparian communities are also present. Wildlife movement between Laguna Laurel and the western portion of the Laguna Coast Wilderness Park is facilitated by a series of tunnels under Laguna Canyon Road (State Route 133).
- Woods End Wilderness Preserve, a 10.6 acre public park that the City acquired in 2002 from Rossmoor Partners. Woods End acts as a trailhead to the Laguna Coast Wilderness Park with a pedestrian and cycling trail winding through coastal sage scrub habitat.
- A Southern California Edison (SCE) right-of-way easement area that borders Woods End Wilderness Preserve and extends for more than a mile along the southwest edge of Laguna Woods. The SCE easement area is located generally east of Lagunas Lakes and the James Dille Greenbelt Preserve, both a part of the Laguna Coast Wilderness Park. In addition to overhead transmission lines, SCE's easement area contains coastal sage scrub habitat.
- Aliso Creek and its riparian corridor and greenbelt area, 16-acres of which is located within the private community of Laguna Woods Village. Aliso Creek begins in the Santa Ana Mountains inside the Cleveland National Forest and traverses 19 miles to its confluence with the Pacific Ocean in Laguna Beach. Aliso Creek transects the southeastern portion of Laguna Woods for approximately one-half mile. The Golden Rain Foundation of Laguna Woods maintains the Aliso Creek biological resource area as passive use open space.

Biological resource areas support sensitive wildlife communities that are of concern to federal and state agencies. Several special-status wildlife species are known to exist, or potentially exist, within Laguna Woods, including the federally endangered Least Bell's Vireo (*Vireo bellii pusillus*).

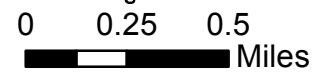
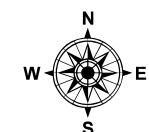
The predominant vegetative community types found in Laguna Woods include annual grassland, coastal sage scrub, and valley-foothill riparian corridors, as well as aquatic habitats provided by Aliso Creek and other open waters (see Figure CO-2).

Figure CO-1
Biological Resource Areas

LEGEND

-  Laguna Woods Boundary
-  Local Roads
-  Municipal Boundaries
-  Resource Area
-  Laguna Coast
-  Wilderness Park

Sources:
 Laguna Woods Boundary -
 City of Laguna Woods GIS,
 City_Boundary.shp
 Municipal Boundary -
 Cal Atlas, Incorp12_1.shp
 Local Roads -
 City of Laguna Woods GIS,
 merge of centerline files
 Imagery - ESRI Basemap, ArcGIS 10
 Resource Areas - CA Dept of Fish &
 Wildlife, Orange County, PMC, 2014



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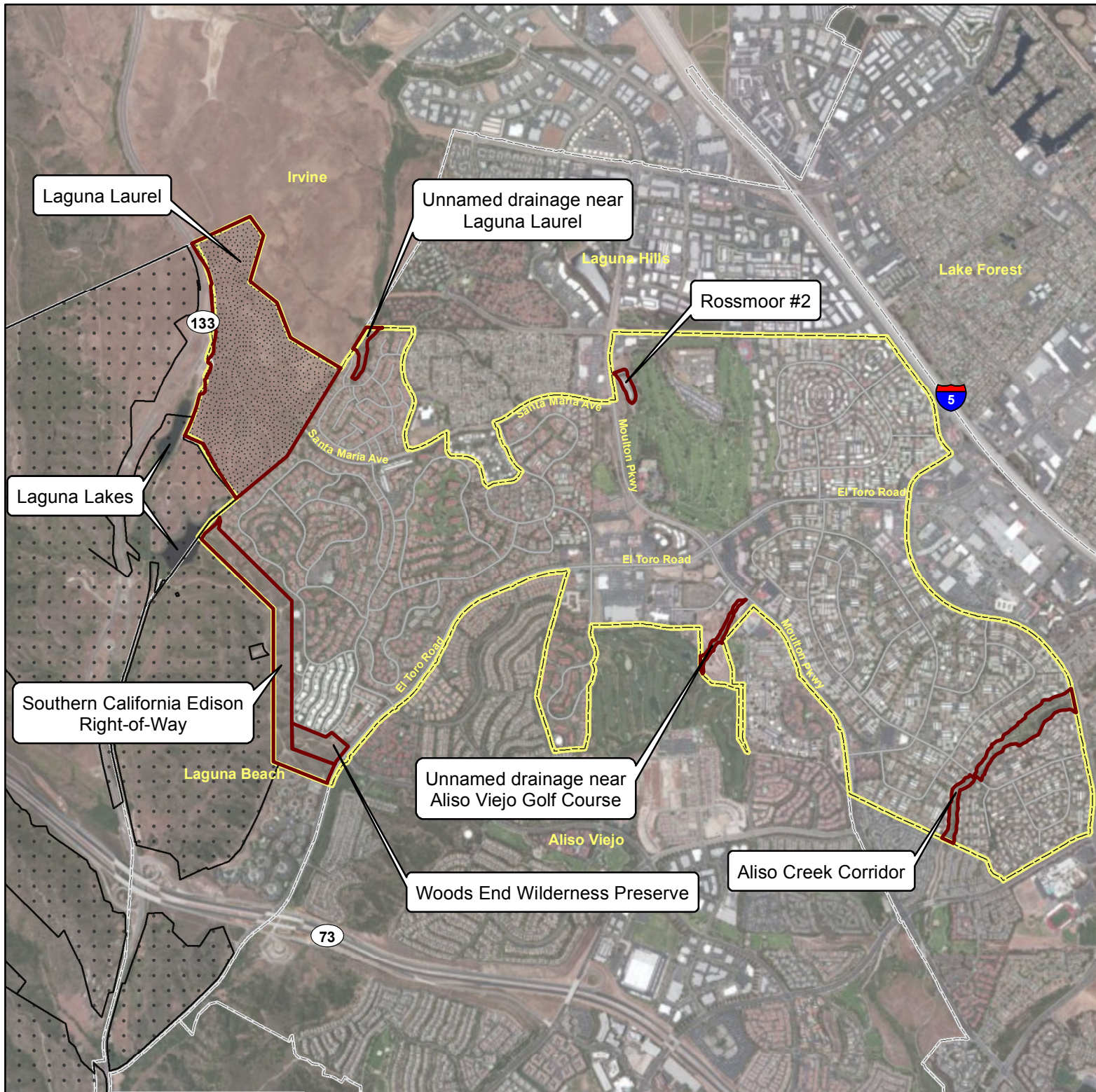









