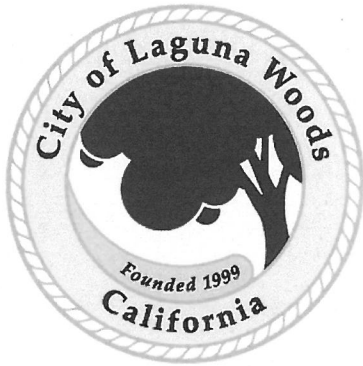




AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
September 18, 2013
2:00 P.M.**

**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

4.1 2012 Food Facility Awards to:

- Bona Pita – 24310 Moulton Parkway
- Carl's Jr. – 24342 El Toro Road
- Olive Garden – 24256 El Toro Road
- Starbucks Coffee – 24338 El Toro Road
- Starbucks Coffee – 24100 El Toro Road
- Stater Bros Market – 24336 El Toro Road
- Subway Sandwiches – 24338 El Toro Road
- Subway Sandwiches – 23582 Moulton Parkway
- Tomo Sushi Restaurant – 24338 El Toro Road

V. CITY COMMENDATIONS AND PROCLAMATIONS

5.1 Proclamation – Constitution Week, September 17-23, 2013

5.2 Proclamation – Fire Prevention Week, October 6-12, 2013

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 minutes from the August 21, 2013 regular 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 Report

RECOMMENDED ACTION: Receive and file the August 2013 monthly Treasurer's Report.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the September 18, 2013 Warrant Register in the amount of \$393,893.48.

VII. PUBLIC HEARINGS – None

VIII. CITY COUNCIL BUSINESS

8.1 Amendment to City Manager Employment Agreement

RECOMMENDED ACTIONS:

1. Approve an amendment to the City Manager Employment Agreement extending the initial period of time to define goals and objectives for the City Manager's employment.

AND

2. Dissolve the Ad Hoc Committee on City Manager Transition and Oversight.

AND

3. Consider whether to appoint two members of the City Council to an Ad Hoc City Manager Goals and Objectives Committee through December 18, 2013 to formulate recommendations to the City Council for initial goals and objectives for the City Manager's employment.

8.2 Appointment to the Public Safety Committee

RECOMMENDED ACTION: Ratify Mayor Ring's nomination appointing Jerry Gross to serve as a member of the Public Safety Committee.

8.3 Fiscal Year 2013-14 Budget & Work Plan

RECOMMENDED ACTIONS:

1. Modify the Fiscal Year 2013-14 Work Plan as proposed.

AND

2. Appoint two members of the City Council to an Ad Hoc Economic/Community Development Committee through June 30, 2014 to identify potential business, development, and permit-related service and regulatory improvements.

AND

3. Approve a transfer of \$25,000 from the City Council Contingency account to the Community Development Contract–Other account to fund the preparation of a building and planning services fee study.

AND

4. Approve a transfer of \$22,080 from the unallocated General Fund balance to the Capital Improvement Program (City Hall Fund) to fund the preparation of design/bid documents for an interior reconfiguration of City Hall and authorize the addition of said work to the existing contract with obrARCHITECTURE, Inc.

AND

5. Approve the establishment of a special funds budget for Point of Dispensing Activities in the amount of \$10,000 to be funded by the County of Orange.

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. Water Advisory Committee, September 6, 2013: Councilmember Hack

11.2 Other Meetings, Comments and Announcements

XII. CLOSED SESSION – None

XIII. ADJOURNMENT

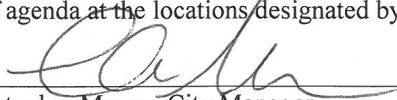
The meeting will be adjourned to a regular meeting of the City Council at 2:00 p.m. on Wednesday, October 16, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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.

9/13/13
Date


Christopher Macon, City Manager

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4.1

2012 FOOD FACILITY AWARDS



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

BON A PITA RESTAURANT

24310 MOULTON PARKWAY, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

CARL'S JR RESTAURANT

24342 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

OLIVE GARDEN RESTAURANT

24256 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

STARBUCKS COFFEE

24338 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

STARBUCKS COFFEE

24100 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

STATER BROS MARKET

24336 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

SUBWAY SANDWICHES

24338 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

SUBWAY SANDWICHES

23582 MOULTON PARKWAY, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk



AWARD OF EXCELLENCE

The City of Laguna Woods is pleased to recognize

TOMO SUSHI RESTAURANT

24338 EL TORO ROAD, LAGUNA WOODS, CA

for consistently maintaining high food safety and sanitation standards throughout the year of

2012

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk

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5.1
PROCLAMATION – CONSTITUTION WEEK,
SEPTEMBER 17-23, 2013

**Proclamation
City of Laguna Woods
Constitution Week
September 17-23, 2013**

WHEREAS, September 17, 2013 marks the two hundred and twenty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law #915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim September 17-23, 2013 to be Constitution Week in the City of Laguna Woods and ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787.

