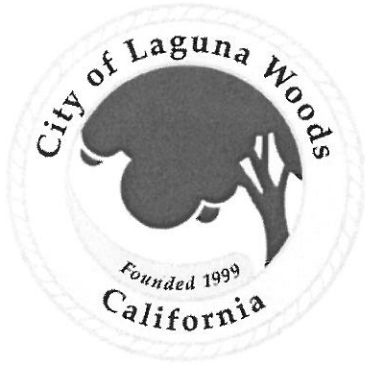




AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
August 21, 2013
2:00 P.M.**

**City Council Chambers
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, CA 92637**

AGENDA DESCRIPTION: The Agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. The listed Recommended Action represents staff or a particular Committee's recommendation. The City Council may take any action, which it deems to be appropriate on the agenda item and is not limited in any way by the recommended action. Any person wishing to address the City Council on any matter, whether or not it appears on this agenda, is requested to complete a "Request to Speak" form available at the door. The completed form is to be submitted to the City Clerk prior to an individual being heard by the City Council. Whenever possible, lengthy testimony should be presented to the City Council in writing (8 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

COUNCILMEMBERS: ☐ Conners ☐ Hack ☐ Hatch
☐ Robbins, Mayor Pro Tem ☐ Ring, Mayor

IV. PRESENTATIONS

None

V. CITY COMMENDATIONS AND PROCLAMATIONS

None

VI. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

6.1 City Council Minutes

RECOMMENDED ACTION: Approve the City Council meeting minutes from the July 17, 2013 regular meeting, the July 24, 2013 special meeting, and the August 1, 2013 special meeting.

6.2 Approve the reading by title of all ordinances and resolutions. Said ordinances and resolutions that appear on the public agenda shall be determined to have been read by title only and further reading waived.

RECOMMENDED ACTION: Waive reading of ordinances and resolutions.

6.3 Treasurer's Reports

RECOMMENDED ACTION: Receive and file the July 2013 monthly and Fourth Quarter Fiscal Year 2012-13 Quarterly Treasurer's Reports.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the August 21, 2013 Warrant Register in the amount of \$646,605.79.

6.5 Community Development Block Grant

RECOMMENDED ACTION: Authorize the City Manager and Mayor to execute agreements and all amendments with the County of Orange for the receipt of Community Development Block Grant (CDBG) funds for fiscal

years 2013-14 and 2014-15, subject to approval as to form by the City Attorney.

6.6 Moulton Smart Street Project Phase 2 Landscape Design

RECOMMENDED ACTION: Approve an increase in the contract amount with David Evans and Associates, Inc. for landscape architectural services for the Moulton Parkway Phase 2 Project from \$207,426 (including previously authorized changed orders) to \$303,426, and authorize the City Manager to approve change orders up to 15% of the new base amount.

6.7 Moulton Parkway Segment 3 Phase 1 Fire Department Connection Project

RECOMMENDED ACTION: Authorize the City Manager to approve a change order in an amount not to exceed \$13,157.09 for the Moulton Parkway Segment 3 Phase 1 Fire Department Connection Project.

6.8 South Orange County Regional Water Management Plan

Approve a resolution adopting the South Orange County Integrated Regional Water Management Plan, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA ADOPTING THE SOUTH ORANGE COUNTY INTEGRATED REGIONAL WATERSHED MANAGEMENT PLAN

6.9 City Manager Employment Agreement

RECOMMENDED ACTION: Approve a City Manager Employment Agreement with Christopher Macon and authorize the Mayor to execute the agreement subject to approval as to form by the City Attorney.

6.10 Public Safety Director Job Classification

RECOMMENDED ACTION: Approve a revised job classification for the existing, full-time position of Public Safety Director.

VII. PUBLIC HEARINGS

None

VIII. CITY COUNCIL BUSINESS

8.1 El Toro Road Reconstruction Project

RECOMMENDED ACTIONS:

- A. Award a contract to Palp, Inc. DBA Excel Paving Company for the El Toro Road Reconstruction Project in the amount of \$495,396, including the widening of the eastbound sidewalk, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract and approve change orders, subject to approval of the contract as to form by the City Attorney.

AND

- B. Award a contract to MBF Consulting, Inc. for construction management and inspection services for the El Toro Road Reconstruction Project in the amount of \$36,828, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract and approve change orders, subject to approval of the contract as to form by the City Attorney.

8.2 “No Right Turn on Red Light” Restriction – Southbound Avenida Sevilla (Laguna Woods Village Gate 5) to Westbound El Toro Road

RECOMMENDED ACTION: Authorize the adjustment of the north side Avenida Sevilla crosswalk on El Toro Road and the removal of the “no right turn on red light” restriction for southbound Avenida Sevilla traffic turning right to westbound El Toro Road.

8.3 California Joint Powers Insurance Authority Board of Directors Alternate Designee

RECOMMENDED ACTION: Appoint an alternate designee to represent the City on the California Joint Powers Insurance Authority Board of Directors through December 2014.

8.4 Bank of America, NT & SA Checking Account Authorization

RECOMMENDED ACTION: Approve a resolution making authorizations related to the administration of the City's checking account, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING BANK OF AMERICA, NT & SA TO HONOR CITY ACCOUNT CHECKS, DRAFTS AND OTHER ORDERS FOR THE PAYMENT OF MONEY BEARING THE SIGNATURES OF CITY OFFICIALS

IX. COMMITTEE REPORTS

- 9.1 Transportation Corridor Agencies (Councilmember Hack)
- 9.2 Orange County Library Board (Mayor Pro Tem Robbins)
- 9.3 Orange County Fire Authority (Councilmember Hatch)
- 9.4 Southern California Water Committee (Councilmember Hack)
- 9.5 Coastal Greenbelt Authority (Councilmember Conners)
- 9.6 Vector Control District Board (Mayor Pro Tem Robbins)

X. PUBLIC COMMENTS

XI. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

11.1 Reports on Meetings Attended per Government Code §53232.3

State law requires Councilmembers to provide a report on all meetings or events they attend for which the City pays fees, travel or other expenses. These are informational reports and no action is taken on the item.

A. Southern California Water Committee Board of Directors Meeting and Quarterly Meeting & Bay Delta Conservation Plan Workshop, July 26, 2013: Councilmember Hack

B. Water Advisory Committee, August 2, 2013: Councilmember Hack

11.2 Other Meetings, Comments and Announcements

XII. CLOSED SESSION

None

XIII. ADJOURNMENT

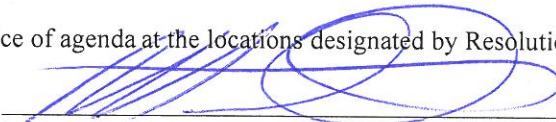
The meeting will be adjourned to a regular meeting of the City Council at 2:00 p.m. on Wednesday, September 18, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The City Council agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the City Council meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

I declare under penalty of perjury that I posted this notice of agenda at the locations designated by Resolution 02-33.

8/16/13
Date



Marc Donohue, Deputy City Clerk

6.1-6.10
CONSENT CALENDAR SUMMARY

**City of Laguna Woods
Agenda Report**

FOR: August 21, 2013 City Council Meeting

TO: Honorable Mayor and Councilmembers

FROM: Christopher Macon, Interim City Manager 

AGENDA ITEM: Consent Calendar

Recommendation:

Approve all proposed actions on the August 21, 2013 Consent Calendar by single motion and City Council action.

Discussion:

In general, the Consent Calendar contains routine matters or matters that have already been discussed by the City Council. It is adopted in total with a single motion and City Council action. However, if any Councilmember or member of the public has questions or wishes to discuss an item further, the item may be removed from the Consent Calendar and placed later on the agenda for discussion and action. The way to remove an item from the Consent Calendar is to request its removal, by agenda item number, immediately prior to the adoption of the Consent Calendar. Members of the public may fill out a request to speak on the item they wish removed and the City Clerk will note the item for removal. No reason need be given with the request. Items pulled from the Consent Calendar are not discussed at the time they are pulled; they are scheduled for discussion immediately after action on the balance of the Consent Calendar.

The August 21, 2013 Consent Calendar contains the following items:

- 6.1 Approval of City Council meeting minutes from the July 17, 2013 regular meeting, the July 24, 2013 special meeting, and the August 1, 2013 special meeting, as submitted.

- 6.2 Approval of a motion to allow reading proposed ordinances and resolutions by title only – this is a standard practice in cities. If this motion is not approved, all ordinances and resolutions must be read out loud in their entirety during the City Council meeting.
- 6.3 Approval of a motion to receive and file the July 2013 monthly and fourth quarter (April 1, 2013 – June 30, 2013) Fiscal Year Treasurer's Reports, as submitted.
- 6.4 Approval of the August 21, 2013 Warrant Register, as submitted, in the total amount of \$646,605.79. A list of all warrants is included in the agenda packet; detailed information about individual warrants is available in the Finance Manager's office.
- 6.5 Authorization for the City Manager and Mayor to execute agreements and all amendments with the County of Orange for the receipt of Community Development Block Grant (CDBG) funds for fiscal years 2013-14 and 2014-15, subject to approval as to form by the City Attorney. This action relates to the City's existing, CDBG-funded Energy Efficiency Improvements Project that provides low income seniors with dual pane, Low-E glass windows; heat pumps; ceiling fans; and, other related energy efficient improvements.
- 6.6 Approval of an increase in the contract amount with David Evans and Associates, Inc. (DEA) for landscape architectural services for the Moulton Parkway Phase 2 Project from \$207,426 (including previously authorized changed orders) to \$303,426, and authorization for the City Manager to approve change orders up to 15% of the new base amount. The City and County of Orange have been working cooperatively on the Moulton Smart Street Project over the past several years. Phase 2 work started in February 2013 and is expected to be completed by June 2014.

DEA is the landscape architectural firm that designed and developed the bid plans and specifications for landscaping for Phases 1 and 2 of the Moulton Smart Street Project. DEA also provides construction support services for work in City right of way and on Laguna Woods Village property, including the golf course and garden center. The County had asked the City to contract with DEA to provide Phase 2 design and construction support services through 2014, which the City Council approved in April 2012. The County will continue to reimburse the City for expenses related to DEA's work.

- 6.7 Authorization for the City Manager to approve a change order in an amount not to exceed \$13,157.09 for the Moulton Parkway Segment 3 Phase 1 Fire Department Connection Project. The project, for which the City Council has previously authorized the City Manager to execute an agreement with E.J. Meyer Company in the amount of \$27,777 and change orders up to 15% of that base amount, involves the construction of a fire department connection to an existing underground fire sprinkler line and the removal of an existing underground valve at the Laguna Woods Village Equestrian Center. The County of Orange failed to complete this work as part of Phase 1 of the Moulton Smart Street Project. During the course of construction, the Orange County Fire Authority identified additional fire alarm-related work that the County of Orange failed to complete, but which is required in order to deem the Equestrian Center in compliance with the California Fire Code. All costs, including construction and design, for both the initial project and change orders will be reimbursed by the County of Orange.
- 6.8 Approval of a resolution adopting the South Orange County Integrated Regional Water Management Plan (IRWMP). Mayor Ring serves on the South Orange County Watershed Management Area's Executive Committee, from which this item originates. The IRWMP identifies and integrates regional projects to improve water supply, protect water quality, enhance the environment, and provide flood risk management. It also ensures that the City and other South Orange County jurisdictions are eligible to apply for certain grant programs, including California's Proposition 84 Integrated Regional Water Management Grant Program. The Dairy Fork Constructed Wetland Project developed by the cities of Laguna Woods, Aliso Viejo, Lake Forest, and Laguna Hills is included as a high priority project in the IRWMP. The IRWMP is more than 600 pages and available for review in the Deputy City Clerk's office or online at:
<http://ocwatersheds.com/programs/ourws/wmaareas/wmasouthoc>.
- 6.9 Approval of a City Manager Employment Agreement with Christopher Macon and authorization for the Mayor to execute the agreement subject to approval as to form by the City Attorney. This comes to City Council after the appointment of Mr. Macon as Interim City Manager at the City Council meeting on August 1, 2013. At that meeting, and based in part on preliminary recommendations from the transitional consultant, City Council and retiring City Manager Leslie Keane reached an agreement regarding transfer of daily responsibilities, and Ms. Keane's provision of transitional assistance to the City through October 31, 2013, in the role as City Manager

Emeritus. This contract follows that agreement and formalizes Mr. Macon's new tenure as City Manager. It extends "at will" employment status for a three-year term at a salary of \$165,100, and provides a monthly technology allowance, but results in savings in the form of eliminated costs for various deferred pay and auto allowances, and reduced accruals for paid leave. (This item was prepared by the City Attorney and is recommended by the Ad Hoc City Manager Recruitment/Transition Committee comprised of Mayor Ring and Councilmember Conners)

- 6.10 Approval of a revised job classification for the existing, full-time position of Public Safety Director. As proposed, the Public Safety Director would continue to oversee public safety and enforcement-related services for the City, including code enforcement, police, fire, emergency management, and animal control. Building inspection – also a safety and enforcement-related service with broad parallels to code enforcement – would be newly integrated into the Public Safety Department. Approval of this job classification would not alter the salary range or benefits for the position. The position is currently vacant following the appointment of the Interim City Manager.