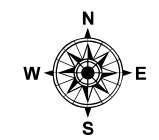


Figure CO-2
Vegetative Communities

LEGEND

-  Laguna Woods Boundary
-  Local Roads
-  Municipal Boundaries
- Vegetative Communities**
-  Annual Grassland
-  Coastal Sage Scrub
-  Valley Foothill Riparian
-  Open Water
-  Ruderal
-  Urban

Sources:
 Laguna Woods Boundary -
 City of Laguna Woods GIS,
 City_Boundary.shp
 Municipal Boundary -
 Cal Atlas, Incorp12_1.shp
 Local Roads -
 City of Laguna Woods GIS,
 merge of centerline files
 Imagery - ESRI Basemap, ArcGIS 10
 Vegetative Communities - PMC, 2014



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 Miles

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Connectivity between open space areas is an important element of wildlife conservation. By joining sub-regional and regional biological resource areas that might otherwise be fragmented as a result of urbanization, wildlife corridors can help to maintain and re-establish wildlife populations, as well as to increase biodiversity within existing populations. In Laguna Woods, the Laguna Laurel and Aliso Creek biological resource areas act as wildlife corridors that help to facilitate movement between the Pacific Ocean, coastal wilderness parks, and Cleveland National Forest.

While not located within Laguna Woods, the City is a partner with the cities of Aliso Viejo, Laguna Hills, and Lake Forest in the regional Dairy Fork Constructed Wetlands Project located generally southwest of the intersection of Moulton Parkway and Aliso Creek Road in the city of Aliso Viejo. The Dairy Fork Constructed Wetland and its associated drainage (a portion of which originates in Laguna Woods) is tributary to Aliso Creek and, thereafter, the Pacific Ocean.

Goal CO-2. Preserve and enhance the environment to support biological resources.

Policy Objectives and Implementation Actions

CO-2.1. *Adopt and enforce regulations promoting biological resource goals.*

A. Adopt, review, update, and enforce regulations including, but not limited to:

- Regulations pertaining to the long-term maintenance of biological resource areas as open space areas with limitations on activities with the potential to adversely impact ecologically valuable vegetative communities or sensitive wildlife communities.
- Regulations pertaining to the minimization of the removal of ecologically valuable vegetative communities for new and significant redevelopment projects.
- Regulations pertaining to the prohibition of invasive plant species.

CO-2.2. *Protect and improve sustainable vegetative and wildlife habitats.*

- A. Manage the City's urban forest and landscaping in a changing climate through development and implementation of an Urban Forestry Management and Landscape Master Plan.
- B. Ensure that new and significant redevelopment projects within urbanized areas minimize the presence of areas conducive to mammalian predator habitation as practical.
- C. Coordinate with the Orange County Flood Control District/OC Flood to manage Aliso Creek-related flood issues in a manner that maintains as natural a physical condition as practical.
- D. Support the maintenance and operation of the Dairy Fork Constructed Wetland.

See also "Water Resources" priority issue for related considerations (page CO-15).

CO-2.3. *Support ecologically-minded use of the Laguna Coast Wilderness Park.*

- A. Collaborate with the Coastal Greenbelt Authority and other agencies and organizations with responsibilities related to the Laguna Coast Wilderness Park to ensure that it is managed and operated in a manner that is sensitive to the presence of biological resources.

CONSERVATION ELEMENT

CO-2.4. *Promote connectivity between regional and sub-regional open space areas.*

- A. Participate in and support efforts by federal, state, and local agencies and organizations to establish and maintain regional and sub-regional wildlife corridors.
- B. Collaborate with OC Watersheds, Laguna Woods Village, and other agencies and organizations with responsibilities related to Aliso Creek to ensure that open water and riparian areas are maintained as habitat suitable to facilitate regional and sub-regional wildlife movement.

CULTURAL RESOURCES

Laguna Woods is a part of a region that was once populated by the Gabrielino and Luiseño Native American communities. It has a strong cultural heritage associated with Spanish missionaries and ranching activities dating back to the early Spanish land grants.

Archaeological Resources

Archaeology is the study of prehistoric human activities and cultures. 12 known archeological sites once existed in or immediately adjacent to Laguna Woods; however, all have been destroyed by development, some prior to complete excavation and analysis. The archeological sites contained one isolated prehistoric artifact and a variety of other objects, including lithic scatter, rock shelters/caves, habitation debris, fire affected rocks, and bedrock milling features.

Paleontological Resources

Paleontological resources include the fossilized remains of vertebrate and invertebrate organisms, fossil tracks and trackways, and plant fossils. Laguna Woods is underlain by Tertiary bedrock and covered by unconsolidated Quaternary sediments. Approximately 95% of Laguna Woods is mapped as paleontologically sensitive with numerous vertebrate fossil localities having been recorded.

Historical Resources

Historical resources, as described in the California Environmental Quality Act, include buildings, sites, structures, objects, and districts, each of which may have historical, prehistoric, architectural, archaeological, cultural, or scientific importance and be listed or eligible for listing in the National Register of Historic Places, the California Register of Historical Resources, or a local register of historical resources. No historical resources have been designated in Laguna Woods.

Goal CO-3. Preserve cultural resources.