Dated this 18th day of September, 2013

Robert B. Ring, Mayor

Marc Donohue, Deputy City Clerk

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5.2

**PROCLAMATION – FIRE PREVENTION
WEEK, OCTOBER 6-12, 2013**

Proclamation
City of Laguna Woods
Fire Prevention Week
October 6-12, 2013

WHEREAS, the Orange County Fire Authority is committed to ensuring the safety and security of all those living in and visiting the City of Laguna Woods; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,500 people in the United States in 2011, according to research from the nonprofit National Fire Protection Association, and fire departments in the United States responded to more than 370,000 home fires; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, Laguna Woods residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim October 6-12, 2013 as Fire Prevention Week in the City of Laguna Woods and encourages residents to check their kitchens for fire hazards, use safe cooking practices, and to support the many public safety activities and efforts of the Orange County Fire Authority's fire and emergency services.

Dated this 18th day of September, 2013

Robert B. Ring, Mayor

Attest: Marc Donohue, Deputy City Clerk

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6.1-6.4
CONSENT CALENDAR SUMMARY

City of Laguna Woods Agenda Report

DATE: September 18, 2013 City Council Meeting
TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager 
AGENDA ITEM: Consent Calendar

Recommended Action

Approve all proposed actions on the September 18, 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 September 18, 2013 Consent Calendar contains the following items:

- 6.1 Approval of City Council meeting minutes from the August 21, 2013 regular 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 August 2013 monthly Treasurer's Report, as submitted.
- 6.4 Approval of the September 18, 2013 Warrant Register, as submitted, in the total amount of \$393,893.48. A list of all warrants is included in the agenda packet; detailed information about individual warrants is available in the Finance Manager's office.

6.1 MINUTES

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
August 21, 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

David Russell Ohrn led the flag salute.

III. ROLL CALL

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

STAFF PRESENT: Interim City Manager Macon, Assistant City Manager Reilly, City Attorney Cosgrove, City Engineer Hindiyyeh, Deputy City Clerk Donohue

IV. PRESENTATIONS – None

V. CITY COMMENDATIONS AND PROCLAMATIONS – None

VI. CONSENT CALENDAR

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, 1 absent (Councilmember Hatch), and carried to approve Consent Calendar Items 6.1 – 6.10.

- 6.1 Approved 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 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 July 2013 monthly and Fourth Quarter Fiscal year 2012-13 Quarterly Treasurer's Reports.

6.4 Warrant Register

Approved the August 21, 2013 Warrant Register in the amount of \$646,605.79.

6.5 Community Development Block Grant

Authorized 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

Approved 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 change orders) to \$303,426, and authorized 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

Authorized 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

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

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

6.9 City Manager Employment Agreement

Approved a City Manager Employment Agreement with Christopher Macon and authorized the Mayor to execute the agreement subject to approval as to form by the City Attorney.

6.10 Public Safety Director Job Classification

Approved 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

Assistant City Manager Reilly summarized the agenda report.

Councilmember Hack asked if the additional 3 feet to accommodate the widened sidewalk will come from the public right of way.

Assistant City Manager Reilly responded affirmatively. He noted that this section of El Toro Road has a sufficient amount of space.

Councilmember Hack asked if the El Toro Water District still has construction occurring in the same area.

Assistant City Manager Reilly responded that most of their work is occurring inside Laguna Woods Village and it should not interfere with the work on El Toro Road.

Councilmember Hack asked if there are any median changes expected on El Toro Road.

Assistant City Manager Reilly responded that the City is working with the El Toro Water District to maximize the use of recycled water wherever possible. He noted that a pipe was installed in the median on Moulton Parkway where City Centre Park is located in hopes of connecting it to the median south on El Toro Road.

Councilmember Hack asked how this construction will affect traffic.

Assistant City Manager Reilly stated that the recycled water project is affecting mostly the Laguna Woods Village and noted that residents can check online for project updates on the El Toro Water District website.

Councilmember Conners asked if the City will be re-landscaping the median.

Assistant City Manager Reilly stated that the City is only taking a foot of the median to provide for the mow strip. He noted that the City is currently looking into a grant to replace the grass and trees with drought tolerant landscaping.

Councilmember Conners asked if the Americans with Disability Act (ADA) ramps on El Toro Road and Moulton Parkway are part of this project.

Assistant City Manager Reilly responded affirmatively. He noted that Caltrans instructed Cities to make modifications on ramps while completing larger projects and that is exactly what the City is doing.

Moved by Councilmember Hack, seconded by Councilmember Conners, 1 absent (Councilmember Hatch) and carried to:

- 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 authorized 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 authorized 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

Assistant City Manager Reilly introduced City Engineer Hindiye.

City Engineer Hindiye summarized the agenda report.

Mayor Ring stated that this solution is a good one and believes that the Laguna Woods Village Gate 9 intersection would benefit from the same change. He asked if the traffic signals east and west bound on El Toro Road are synchronized.

Assistant City Manager Reilly stated that the signals on Moulton Parkway and El Toro Road are not synchronized because of the Moulton Smart Street construction.

City Engineer Hindiye reiterated Assistant City Manager Reilly statements.

Councilmember Conners believes that people who use Laguna Woods Village Gate 5 will be gratified by this change.

Councilmember Hack asked if the bus shelter at Laguna Woods Village Gate 5 is located on public right-of-way.

Assistant City Manager Reilly answered affirmatively.

Councilmember Hack suggested that the City look into moving the bus shelter back 3 or 4 feet onto Laguna Woods Village property.

Assistant City Manager Reilly responded that the City will discuss that possibility with Laguna Woods Village.