6.1
MINUTES

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
July 17, 2013
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Linda Wilson led the flag salute.

III. ROLL CALL

COUNCILMEMBERS: PRESENT: Hatch, Hack, Robbins, Ring
 ABSENT: Connors

STAFF PRESENT: City Manager Keane, Assistant City Manager Reilly, Public Safety
 Director Macon, Deputy City Clerk Donohue, City Attorney
 Cosgrove

IV. PRESENTATIONS

None

V. CITY COMMENDATIONS AND PROCLAMATIONS

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, 1 absent (Councilmember Connors) and carried to approve City Commendations and Proclamations:

5.1 Commendation – Mildred N. Landecker, 100th birthday

Mayor Ring presented a certificate of commendation to Mildred N. Landecker in honor of her 100th birthday. Ms. Landecker made brief remarks.

Councilmember Hatch asked if Ms. Landecker has been interviewed for her historical knowledge of the early days in the community.

Mayor Ring stated she indirectly has been interviewed and noted that Ms. Landecker was an honoree of the month in the Historical Society.

5.2 Proclamation – National Clown Week, August 1-7, 2013

Mayor Ring presented a proclamation to the Laguna Woods Clown Alley in celebration of National Clown Week. He thanked the group for their service to the community.

VI. CONSENT CALENDAR

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, 1 absent (Councilmember Conners) and carried to approve Consent Calendar Items 6.1 – 6.5 with the exception of the City Council minutes of June 7, 2013.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, 1 absent (Councilmember Conners) and carried to approve the minutes of June 7, 2013 as corrected, ("June 3, 2013 offer of retirement" instead of "June 3, 2013 letter of retirement).

6.1 Approved the minutes from the June 7, 2013 special meeting, June 19, 2013 regular meeting, and the June 26, 2013 adjourned regular meeting.

6.2 Approved the reading by title of all ordinances and resolutions. Said ordinances and resolutions that appear on the public agenda shall be determined to have been read by title only and further reading waived.

6.3 Treasurer's Report

Received and filed the June 2013 monthly Treasurer's Report.

6.4 Warrant Register

Approved the July 17, 2013 Warrant Register in the amount of \$673,922.17.

6.5 Aggressive Solicitation Regulations

Adopted an ordinance establishing regulations for aggressive solicitation, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS,
CALIFORNIA, ESTABLISHING REGULATIONS RESTRICTING
AGGRESSIVE SOLICITATION

VII. PUBLIC HEARING

7.1 Disaster Recovery Initiative Grant

City Manager Keane introduced Public Safety Director Macon to present the report.

Public Safety Director Macon summarized the agenda report and noted that if the City Council approves the proposed resolution, staff will resubmit a request to the State. Once approved, the City will be able to hire a consultant to complete the work.

Councilmember Hatch asked what would be the nature of the work from the consultant.

Public Safety Director Macon responded the consultant would compile environmental data and draft a plan that is as locally specific as possible. He noted that the consultant would also work with staff and the Public Safety Committee on measures that the City could take to respond to the data.

The public hearing was opened.

Linda Wilson, resident, stated that she is a member of the Laguna Woods Village Disaster Preparedness Task Force. She asked how or if this will change anything.

Public Safety Director Macon stated that he does not believe it will change anything. It is meant to compile data and plan for environmental issues.

City Manager Keane stated that one of the purposes of the plan is make it possible for the City to apply for related grant programs.

Public Safety Director Macon added that climate adaptation plans and adaptation planning in general is very much a current topic in the State and noted that this would help the City become more competitive for a variety of climate related grant programs.

Councilmember Hatch stated that current rising heat levels and absence of water could potentially become a disaster. He asked if this particular study will touch on those issues.

Public Safety Director Macon stated it would.

Councilmember Hack stated that the heat issue directly impacts the community because of the age of the residents.

Councilmember Hatch asked what the current status is of fire prevention systems in Laguna Woods Village.

Ms. Wilson stated that the City and Orange County Fire Authority have been providing smoke alarms to residents in Laguna Woods Village.

City Manager Keane stated that when residential renovations meet a certain dollar threshold, they are required to install hard-wired smoke alarms.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Robbins, 1 absent (Councilmember Connors) to approve Resolution 13-13 to modify the City's Disaster Recovery Initiative grant agreement, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REAFFIRMING A REQUEST TO MODIFY THE PLANNING ACTIVITIES FUNDED BY THE CITY'S 2008 DIASER RECOVERY INITIATIVE AGREEMENT WITH THE STATE OF CALIFORNIA

VIII. CITY COUNCIL

8.1 Ad Hoc City Manager Recruitment/Transition Committee (Mayor Ring/Councilmember Conners)

Mayor Ring stated that the Ad Hoc Committee is asking the City Council to approve the transfer of \$12,500 to support City Manager transition consulting services.

Councilmember Hatch asked if the contract they are entering into is a transition contract until the City Council decides to employ an executive search team.

Mayor Ring stated the Ad Hoc Committee plans to get back to the City Council soon with a full report since Councilmember Conners has been on vacation.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hatch, 1 absent (Councilmember Conners) to approve the transfer of \$12,500 from the City Council Contingency account to the City Council contract services account to fund City Manager recruitment consulting services.

City Attorney Cosgrove stated that the resolution would authorize the Ad Hoc Committee to select and retain consulting services with respect to transition planning without having to come back to the City Council.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Robbins, 1 absent (Councilmember Conners) to approve a resolution authorizing the Council Ad Hoc Committee to hire consulting assistance, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS AUTHORIZING THE AD HOC COMMITTEE FOR
CITY MANAGER TRANSITION AND OVERSIGHT TO HIRE
CONSULTING ASSISTANCE

IX. CITY MANAGER

9.1 San Sebastian Regulatory Agreement

City Manager Keane summarized the agenda report and noted that staff is proposing to modify the current agreement to allow low income residents of San Sebastian to recertify as long as their income does not exceed 110% of current state established income limits.

Councilmember Hatch asked if the City has the authority to allow this to occur without the State getting involved.

City Manager Keane responded affirmatively and noted that staff had conferred with the State and the Orange County Housing Authority on this matter.

Councilmember Hatch asked if there is a sense that San Sebastian will always be an apartment building.

City Manager Keane stated that San Sebastian recently approached the City about the

possibility of changing their facility into a permanent rental community, which would suggest that selling individual units is not being considered.

Councilmember Hack stated that people will probably start reporting higher incomes as the economy picks up. He noted that he was the only one who disapproved of the original project.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hatch, 1 absent (Councilmember Conners) to authorize the City Manager to execute an amendment to the recertification process of the Regulatory Agreement and Declaration of Covenants and Restrictions between the City of Laguna Woods and property owner of record of the San Sebastian condominium complex, subject to approval of the City Attorney as to form.

X. COMMITTEE REPORTS

10.1 Transportation Corridor Agency (Councilmember Hack)

Councilmember Hack reported there has been no meeting since their last meeting.

10.2 Orange County Library Board (Mayor Pro Tem Robbins)

Mayor Pro Tem Robbins reported there has been no meeting since their last meeting.

10.3 Orange County Fire Authority (Councilmember Hatch)

Councilmember Hatch reported that the County Treasurer voted in favor of maintaining the amortization time for cities' responsibilities to cure any share that they may have for unfunded pension liabilities. He noted this would have a significant impact on contract cities. The County Treasurer is now reconsidering her vote and has requested a re-vote at a September meeting. He asked if this would impact the City.

City Manager Keane responded it would not at this particular time. She noted that over the years the Orange County Fire Authority has struggled with this pension issue and the inequality of payment from various members.

10.4 Southern California Water Committee (Councilmember Hack)

Councilmember Hack reported that there has been no meeting since their last meeting.

10.5 Coastal Greenbelt Authority (Councilmember Conners)

Mayor Ring stated the Authority is scheduled to meet on July 18, 2013 at 5:00 p.m.

10.6 Vector Control District Board (Mayor Pro Tem Robbins)

Mayor Pro Tem Robbins reported that management has placed emphasis on West Nile Virus this past month. He noted that 65% of West Nile Virus victims have contracted the most serious form of it and discussed different ways people can protect themselves from

mosquitos. He urged the community to try to prevent water from accumulating around flowerpots because it is a good source for mosquitos to breed.

An unidentified resident asked if the Vector Control District assists with flea and possum related issues in the community.

Mayor Pro Tem Robbins stated that she could contact the Vector Control District to come out and inspect the problem.

XI. PUBLIC COMMENT – None

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

12.1 Reports on Meetings Attended per Government Code §53232.3

A. Water Advisory Committee, July 12, 2013: Councilmember Hack

Councilmember Hack reported that he was disappointed with some of the public officials that spoke at the meeting.

Councilmember Hatch asked if the new Delta Plan is favorable or unfavorable.

Councilmember Hack stated that the plan is favorable. There is current a bond issue that is supposed to come up this year; however, there has been talk of pushing the bond issue until next year, which is unfavorable because it is difficult to pass a bond in an election year. He believes the delay of the bond could put the State in jeopardy if an earthquake were to occur in the future.

Mayor Ring announced the free showing of the movie 42 on Sunday, July 21, 2013 at City Hall. He encouraged residents to call City Hall to make reservations and enjoy the free drinks and popcorn. He acknowledged Community Services Manager Foley's selection of recent movies shown at City Hall.

XIII. CLOSED SESSION – None

XIV. ADJOURNMENT

The meeting was adjourned at 2:55 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday August 21, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

MARC DONOHUE, Deputy City Clerk

Adopted: August 21, 2013

ROBERT B. RING, Mayor

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
SPECIAL MEETING
July 24, 2013
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Deputy City Clerk Donohue led the flag salute.

III. ROLL CALL

COUNCILMEMBERS: PRESENT: Conners, Hack, Hatch, Robbins, Ring
 ABSENT:

STAFF PRESENT: City Attorney Cosgrove; City Manager Keane; Deputy City Clerk
 Donohue

IV. CLOSED SESSION

The City Council met in closed session pursuant to Government Code Section 54957, to consider the following:

1. Public Employee Performance Evaluation – City Manager
2. Public Employee Appointment – Title: City Manager
3. Public Employment – Title: City Manager
4. Public Employee Discipline/Dismissal/Release

At the close of the meeting, City Attorney Cosgrove announced that there was no reportable action taken in the meeting pursuant to Government Code Section 54957.1. He stated the City Council voted unanimously to continue discussion at a special meeting on Thursday, August 1, 2013 at 3:00 p.m.

V. PUBLIC COMMENT

None

VI. ADJOURNMENT

The meeting was adjourned at 3:46 p.m. The next special meeting will be at 3:00 p.m. on Thursday August 1, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

MARC DONOHUE, Deputy City Clerk

Adopted: August 21, 2013

ROBERT B. RING, Mayor

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
SPECIAL MEETING**

August 1, 2013

3:00 P.M.

I. CALL TO ORDER

Mayor Ring called the Special Meeting of the City Council of the City of Laguna Woods to order at 3:00 p.m.

II. FLAG SALUTE

Mike Straziuso led the flag salute.

III. ROLL CALL

COUNCILMEMBERS: PRESENT: Connors, Hack, Hatch, Robbins, Ring
 ABSENT:

STAFF PRESENT: City Attorney Cosgrove; Deputy City Clerk Donohue

IV. PUBLIC COMMENT

None

V. CLOSED SESSION

5.1 The City Council met in closed session pursuant to Government Code Section 54957, to consider the following:

1. Public Employee Performance Evaluation – City Manager
2. Public Employee Appointment – Title: City Manager
3. Public Employment – Title: City Manager
4. Public Employee Discipline/Dismissal/Release

5.2. The City Council met in closed session pursuant to Government Code Section 54956.9 (d) (2) to consider one case of potential exposure to litigation.