Policy Objectives and Implementation Actions

CO-3.1. *Identify and protect archeological, paleontological, and historical resources.*

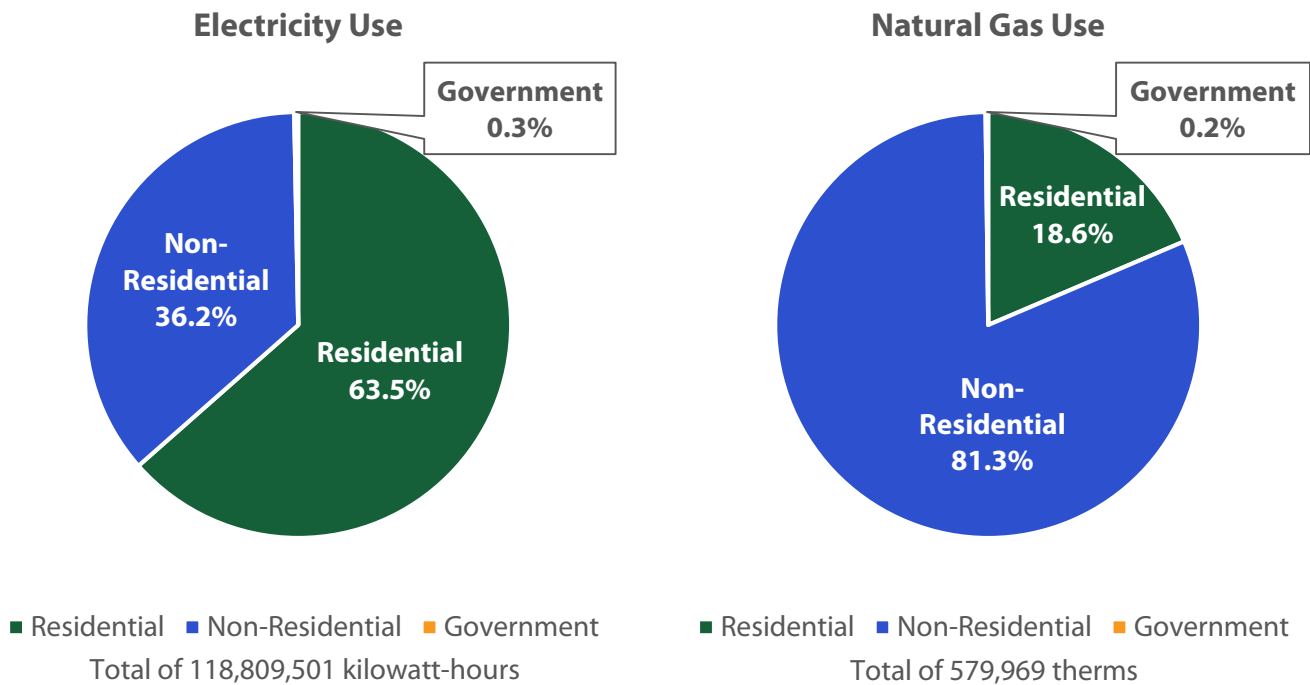
- A. Formalize local cultural resource preservation activities by implementing components of the National Park Service's Certified Local Government (CLG) program.

CONSERVATION ELEMENT

ENERGY RESOURCES

Electricity provided by Southern California Edison is the predominant source of energy in Laguna Woods with only a limited number of properties receiving natural gas service from the Southern California Gas Company. Residential uses account for the majority of local energy use, followed by commercial and other non-residential uses, and streetlights and other government uses.

Figures CO-3 and CO-4: 2012 Laguna Woods Energy Use



Goal CO-4. Increase energy resource independence.

Policy Objectives and Implementation Actions

- CO-4.1. *Maintain energy reliability and affordability through conservation, efficiency, and independence.*
 - A. Develop a protocol for monitoring electricity use.
 - B. Streamline development and permitting standards and programs to encourage renewable energy technologies and energy efficiency improvements.
 - C. Join one or more Property Assessed Clean Energy (PACE) programs.
- CO-4.2. *Demonstrate sustainable energy resource leadership.*
 - A. Develop and implement municipal renewable energy technology and energy efficiency improvement projects.
 - B. Provide and facilitate energy-related public education opportunities.

LAND RESOURCES

While dry farming and cattle grazing once dominated portions of South Orange County, much of Laguna Woods and the surrounding area is now urbanized.

Forest Resources

Forest lands, as defined by the California Public Resources Code, include lands that can support 10% native tree cover of any species, including hardwoods, under natural conditions, and that allow for the management of one or more forest resources, including timber, aesthetics, fish and wildlife, biodiversity, water quality, recreation, and other public benefits. No forest lands or forest-related resources are located in Laguna Woods, nor is any land zoned for timberland production pursuant to the California Timberland Productivity Act of 1982.

Soil Resources

Soil resources include soils with the potential for agricultural production based on Storie Index Soil Ratings, which assess crop suitability and associated hazards, such as wind erosion and expansive or collapsible properties. Approximately half of the soils in Laguna Woods are considered generally well-suited for agricultural purposes, although moderate to high soil erodability exists in certain areas, as well as deposits of soil with expansive and collapsible properties, which may imperil or effectively preclude agricultural potential. No commercial or large-scale agricultural uses exist in Laguna Woods. Additional soil analysis would be advisable prior to initiating agricultural uses.

Mineral and Other Resources

Mineral resources include non-fuel (e.g., gold, silver, iron, and copper) and industrial minerals (e.g., boron compounds, rare-earth elements, clays, limestone, gypsum, salt, and dimension stone), as well as construction aggregate (e.g., sand and gravel) and crushed stone. While the California Department of Conservation has determined that much of Laguna Woods contains no significant mineral deposits or a minimal likelihood of the same, available geologic information is insufficient to determine the presence of significant mineral deposits in other areas (see Figure CO-5).

No known production-grade oil, natural gas, or other subsurface resources are located in Laguna Woods; however, changes in extraction and refinement technologies may alter future conditions.

Goal CO-5. Balance land resource utilization with environmental concerns.

Policy Objectives and Implementation Actions

CO-5.1. *Adopt and enforce regulations promoting land resource goals.*

- A. Adopt, review, update, and enforce regulations including, but not limited to:
 - Regulations pertaining to mineral, oil, natural gas, and subsurface resource extraction operations with the potential to adversely impact the environment.

