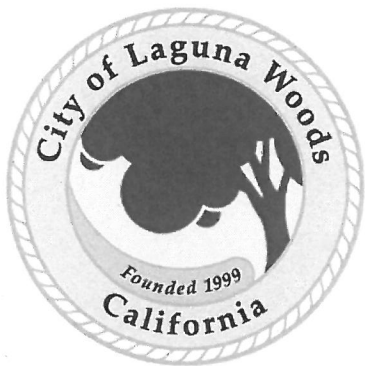




AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
January 16, 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: ☐ Connors ☐ Hack ☐ Hatch
☐ Robbins, Mayor Pro Tem ☐ Ring, Mayor

IV. PRESENTATIONS

- 4.1 Orange County Human Relations Commission Annual Report – Ken Innoye, Vice Chair

V. CITY COMMENDATIONS AND PROCLAMATIONS

- 5.1 Commendations for Retiring Employees: Sandra Verrall, Code Enforcement Officer, and Rosalind Fox, Administrative Coordinator

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 December 19, 2012 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 December 2012 monthly Treasurer's Report.

- 6.4 Warrant Register

RECOMMENDED ACTION: Approve the January 16, 2013 Warrant Register in the amount of \$636,268.98.

- 6.5 Approve a resolution authorizing the City Manager, subject to approval as to form by the City Attorney, to execute a Proposition 84 agreement with the State of California, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING ENTERING INTO AN AGREEMENT WITH THE STATE OF CALIFORNIA AND DESIGNATING A REPRESENTATIVE TO SIGN THE AGREEMENT, AND ANY AMENDMENTS THERETO, FOR THE CITY HALL LOW IMPACT DEVELOPMENT RETROFIT PROJECT

- 6.6 Approve a resolution modifying Disaster Recovery Initiative planning activities, entitled

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REQUESTING A MODIFICATION OF THE PLANNING ACTIVITIES FUNDED BY THE CITY'S 2008 DISASTER RECOVERY INITIATIVE AGREEMENT WITH THE STATE OF CALIFORNIA

- 6.7 Notice of Completion – El Toro Road/Moulton Parkway and Ridge Route Linear Park Landscape Improvements

RECOMMENDED ACTION:

- A. Accept project completion of a contract with STL Landscape, Inc. for the El Toro Road/Moulton Parkway and Ridge Route Linear Park Landscape Improvements.
- B. Release contract retention in the amount of \$21,900.49 withheld per California Government Code 35 days following recordation of the Notice of Completion with the County of Orange.
- C. Exonerate project posted bonds 35 days following recordation of the Notice of Completion with the County of Orange.

VII. PUBLIC HEARINGS

None

VIII. CITY COUNCIL

8.1 Advisory Committee Appointments

RECOMMENDED ACTION: Appoint City Advisory City Chairpersons and ratify Councilmember nominations to committees.

8.2 Councilmember Compensation

RECOMMENDED ACTION: Approve first reading of ordinance clarifying City Council salaries, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTION 2.02.010, TO ALLOW FOR AN ALTERNATIVE VEHICLE REIMBURSEMENT ALLOWANCE FOR CITY COUNCILMEMBERS

IX. CITY MANAGER

9.1 Fiscal Year 2012-13 Mid-Year Budget Review

RECOMMENDED ACTION:

A. Approve a resolution, amending Fiscal Year 2012-13 appropriations and authorized staff positions, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING RESOLUTION NO. 12-08 AND THE FISCAL YEAR 2012-2013 BUDGET

B. Approve a resolution modifying the employee compensation schedule to add the position of Planning Manager, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RESCINDING

RESOLUTION NO. 12-14 AND ESTABLISHING A
COMPENSATION SCHEDULE FOR CITY EMPLOYEES

X. COMMITTEE REPORTS

- 10.1 Transportation Corridor Agencies (Councilmember Hack)
- 10.2 Orange County Library Board (Councilmember Robbins)
- 10.3 Orange County Fire Authority (Councilmember Hatch)
- 10.4 Southern California Water Committee (Councilmember Hack)
- 10.5 Coastal Greenbelt Authority (Councilmember Conners)
- 10.6 Vector Control District Board (Councilmember Robbins)

XI. PUBLIC COMMENTS

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

12.1 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 of Orange County, January 11, 2013:
Councilmember Hack

12.2 Other Meetings, Comments and Announcements

XIII. CLOSED SESSION

- 13.1 Pursuant to Government Code Section 54956.8, to give direction with respect to the acquisition of real property:

Location: Along the east and west sides of Moulton
Parkway in the vicinity of Santa Maria Avenue.