The City Council reconvened into open session and reported the following actions taken:

1. Under Government Code Sections 54957.1 (2)(3)(a) and 54957.1 (a)(5), on a motion by Councilmember Connors and seconded by Mayor Ring, and carried unanimously to

approve an agreement entitled "Amendment to Restated Agreement for Employment of City Manager," which retains the existing City Manager as City Manager Emeritus from August 9, 2013 until October 31, 2013, and provides for severance pay and other benefits. The agreement has been signed by all parties, and is final.

2. Under Government Code Section 54957.1 (a)(5), on a motion by Councilmember Hack and seconded by Councilmember Conners and carried unanimously to appoint Christopher Macon as Interim City Manager, with directions to the City Attorney to initiate negotiations with Mr. Macon regarding a City Manager contract, and report back to City Council at the next regularly scheduled meeting.

VI. ADJOURNMENT

The meeting was adjourned at 4:53 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday August 21, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

MARC DONOHUE, Deputy City Clerk

Adopted: August 21, 2013

ROBERT B. RING, Mayor

6.2

**WAIVE READING OF ORDINANCES AND
RESOLUTIONS
(NO REPORT)**

6.3 TREASURER'S REPORTS

City of Laguna Woods
Monthly Treasurer's Report
July 31, 2013

CASH ON HAND1. Investments/General Fund

Local Agency Investment Fund	\$ 7,560,327
Subtotal	\$ 7,560,327

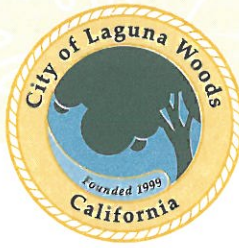
2. Investments/Transportation Fund

Local Agency Investment Fund	\$ 331,130
Subtotal	\$ 331,130

3. Other Interest & Non-Interest Bearing/General & Transportation

Petty Cash Funds	\$ 921
Analyzed Checking Account	\$ 304,709
Subtotal	\$ 305,630
TOTAL	\$ 8,197,087

Note: LAIF reports interest earnings quarterly.



CITY of LAGUNA WOODS

Bob Ring
Mayor

July 31, 2013

Milt Robbins
Mayor Pro Tem

TO: Honorable Mayor and Councilmembers

Cynthia Conners
Councilmember

FROM: Ernestine Jones, Finance Manager

Bert Hack
Councilmember

SUBJECT: Quarterly Treasurer's Report: 4th Quarter,
FY 2012/2013 (April 1 – June 30, 2013)

Noel Hatch
Councilmember

Leslie A. Keane
City Manager

Attached is the 4th Quarter, FY 2012/2013 Treasurer's Report for the period April 1 – June 30, 2013. The information provided includes a:

- ◆ 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.

Ernestine Jones
Finance Manager & City Treasurer

City of Laguna Woods

Quarterly Treasurer's Report

April 1 - June 30, 2013

CASH ON HAND

1. Investments/General Fund

Local Agency Investment Fund	\$	7,560,327
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Subtotal	\$	7,560,327
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2. Investments/Transportation Fund

Local Agency Investment Fund	\$	331,130
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Subtotal	\$	331,130
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3. Other Interest & Non-Interest Bearing/General & Transportation

Petty Cash Funds	\$	527
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Analyzed Checking Account	\$	762,142
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Subtotal	\$	762,669
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TOTAL	\$	8,654,126
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Note: LAIF reports interest earnings quarterly.



JOHN CHIANG

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

LAGUNA WOODS

Account Number

98-30-413

As of 07/15/2013, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2013.

Earnings Ratio		.00000667321954799
Interest Rate		0.24%
Dollar Day Total	\$	723,921,197.79
Quarter End Principal Balance	\$	8,386,625.63
Quarterly Interest Earned	\$	4,830.89

State of California
Pooled Money Investment Account
Market Valuation
6/30/2013

Description		Carrying Cost Plus Accrued Interest Purch.	Amortized Cost	Fair Value	Accrued Interest
United States Treasury:					
Bills	\$	18,019,781,458.84	\$ 18,031,788,345.99	\$ 18,035,146,300.00	NA
Notes	\$	17,866,551,757.96	\$ 17,864,039,275.14	\$ 17,866,601,500.00	\$ 14,141,398.00
Federal Agency:					
SBA	\$	510,792,442.52	\$ 510,792,442.52	\$ 510,253,568.70	\$ 517,567.05
MBS-REMICs	\$	192,640,776.24	\$ 192,640,776.24	\$ 208,753,614.81	\$ 921,014.69
Debentures	\$	1,229,014,505.38	\$ 1,227,601,588.70	\$ 1,225,462,000.00	\$ 4,859,598.00
Debentures FR	\$	-	\$ -	\$ -	\$ -
Discount Notes	\$	2,248,563,445.13	\$ 2,248,994,695.02	\$ 2,249,228,500.00	NA
GNMA	\$	451.55	\$ 451.55	\$ 454.80	\$ 4.70
IBRD Debenture	\$	450,053,540.85	\$ 450,053,540.85	\$ 450,282,500.00	\$ 107,637.50
IBRD Deb FR	\$	-	\$ -	\$ -	\$ -
CDs and YCDs FR	\$	400,000,000.00	\$ 400,000,000.00	\$ 400,000,000.00	\$ 252,251.67
Bank Notes	\$	-	\$ -	\$ -	\$ -
CDs and YCDs	\$	8,870,129,024.17	\$ 8,870,011,579.74	\$ 8,866,790,803.69	\$ 2,820,216.67
Commercial Paper	\$	4,253,842,581.96	\$ 4,254,541,430.57	\$ 4,254,012,847.23	NA
Corporate:					
Bonds FR	\$	-	\$ -	\$ -	\$ -
Bonds	\$	-	\$ -	\$ -	\$ -
Repurchase Agreements	\$	-	\$ -	\$ -	\$ -
Reverse Repurchase	\$	-	\$ -	\$ -	\$ -
Time Deposits	\$	4,474,640,000.00	\$ 4,474,640,000.00	\$ 4,474,640,000.00	NA
AB 55 & GF Loans	\$	287,302,443.82	\$ 287,302,443.82	\$ 287,302,443.82	NA
TOTAL	\$	58,803,312,428.42	\$ 58,812,406,570.14	\$ 58,828,474,533.05	\$ 23,619,688.28

Fair Value Including Accrued Interest

\$ 58,852,094,221.33

Repurchase Agreements, Time Deposits, AB 55 & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost(1.000273207).
As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$20,005,464.14 or \$20,000,000.00 x 1.000273207.

6.4 WARRANT REGISTER

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	07/18/2013	ADP PAYROLL SERVICES	Pay Period Ended 7/12/2013	33,430.13
Debit	07/18/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 7/12/2013	1,679.43
Debit	07/18/2013	ADP PAYROLL SERVICES	Processing Charges/Payroll 7/12/2013	131.75
	07/31/2013	BANK OF AMERICA	Bank Account Charges	12.15
Debit	08/01/2013	ADP PAYROLL SERVICES	Pay Period Ended 7/26/2013	33,443.03
Debit	08/01/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 7/26/2013	1,679.43
Debit	08/01/2013	ADP PAYROLL SERVICES	Processing Charges/Payroll 7/26/2013	129.05
<i>Other</i>				
113686	07/17/2013	* ANIMAL PEST MANAGEMENT SERVICES	Animal Control Services/June 2013	3,000.00
113687	07/17/2013	CALIFORNIA JOINT POWERS	All Risk Property Insurance/Fiscal Year 2013-14	18,412.00
113688	07/17/2013	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 7/12/13	5,810.09
113689	07/17/2013	CITY CLERKS ASSOCIATION OF CA	City Clerk Workshop/Donohue	175.00
113690	07/17/2013	COPYFORCE	Printing/Taxi Voucher Books/Fiscal Year 2013-14	2,041.20
113691	07/17/2013	MARC DONOHUE	Employee Benefit Program	3,912.04
113692	07/17/2013	FOLEY, PATRICK	Employee Benefit Program	1,100.00
113693	07/17/2013	KONE INC.	Elevator Maintenance/July 2013	234.19
113694	07/17/2013	MAW 'N PAW KETTLECORN	Refreshments/Movie Matinee	60.00
113695	07/17/2013	* OC LOCAL HONEY	Beekkeeping Services/June 2013	100.00
113696	07/17/2013	* TERESE S OLIVER	Attorney Services/Redlight Camera/June 2013	1,890.00
113697	VOID	VOID	VOID	-
113698	07/17/2013	* SOUTH COUNTY OUTREACH	Community Services Grant/3rd Quarter 2013	5,000.00
113699	07/17/2013	* SOUTHERN CALIFORNIA EDISON	Residential Streetlights/Third Mutual/June 2013	4,258.59

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113700	07/17/2013	JUDITH A TANCREDI	Waste Diversion Deposit Refund/BP 35699C	250.00
113701	07/17/2013	* THE GAS COMPANY	City Hall Utilities/June 2013	23.63
113702	07/17/2013	CECILY UNDERWOOD	Taxi Voucher Refund	40.00
113703	07/17/2013	O.C. COUNCIL OF GOVERNMENTS	Membership Dues/Fiscal Year 2013-14	3,868.26
113704	07/23/2013	AFLAC	Employee Benefit Program/August 2013	153.50
113705	07/23/2013	* AGE WELL SENIOR SERVICES	Community Services Grant/3rd Quarter 2013	18,750.00
113706	07/23/2013	MARGO ALLEN	Taxi Voucher Refund	32.50
113707	07/23/2013	AMERICAN PLANNING ASSOCIATION	Membership Dues/Kurnow/Fiscal Year 2013-14	365.00
113708	07/23/2013	* AT&T	Telephone/581-3974/June 2013	79.49
113709	07/23/2013	* AT&T	Telephone/583-1105/June 2013	15.93
113710	07/23/2013	AVANTI PRINTING & GRAPHICS	Printing/2013 Summer Newsletter	3,433.94
113711	07/23/2013	MILDRED BRICKER	Taxi Voucher Refund	40.00
113712	07/23/2013	SADIE BUDA	Taxi Voucher Refund	50.00
113713	07/23/2013	* ROBERT BURNETT	City Tools/Credit	89.06
113714	07/23/2013	MICHAEL R BUTLER	Waste Diversion Deposit Refund/BP 33701C	250.00
113715	07/23/2013	* CAA	Code Enforcement/June 2013	6,579.43
113716	07/23/2013	* CALIFORNIA YELLOW CAB	Taxi Voucher Services/June 2013	19,956.00
113717	07/23/2013	EDGAR CHOW	Taxi Voucher Refund	26.50
113718	07/23/2013	* CIVIL SOURCE	Engineering/Inspection Projects/June 2013	10,740.00
113719	07/23/2013	COPPOLA CONSTRUCTION	Waste Diversion Deposit Refund/BP 36409C	750.00
113720	07/23/2013	PATRICIA D'LUNA	Taxi Voucher Refund	22.50
113721	07/23/2013	* DELL	Computers/Capital Equipment	5,650.97
113722	07/23/2013	* EJ MEYER COMPANY	Fire Department Connection Project/Moulton Parkway	21,992.93
113723	07/23/2013	EL TORO WATER DISTRICT	Ridge Route Park/July 2013	459.30
113724	07/23/2013	EL TORO WATER DISTRICT	Dog Park Irrigation/July 2013	18.38