Figure CO-5
Mineral Resource Zones

LEGEND

 Laguna Woods Boundary

 Local Roads

 Municipal Boundaries

Mineral Land Classification

 MRZ-1

 MRZ-3

MRZ-1 are areas where no significant mineral deposits are present or little likelihood exists for their presence.

MRZ-3 are areas containing mineral deposits the significance of which cannot be evaluated from available data.

Sources:

Laguna Woods Boundary -
 City of Laguna Woods GIS,
 City_Boundary.shp

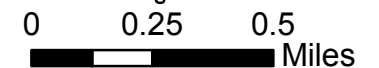
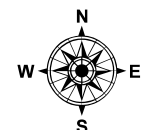
Municipal Boundary -
 Cal Atlas, Incorp12_1.shp

Local Roads -

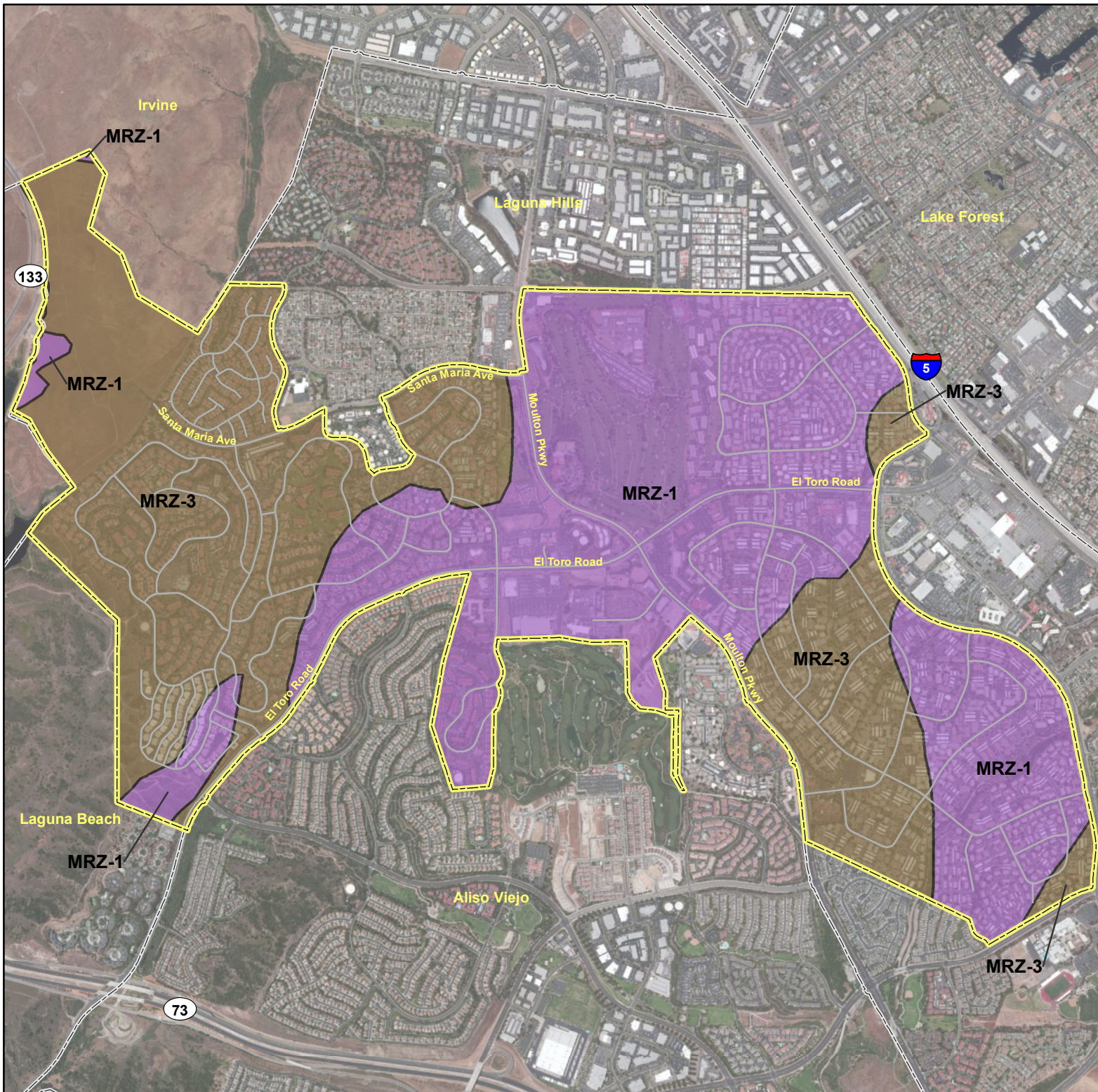
City of Laguna Woods GIS,
 merge of centerline files

Imagery - ESRI Basemap, ArcGIS 10

Mineral Resource Zones - CA Dept
 of Conservation, 1995



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Conservation
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CONSERVATION ELEMENT

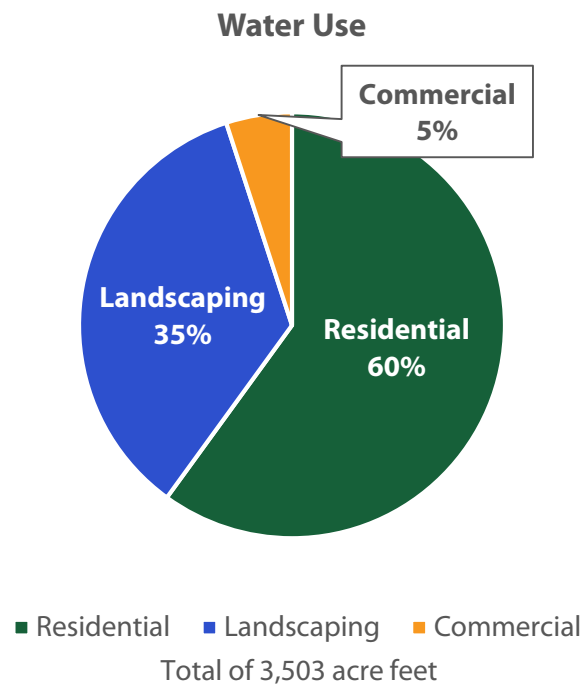
WATER RESOURCES

Water is fundamental to life and crucial to the health and well-being of Laguna Woods' residents, businesses, visitors, biological communities, and downstream neighbors. Like other communities in California, water resources are threatened by drought, climate change, and other conditions.