Moved by Councilmember Conners, seconded by Mayor Ring, 1 absent (Councilmember Hatch) and carried to 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 (CJPIA) Board of Directors Alternate Designee

Councilmember Hatch entered the meeting at 2:46 p.m.

City Manager Macon summarized the agenda report.

Moved by Councilmember Hack, seconded by Councilmember Hatch, and carried unanimously to appoint Councilmember Conners as an alternate designee to represent the City on the California Joint Powers Insurance Authority Board of Directors through December 2014.

Councilmember Conners discussed the role of CJPIA in the City.

Mayor Ring stated that CJPIA provides high quality training.

8.4 Bank of America, NT & SA Checking Account Authorization

City Manager Macon summarized the agenda report.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Robbins, and carried unanimously to approve a resolution making authorizations related to the administration of the City’s checking account as modified (Striking “Interim City Manager” on page 1 and “Interim” on page 2), 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)

Councilmember Hack reported that the Agency is working on cash-less toll roads.

9.2 Orange County Library Board (Mayor Pro Tem Robbins)

Mayor Pro Tem Robbins reported that there has been no meeting since the last City Council meeting.

9.3 Orange County Fire Authority (Councilmember Hatch)

Councilmember Hatch discussed issues facing the Fire Authority.

9.4 Southern California Water Committee (Councilmember Hack)

No report was given.

9.5 Coastal Greenbelt Authority (Councilmember Conners)

Councilmember Conners reported that there has been no meeting since the last City Council meeting.

9.6 Vector Control District Board (Mayor Pro Tem Robbins)

Mayor Pro Tem Robbins reported on the West Nile Virus activities and encouraged the community to call the District if a dead bird is spotted.

Councilmember Hatch discussed a recent article he read that stated that domestic cats and dogs kill more birds than any species on the planet.

X. PUBLIC COMMENTS

Greg Rath, 45th Congressional District candidate, introduced himself and discussed why he is running for the United States Congress.

XI. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

11.1 Reports on Meetings Attended per Government Code §53232.3.

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

Councilmember Hack reported that Lake Mead's water supply is running low. He noted that the Committee is working on the Bay Delta Conservation Plan.

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

Councilmember Hack reported that he has been disappointed with the lack of water focus amongst speakers.

11.2 Other Meetings, Comments and Announcements

Councilmember Hatch discussed an article that he read about cities that have completely run out of water.

Councilmember Hack noted that a dust storm comparable to the one in Oklahoma in the

1930's is capable of occurring here in Southern California.

Councilmember Hatch asked if the City's disaster consultant will also take a look at water issues.

City Manager Macon responded affirmatively.

Councilmember Hatch asked if Southern California Edison rate payers will be getting a refund for the San Onofre Nuclear Generating Station (SONGS) fee.

City Manager Macon responded that it is still being discussed at the State level.

Councilmember Conners discussed the shortage of water in Southern California and noted that communities will have to start looking at xeriscaping.

Councilmember Conners talked about a recent trip she took to Prescott, Arizona. She shared pictures of the memorial for the fallen fire fighters. She stated that some of the families of the fallen seasonal fire fighters did not get the same benefits as the families of the fallen full-time fire fighters. She noted that all fallen fire fighters are treated the same in Orange County.

Councilmember Conners discussed vegetation overgrowth at the Aliso Viejo Golf Course. She noted there is an area of overgrowth that is currently being worked on.

Councilmember Conners discussed a recent tour that she took at the South East Resource Recovery Facility that is operated by the City of Long Beach. She stated that the facility gets their revenue from tipping fees and selling energy that they create.

Councilmember Conners reported on a meeting at the El Toro Water District where the topic of flushed wet wipes was discussed. She encouraged everyone not to flush wet wipes down the toilet and to instead throw them in the trash. Wet wipes are not dissolvable.

Councilmember Conners announced the September 11 Remembrance Ceremony at City Hall on Wednesday, September 11, 2013 at 9 a.m.

Mayor Ring announced the Great Laguna Woods Goods Exchange will take place at City Hall on Saturday, September 21, 2013 from 8:30 a.m. – 1:00 p.m.

Mayor Ring announced the free showing of the movie *The Magic of Belle Isle* on Sunday, August 25, 2013 at City Hall.

XII. CLOSED SESSION – None

XIII. ADJOURNMENT

The meeting was adjourned at 3:35 p.m. The next regular meeting will be at 2:00 p.m. on

Wednesday, September 18, 2013 at Laguna Woods City Hall 24264 El Toro Road, Laguna Woods, CA 92637.

MARC DONOHUE, Deputy City Clerk

Adopted: September 18, 2013

ROBERT B. RING, Mayor

6.2
WAIVE READING OF ORDINANCES AND
RESOLUTIONS
(NO REPORT)

6.3 TREASURER'S REPORT

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

CASH ON HAND1. Investments/General Fund

Local Agency Investment Fund	\$ 7,860,327
Subtotal	\$ 7,860,327

2. Investments/Transportation Fund

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

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

Petty Cash Funds	\$ 869
Analyzed Checking Account	\$ 520,374
Subtotal	\$ 521,243
 TOTAL	 \$ 8,712,700

Note: LAIF reports interest earnings quarterly.