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113725	07/23/2013	* EL TORO WATER DISTRICT	City Hall Utilities/June 2013	28.00
113726	07/23/2013	EL TORO WATER DISTRICT	City Hall Utilities/July 2013	105.93
113727	07/23/2013	MANIJEH ESMAEILI	Taxi Voucher Refund	50.00
113728	07/23/2013	* ESRI	Planning/ArcGIS Software	1,641.55
113729	07/23/2013	CARMEL GARGAN	Taxi Voucher Refund	50.00
113730	07/23/2013	MARLENE GILLILANO	Taxi Voucher Refund	25.00
113731	07/23/2013	ANITA GLICKMAN	Taxi Voucher Refund	40.00
113732	07/23/2013	RUTH GOODMAN	Taxi Voucher Refund	41.00
113733	07/23/2013	JEAN GROSSER	Taxi Voucher Refund	32.00
113734	07/23/2013	JEAN HILTON	Taxi Voucher Refund	50.00
113735	07/23/2013	HK INTERIOR ENTERPRISE	Waste Diversion Deposit Refund/BP 36596B	250.00
113736	07/23/2013	ICMA RETIREMENT CORPORATION	Program Administration Fees/July-September 2013	125.00
113737	07/23/2013	INTERNATIONAL CODE COUNCIL	2013 California Code	1,141.60
113738	07/23/2013	BEATE JEPSEN	Taxi Voucher Refund	17.50
113739	07/23/2013	JONES, ERNESTINE	Employee Benefit Program/July 2013	347.30
113740	07/23/2013	ARLENE KELMAN	Taxi Voucher Refund	50.00
113741	07/23/2013	JACQUELINE KNOWD	Taxi Voucher Refund	50.00
113742	07/23/2013	MICHAEL KOFFLER	Waste Diversion Deposit Refund/BP 36252C	250.00
113743	07/23/2013	DERRIL KRIPKE	Taxi Voucher Refund	25.00
113744	07/23/2013	LANGDON DEVELOPMENT, INC.	Waste Diversion Deposit Refund/BP 36215C	500.00
113745	07/23/2013	DAVID LANGDON	Waste Diversion Deposit Refund/BP 34871D	900.00
113746	07/23/2013	* MICHAEL BRANDMAN ASSOCIATES	Professional Services/June 2013	15,510.03
113747	07/23/2013	* MIG HOGLE-IRELAND	Staffing Services/May 2013	2,065.00
113748	07/23/2013	LULA MORTON	Taxi Voucher Refund	50.00
113749	07/23/2013	NIEVES LANDSCAPE, INC.	Landscape Maintenance	12,924.66

CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013

Check Number	Check Date	Vendor Name	Description	Amount
113750	07/23/2013	ORKIN	Pest Control Services/July 2013	92.93
113751	07/23/2013	PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/August 2013	393.64
113752	07/23/2013	DANIEL L RITTER	Waste Diversion Deposit Refund/BP 35701C	250.00
113753	07/23/2013	JACKLYN ROGER	Taxi Voucher Refund	45.00
113754	07/23/2013	* SCOTT FAZEKAS & ASSOCIATES	Plan Checking/June 2013	850.00
113755	07/23/2013	ARLENE SERLIN	Taxi Voucher Refund	50.00
113756	07/23/2013	* SIEMENS INDUSTRY, INC.	Traffic Signal Maintenance/June 2013	1,191.60
113757	07/23/2013	JOHANNA K. SIMPSON	Manual Paycheck/Period Ending 7/12/13	431.10
113758	07/23/2013	SONITROL	Alarm Monitoring/August 2013	60.68
113759	07/23/2013	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/July 2013	111.67
113760	07/23/2013	STEVE ORR CONSTRUCTION	Waste Diversion Deposit Refund/BP 36225C	500.00
113761	07/23/2013	* THE FOUNDATION OF LAGUNA WOODS	Community Services Grant/3rd Quarter 2013	3,750.00
113762	VOID	VOID	VOID	-
113763	07/23/2013	K TURNER	Waste Diversion Deposit Refund/BP 35588C	250.00
113764	07/23/2013	TYLER TECHNOLOGIES, INC.	Fund Balance Software/Annual Maintenance	4,532.07
113765	07/23/2013	JOY VAN RONKEL	Taxi Voucher Refund	50.00
113766	07/23/2013	WAGE WORKS	Program Administration/July 2013	50.00
113767	07/23/2013	THE WARNER COMPANY	Dog Park/Fence Gates	1,125.00
113768	07/23/2013	WATERFALL EQUITIES, LLC	Waste Diversion Deposit Refund/BP 35899B	250.00
113769	07/23/2013	P. VASHTI WILLIAMS	Taxi Voucher Refund	25.00
113770	07/23/2013	* WM CURBSIDE, LLC	Waste Collection/June 2013	2,780.67
113771	07/23/2013	PHYLLIS ZALOMEK	Taxi Voucher Refund	50.00
113772	VOID	VOID	VOID	-
113773	VOID	VOID	VOID	-
113774	VOID	VOID	VOID	-

CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013

Check Number	Check Date	Vendor Name	Description	Amount
113776	07/24/2013	CALPERS - HEALTH	Employee Benefit Program/August 2013	3,710.83
113777	07/24/2013	TRAUMA INTERVENTION PROGRAM	TIP Program/FY 2013-14	1,980.00
113778	07/24/2013	* WARE DISPOSAL	Sharps Containers/March-June 2013	11,720.76
113779	07/31/2013	AT&T	Telephone/458-3487/July 2013	32.48
113780	07/31/2013	AT&T	Telephone/452-0600/July 2013	344.96
113781	07/31/2013	AT&T	Telephone/639-0500/July 2013	186.31
113782	07/31/2013	JOAN BELISLE	Taxi Voucher Refund	20.00
113783	07/31/2013	KYLE BEYM	Waste Diversion Deposit Refund/BP 35831B	250.00
113784	07/31/2013	MARION BOGGIO	Taxi Voucher Refund	50.00
113785	07/31/2013	CATHLEEN BROWN	Taxi Voucher Refund	30.00
113786	07/31/2013	CA MUNI TREASURER'S ASSOCIATION	Annual Membership Dues/Jones/FY 2013-14	155.00
113787	07/31/2013	CA MUNI TREASURER'S ASSOCIATION	Investor Workshop/Jones	75.00
113788	07/31/2013	PATRICIA CASEY	Taxi Voucher Refund	50.50
113789	07/31/2013	HELEN CHARLES	Taxi Voucher Refund	41.00
113790	07/31/2013	GERALDINE CROSLEY	Taxi Voucher Refund	50.00
113791	07/31/2013	HAZEL DAVIS	Taxi Voucher Refund	25.00
113792	07/31/2013	ALICE DAY	Taxi Voucher Refund	50.00
113793	07/31/2013	DICKINSON ELECTRIC	Repair City Parking Lot Lights	90.00
113794	07/31/2013	EDITH FISCHER	Taxi Voucher Refund	50.00
113795	07/31/2013	VIVIAN GROCHOW	Taxi Voucher Refund	22.50
113796	07/31/2013	LORRAINE HARRIS	Taxi Voucher Refund	100.00
113797	07/31/2013	CHARLES HERSHKOWITZ	Taxi Voucher Refund	25.00
113798	07/31/2013	HUEY-JUANG HSU	Taxi Voucher Refund	25.00
113799	07/31/2013	* KEANE, LESLIE A.	Cell Phone Reimbursement/May-June 2013	182.56
113800	07/31/2013	DAE KEE LEE	Waste Diversion Deposit Refund/BP 36626C	250.00

CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013

Check Number	Check Date	Vendor Name	Description	Amount
113801	07/31/2013	* CHRISTOPHER MACON	Cell Phone Reimbursement/May-June 2013	80.00
113802	07/31/2013	MANAGED HEALTH NETWORK	Employee Benefit Program/August 2013	22.23
113803	07/31/2013	TRUDY MORRIS	Taxi Voucher Refund	35.00
113804	07/31/2013	MOVIE LICENSING USA	Movie Licensing Fee/Fiscal Year 2013-14	325.00
113805	07/31/2013	* O.C. TREASURER-SHERIFF	Communication Charges/4th Quarter Fiscal Year 12-13	120.00
113806	07/31/2013	ORKIN	Pest Control/August 2013	92.93
113807	07/31/2013	PEAK LIGHTING & ELECTRIC, INC	Streetlight Maintenance/July 2013	704.52
113808	07/31/2013	RENEE PETERS	Taxi Voucher Refund	50.00
113809	07/31/2013	SBLI OF MASSACHUSETTS	Employee Benefit Program/July-September 2013	203.06
113810	07/31/2013	KATHRYN SFREGOLA ADAMS	Waste Diversion Deposit Refund/BP 36366C	250.00
113811	07/31/2013	SHARON L. EVANS TRUST	Waste Diversion Deposit Refund/BP 35317D	900.00
113812	07/31/2013	JEANNE SHLASKO	Taxi Voucher Refund	20.00
113813	07/31/2013	SIERRA INSTALLATIONS, INC	Banner Change-Out/Summer 2013	1,880.00
113814	07/31/2013	PUNNEE SILVA	Taxi Voucher Refund	100.00
113815	07/31/2013	SOUTH COAST RESTORATION	Building Permit Fee Refund	136.84
113816	07/31/2013	SOUTHERN CALIFORNIA EDISON	City Hall Utilities/July 2013	2,177.21
113817	07/31/2013	SOUTHERN CALIFORNIA EDISON	Residential Streetlights/United/July 2013	1,541.44
113818	07/31/2013	SOUTHERN CALIFORNIA EDISON	Ridge Route Park/July 2013	104.46
113819	07/31/2013	SOUTHERN CALIFORNIA EDISON	City Centre Park/July 2013	30.09
113820	07/31/2013	LEON ST HILAIRE	Waste Diversion Deposit Refund/BP 36412C	250.00
113821	07/31/2013	JUNE STOCKDALE	Taxi Voucher Refund	50.00
113822	07/31/2013	* SYNOPTTEK	IT Services/June 2013	1,215.00
113823	07/31/2013	FLORENCE TABOR	Taxi Voucher Refund	50.00
113824	07/31/2013	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/August 2013	137.03
113825	07/31/2013	XIAO LI WANG	Waste Diversion Deposit Refund/BP 36994C	250.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113826	07/31/2013	* WARE DISPOSAL	Recycling Receptacles Containers	20,000.00
113827	07/31/2013	HENRY WELLNER	Taxi Voucher Refund	28.00
113828	07/31/2013	CALPERS - RETIREMENT	Retirement Contribution/Period Ending 7/26/13	5,810.09
113829	07/31/2013	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program/August 2013	497.29
113830	07/31/2013	* OFFICE DEPOT	Office Supplies	476.12
113831	07/31/2013	VANTAGEPOINT TRANSFER AGT-457	ICMA 457 Plan/July 2013	1,900.00
113832	07/31/2013	YAKAR	Retention Payment/El Toro/Aliso Creek Project	36,126.70
113833	08/09/2013	AT&T	Telephone/770-9359/July 2013	16.15
113834	08/09/2013	* CALIFORNIA BLDG STANDARDS COMM	Building Permit Fee Assessment/2nd Quarter 2013	834.30
113835	08/09/2013	* CIVIL SOURCE	Engineering Services/June 2013	28,846.15
113836	08/09/2013	COPYFORCE	Printing/Notice of Violation Forms	70.20
113837	08/09/2013	GARY GATES	Employee Benefit Program/July 2013	360.58
113838	08/09/2013	JAMES HASTON	Mileage Reimbursement/Smoke Alarm Program	13.90
113839	08/09/2013	KEANE, LESLIE A.	Employee Benefit Program/July 2013	180.00
113840	08/09/2013	RENGEL & COMPANY ASSOCIATES	Application Fee Refund	1,700.00
113841	08/09/2013	JOHANNA K. SIMPSON	Manual Paycheck/Period Ending 07/26/13	458.92
113842	08/09/2013	* SOUTH COAST TROPHY & ENGRAVING	Councilmember Nameplates	70.19
113843	08/09/2013	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controllers	843.97
113844	08/14/2013	ARC	Plan Copies	101.12
113845	08/14/2013	AT&T	White Pages/August 2013	3.81
113846	08/14/2013	BALLIET, MICHAEL	Waste Consulting/July 2013	5,100.00
113847	08/14/2013	* BRAILLE INSTITUTE	Community Services Grant/3rd Quarter 2013	5,000.00
113848	08/14/2013	CAPTIONING UNLIMITED	Closed Captioning/Council Meeting/July 17, 2013	100.00
113849	08/14/2013	CITIES DIGITAL	Electronic Records Management	5,776.80
113850	08/14/2013	CITY OF LAGUNA BEACH	Animal Control Services/July 2013	7,513.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113851	08/14/2013	COPPOLA CONSTRUCTION	Waste Diversion Deposit Refund/BP 33651C	500.00
113852	08/14/2013	COPYFORCE	Business Cards/General	59.40
113853	08/14/2013	DR. KATALIN CSOKA	Waste Diversion Deposit Refund/BP 37041B	250.00
113854	08/14/2013	* DAYLE MCINTOSH CENTER	Community Services Grant/3rd Quarter 2013	2,500.00
113855	08/14/2013	DAYLE MCINTOSH CENTER	Sign Language Interpreter	170.00
113856	08/14/2013	SASAN HEIDARI	Waste Diversion Deposit Refund/BP 36699B	250.00
113857	08/14/2013	ROBERT HEMSLEY	Waste Diversion Deposit Refund/BP 36313C	250.00
113858	08/14/2013	KEANE, LESLIE A.	Auto Allowance/August 2013	225.00
113859	08/14/2013	KONICA MINOLTA	Copier Lease/August 2013	484.34
113860	08/14/2013	* LAURA'S HOUSE	Community Services Grant/3rd Quarter 2013	625.00
113861	08/14/2013	NIEVES LANDSCAPE, INC.	Landscape Maintenance	904.75
113862	08/14/2013	OFFICE DEPOT	Office Supplies	259.13
113863	08/14/2013	JASON Q QIAN	Waste Diversion Deposit Refund/BP 35331C	250.00
113864	08/14/2013	SCOTT FAZEKAS & ASSOCIATES	Plan Checking/July 2013	600.00
113865	08/14/2013	* SIEMENS INDUSTRY, INC.	Signal Maintenance/January-March 2013	6,470.63
113866	08/14/2013	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/July 2013	326.79
113867	08/14/2013	SOUTHERN CALIFORNIA EDISON	Right of Way/July 2013	2,041.37
113868	08/14/2013	THE GAS COMPANY	City Hall Utilities/July 2013	14.79
113869	08/14/2013	* TRAUMA INTERVENTION PROGRAM	Community Services Grant/3rd Quarter 2013	1,250.00
113870	08/14/2013	WARE DISPOSAL	Recycle Bins/Containers	24,685.21
113871	08/14/2013	WEST COAST REMODEL	Waste Diversion Deposit Refund/BP 36624C	250.00
Total Prepaid Warrants				<u>457,679.74</u>