City Negotiator: Leslie A. Keane
Negotiating Party: Golden Rain Foundation
Under Negotiation: Instructions to negotiator regarding terms

- 13.2 Pursuant to Government Code Section 93957 (b), to conduct a Public Employee Performance Evaluation; Position of Employee Under Review: City Manager

XIV: ADJOURNMENT

The meeting will be adjourned to 2:00 p.m. on Wednesday, February 20, 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.

5.1

**CERTIFICATE OF COMMENDATIONS –
SANDRA VERRALL AND ROSALIND FOX**



CERTIFICATE OF COMMENDATION

*The
City Council of the City of Laguna Woods*

Commends

*Code Enforcement Officer
Sandra Verrall*

for her dedicated service as a City employee during

July 24, 2002 – December 31, 2012

Robert B. Ring, Mayor

Leslie A. Keane, City Clerk



CERTIFICATE OF COMMENDATION

*The
City Council of the City of Laguna Woods*

Commends

Administrative Coordinator

Rosalind Fox

for her dedicated service as a City employee during

October 30, 2000 – January 11, 2013

Robert B. Ring, Mayor

Leslie A. Keane, City Clerk

6.1-6.7
CONSENT CALENDAR SUMMARY

City of Laguna Woods Agenda Report

FOR: January 16, 2013 City Council Meeting

TO: Honorable Mayor and Councilmembers

FROM: Leslie A. Keane, City Manager 

Agenda Item: Consent Calendar

Recommendation:

Approve all proposed actions on the January 16, 2013 Consent Calendar by single motion and Council action.

Discussion:

In general, the Consent Calendar contains routine matters or matters that have already been discussed by Council. It is adopted in total with a single motion and Council action. However, if any councilmember or member of the public has questions or wishes to discuss an item further, it may be removed from the Consent Calendar and placed later in 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. 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 January 16th Consent Calendar contains the following seven items:

- 6.1 Approval of the minutes from the December 19, 2012 regular City Council meetings, 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 Council Meeting.
- 6.3 Approval of a motion to receive and file the December 2012 Treasurer's Report. This report identifies the City's current liquid assets and their location. At the end of December, the City had approximately \$7.6 million in cash on hand and in other liquid assets.
- 6.4 Approval of the January 16, 2013 Warrant Register, as submitted, in the amount of \$636,268.98. This warrant register includes \$207,090 in payments for capital improvement projects. 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 Approval of a resolution authorizing the City Manager to execute agreements for a Proposition 84 grant for the City Hall Low Impact Development Retrofit Project. At its December 19, 2012 regular meeting, the City Council unanimously approved the project concept and directed staff to proceed with the application. The grant will provide \$363,426 in funding for a green roof, cistern, and related work at City Hall. Subsequently, the State requested that the City Council approve this resolution memorializing that action.
- 6.6 Approval of a resolution modifying the City's Disaster Recovery Initiative grant planning activities. The proposed resolution authorizes the development of a Climate Adaptation Plan as a replacement for the development of an Interoperable, Wireless Communication System Plan for wildland-urban interface area shelter locations. Currently, all shelter locations that would serve the City are outside of the City limits. Until such time as shelter locations are identified within the City, a wireless plan would not be beneficial. The Climate Adaptation Plan, on the other hand, will complement the Local Hazard Mitigation Plan, by providing energy and water conservation and public health program information that allows the City to identify specific mitigation.
- 6.7 Acceptance of the project completion of a contract with STL Landscape, Inc. for the El Toro Road/Moulton Parkway and Ridge Route Linear Park Landscape Improvements. This project has been successfully completed;

ITEMS 6.1 – 6.7

Council action will allow staff to file the notice of completion and release project retention funds.

If you have questions about any of the above items, feel free to call me prior to the meeting so that I may provide additional information.

6.1
MINUTES

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
December 19, 2012
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Mayor Pro Tem Rhodes led the flag salute.