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6.4 WARRANT REGISTER

CITY OF LAGUNA WOODS
WARRANT REGISTER
September 18, 2013

Check Number	Check Date	Vendor Name	Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	08/09/2013	TAKECARE/WAGE WORKS	Flexible Spending Account (FSA 125) Reimbursements	244.00
Debit	08/15/2013	ADP PAYROLL SERVICES	Pay Period Ended 8/9/2013	33,664.56
Debit	08/15/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 8/9/2013	1,679.43
Debit	08/15/2013	ADP PAYROLL SERVICES	Processing Charges/Payroll 8/9/2013	133.10
Debit	08/28/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 8/23/2013	1,473.00
Debit	08/29/2013	ADP PAYROLL SERVICES	Pay Period Ended 8/23/2013	33,774.39
Debit	08/29/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 8/23/2013	1,679.43
Debit	08/29/2013	ADP PAYROLL SERVICES	Processing Charges/Payroll 8/23/2013	127.12
Debit	08/30/2013	TAKECARE/WAGE WORKS	Flexible Spending Account (FSA 125) Reimbursements	43.64
Debit	08/31/2013	BANK OF AMERICA	Bank Account Service Fees	75.50
<i>Other</i>				
113907	08/21/2013	AFLAC	Employee Benefit Program/September 2013	153.50
113908	08/21/2013	AT&T	Telephone/458-3487/August 2013	32.49
113909	08/21/2013	ATKINS NORTH AMERICA, INC.	Wildland/Urban Interface Evacuation Planning	2,486.00
113910	08/21/2013	CALIFORNIA YELLOW CAB	Taxi Voucher Services/July 2013	16,379.00
113911	08/21/2013	CALPERS - HEALTH	Employee Benefit Program/September 2013	3,710.83
113912	08/21/2013	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 8/9/13	5,826.05
113913	08/21/2013	* JONES, ERNESTINE	Mileage Reimbursement/Fiscal Year 2013	419.70
113914	08/21/2013	* LAGUNA CANYON FOUNDATION	Community Services Grant/3rd Quarter 2013	625.00
113915	08/21/2013	LOS ANGELES TIMES	Newspaper Delivery/August-October 2013	64.00
113916	08/21/2013	MICHAEL BRANDMAN ASSOCIATES	Specific Plan/July 2013	440.00
113917	08/21/2013	VOID	VOID	-
113918	08/21/2013	OFFICEMAX INC	Office Supplies	626.59

**CITY OF LAGUNA WOODS
WARRANT REGISTER
September 18, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113919	08/21/2013	ORANGE COUNTY REGISTER-NOTICES	Public Notices/July 2013	881.75
113920	08/21/2013	PEAK LIGHTING & ELECTRIC, INC	Streetlight Maintenance/August 2013	704.52
113921	08/21/2013	PV MAINTENANCE INC	Catch Basin Maintenance/July 2013	1,824.00
113922	08/21/2013	REILLY, DOUGLAS C.	Employee Benefit Program/August 2013	293.08
113923	08/21/2013	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/August 2013	101.28
113924	08/21/2013	SYNOPTIK	Dell Computers/Additional Software Purchase	848.53
113925	08/21/2013	YOLIE TRIPPY	Employee Benefit Program/August 2013	404.00
113926	08/21/2013	WAGE WORKS	Benefit Administration/August 2013	50.00
113927	08/28/2013	A-TEAM CONTRACTORS, INC.	Painting/City Hall Flagpole	2,000.00
113928	08/28/2013	ALISO CREEK PRINTING	Signature Stamp	32.40
113929	08/28/2013	CAA	Water Quality Consulting/Code Enforcement/July 2013	5,892.00
113930	08/28/2013	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 8/23/13	5,990.57
113931	08/28/2013	CITY OF LAGUNA BEACH	Animal Services/August 2013	7,513.00
113932	08/28/2013	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program/September 2013	497.29
113933	08/28/2013	EJ MEYER COMPANY	Moulton Parkway/Fire Dept. Connection/July 2013	4,395.22
113934	08/28/2013	EL TORO WATER DISTRICT	Ridge Route Park/August 2013	599.04
113935	08/28/2013	EL TORO WATER DISTRICT	City Hall Utilities/August 2013	28.00
113936	08/28/2013	EL TORO WATER DISTRICT	City Hall Utilities/August 2013	110.61
113937	08/28/2013	EL TORO WATER DISTRICT	Dog Park/August 2013	19.50
113938	08/28/2013	OC LOCAL HONEY	Beekeeping Services/July 2013	100.00
113939	08/28/2013	O.C. TREASURER-SHERIFF	Communication Charge/1st Quarter/FY 2013-14	225.00
113940	08/28/2013	PATIO MASTERS	Refund/Cancelled Permit/BP 34657D	470.48
113941	08/28/2013	PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/September 2013	393.64
113942	08/28/2013	TIM R ROBINSON	Waste Diversion Deposit Refund/BP 36653C	250.00
113943	08/28/2013	JEFF DARRELL SAGERT	Waste Diversion Deposit Refund/BP 36622A	250.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
September 18, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113944	08/28/2013	SCHAEF AIR	CDBG Energy Efficiency Program	5,234.00
113945	08/28/2013	SIEMENS INDUSTRY, INC.	Signal Maintenance/July 2013	7,403.81
113946	08/28/2013	SONITROL	Alarm Monitoring/September 2013	60.68
113947	08/28/2013	SOUTHERN CALIFORNIA EDISON	City Hall Utilities/August 2013	1,987.77
113948	08/28/2013	SOUTHERN CALIFORNIA EDISON	Ridge Route Park/August 2013	50.97
113949	08/28/2013	SOUTHERN CALIFORNIA EDISON	City Centre Park/August 2013	26.90
113950	08/28/2013	VANTAGEPOINT TRANSFER AGT-457	457 Plan Contribution/August 2013	1,900.00
113951	08/28/2013	THE VILLAGE HANDYMAN	Waste Diversion Deposit Refund/BP 37231C	250.00
113952	08/28/2013	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/September 2013	137.03
113953	08/28/2013	WARE DISPOSAL	Waste Collection/Sharps Program/July 2013	2,227.68
113954	09/04/2013	CAPTIONING UNLIMITED	Closed Captioning/Council Meeting/August 21, 2013	200.00
113955	09/04/2013	CIVIL SOURCE	Engineering/Inspection Services/July 2013	16,700.48
113956	09/04/2013	CSMFO	CSMFO/CMTA Meeting/September 2013/Jones	40.00
113957	09/04/2013	STEVE DITTMAR	Waste Diversion Deposit Refund/BP 33096C	250.00
113958	09/04/2013	MARK W HOCHBERG	Waste Diversion Deposit Refund/BP 36151B	250.00
113959	09/04/2013	ADDIE JELEN	Taxi Voucher Refund	37.50
113960	09/04/2013	VIRGINIA JUDSON	Taxi Voucher Refund	25.00
113961	09/04/2013	JUNE LEVINE	Taxi Voucher Refund	107.50
113962	09/04/2013	MAUREEN KANE & ASSOC	City Clerks Course/Donohue	1,500.00
113963	09/04/2013	JOEY PHONG NGUYEN	Waste Diversion Deposit Refund/BP 34646C	250.00
113964	09/04/2013	NIEVES LANDSCAPE, INC.	Landscape Maintenance	6,357.54
113965	09/04/2013	GWEN NORTON-PERRY	Transition Consulting Services/August 2013	5,700.00
113966	09/04/2013	ORKIN	Pest Control/September 2013	92.93
113967	09/04/2013	* RUTAN & TUCKER, LLP	Attorney Services/June 2013	9,284.02
113968	09/04/2013	SOUTHERN CALIFORNIA EDISON	Residential Streetlights/United/August 2013	1,562.53