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
REGULAR WARRANTS:				
113872	08/14/2013	AT&T	Telephone/581-3974/July 2013	83.79
113873	08/14/2013	AT&T	Telephone/583-1105/July 2013	15.95
113874	08/14/2013	BONNIE BAILEY	Taxi Voucher Refund	50.00
113875	08/14/2013	BARRY BAKER	Taxi Voucher Refund	13.00
113876	08/14/2013	BANK OF AMERICA - CC	Credit Card Charges/See Below	2,646.32
113877	08/14/2013	VIRGINIA BLYTHE	Taxi Voucher Refund	15.50
113878	08/14/2013	SCOTTY BURGHARDT	Waste Diversion Refund/BP 35890C/BP 35661C	500.00
113879	08/14/2013	CALIFORNIA YELLOW CAB	NEMT/July 2013	5,272.00
113880	08/14/2013	VIRGINIA CANALE	Taxi Voucher Refund	50.00
113881	08/14/2013	COMMPRO	Website Support/Maintenance/August 2013	317.50
113882	08/14/2013	CYNTHIA CONNERS	Auto Allowance/August 2013	300.00
113883	08/14/2013	* COUNTY OF ORANGE - SIGNALS	Signal Maintenance/October-December 2012	14,532.15
113884	08/14/2013	EL TORO WATER DISTRICT	Irrigation/July 2013	4,906.49
113885	08/14/2013	GLORIA FRIELLO	Taxi Voucher Refund	50.00
113886	08/14/2013	RICHARD E. GERARDI	Waste Diversion Deposit Refund/BP 34884C	250.00
113887	08/14/2013	ESTHER GOSTOVIC	Taxi Voucher Refund	50.00
113888	08/14/2013	GREAT CLEANING SERVICE	Janitorial Services/July 2013	713.46
113889	08/14/2013	ROBERT NOEL HATCH	Auto Allowance/August 2013	300.00
113890	08/14/2013	KONE INC.	Elevator Maintenance/August 2013	234.19
113891	08/14/2013	VALERIE KUNZE	Taxi Voucher Refund	13.00
113892	08/14/2013	MILDRED LEVINE	Taxi Voucher Refund	50.00
113893	08/14/2013	MAW 'N PAW KETTLECORN	Movie Matinee/Refreshments/August 2013	60.00
113894	08/14/2013	NIEVES LANDSCAPE, INC.	Monthly Landscape/August 2013	12,467.41
113895	08/14/2013	GWEN NORTON-PERRY	Transition/Consulting Services/July 2013	2,750.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
August 21, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113896	08/14/2013	OCEAN CONSTRUCTION	Building Permit Refund	1,162.24
113897	08/14/2013	OFFICEMAX INC	Office Supplies	277.13
113898	08/14/2013	O.C. TREASURER-SHERIFF	Sheriff Services/July 2013	115,749.25
113899	08/14/2013	PV MAINTENANCE INC	Street Maintenance/July 2013	14,695.87
113900	08/14/2013	REDFLEX TRAFFIC SYSTEMS	Redlight Camera/July 2013	8,750.00
113901	08/14/2013	RING, ROBERT	Auto Allowance/August 2013	300.00
113902	08/14/2013	MARK SCHNEIDER	Taxi Voucher Refund	39.00
113903	08/14/2013	ARNOLD SCHWARTZ	Taxi Voucher Refund	50.00
113904	08/14/2013	* SIEMENS INDUSTRY, INC.	Traffic Signal Maintenance/June 2013	286.00
113905	08/14/2013	PERRY SONG	Taxi Voucher Refund	41.00
113906	08/14/2013	SYNOPTTEK	Virus Protection Software/IT Services/August 2013	1,934.80
Total Regular Warrants				188,926.05

Total Register 646,605.79

* FY 2012-13 Expenditures

July Credit Card Statement Detail

Debit	LEAGUE OF CALIFORNIA CITIES	City Clerk/New Law & Elections Seminar/Donohue	450.00
Debit	FEDEX	Delivery Services	58.10
Debit	OC REGISTER	Newspaper Delivery	138.24
Debit	* AJ RICHIES	Camera	1,699.99
Debit	* ITUNES	Final Cut Pro/Software	299.99

6.5
COMMUNITY DEVELOPMENT BLOCK GRANT
(NO REPORT)

6.6
MOULTON SMART STREET PROJECT
PHASE 2 LANDSCAPE DESIGN
(NO REPORT)

6.7

**MOULTON PARKWAY SEGMENT 3 PHASE 1
FIRE DEPARTMENT CONNECTION PROJECT
(NO REPORT)**

6.8

**SOUTH ORANGE COUNTY REGIONAL
WATER MANAGEMENT PLAN**

RESOLUTION NO. 13-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA ADOPTING THE SOUTH ORANGE COUNTY INTEGRATED REGIONAL WATERSHED MANAGEMENT PLAN

WHEREAS, the mission of the City of Laguna Woods includes management of water resources and environmental quality throughout its jurisdiction; and

WHEREAS, the City of Laguna Woods has participated in the development of the South Orange County Integrated Regional Watershed Management Plan (IRWM) Plan pursuant to Senate Bill 1672 (SB 1672) of the State of California, known as the Integrated Regional Water Management Planning Act of 2002, approved by the Governor on September 20, 2002 to encourage local agencies to work cooperatively to manage local and imported water supplies to improve the quality quantity, and reliability; and

WHEREAS, in November 2002 California voters passed Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (CWC Section 79560-79565) to fund competitive grants for projects consistent with an adopted IRWM Plan; and

WHEREAS, the City of Laguna Woods is a member of the South Orange County IRWM Group, which was formed with cities, water, and special districts located within the South Orange County Watershed Management Area, adopted by the state's Regional Acceptance Program, within the San Diego Regional Water Quality Control Board boundary in Orange County with OC Public Works serving as the Group's lead; and

WHEREAS, Senate Bill 1672 provides for the acceptance of said Plan by participants in the IRWM Group that have authority to implement the Plan; and

WHEREAS, the Laguna Woods City Council has reviewed and accepted the said Plan with its staff and general public at its regular City Council meeting on August 21, 2013; and

WHEREAS, in November 2006 California voters passed Proposition 84, the Safe Drinking Water, Water Quality, and Supply, Flood Control, river and Coastal

Protection Bond Act (PRC Section 75001-75130) which required that IRWM Plans be updated to new guidelines in order to be eligible for Proposition 84 grant funding.

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

SECTION 1. The City Council hereby adopts the South Orange County Integrated Regional Water Management Plan in continued coordination with the South Orange County IRWM Group.

SECTION 2. The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED ON this 21st day of August 2013.

ROBERT B. RING, Mayor

ATTEST:

MARC DONOHUE, Deputy City Clerk

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

I, MARC DONOHUE, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 13-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the 21st day of August 2013, by the following vote:

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

MARC DONOHUE, Deputy City Clerk

6.9

CITY MANAGER EMPLOYMENT AGREEMENT

CITY MANAGER EMPLOYMENT AGREEMENT

This City Manager Employment Agreement between the City of Laguna Woods ("City") and Christopher Macon ("Manager") ("Agreement") is made this 21st day of August, 2013.

RECITALS

A. City desires to employ Christopher Macon, who on August 1, 2013 was appointed as Interim City Manager by action of the Laguna Woods City Council, as the City Manager of the City of Laguna Woods effective August 21, 2013 as provided by Chapter 2.06 of the Laguna Woods Municipal Code and the terms and conditions set out herein.

B. Manager desires to serve as City Manager of the City of Laguna Woods on the terms and conditions set out herein.

C. The City desires to enter into a three year contract with Christopher Macon as City Manager of the City of Laguna Woods for the period August 21 2013 to and including August 17, 2016.

AGREEMENT

NOW, THEREFORE, the parties agree as follows on the terms and conditions of Manager's employment.

1. DUTIES AND TERM

Effective August 21 2013 ("Effective Date"), and effective until August 17, 2016, unless earlier terminated by either of the parties, City hereby employs Manager, and Manager hereby accepts employment, as City Manager of the City. Manager shall perform the functions and duties specified for the City Manager of the City in Chapter 2.06 of the Laguna Woods Municipal Code and other ordinances, resolutions and policies of the City, and shall perform such other legally permissible and proper duties and functions as the City Council of the City

(the "Council") may from time to time assign, consistent with the Laguna Woods Municipal Code and other applicable law. The City and Manager hereby expressly agree that the employment relationship created by this Agreement is "at will" and that the Manager serves at the will and pleasure of the City Council.

2. NOTIFICATION REQUIREMENTS REGARDING EXPIRATION OR TERMINATION OF AGREEMENT

(a) Potential Renewal of Agreement. On or before July 15 2016, and in the event Agreement is not earlier terminated, Manager shall notify Council of the provisions of Section 2 of Agreement, at which time Manager and Council shall meet to discuss whether Agreement shall be renewed or not renewed, and if renewed, upon such terms as the parties may mutually agree to.

(b) Termination by Manager. In the event Manager terminates his employment as Manager, then Manager shall give City at least forty five (45) days' notice of termination in writing in advance of the date of termination, unless mutually agreed upon otherwise.

(c) All Terminations. Manager agrees that in the event Manager's employment is terminated, with or without cause, under no circumstances will Manager be entitled to, nor shall, contest the existence or nature of Manager's "at will" employment status, nor will Manager be entitled to seek or receive the remedy of reinstatement to employment with the City in any administrative or legal forum.

(d) Effect of City Elections on Terminations. Notwithstanding the other termination provisions of this Agreement, and as the sole and exclusive restriction on manager's "at will" status, City shall not terminate Manager's employment within ninety (90) days following any City election at which any City Councilmember seat is up for election.

3. SEVERANCE AND SEVERANCE PAY AND BENEFITS

(a) Termination Without Cause. In the event that Manager is involuntarily terminated by the Council without cause, or a negotiated settlement for voluntary termination is approved by the Council, at any time before July 1, 2014, City agrees to pay Manager within fifteen (15) days of the later to occur of (i) the date of termination of employment or (ii) the date of final determination by the Council of the matters subject to a hearing as set forth in this paragraph, a lump sum cash payment ("Severance Pay") equal to three (3) months of the base salary Manager is receiving on the date of the Council's action to terminate Manager, less legally required or authorized deductions. In the event that Manager is involuntarily terminated by the Council without cause, or a negotiated settlement for voluntary termination is approved by the Council, at any time after July 1, 2014, Manager shall be entitled to all of the same payments, except the amount of Severance Pay shall be equal to six (6) months of the base salary Manager is receiving on the date of the Council's action to terminate Manager, less legally required or authorized deductions. Such severance pay shall be in addition to any other payments for accrued leave or other cash payments Manager would be entitled to at the termination of employment. In exchange for and as a condition to receipt of the Severance Pay, Manager shall execute a release and waiver, in a form acceptable to the City Attorney, releasing the City from any claims associated with Manager's termination and waiving any rights to unemployment benefits to which Manager may otherwise be entitled.