Water Supply

The El Toro Water District is responsible for providing water and wastewater services in Laguna Woods. Residential uses account for the majority of local water use, followed by landscaping and commercial uses. All potable water is imported by the El Toro Water District for local use.

Figure CO-6: 2014 Laguna Woods Water Use



Although the El Toro Water District is committed to developing local water resources, including the expansion of recycled water service, Laguna Woods will continue to be dependent on imported potable water from both the State Water Project and the Colorado River Basin for the foreseeable future. That dependence means that changes to precipitation levels, snowpack, or water demand in the Sierra Nevada or Colorado River Basin can have an effect on local water availability.

Laguna Woods is generally located at the southern terminus of the Orange County Groundwater Basin's coastal plain, which is a critical source of replenishable water for Orange County.

CONSERVATION ELEMENT

Goal CO-6. Increase water resource independence.

Policy Objectives and Implementation Actions

CO-6.1. *Adopt and enforce regulations promoting water resource goals.*

- A. Adopt, review, update, and enforce regulations including, but not limited to:
- Regulations pertaining to the minimization of water use in landscape improvements, as well as for new and significant redevelopment projects.

CO-6.2. *Maintain water reliability and affordability through conservation, efficiency, and independence.*

- A. Promote the retrofit of structures and irrigation systems with individual water meters through collaboration with other agencies and the pursuit of incentivizing measures.
- B. Join one or more Property Assessed Clean Energy (PACE) programs.

CO-6.3. *Demonstrate sustainable water resource leadership.*

- A. Manage the City's urban forest and landscaping in a changing climate through development and implementation of an Urban Forestry Management and Landscape Master Plan.
- B. Develop and implement municipal water efficiency improvement projects.
- C. Provide and facilitate water-related public education opportunities.

Water Pollution









Laguna Woods is located in the San Juan Hydrologic Unit and lies within the boundaries of three watersheds: Aliso Creek, Newport Bay, and Laguna Coastal Streams Watershed (see Figure CO-7). In addition to Aliso Creek, which transects the southeastern portion of Laguna Woods for one-half mile, Laguna Woods is tributary to San Juan Creek, the Pacific Ocean, and other receiving waters.

The National Pollutant Discharge Elimination System (NPDES) is a federal program authorized by the Water Pollution Control Act of 1972 and implemented locally by the State Water Resources Control Board and its regional water quality control boards. NPDES regulations, and the associated permits that regulate local governments, seek to control the discharge of pollutants into waters of the United States (e.g., wetlands, rivers, streams, lakes, ponds, and territorial seas). Laguna Woods is subject to a variety of NPDES regulations and permits, including two phase II municipal separate storm sewer system permits. A relatively unique attribute of Laguna Woods is that it is one of few cities in California to experience split NPDES regulation and permitting, as a result of its location at the southern limit of the Santa Ana Regional Water Quality Control Board's jurisdiction and at the northern limit of the San Diego Regional Water Quality Control Board's jurisdiction.

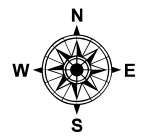
Laguna Woods is subject to a California Water Code §13225 Directive concerning Aliso Creek. The Directive, which was issued on March 2, 2001 by the San Diego Regional Water Quality Control Board seeks to reduce fecal indicator bacteria levels in Aliso Creek and its tributaries. The presence of fecal indicator bacteria suggests a likelihood of viruses and harmful pathogens.

Figure CO-7
Watershed Boundaries

LEGEND

-  Laguna Woods Boundary
-  Local Roads
-  Municipal Boundaries
-  Stream
-  303(d) Impaired Water Bodies
- Watersheds**
-  Aliso Creek
-  Laguna Coastal Streams
-  Newport Bay

Sources:
 Laguna Woods Boundary - City of Laguna Woods GIS, City_Boundary.shp
 Municipal Boundary - Cal Atlas, Incorp12_1.shp
 Local Roads - City of Laguna Woods GIS, merge of centerline files
 Imagery - ESRI Basemap, ArcGIS 10
 Watershed Boundary - Orange County, 2014
 Streams - CA Dept of Fish & Wildlife, 2014
 Impaired Waters - EPA, 2014