**CITY OF LAGUNA WOODS
WARRANT REGISTER
September 18, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
113969	09/04/2013	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controllers/August 2013	887.03
113970	09/11/2013	AT&T	Telephone/452-0600/August 2013	418.50
113971	09/11/2013	AT&T	Telephone/639-0500/August 2013	189.01
113972	09/11/2013	AT&T	Telephone/770-9359/August 2013	16.61
113973	09/11/2013	AT&T	Telephone/White Pages/September 2013	3.81
113974	09/11/2013	BRIAN FOSTER CONSTRUCTION	Building Permit Refund/BP 36406A	68.00
113975	09/11/2013	CALPERS - RETIREMENT	Retirement Contribution/Period Ending 9/6/13	6,362.56
113976	09/11/2013	EL TORO WATER DISTRICT	Irrigation/August 2013	5,446.68
113977	09/11/2013	GARY GATES	Employee Benefit Prog. & Expense Reimb./Aug. 2013	356.63
113978	09/11/2013	NANCY GILBERT	Taxi Voucher Refund	40.00
113979	09/11/2013	JAMES HASTON	Mileage Reimbursement/August 2013	19.55
113980	09/11/2013	JONES, ERNESTINE	Employee Benefit Program/August 2013	520.95
113981	09/11/2013	KONICA MINOLTA	Copier Lease/September 2013	483.84
113982	09/11/2013	K.T. MAC QUILLIAN	Waste Diversion Deposit Refund/BP 36423C	250.00
113983	09/11/2013	TERESE S OLIVER	Attorney/Redlight Camera/August 2013	990.00
113984	09/11/2013	REILLY, DOUGLAS C.	Employee Benefit Prog. & Expense Reimb./Aug. 2013	109.49
113985	09/11/2013	NEAL A RIEMER	Waste Diversion Deposit Refund/BP 37050C	250.00
113986	09/11/2013	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/August 2013	327.29
113987	09/11/2013	SOUTHERN CALIFORNIA EDISON	Right of Way/August 2013	2,041.38
113988	09/11/2013	THE GAS COMPANY	City Hall Utilities/August 2013	15.78
113989	09/11/2013	WM CURBSIDE, LLC	Waste Collection/July 2013	3,096.65
Total Prepaid Warrants				221,061.34