(b) Termination by City With Cause. In the event Manager is terminated for cause as defined herein due to the reasonable determination of the Council, based upon the weight of the evidence produced at a hearing conducted by the Council, then, and in that event, City shall have no obligation to pay the Severance Pay and Severance Benefits described above in Section 3, subpart (a). The Council's determination of the sufficiency of cause shall be final

and binding. In the context of this Agreement, "for cause" shall mean that Manager has committed, in the performance of Manager's duties or in any manner that causes harm to Manager's or the City's reputation, either (i) any illegal act involving personal gain to Manager; (ii) any act of insubordination or defiance of official City Council instruction or direction, given to Manager after being approved by a majority of the members of City Council, (iii) any conviction on a crime of fraud, misrepresentation, deceit, or moral turpitude; or (iv) malfeasance.

Nothing set forth herein shall be deemed to confer upon Manager any due process or other right to have a hearing by Council concerning any proposed termination of Manager; provided, however, that Manager shall be entitled to a hearing solely concerning any proposal by the Council not to pay Manager the Severance Pay and Severance Benefits.

4. SALARY AND OTHER COMPENSATION

(a) Salary. Commencing on the Effective Date City shall pay Manager an annual base salary, exclusive of benefits, in the sum of One Hundred Sixty Five Thousand One Hundred Dollars (\$165,100.00) per year, payable in installments at the same time and by the same methods as other City employees are regularly paid. The City acknowledges that this salary may be subject to an increase based upon merit and performance. In addition thereto, at least thirty (30) days prior to Manager's Anniversary Date each year; the Council shall conduct a performance evaluation of Manager, and if a majority of the Council deems Manager to have successfully performed up to the Anniversary Date may, in their sole discretion, grant Manager an increase in base salary or other benefits or compensation, based on merit and performance and consistent with the City's compensation policies in effect at the time of said increase. City and Manager agree to review Manager's salary and benefits at the time of Manager's annual performance evaluation for each year this Agreement is in effect.

(b) Council may, in its discretion, reduce the salary of Manager due to budgetary constraints, on condition that any such reduction shall not exceed the average reduction applicable to all management employees of the City at the time of reduction in Manager's salary.

(c) Retirement. Manager shall be eligible for all of the retirement rights, benefits and obligations set forth in Resolution No. 13-03A currently in existence or as may be amended from time to time (collectively "Resolution 13-03A" herein.)

5. BENEFITS

(a) General. Manager shall accrue leave benefits at the rates set forth for in this Section and in the Management Benefits provisions of Resolution No. 13-03A relative to employees.

(b) Annual Leave. Manager shall accrue annual leave at a rate of twenty (20) days per year, to be administered consistent with the provisions of Resolution No. 13-03A. Notwithstanding any contrary provision in Resolution No. 13-03A relative to Manager's predecessor, Manager shall not maintain annual leave in excess of 480 hours. Any balance of accrued leave in excess of 480 hours shall be treated in accordance with the terms of Resolution 13-03A.

(c) Administrative Leave. Upon the Effective Date, Manager shall accrue thirty six (36) hours of paid administrative leave, eligible for use up to and through the end of the 2013-2014 fiscal year. Thereafter, Manager shall receive administrative leave of forty (40) hours per fiscal year, which shall accrue annually on July 1. Such administrative leave must be used each fiscal year in which it is accrued, or shall be lost at the end of the fiscal year, without cash payment or other compensation, and cannot be carried over to a subsequent fiscal year.

(d) Vehicle Insurance. At a minimum, Manager shall procure and maintain in full force and effect during the term of this Agreement automobile liability insurance with minimum limits of \$100,000 per claim and \$300,000 per occurrence, or such lesser amount as otherwise may be established by the City Council.

(e) Relocation Allowance. Should the Manager opt to relocate within thirty (30) miles of the city limits of City within one year from date of hire, or upon extension by the City Council, a relocation allowance of up to \$2,000.00 will be paid to Manager.

(f) Supplemental Benefits. Except as provided otherwise herein, Manager shall receive any and all other supplemental benefits including, but not limited to, health, dental, life insurance, disability insurance, holidays, retirement benefits (PERS), tuition reimbursement and long term disability, as are generally available to management employees of the City as provided by applicable City Resolutions and Personnel Rules. Except as otherwise provided herein, all actions undertaken by City relating to fringe benefits for management employees shall be considered actions affecting the same benefits applicable to Manager. As used herein, fringe benefits include, but are not limited to, annual leave, administrative leave, holiday pay, retirement (PERS) benefits and payments, health insurance, dental insurance, life insurance and long term disability insurance.

City shall not at any time during the term of this Agreement reduce the base salary, compensation or other employment benefits of Manager, except as permitted by this Agreement.

6. PROFESSIONAL DEVELOPMENT, OUTSIDE PROFESSIONAL ACTIVITIES AND GENERAL EXPENSES

(a) Professional Development.

(i) Subject to the Council's discretion to adopt and amend the budget, City agrees to pay for professional dues and subscriptions on behalf of Manager which are reasonably necessary, as determined by the Council, for the Manager's continuation and full participation in national, regional, state or local associations and organizations necessary and desirable for Manager's continued professional participation, growth and advancement, or for the good of the City. Furthermore, City shall pay for any additional professional dues and subscriptions as may be approved by the Council from time to time.

(ii) Subject to the Council's discretion to adopt and amend the budget, City agrees to pay within the adopted budget the reasonable travel and subsistence expenses of Manager for official travel, meetings and events reasonably necessary to continue the professional development of Manager and reasonably necessary to fulfill official and other functions for the City, all as determined to be reasonable and necessary by the Council. Such meetings and events may include, but are not limited to national, regional, state and local conferences of governmental groups and committees in which Manager serves as a member.

(b) Outside Professional Activities. Manager agrees to remain in the exclusive employ of the City of Laguna Woods while employed by the City of Laguna Woods. This section shall not prohibit occasional teaching, writing, speaking, consulting or other employment for compensation, a fee, or other value, provided that Manager gives advance written notification to the Council of such teaching, writing, speaking, consulting or other employment. Any teaching, writing, speaking, consulting or other employment performed or engaged in by Manager during the term of this Agreement shall not interfere with Manager's performance of Manager's duties and obligations under this Agreement.

(c) General Expenses. City recognizes that certain expenses of a non-personal and generally job-affiliated nature are incurred by the Manager, including participation in civic and other local organizations, and hereby agrees to reimburse or pay said reasonable general expenses.

Subject to the Council's discretion to adopt and amend the budget, the City Treasurer (or other designated employee) is hereby authorized to disburse funds within the adopted budget as needed to fulfill all provisions of this Agreement upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

City shall bear full cost of any fidelity or other bonds required of Manager under any law or ordinance.

(d) Technology Allowance. Manager shall at all times keep and maintain his own cell phone with e-mail, internet, and data capabilities available for use in connection with Manager's services to be provided hereunder, and such laptop computer or tablet computer technology as is reasonably required to assure Manager can be responsive to City's needs, including emergency response. Manager shall be paid a Technology Allowance of One Hundred Fifty Dollars (\$150.00) per month, to offset the costs of maintaining such cell phone and personal computing technology.

7. PERFORMANCE EVALUATION

(a) The Council and Manager may annually define such goals and objectives for the City which they mutually determine necessary for the proper operation of the City in the attainment of the Council's policy objectives, and the Council and Manager may further establish a priority among those various goals and objectives to be reduced to writing. The process of considering the establishment and priority of goals and objectives of the City shall be conducted and completed generally in July of each year ("Goals and Objectives"), and may occur in

connection with Manager's annual performance review. Within sixty (60) days of the Effective Date, the City Council shall define the initial Goals and Objectives in writing, and they shall be delivered to Manager, with a copy to the City Attorney.

(b) The Council, following informal and nonbinding consultation with Manager, shall periodically assess the Goals and Objectives and how they relate to the performance of Manager. The Council shall review and evaluate the performance of Manager at least once annually on a form Council and Manager mutually agree to. Notwithstanding any term or provision of this Agreement to the contrary, Manager shall serve at the will and pleasure of the Council, and the Council shall be entitled to terminate the employment of Manager without cause.

8. TERMS OF EMPLOYMENT

The Council, following informal and nonbinding consultation with Manager, may by motion, resolution or written amendment to this Agreement approved as an official Council meeting agenda item, fix any other terms and conditions of employment as it may determine, from time to time, relating to the performance of Manager, provided such terms and conditions are not prohibited by the provisions of this Agreement, the Laguna Woods Municipal Code or any other rules or regulations of the City or other applicable laws. Manager shall be subject to the provisions of Section 4.0, Personnel, of the City of Laguna Woods Administrative Policy Manual, provided, however, that the Mayor will replace the role of the City Manager therein in dealings affecting Manager that would otherwise be referred to or involve the City Manager, and provided further that nothing therein shall abridge or infringe the 'at will' nature of Manager's employment, nor grant Manager any rights inconsistent with that status.

9. CONFLICT OF INTEREST PROHIBITION

It is understood and agreed that because of the duties of Manager within and on behalf of the City of Laguna Woods and its citizenry, Manager shall not, during the term of this Agreement, individually, as a partner, joint venturer, officer or shareholder, invest or participate in any business venture conducting business in the corporate limits of the City of Laguna Woods, except for stock ownership in any company whose capital stock is publicly held and regularly traded, without prior approval of the City Council. For and during the term of this Agreement, Manager further agrees, except for a personal residence or residential property acquired or held for future use as his personal residence and real property acquired by Manager prior to the Effective Date of this Agreement, not to invest in any other real estate or property improvements within the corporate limits of the City of Laguna Woods without the prior consent of the City Council.

10. PROVISIONS OF GOVERNMENT CODE SECTION 53243.4

(a) In the event that the City provides paid leave to the Manager pending an investigation of a crime involving abuse of his office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, the Manager shall fully reimburse the City for any salary provided for that purpose.

(b) In the event that the City provides funds for the legal criminal defense of the Manager pending an investigation of a crime involving abuse of his office or position covered by Government Code section 53243.4, and should that investigation lead to a conviction, the Manager shall fully reimburse the City for any funds provided for that purpose.

(c) In the event that the City provides a cash settlement related to the termination of the Manager as defined in the terms of this Agreement and the Manager subsequently is convicted of a crime involving abuse of his office or position covered by

Government Code section 53243.4, the Manager shall fully reimburse the City for any funds provided for that purpose.

11. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties concerning the subject matter set forth herein and no promise, representation, warranty or covenant not included in this Agreement has been or is relied upon by any party hereto concerning the offer and acceptance of employment described herein.

12. NO CONTINUING WAIVER

No waiver of any term or condition of this Agreement by either party shall be deemed a continuing waiver of such term or condition.

13. EFFECTIVE DATE AND ANNIVERSARY DATE

The Effective Date of this Agreement shall be August 21 2013. The Anniversary Date shall be August 21 of each subsequent year this Agreement remains in effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first set forth hereinabove.

CITY:

MANAGER:

Robert B. Ring
Mayor

Christopher Macon

Date Agreement approved by City Council in open session at a regular City Council Meeting
_____.

ATTEST:

Marc Donohue
Deputy City Clerk

APPROVED AS TO FORM:

Rutan & Tucker, LLP
City Attorney

6.10
PUBLIC SAFETY DIRECTOR JOB
CLASSIFICATION



CITY OF LAGUNA WOODS JOB CLASSIFICATION

JOB TITLE: PUBLIC SAFETY DIRECTOR

SALARY RANGE: \$79,638 – \$111,488 ANNUALLY

STATUS: EXEMPT AND AT-WILL

DEFINITION:

Under general supervision of the City Manager, the Public Safety Director (“Director”) plans, organizes, directs, coordinates, manages, and oversees the operations and activities of the City’s Public Safety Department (“Department”), including, but not limited to, the following service areas: code enforcement, police, fire, emergency management, animal control, and building. The Director also provides complex administrative support to the City Manager and serves on the City’s Executive Management Team.

ESSENTIAL DUTIES:

The duties assigned include, but are not limited to, the following:

- Plan, organize, direct, coordinate, manage, and oversee Department operations and activities, as is appropriate and lawful given the service delivery arrangement (in-house vs. contract staff), including the following service areas: code enforcement, police, fire, emergency management, animal control, and building.
- Develop, administer, and implement Department budget and work plan, including continuously monitoring and responding to changing conditions.
- Ensure that Department operations and activities are implemented in accordance with established goals, objectives, budgets, work plans, policies, and procedures.
- Ensure Department compliance with local, state, and federal laws, as well as City policies, contractual agreements, grant agreements, and other obligations.
- Negotiate, develop, and administer contractual agreements with public and private parties, including participation in and implementation of solicitation processes.