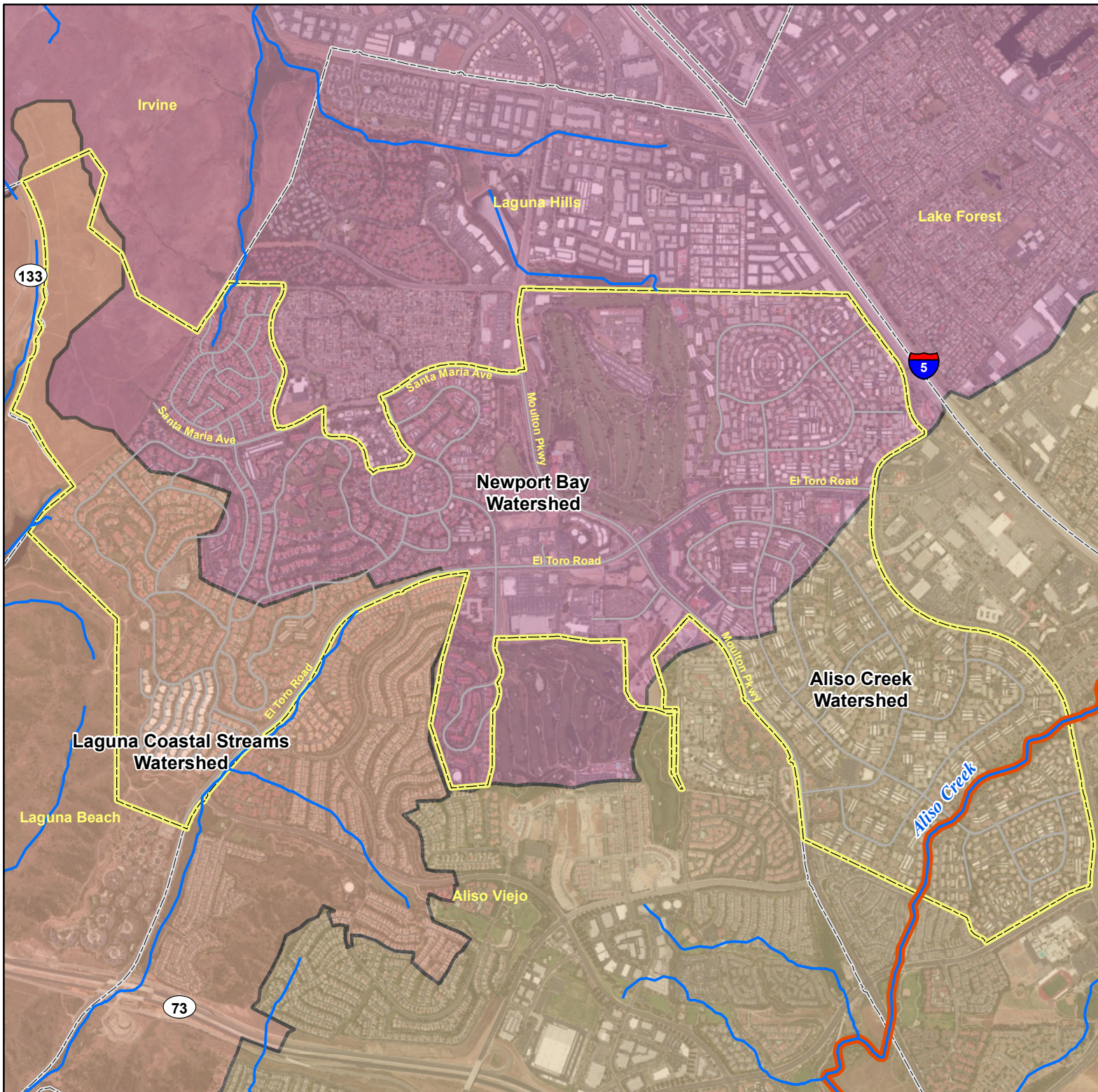


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Element



February 2015



CONSERVATION ELEMENT

Goal CO-7. Improve receiving water quality.

Policy Objectives and Implementation Actions

CO-7.1. *Adopt and enforce regulations promoting water resource goals.*

- A. Adopt, review, update, and enforce regulations including, but not limited to:
- Regulations pertaining to the attainment of goals, targets, and standards established by National Pollutant Discharge Elimination System (NPDES) permits.

CO-7.2. *Demonstrate sustainable water resource leadership.*

- A. Ensure that municipal landscaping operations employ weed and pest management practices that minimize the application of herbicides and pesticides.
- B. Expand the use of structural best management practices in municipal infrastructure projects, including permeable pavement and low impact development where feasible.
- C. Develop and implement municipal water quality improvement projects.
- D. Support the maintenance and operation of the Dairy Fork Constructed Wetland.
- E. Provide and facilitate water-related public education opportunities.

GREENHOUSE GAS EMISSIONS

Greenhouse gases reflect heat back toward the earth's surface rather than allowing it to escape into space, in much the same way as the glass walls and ceiling of a greenhouse help to trap heat inside. As concentrations of greenhouse gases in the atmosphere increase, more heat is trapped, triggering changes in the global climate with cascading effects on the local climate. Greenhouse gases include carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), and fluorinated gases.

Greenhouse gas emissions contribute to the phenomenon of climate change, which has both global and local climate implications. Extreme heat (heat waves) is believed to be the most likely climate change exposure facing Laguna Woods and among the climate change exposures with the highest degree of certainty regarding future change. Climate change may also effect annual precipitation, extreme storms and flooding, wind, wildfires, and water availability.