**CITY OF LAGUNA WOODS
WARRANT REGISTER
September 18, 2013**

Check Number	Check Date	Vendor Name	Description	Amount
REGULAR WARRANTS:				
113990	09/11/2013	BLUEPRINT TECHNOLOGIES	Telephone and Installation Service	412.24
113991	09/11/2013	CHARLOTTE BRADY	Taxi Voucher Refund	50.00
113992	09/11/2013	COMMPRO	Website Hosting/September 2013	295.00
113993	09/11/2013	CYNTHIA CONNERS	September 2013 Auto Allowance	300.00
113994	09/11/2013	COPYFORCE	Business Cards/City Manager and Code Enforcement	97.20
113995	09/11/2013	DEPARTMENT OF INDUSTRIAL	Annual Elevator Inspection/Fiscal Year 2013-14	225.00
113996	09/11/2013	JEAN ELLSWORTH	Taxi Voucher Refund	40.00
113997	09/11/2013	DOROTHY FICKLE	Taxi Voucher Refund	50.00
113998	09/11/2013	GREAT CLEANING SERVICE	Janitorial Service and Supplies/August 2013	794.44
113999	09/11/2013	ROBERT NOEL HATCH	September 2013 Auto Allowance	300.00
114000	09/11/2013	JOBS AVAILABLE	Employment Ad/Public Safety Director	332.50
114001	09/11/2013	NIEVES LANDSCAPE, INC.	Landscaping/September 2013	11,645.41
114002	09/11/2013	OBR ARCHITECTURE, INC.	City Hall Retrofit Project Design	9,100.00
114003	09/11/2013	ORANGE COUNTY TREASURER-SHERIF	Sheriff Services/August 2013	115,749.25
114004	09/11/2013	VIRGINIA PERRY	Taxi Voucher Refund	50.00
114005	09/11/2013	RING, ROBERT	September 2013 Auto Allowance	300.00
114006	09/11/2013	RUTAN & TUCKER, LLP	Attorney Services/July 2013	28,751.10
114007	09/11/2013	SYNOPTIK	IT Services/September 2013	1,215.00
114008	09/11/2013	WLC ARCHITECTS	EOC Design Planning/July 2013	3,125.00
Total Regular Warrants				172,832.14
Total Register				393,893.48

* FY 2012-13 Expenditures

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8.1
AMENDMENT TO CITY MANAGER
EMPLOYMENT AGREEMENT

**City of Laguna Woods
Agenda Report**

DATE: September 18, 2013 City Council Meeting

TO: Honorable Mayor and City Councilmembers

FROM: David B. Cosgrove, City Attorney

AGENDA ITEM: Amendment to City Manager Employment Agreement

Recommended Actions

1. Approve an amendment to the City Manager Employment Agreement extending the initial period of time to define goals and objectives for the City Manager's employment.

AND

2. Dissolve the Ad Hoc Committee on City Manager Transition and Oversight.

AND

3. Consider whether to appoint two members of the City Council to an Ad Hoc City Manager Goals and Objectives Committee through December 18, 2013 to formulate recommendations to the City Council for initial goals and objectives for the City Manager's employment.

Discussion

On August 21, 2013, the City Council approved an employment agreement with Christopher Macon, the City's City Manager. As part of that agreement, and in connection with provisions relating to periodic employment reviews, the City committed to a 60-day timeframe for creating a series of "Goals and Objectives" for the City Manager, against which his performance would be prospectively evaluated.

It now appears that 60-day timeframe may have been a bit too optimistic to be practical. Both the City Manager and the City Attorney have been working through logistics of practical transition issues, and the City Council has not had enough opportunities for formal meetings or workshops to give the formulation of the “Goals and Objectives” the attention it merits.

The City Manager has agreed to extend this 60-day time period for the “Goals and Objectives,” and an amendment to the City Manager Employment Agreement extending this time to December 18, 2013, is now before the Council. Staff recommends approval.

In addition, Staff recommends the dissolution of the previously-appointed Ad Hoc Committee on City Manager Transition and Oversight. With the appointment and employment of Mr. Macon as City Manager, the short-term purposes of this Committee now appear to be completed. Because the Ad Hoc Committee mechanism is specifically designed to be situation specific, Staff recommends this Ad Hoc Committee now be dissolved.

The City Council may, however, wish to appoint a replacement Ad Hoc Committee for the formulation of the Goals and Objectives for the City Manager. To the extent that formulation of these Goals and Objectives may require some background review of the City’s administrative practices and policies, in addition to review of work plans and existing personnel structures, a significant amount of background “legwork” and research may be required to help focus City Council on the larger goals, and longer-term objectives, for the City Manager’s employment. It may be appropriate for an Ad Hoc Committee to take the laboring oar of such background research, to distill various recommendations to the City Council, for more efficient deliberation of the Goals and Objectives by the full legislative body.

AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT

This Amendment to City Manager Employment Agreement ("Amendment") between the City of Laguna Woods ("City") and Christopher Macon ("Manager") is made this 18th day of September, 2013.

RECITALS

A. City and Manager entered into that certain CITY MANAGER EMPLOYMENT AGREEMENT on August 21, 2013.

B. The CITY MANAGER EMPLOYMENT AGREEMENT provided a period of sixty (60) days from the effective date of August 21, 2013, for City's City Council to define the initial goals and objectives for Manager's employment.

C. Both City and Manager desire to extend that period.

AGREEMENT

NOW, THEREFORE, the parties agree as follows.

1. The final sentence of Section 7(a) of the CITY MANAGER EMPLOYMENT AGREEMENT is hereby amended to read as follows: "On or before December 18, 2013, 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."