- Prepare and present oral and written reports, briefs, plans, and studies to the City Manager, City staff, City Council, and City committees.
- Provide responsible and complex administrative support to the City Manager and City staff on issues and matters related to Department operations and activities.
- Review, condition, approve, and inspect development plans and projects for issues and matters related to Department operations and activities.
- May serve as a staff liaison to one or more City committees, including developing agendas, facilitating meetings, making presentations, and preparing minutes.
- Represent the City and Department to internal and external parties (e.g., members of the public, elected officials, other City departments, and outside organizations), including negotiating and resolving sensitive and controversial issues, as well as explaining and defending Department operations and activities.
- Select, train, supervise, and regularly evaluate Department employees, including implementing discipline and termination proceedings when necessary.
- Implement Department community outreach, education, and volunteer programs, including planning events and selecting, training, and supervising volunteers.
- Maintain knowledge of current laws, potential legislation, best practices, trends, innovations, and technology related to Department operations and activities.
- Identify, recommend, and implement improvements related to the efficiency and effectiveness of Department operations and activities (e.g., policies, procedures, regulations, organizational structures, resource allocations, and service levels).
- Identify, recommend, pursue, and implement innovative methods of funding and implementing Department operations and activities (e.g., grants, contracts, public-private partnerships, community participation, and technological integration)
- Serve as a member of the Executive Management Team that oversees the day-to-day operations and activities of the City and provides strategic leadership.
- Serve as the Assistant Director of Emergency Services responsible for emergency planning and other duties as provided for in the Laguna Woods Municipal Code.
- Coordinate graffiti removal activities.
- Provide relief coverage for City and Department employees.
- Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Principles of code enforcement and building inspection functions.
- Principles of human resources management (both employees and volunteers).
- Crime prevention practices, strategies, and programs.
- Laws pertaining to due process, evidence, and rights of entry.
- Responsive customer service practices, including active listening.
- Dispute resolution practices and strategies.
- Methods of program evaluation and assessment.
- Principles of algebra, geometry, and statistics.
- Principles and techniques of record keeping and filing.

Ability to:

- Alphabetize, compare, count, differentiate, measure, assemble, sort, copy, record, classify, compute, tabulate, categorize, and transcribe data and information.
- Communicate effectively and concisely, including the ability to inform, educate, persuade, supervise, and train persons with diverse backgrounds.
- Communicate in writing effectively and concisely, including with use of proper spelling, grammar, punctuation, and command of the English language.
- Work with upset, hostile, and difficult individuals on a regular basis.
- Maintain professional composure at all times, including when dealing with upset, hostile, and difficult interpersonal interactions.
- Understand, analyze, and interpret how to apply ordinances, resolutions, policies, laws, procedures, standards, and practices to complex and variable situations.
- Understand, analyze, and interpret data and information using established criteria, in order to determine consequences and identify and select alternatives.
- Analyze and resolve issues that require complex planning for multi-disciplinary operations and activities, as well as concrete and abstract variables.
- Understand, analyze, and interpret design and descriptive data and information, including plans, maps, property records, statistics, charts, graphs, and tables.

- Understand, calculate, and interpret percentages, fractions, ratios, basic statistics, and spatial relationships, including areas, square footages, and dimensions.

Education and Experience:

Any combination of education and experience that provides the knowledge, skills, and abilities necessary for this position is qualifying. A typical way of obtaining the required qualifications is to possess the equivalent of a Bachelor's degree from an accredited college or university with major course work in public administration, public policy, criminal justice, planning, or a similar subject, and five years of increasingly responsible full-time work experience involving relevant operations and activities. Relevant full-time work experience may be substituted for college or university-level education.

Licenses/Certifications:

Most possess and maintain a valid Class C California Driver's License and must qualify for and maintain insurability under the City's Vehicle Policy. This position involves the regular performance of field duties and travel that require operation of a personal vehicle.

PHYSICAL DEMANDS AND ENVIRONMENTAL SETTING:

While performing the duties of this class, employees are frequently required to sit, stand, walk, talk, and hear; use hands to handle, manipulate, feel, move and operate equipment, tools, and controls; and, use hands and arms to reach. Specific vision abilities required include close, distance, peripheral, and color vision, depth perception, and the ability to adjust focus. Specific hearing abilities required include hearing in the normal audio range with or without correction. Employees are frequently required to exert physical effort, typically involving a combination of standing, walking, climbing, balancing, stooping, kneeling, and crouching, as well as carrying, lifting, pushing, and pulling objects up to 25 pounds, sometimes on uneven terrain, loose soil, and sloped surfaces.

While the duties of this class are primarily performed in an office setting with low to moderate noise and regular interruption, employees are also frequently required to travel and work in other settings, including in outside weather with exposure to rain, humidity, heat, cold, and sunlight. Employees frequently experience high levels of noise, as well as exposure to odors, fumes, dust, smoke, hazardous substances, and other irritants that can cause discomfort and injury. Employees may also come in contact with dangerous and diseased animals, as well as hazardous traffic conditions.

This position regularly works a five day, 40-hour workweek and is "on call" after regular hours to respond to issues and resolve disputes. Additional night and weekend hours may also be required for meetings, community events, etc. This position is exempt under the Fair Labor Standards Act and does not receive overtime or "on call" pay.

Tools and Equipment:

Must possess the knowledge and ability to effectively use computers, copiers, scanners, calculators, facsimile machines, telephones, microchip readers, digital cameras, and other

measuring devices to collect data and information. Ability to use computers includes the knowledge and ability to input, query, and maintain data in software such as Microsoft Windows, Outlook, Excel, PowerPoint, and Access, as well as Internet Explorer. Must also possess the knowledge and ability to effectively use handheld power drills, ladders up to 8 feet, levels, and other tools to install small household items (e.g., smoke alarms).

OTHER NOTICES:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from this position if the work is a similar, related, or logical assignment.

The selection process for this position will include fingerprinting; a State Department of Justice criminal background check; reference checks; confirmation of education claims, licenses, and certifications; and, a physical medical examination.

This position is exempt under the Fair Labor Standards Act.

Pursuant to Government Code §36506, neither this job classification nor any other human resources rules or regulations shall be construed to provide employees with any tenure or property interest in employment with the City. All City employees serve “at will” and are subject to termination without cause at any time – no exceptions.

All City employees are designated Disaster Service Workers by both State law and City ordinance. Duties when serving as a Disaster Service Worker may be in locations, during hours, and performing work significantly different from the employee’s normal duties.

The City is an Equal Employment Opportunity employer and does not discriminate on the basis of race, color, religion, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, sexual orientation, pregnancy, childbirth, or related medical conditions, gender, gender identity or expression, genetic information, or age.

The City provides employment rights and non-discrimination on the basis of disability as established in the Americans with Disabilities Act. Reasonable accommodation may be made to enable a person with a disability to perform this position’s essential functions.

Additional human resources laws, rules, and regulations apply to this position.

City Council Approval: August XX, 2013

8.1
EL TORO ROAD AND SIDEWALK
RECONSTRUCTION PROJECT

City of Laguna Woods Agenda Report

DATE: August 21, 2013 City Council Meeting
TO: Honorable Mayor and City Councilmembers
FROM: Douglas C. Reilly, Assistant City Manager
Agenda Item: El Toro Road Reconstruction Project

Recommendation

- A. Award a contract to Palp, Inc. DBA Excel Paving Company for the El Toro Road Reconstruction Project in the amount of \$495,396, including the widening of the eastbound sidewalk, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract and approve change orders, subject to approval of the contract as to form by the City Attorney.

AND

- B. Award a contract to MBF Consulting, Inc. for construction management and inspection services for the El Toro Road Reconstruction Project in the amount of \$36,828, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract and approve change orders, subject to approval of the contract as to form by the City Attorney.

Background

El Toro Road is one of four arterial streets in the City that has had various sections along its entire length reconstructed since the City's incorporation in 1999. One of the last sections reconstructed was on El Toro Road westbound, from Calle Sonora to the entrance to the Laguna Woods Village Equestrian Center. That project was completed in Fiscal Year 2006-07 and, although a portion of the eastbound lanes at this location were reconstructed, most were just slurry sealed.

In Fiscal Year 2011-12, the Orange County Transportation Authority (OCTA) provided an allocation to cities of State & Local Partnership Program (SLPP) funds from the state that had to be matched by Measure M2 Local Fairshare funds. The allocation was \$318,000 for small cities and, as was the case with other small cities, had to be matched over a two-year period. A portion of the City's SLPP allocation (\$25,000) was added to the City of Laguna Hills' allocation to cover the cost of repaving the part of Ridge Route Drive in Laguna Woods. This left the City with an allocation of \$293,000, matched with \$175,269 in FY 2011-12 and the balance in the current fiscal year, allowing this project to proceed.

Discussion

The broadly named El Toro Road Reconstruction Project, which is listed in the City's Capital Improvement Program, runs from the intersection with Calle Sonora to west of the Laguna Woods Village Equestrian Center entrance. Ramps on El Toro Road, Moulton Parkway, and Santa Maria Avenue are also included in the project.

Pavement and Median Curb Reconstruction

All eastbound lanes on El Toro Road and the curbs surrounding the two medians separated by Home Depot/Town Centre Drive will be reconstructed. Several inches of pavement will be removed along the entire project length and new pavement will be laid, along with a two-inch rubberized asphalt cap. Raised median curbs, which have shortened in height over the many years of repaving projects, will be removed and replaced with higher curbs, requiring some work in the number 1 westbound lane closest to the medians. That work will occur during weekdays. Work on the street repaving portion of the project will occur over a three-day period, to be scheduled. Vehicles will be able to travel on El Toro Road after two inches of pavement is removed on a Thursday and Friday, and after repaving occurs on a Saturday. This work is likely to be scheduled in mid to late October.

Americans with Disabilities Act (ADA) Sidewalk Ramp Compliance

A few years ago, the ADA design standards for sidewalk ramps from street pavement to the sidewalk were modified to lower the lip of the curb where it meets the concrete gutter, and to provide a level surface with no more than a two percent crossfall on the sidewalk where it meets the ramp. Cities and counties were directed by the California Department of Transportation (Caltrans) to identify locations where ramps could be brought into compliance as part of other construction projects. The City Engineer and City staff have identified 41 locations where ramps need to be modified as part of an effort to bring these intersections into compliance. Driveways are also included in the ADA requirements, but construction can intrude on adjacent private property, which

would require entry permits. City staff will be working with affected private property owners on a future construction project to bring City-owned driveways into ADA compliance. The contractor will begin the sidewalk ramp work in mid-October with completion anticipated by early November. The number 3 lane and the bicycle lane will be closed along short sections of El Toro Road, Moulton Parkway, and Santa Maria Avenue for two to three days during this work, but every effort will be made to minimize traffic impacts.

Eastbound Sidewalk Widening

A deletable portion of the bid, which staff is recommending be included with the contract, adds widening of the sidewalk on the southern, eastbound side of El Toro Road by three feet, to 12 feet, and moving streetlights, posts, catch basin inlets and fire hydrants to accommodate the extra width. While the City's General Plan calls for sidewalks along arterial streets wider than the County standard of nine feet to accommodate scooters and electric wheelchairs, the sidewalk widening on this section of El Toro Road would also allow for use by golf carts. It would then provide for more direct access for residents living near Laguna Woods Village gates 7 and 14 traveling by golf cart to the Home Depot/Stater Brothers commercial center and the Laguna Woods Village Equestrian Center.

The City went out to bid on construction of this project in July 2013. The work is scheduled to begin in late September and be completed by November 2013. The following bids from four contractors were received at City Hall on August 12, 2013:

Excel Paving	\$495,396
R.J. Noble Company	\$547,360
Griffith Company, Inc.	\$551,902
All American Asphalt, Inc.	\$640,581

The bids from all companies were reviewed and no unbalanced bids or evidence of collusion was discovered. The City Engineer checked the references for Excel Paving and the firm received positive comments regarding its work in other Orange County cities, including the cities of Laguna Hills, Laguna Beach, Dana Point, San Clemente, La Habra and Cypress.

New Federal and State regulations have restricted engineering design firms from providing construction management and inspection services on projects they have designed. Since this project is partially funded by state funds (SLPP), the City's engineering firm (CivilSource, Inc.) is restricted from providing these services. The City requested proposals from four engineering firms for construction management

and inspection services. Only one proposal was received from MBF Consulting, Inc., which has successfully provided similar services to agencies such as the cities of San Clemente, San Juan Capistrano, Irvine and Anaheim.