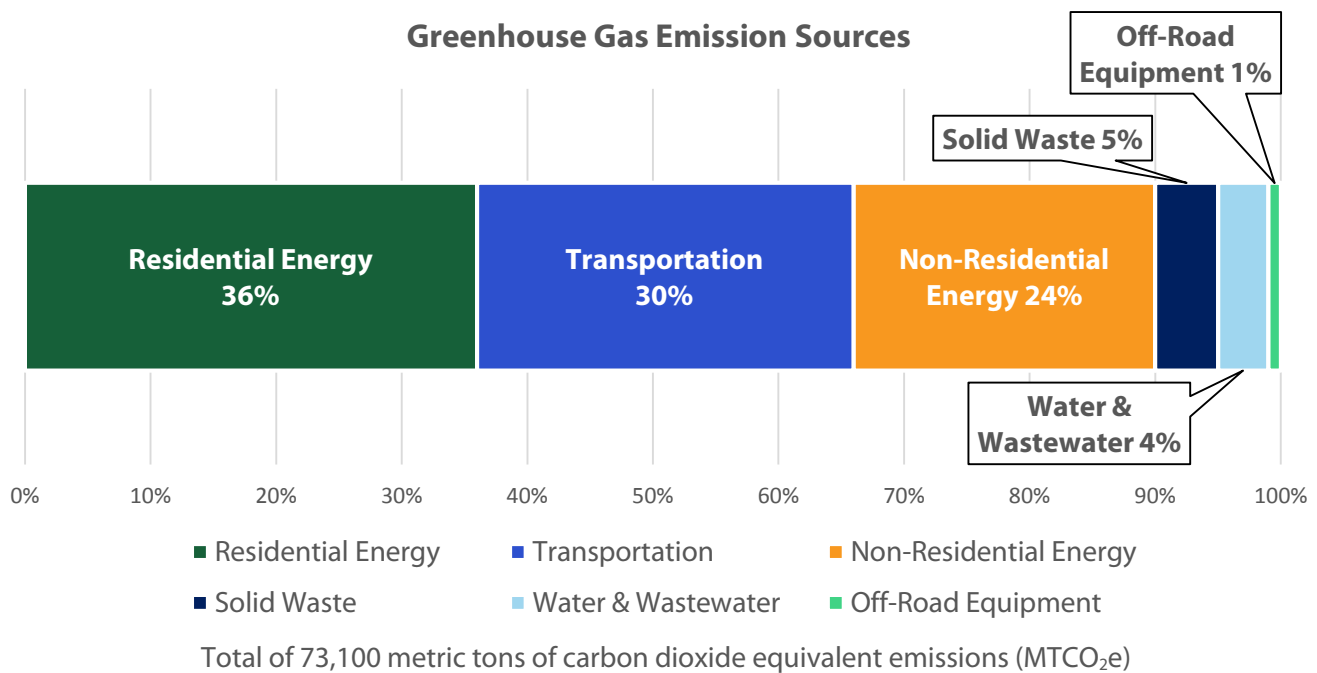
Greenhouse Gas Emissions Inventory

In order to quantify the type and amount of greenhouse gases emitted by Laguna Woods, the City developed a greenhouse gas emissions inventory based on activities in 2012. Six sectors were inventoried, including residential energy, non-residential energy, transportation, solid waste, water and wastewater, and off-road equipment (e.g., lawn mowers and leaf blowers). While a portion of the inventoried emissions were calculated based on emissions physically emanating from within Laguna Woods, the majority of inventoried emissions occurred outside of Laguna Woods, but as a direct result of local demands (e.g., energy production and water conveyance activities).

CONSERVATION ELEMENT

Energy and transportation account for the majority of local greenhouse gas emissions, followed by solid waste, water and wastewater, and off-road equipment.

Figure CO-8: 2012 Laguna Woods Greenhouse Gas Emissions



Goal CO-8. Reduce local greenhouse gas emissions.

Policy Objectives and Implementation Actions

CO-8.1. Control sources of greenhouse gas emissions.

- A. Develop and implement a Climate Action Plan that is aligned with federal and state standards and includes long-term strategies for reducing greenhouse gas emissions across all sectors.

CO-8.2. Demonstrate climate change leadership.

- A. Ensure that municipal solid waste handling services employ collection practices that minimize vehicle miles traveled and the consumption of fossil fuels.
- B. Incorporate climate adaptation into long-range planning documents.

See also the following priority issues for related considerations:

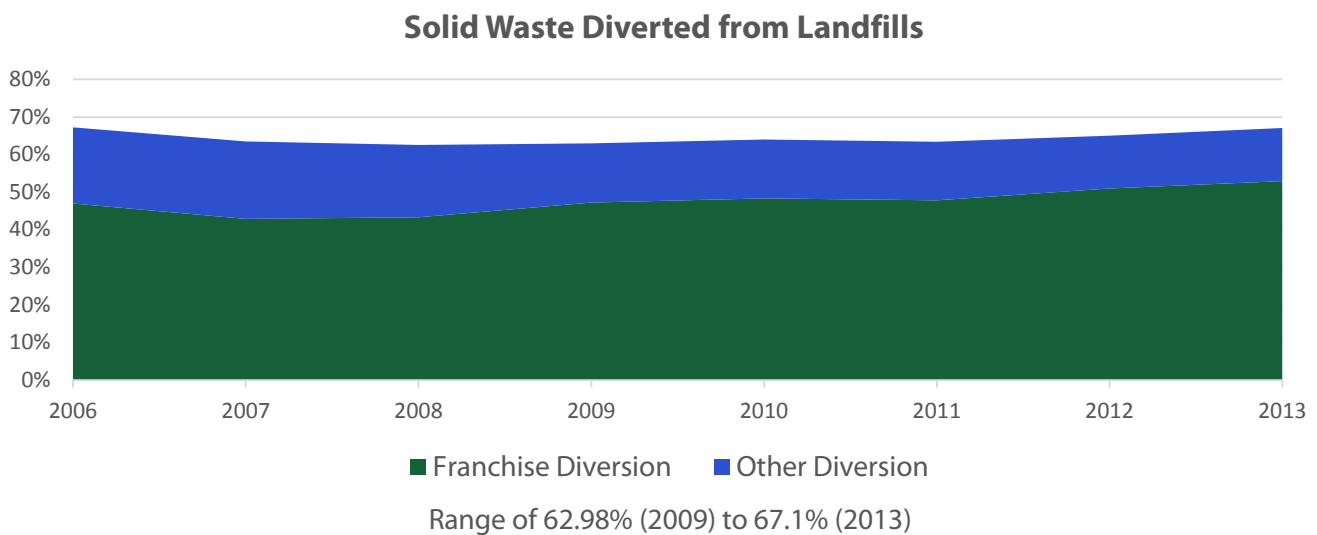
- Air Resources (page CO-5) – particularly, reduction of mobile source emissions
- Energy Resources (page CO-12) – particularly, increase of local energy generation
- Land Resources (page CO-13) – particularly, mitigation of adverse activity impacts
- Water Resources (page CO-15) – particularly, increase of local water production

CONSERVATION ELEMENT

WASTE AND RECYCLING

Waste and recycling services in Laguna Woods are primarily provided by franchise and other third-party contract service providers coordinated by the City. As of 2015, most of the waste that is not recycled or reused is transported to the 725-acre Frank R. Bowerman Landfill, located in the city of Irvine. The Frank R. Bowerman Landfill began operations in 1990 with 325 acres permitted for refuse disposal and is scheduled to reach capacity in approximately 2053.

Figure CO-9: Laguna Woods Solid Waste Diversion



Goal CO-9. Divert two-thirds of local waste from landfills.

Policy Objectives and Implementation Actions

CO-9.1. *Adopt and enforce regulations promoting waste and recycling goals.*

A. Adopt, review, update, and enforce regulations including, but not limited to:

- Regulations pertaining to the landfill diversion of construction and demolition waste.
- Regulations pertaining to limitations on the use of products lacking biodegradability.