2. In all other respects, the CITY MANAGER EMPLOYMENT AGREEMENT remains in full force and effect.

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

CITY:

MANAGER:

Robert B. Ring
Mayor

Christopher Macon

Date Amendment 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

DRAFT

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8.2
APPOINTMENT TO THE PUBLIC SAFETY
COMMITTEE

**City of Laguna Woods
Agenda Report**

DATE: September 18, 2013 City Council Meeting
TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager 
AGENDA ITEM: Appointment to the Public Safety Committee

Recommended Action

Ratify Mayor Ring's nomination appointing Jerry Gross to serve as a member of the Public Safety Committee.

Background

Administrative Policy 1.4 allows City Councilmembers to nominate individuals to serve on City advisory committees, subject to ratification by the City Council.

Discussion

The following individual has been nominated for committee membership:

Public Safety Committee
Jerry Gross, nominated by Mayor Ring

Fiscal Impact

Funding for committee activities is included in the current year budget.

Report Prepared by: Marc Donohue, Deputy City Clerk

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8.3
FISCAL YEAR 2013-14 BUDGET & WORK
PLAN

City of Laguna Woods Agenda Report

DATE: September 18, 2013 City Council Meeting
TO: Honorable Mayor and City Councilmembers
FROM: Christopher Macon, City Manager 
AGENDA ITEM: Fiscal Year 2013-14 Budget & Work Plan

Recommended Actions

1. Modify the Fiscal Year 2013-14 Work Plan as proposed.

AND

2. Appoint two members of the City Council to an Ad Hoc Economic/Community Development Committee through June 30, 2014 to identify potential business, development, and permit-related service and regulatory improvements.

AND

3. Approve a transfer of \$25,000 from the City Council Contingency account to the Community Development Contract–Other account to fund the preparation of a building and planning services fee study.

AND

4. Approve a transfer of \$22,080 from the unallocated General Fund balance to the Capital Improvement Program (City Hall Fund) to fund the preparation of design/bid documents for an interior reconfiguration of City Hall and authorize the addition of said work to the existing contract with obrARCHITECTURE, Inc.

AND

5. Approve the establishment of a special funds budget for Point of Dispensing Activities in the amount of \$10,000 to be funded by the County of Orange.

Background

On June 26, 2013, the City Council approved a budget and work plan for the 2013-14 fiscal year (July 1, 2013–June 30, 2014). Subsequent management changes and newly identified opportunities to enhance services and achieve greater levels of cost effectiveness have resulted in the recommendations contained in this report.

Discussion

Many of the proposed Fiscal Year 2013-14 Work Plan modifications are minor and serve only to clarify scopes of work. A detailed list of the proposed modifications is attached to this report (Attachment A). More significant modifications include:

- Planning for a minimum of two (2) fiscal years without in-lane City roadway construction following completion of the Moulton Smart Street and El Toro Road Reconstruction projects (excludes maintenance and emergency work).
- Deferring initiation of disaster shelter and EOC support volunteer training programs to a future fiscal year after a new public safety director is hired.
- Hosting an open house at City Hall to celebrate the City's 15th anniversary of incorporation and deferring the chautauqua (antique fair) to a future year.
- Formalizing the City Council's desire to pursue annexation of the remaining unincorporated islands located within the City's sphere of influence. These islands are generally located near Laguna Canyon Road.
- Establishing an Ad Hoc Economic/Community Development Committee of the City Council to identify potential business, development, and permit-related service and regulatory improvements (e.g., consideration of sign and special event regulations, streamlining of building/planning functions, etc.). The Ad Hoc Committee would also consider and make recommendations to the City Council concerning the possibility of requiring occupancy permits for new or altered buildings, or changes in use. In compliance with the Ralph M. Brown Act, the Ad Hoc Committee would consist of two members of the City Council (less than a majority) and serve through June 30, 2014.
- Hiring a qualified consultant to conduct a building and planning services fee study to ensure the appropriateness and adequacy of fees. The consultant's recommendations would be presented to the City Council for consideration.
- Preparing design/bid documents for an interior reconfiguration of City Hall to be bid in conjunction with the City Hall Low Impact Development (LID) Retrofit Project. Among other benefits, an interior reconfiguration (including conversion of the second floor attic) would increase community gathering

and library space at City Hall. Combining both projects would be more cost effective and less disruptive to City Hall's daily operations than if they were constructed separately. Once bids are received, the City Council would have the ability to delete the interior reconfiguration work at its sole discretion. If approved, this design work would be added to the City's existing contract with obrARCHITECTURE, Inc. for architectural and engineering services related to the City Hall Low Impact Development Retrofit Project and Cold Shell Improvements. The existing contract is for an amount not to exceed \$71,820 and would increase to an amount not to exceed \$93,900.

Fiscal Impact

To complete the proposed modified Fiscal Year 2013-14 Work Plan, two General Fund budget adjustments would be required, resulting in an increase in the City's General Fund budget of \$22,080. Even with that increase, General Fund revenues are projected to exceed expenditures by more than \$100,000.