Fiscal Impact

The entire project is funded by OCTA's SLPP grant allocation of \$293,000 matched with the City's Measure M2 Local Fairshare funds, for a total of \$586,000.

Conclusion

The El Toro Road Reconstruction Project is a part of the City's Capital Improvement Program and sufficient SLPP and Measure M2 Local Fairshare funds are available to allow the project to move forward. The project includes pavement, sidewalk, ramp and curb reconstruction. The City recently went out to bid on the project and staff is recommending award of a contract to the lowest responsible bidder and a contract to a qualified construction management and inspection firm.

Approved by:

Christopher Macon, Interim City Manager 

8.2

**“NO RIGHT TURN ON RED LIGHT” RESTRICTION –
SOUTHBOUND AVENIDA SEVILLA (LAGUNA WOODS
VILLAGE GATE 5) TO WESTBOUND EL TORO ROAD**

City of Laguna Woods Agenda Report

FOR: August 21, 2013 City Council Meeting

TO: Honorable Mayor and City Councilmembers

FROM: Douglas C. Reilly, Assistant City Manager

Agenda Item: “No Right Turn on Red Light” Restriction – Southbound Avenida Sevilla (Laguna Woods Village Gate 5) to Westbound El Toro Road

Recommendation

Authorize the adjustment of the north side Avenida Sevilla crosswalk on El Toro Road and the removal of the “no right turn at red light” restriction for southbound Avenida Sevilla traffic turning right to westbound El Toro Road.

Background

Section 21453 of the California Vehicle Code provides that:

“(a) A driver facing a steady circular red signal alone shall stop at a marked limit line, but if none, before entering the crosswalk on the near side of the intersection or, if none, then before entering the intersection, and shall remain stopped until an indication to proceed is shown, except as provided in subdivision (b).

(b) Except when a sign is in place prohibiting a turn, a driver, after stopping as required by subdivision (a), facing a steady circular red signal, may turn right, or turn left from a one-way street onto a one-way street. A driver making that turn shall yield the right-of-way to pedestrians lawfully within an adjacent crosswalk and to any vehicle that has approached or is approaching so closely as to constitute an immediate hazard to the driver, and shall continue to yield the right-of-way to that vehicle until the driver can proceed with reasonable safety.”

A few years ago, right turns on red were prohibited from southbound Avenida Sevilla (Laguna Woods Village Gate 5) to westbound El Toro Road based on the City Traffic Engineer’s analysis of sight lines and related issues.

Discussion

Recently, City staff asked the City Engineer/Traffic Engineer to review the “no right turn on red light” restriction from southbound Avenida Sevilla (Laguna Woods Village Gate 5) to westbound El Toro Road to determine whether the restriction is still needed or if changes in the roadway could be made to remove the restriction. The City Engineer/Traffic Engineer has determined that the north side, Avenida Sevilla crosswalk on El Toro Road could be adjusted to improve line of sight sufficiently to allow removal of the “no right turn on red light” restriction. His analysis is included with this agenda report as Attachment 1.

Committee Action

The City Engineer/Traffic Engineer’s analysis and recommendation were reviewed by the Public Safety Committee at its August 13 meeting. The Committee voted 7 in favor and 1 opposed to recommend that the City Council authorize the adjustment in the crosswalk and removal of the “no right turn on red light” restriction. Eight members of the public spoke in favor of the recommendation. Committee discussion and public comments were also received regarding other “no right turn on red light” restrictions. City staff and the City Engineer/Traffic Engineer will be considering the input received and may return with additional recommendations in the future.

Fiscal Impact

The recommended action can be accommodated in the City’s existing budget.

Conclusion

The Laguna Woods Municipal Code authorizes the City Manager “to determine the installation, design, operation and maintenance of traffic control devices...” within the City. It is City staff’s policy to take these matters to the Public Safety Committee for review and, as deemed necessary, take the Committee’s recommendations to the City Council. The City Engineer/Traffic Engineer, City staff, and the Public Safety Committee are recommending authorization for the adjustment of the north side Avenida Sevilla crosswalk on El Toro Road and the removal of the “no right turn at red light” restriction for southbound Avenida Sevilla traffic turning right to westbound El Toro Road.

Approved by:

Christopher Macon, Interim City Manager 



EL TORO ROAD/ AVENIDA SEVILLA (GATE 5)
NO RIGHT TURN ON RED

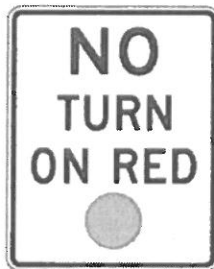
Prepared By
M. Akram Hindiye
City Engineer / City Traffic Engineer
August, 2013

Background:

The City has requested Civil Source to review and provide recommendations regarding the existing prohibition of the vehicular right turn on red (RTOR) at the intersection of El Toro Road and Avenida Sevilla (Gate 5).

The State of California Manual on Uniform Traffic Control Devices (CA-MUTCD) provides guidance to establish uniform standards and specifications for all official control devices in California. Certain signs should be considered only when the appropriate engineering study is conducted. No Turn on Red (NTOR) (R10-11, R13A (CA) or R13B (CA)) signs should be considered when one or more of the following conditions are met:

- a. *Inadequate sight distance to vehicles approaching from the left (or right, if applicable);*
- b. *Geometrics or operational characteristics of the intersection that might result in unexpected conflicts;*
- c. *An exclusive pedestrian phase;*
- d. *An unacceptable number of pedestrian conflicts with right-turn-on-red maneuvers, especially involving children, older pedestrians, or persons with disabilities;*
- e. *More than three right-turn-on-red accidents reported in a 12-month period for the particular approach; or*
- f. *The skew angle of the intersecting roadways creates difficulty for drivers to see traffic approaching from their left.*



R10-11



R13A (CA)



R13B (CA)

The sight distance is a function of speed. As the speed increases, the stopping sight distance increases. Table 6C-2 of the CA-MUTCD provides the relationship between the stopping sight distance and the speed.

**Table 6C-2. Stopping Sight Distance
as a Function of Speed**

Speed*	Distance
20 mph	115 feet
25 mph	155 feet
30 mph	200 feet
35 mph	250 feet
40 mph	305 feet
45 mph	360 feet
50 mph	425 feet
55 mph	495 feet
60 mph	570 feet
65 mph	645 feet
70 mph	730 feet
75 mph	820 feet

* Posted speed, off-peak 85th-percentile speed prior to work starting, or the anticipated operating speed.

Analysis:

Field visits were conducted to measure the stopping distance for the posted speed on El Toro Road and to observe the visibility from the right turning vehicle from Gate 5 onto El Toro Road. The posted speed limit on westbound El Toro Road, from Paseo de Valencia to Avenida Sevilla, is 35 miles per hour (mph). The posted speed limit was established based on an engineering and traffic survey for speed limits prepared by Hartzog & Crabill, Inc. in September 2012. The study and its speed limit recommendations were adopted by the Laguna Woods City Council on December 19, 2012. The speed limit was set within the allowable nearest five miles per hour of the 85th percentile speed on this roadway section. As shown in Table 6C-2, the 35 mph speed corresponds with a stopping distance of 250 feet. The visibility is somewhat constrained by the bus shelter (Exhibit A). If both lines of the crosswalk across Avenida Sevilla are shifted approximately five (5) feet south, the visibility will improved and the sight distance requirement will be met (Exhibit B). This will eliminate the need for restricting the right turn on red.

Recommendation:

It is recommended that the City Council authorize the:

1. Adjustment of the crosswalk across the Avenida Sevilla intersection at El Toro Road by shifting it approximately five (5) feet south as shown in Exhibit "B"; and
2. Removal of the existing restriction on right turns on red for vehicles traveling southbound on Avenida Sevilla to turn westbound onto El Toro Road.

A handwritten signature in black ink, appearing to read 'M. Akram Hindiyeh', written over a horizontal line.

M. Akram Hindiyeh
City Engineer / Traffic Engineer

8.3

**CALIFORNIA JOINT POWERS INSURANCE
AUTHORITY ALTERNATE DESIGNEE**

City of Laguna Woods Agenda Report

DATE: August 21, 2013 City Council Meeting

TO: Honorable Mayor and City Councilmembers

FROM: Christopher Macon, Interim City Manager 

AGENDA ITEM: California Joint Powers Insurance Authority Board of Directors Alternate Designee

Recommendation

Appoint an alternate designee to represent the City on the California Joint Powers Insurance Authority Board of Directors through December 2014.

Background

The City Council is able to appoint a primary and alternate designee to represent the City on the California Joint Powers Insurance Authority Board of Directors. In December 2012, the City Council appointed Councilmember Robbins as its primary designee and Leslie Keane as its alternate designee. Ms. Keane, in her capacity as City Manager Emeritus, will serve as the alternate designee until the City Council makes a superseding appointment.

Discussion

The City Council may appoint a member of the City Council or a staff person as its alternate designee. Staff surveyed surrounding cities and found that the cities of Dana Point, Laguna Niguel, Lake Forest, San Clemente, and San Juan Capistrano have appointed Councilmembers as their alternates. The City of Mission Viejo has appointed a staff person as its alternate.

The alternate designee does not receive compensation for attending the California Joint Powers Insurance Authority's annual meeting unless he/she attends in place of the primary designee. Compensation is \$100 per meeting.

Councilmember Conners has expressed an interest in this appointment.

8.4

**BANK OF AMERICA, NT & SA CHECKING
ACCOUNT AUTHORIZATION**

**City of Laguna Woods
Agenda Report**

DATE: August 21, 2013 City Council Meeting
TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, Interim City Manager 
AGENDA ITEM: Bank of America, NT & SA Checking Account Authorization

Recommendation

Approve a resolution making authorizations related to the administration of the City's checking account, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING BANK OF AMERICA, NT & SA TO HONOR CITY ACCOUNT CHECKS, DRAFTS AND OTHER ORDERS FOR THE PAYMENT OF MONEY BEARING THE SIGNATURES OF CITY OFFICIALS

Discussion

With recent changes in City leadership, approval of a resolution is necessary in order for Bank of America, NT & SA to update their list of authorized officials with respect to the City's checking account.

Submitted by:

Ernestine Jones, Finance Manager/City Treasurer 

RESOLUTION NO. 13-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING BANK OF AMERICA, NT & SA TO HONOR CITY ACCOUNT CHECKS, DRAFTS AND OTHER ORDERS FOR THE PAYMENT OF MONEY BEARING THE SIGNATURES OF CITY OFFICIALS

WHEREAS, Bank of America, NT & SA is the designated depository for the City of Laguna Woods checking account; and

WHEREAS, the City Council wishes to improve the efficiency and flexibility of both City Council and administrative staff in transacting business and making payments from this account on behalf of the City of Laguna Woods; and

WHEREAS, Bank of America, NT & SA procedures require, among other things, a depositor's governing body to declare by resolution certain authorizations related to the administration of the depository account.

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

SECTION 1. The City Council hereby requests, authorizes, and directs Bank of America, NT & SA, as its designated depository, to honor all checks, draft, or other orders for payment of money drawn in the name of the City of Laguna Woods checking account, including those items drawn to the individual order of any person or persons whose names appear thereon as signer or signers thereof.

SECTION 2. Bank of America NT & SA (including its correspondent banks) shall be entitled to honor and to charge the City of Laguna Woods for all such checks, drafts, or other orders for the payment of money, regardless of by when or by what means the actual or purported signature or facsimile signature from time to time is filed with Bank of America, NT & SA by the City of Laguna Woods.

SECTION 3. The City Manager, Interim City Manager, or his or her designee is hereby authorized to execute all documents required by Bank of America to implement this resolution.

SECTION 4. The City Council hereby designates that the following officers or their successors in office shall be authorized to order the deposit or withdrawal of monies from the City of Laguna Woods' Bank of America checking account:

- Robert B. Ring, Mayor
- Milton Robbins, Mayor Pro Tem
- Christopher Macon, Interim City Manager
- Douglas C. Reilly, Assistant City Manager
- Ernestine Jones, City Treasurer

SECTION 5. The Deputy City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED ON this 21st day of August 2013.

ROBERT B. RING, Mayor

ATTEST:

MARC DONOHUE, Deputy City Clerk

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

I, MARC DONOHUE, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 13-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the 21st day of August 2013, by the following vote:

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

MARC DONOHUE, Deputy City Clerk