CO-9.2. *Expand opportunities for recycling and reuse of waste.*

A. Simplify recycling opportunities through public education, special collections, and equipment designed with the needs and demographics of local residents and businesses in mind.

B. Develop and implement municipal waste and recycling programs, including an organic waste diversion program and programs that convert solid waste to energy or other products.

CO-9.3. *Demonstrate waste and recycling leadership.*

A. Ensure that municipal purchasing considers recycled and recyclable products as practical.

8.3
SENIOR MOBILITY PROGRAM

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City of Laguna Woods Agenda Report

TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager
FOR: May 20, 2015 Regular Meeting
SUBJECT: Senior Mobility Program

Recommendation

Authorize staff to take actions to continue the Senior Mobility Program for Fiscal Year 2015-16 with:

1. No change in travel voucher prices.

AND

2. Authorization to offer non-emergency medical transportation vouchers as an alternative to certain trips arranged at City Hall, at regular non-emergency medical transportation prices.

AND

3. Elimination of special destination travel vouchers to the Irvine Spectrum.

AND

4. Direction to allow refunds of unused travel vouchers that were purchased for use during Fiscal Year 2015-16 through July 31, 2016.

Background

The Senior Mobility Program began in 2002 with initial funding from the Orange County Transportation Authority (OCTA). The current program, which continues

to receive funding from OCTA, subsidizes the cost of both general travel and non-emergency medical transportation for residents who are at least 60 years of age.

General travel vouchers (“taxi bucks”) save residents 50% of the cost of taxi trips arranged through California Yellow Cab, the City’s contract taxi provider. General travel vouchers can be used for any trip beginning or ending in Laguna Woods to or from any point in Orange County with the exception of John Wayne Airport.

Non-emergency medical transportation (NEMT) is arranged by staff at City Hall at deeply subsidized rates ranging from \$4 to \$12 one-way. Service is available for any non-emergency medical trip beginning or ending in Laguna Woods to or from any facility in Orange County or the Long Beach Veterans Hospital. Depending on the length of the trip, residents save between 60% and 85%.

Special destination vouchers are available for trips beginning or ending in Laguna Woods to either the Irvine Spectrum or the Irvine Transportation Center at a rate of \$6 one-way. At \$6, residents save 67%.

Consistent with previous City Council direction, staff has begun and will continue to explore partnerships and modifications to the Senior Mobility Program to focus on the areas of greatest need and promote long-term solvency and impact.

Discussion

In order to ensure uninterrupted service for an extended term of the Senior Mobility Program, the City Council is being asked to authorize staff to take actions to continue the Senior Mobility Program for Fiscal Year 2015-16, in advance of the adoption of the Fiscal Year 2015-16 Budget and Work Plan. While no change in travel voucher prices is proposed, staff is recommending the following:

- *Authorization to offer non-emergency medical transportation vouchers as an alternative to certain trips arranged at City Hall, at regular non-emergency medical transportation prices.* This action would provide residents with a more flexible option for certain non-emergency medical transportation trips. The City would make vouchers available for select, frequently traveled non-emergency medical destinations that residents could purchase and then use for trips that they arrange directly with California Yellow Cab. This would mirror the process used for the existing special destination vouchers and help address the relative inconvenience of residents having to arrange every non-

emergency medical trip in-person at City Hall. Residents who prefer to have City staff arrange their trips would still be able to do so.

- *Elimination of special destination travel vouchers to the Irvine Spectrum.* In the interest of focusing the Senior Mobility Program on the areas of greatest need, this action would discontinue the sale of special destination travel vouchers to the Irvine Spectrum. Only 34 special destination trips to the Irvine Spectrum took place between July 2014 and March 2015. Residents would still be able to receive subsidized transportation to the Irvine Spectrum by using general travel vouchers (a savings of 50%), but special destination travel vouchers (a savings of 67%) would no longer be available.
- *Direction to allow refunds of unused travel vouchers that were purchased for use during Fiscal Year 2015-16 through July 31, 2016.* This action would be comparable to the direction that the City Council provided for the current fiscal year. All travel vouchers would be printed with a notice stating that unused travel vouchers may only be refunded through July 31, 2016.

Fiscal Impact

At this point, staff anticipates that funding from the Orange County Transportation Authority (OCTA) and revenues from voucher sales will cause the Senior Mobility Program to be self-supporting in Fiscal Year 2015-16. Absent action by OCTA's Board of Directors, Fiscal Year 2015-16 will be the final year in which the City will receive Transportation Development Act (TDA) funding to support the Senior Mobility Program. Funding from OCTA totals approximately \$130,000 annually, of which TDA funding accounts for approximately \$50,000. Staff is continuing to advocate for an extension of TDA funding, as well as working to identify potential opportunities for increased economies of scale and expenditure reductions.

No significant fiscal impact would be anticipated as a result of the elimination of special destination travel vouchers to the Irvine Spectrum.

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8.4
FISCAL YEAR 2015-16 BUDGET
AND WORK PLAN DEVELOPMENT

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City of Laguna Woods

Agenda Report

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, City Manager

FOR: May 20, 2015 Regular Meeting

SUBJECT: Fiscal Year 2015-16 Budget and Work Plan Development

Recommendation

Discuss and provide direction to staff.

Discussion

Today's meeting is one of several opportunities for the City Council to receive public input and provide direction to staff on the development of the City's Fiscal Year 2015-16 Budget and Work Plan.

Fiscal Year 2015-16 Budget and Work Plan Meeting Schedule (tentative and subject to change)	
Tuesday, February 3, 2015 at 9 a.m.	preliminary input NEW ✓
Wednesday, April 15, 2015 at 2 p.m.	General Plan discussion NEW ✓
Wednesday, April 29, 2015 at 2 p.m.	kick-off workshop ✓
Wednesday, May 20, 2015 at 2 p.m.	– discussion and development
Wednesday, June 17, 2015 at 2 p.m.	– discussion and development
Wednesday, June 24, 2015 at 2 p.m.	– consideration of adoption

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