Work Plan Modification	Budget Impact
Building and Planning Services Fee Study	\$25,000 allocation from within the existing FY 2013-14 budget (City Council Contingency)
City Hall Interior Reconfiguration Project Architectural and Engineering Services	\$22,080 appropriation from the unallocated General Fund balance to the Capital Improvement Program (City Hall Fund)
<i>Total New Appropriation:</i>	\$22,080

In addition, a special funds budget needs to be established for Point of Dispensing Activities related to the Friday, October 25, 2013 free flu shot clinic that the City is hosting with the Orange County Health Care Agency at Saint Nicholas Catholic Church. The City's costs will be reimbursed by the County of Orange.

Conclusion

The proposed modified Fiscal Year 2013-14 Budget & Work Plan would continue current programs at existing service levels, while also directing resources toward a variety of other community services and special projects. The budget continues to be conservative and mindful of current economic conditions.

Attachment A: Proposed Fiscal Year 2013-14 Work Plan Modifications

**CITY OF LAGUNA WOODS
FISCAL YEAR 2013-14 WORK PLAN**

	PRESENTED 6/19/2013	PROPOSED MODIFICATIONS
1	Continue all current programs at existing service levels.	<i>No change.</i>
2	Complete Moulton smart street improvements.	<i>No change.</i>
3	Pursue additional public golf cart paths – Moulton Parkway from Santa Maria to El Toro Road and El Toro Road between Calle Sonora and El Toro Road.	Pursue additional public golf cart paths – Moulton Parkway between Santa Maria and Laguna Woods Village gates 12/16 and El Toro Road between Calle Sonora and the Laguna Woods Village Equestrian Center.
4	Widen the west side Moulton sidewalk between Campo Verde and the City's southern edge.	<i>Combine with #2. This work is part of the Moulton Smart Street improvements.</i>
5	Complete El Toro Road repaving from Calle Sonora to 600' west of Moulton.	Complete the El Toro Road Reconstruction Project.
6	Construct City Hall storm drain and generator/trash bin enclosure.	Complete the City Hall Storm Drain Improvement Project. Complete design and initiate construction of the City Hall Generator & Utility Building Project.
7	Complete design and initiate construction of City Hall green roof.	Complete design and initiate construction of the City Hall Low Impact Development Retrofit Project.
8	Update annual pavement management plan.	Develop a phased capital improvement project for periodic pavement rehabilitation and restoration. <i>[The phasing plan would provide for a minimum of two fiscal years without in-lane City roadway construction (excluding maintenance and emergency work). The City Council would consider the</i>

ITEM 8.3 – Attachment A

		<i>scheduling and funding of this project as part of the City's next annual budget/work plan/capital improvement process.]</i>
9	Initiate planning for a passive park and entry into Laguna Coast Wilderness Park at Santa Maria (pending grant application).	Develop a capital improvement project for a passive park and entry into the Laguna Coast Wilderness Park at Santa Maria Avenue. <i>(Conceptual design proposals would be solicited for consideration as part of the City's next annual budget/work plan/capital improvement process.)</i>
10	Consider reducing travel lanes and speed limit on Santa Maria Avenue.	<i>No change.</i>
11	Revise building and fire codes per state requirements.	<i>No change.</i>
12	Complete Municipal Code revisions for animal services, purchasing and occupancy permits.	Complete Municipal Code revisions for animal services and purchasing. <i>(Task the Ad Hoc Economic/Community Development Committee with considering and making recommendations related to occupancy permits. See #25.)</i>
13	Re-landscape El Toro Road medians between El Toro and Calle Sonora (grant application pending).	Develop a capital improvement project for water efficient median landscape retrofits. <i>(The City Council would consider the scheduling and funding of this project as part of the City's next annual budget/work plan/capital improvement process.)</i>
14	Begin process of digitizing city records.	<i>No change.</i>
15	Automate code enforcement process.	<i>No change.</i>
16	Expand community services programs to include Chautauqua (antique fair) and book-related lecture series.	Expand community services programs to include a 15 th City anniversary event and book-related speaker series. <i>(Defer consideration of a chautauqua to a future fiscal year.)</i>
17	Update graphics and programming provided on Channel 31.	<i>No change.</i>
18	Update and re-print City map and informational guide.	<i>No change.</i>
19	Solicit proposals for City landscape architect.	<i>Combine with #20.</i>

20	Rebid consultant contracts for plan check, building inspection, code enforcement, planning and water quality.	Solicit competitive proposals for building plan check, building inspection, code enforcement, planning, water quality, and landscape architecture services.
21	Initiate Disaster Shelter and EOC Support volunteer training programs.	<i>Defer consideration of disaster shelter and EOC support volunteer training programs to a future fiscal year.</i>
22	Participate in at least one point of dispensing (medical) disaster exercise.	Participate in a Point of Dispensing exercise (free flu shot clinic) with the Orange County Health Care Agency.
23	Complete revisions to General Plan housing, circulation, and safety elements.	<i>No change.</i>
24	-	Pursue annexation of the remaining unincorporated islands located within the City's sphere of influence.
25	-	Establish an Ad Hoc Economic/Community Development Committee of the City Council to identify potential business, development, and permit-related service and regulatory improvements. <i>(This would include, but not be limited to, consideration of sign and special event regulations, as well as streamlining of building and planning functions. The Committee would also consider and make recommendations to the City Council related to occupancy permits.)</i>
26	-	Conduct a building and planning services fee study to ensure the appropriateness and adequacy of fees.