III. ROLL CALL

COUNCILMEMBERS: PRESENT: Hack, Rhodes, Robbins, Ring, Conners
 ABSENT: None

STAFF PRESENT: City Manager Keane; Assistant City Manager Reilly; Deputy City Clerk Trippy; City Attorney Cosgrove

IV. PRESENTATIONS - None

V. CITY COMMENDATIONS AND PROCLAMATIONS

5.1 Rob Merritt: Retirement from Channel 6

Mayor Conners commended Rob Merritt for his impartial dedicated reporting of community news and noted that he is greatly admired in the community.

Mayor Pro Tem Ring thanked Mr. Merritt and his wife for his service to the community.

Councilmember Hack announced that Mr. Merritt is known for his extensive knowledge of the community and will be greatly missed.

Councilmember Robbins reminisced of the earlier days of Mr. Merritt's work and congratulated him on his retirement.

Councilmember Rhodes seconded the motion. Councilmember Rhodes stated that Mr. Merritt has been professional and cordial at all times and that it has been a pleasure working with him.

City Manager Keane, on behalf of staff, thanked Mr. Merritt for his dedicated service and assistance on City programs.

Moved by Mayor Pro Tem Ring, seconded by Councilmember Rhodes, and carried unanimously to approve the City Commendation to Rob Merrit for his retirement from Channel 6.

VI. CONSENT CALENDAR

Moved by Mayor Pro Tem Ring, seconded by Councilmember Robbins and carried unanimously to approve Consent Calendar Items 6.1 – 6.12.

- 6.1 Approved the minutes from the November 14, 2012 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 November 2012 monthly Treasurer's Report.

6.4 Warrant Register

Approved the December 19, 2012 Warrant Register in the amount of \$531,801.03.

6.5 Citywide Speed Limits

A. Adopt **Ordinance No. 12-10** establishing speed limits on city streets, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RESCINDING SECTION 8.06.010 OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING AND ESTABLISHING SPEED LIMITS ON CITY STREETS

B. Coordinate signage and enforcement with the City of Laguna Hills to assure consistency along the roadway.

6.6 City Hall/Library Accessibility Improvements

A. Accepted project completion of a contract with Astra Builders, Inc. for the City Hall/Library Accessibility Improvements.

B. Release contract retention in the amount of \$11,604.15 withheld per California Government Code 35 days following recordation of the Notice of Completion with the County of Orange.

C. Exonerate project posted bonds 35 days following recordation of the Notice of Completion with the County of Orange.

6.7 Community Development Block Grant Energy Efficiency Retrofit Program

Approved three-year contracts with Saddleback Windows and Doors and Schaef Heating and Air Conditioning for energy efficiency equipment; and authorized the City Manager to execute the contracts, subject to approval as to form by the City Attorney.

6.8 Traffic Signal Maintenance Services

Authorized the City Manager to execute an agreement with Siemens, Inc. for traffic signal maintenance services from January 1, 2013 to June 30, 2015 with two one-year optional extensions, subject to approval as to form by the City Attorney.

6.9 Street Maintenance Services

Authorized the City Manager to execute an agreement with PV Maintenance, Inc., for street maintenance services from January 1, 2013 to June 30, 2015 with two one-year optional extensions, subject to approval as to form by the City Attorney.

6.10 Measure M2 Expenditure Report

Approved **Resolution No. 12-21** accepting the Fiscal Year 2011-12 annual Measure M2 expenditure report, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, CONCERNING THE MEASURE
M2 EXPENDITURE REPORT FOR THE CITY OF LAGUNA WOODS

6.11 Development Impact Fees Annual Report

Received and filed.

6.12 Investment Policy

Approved **Resolution No. 12-22** ratifying the City's 2012 Investment Policy, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, ACKNOWLEDGING THE
REVIEW, RECEIPT AND FILING OF THE ANNUAL STATEMENT
OF INVESTMENT POLICY

VII. PUBLIC HEARING

7.1 Local Hazard Mitigation Plan

Public Safety Director Macon summarized the agenda report and noted that the proposed Plan will establish a long-term strategy for lessening the potential effects of disasters on residents and businesses. Should Council adopt the Plan, it will also allow the City to apply for federal non-emergency grant funding.

Councilmember Hack stated that he is supportive of the Plan and that staff has done a great job.

Mayor Conners stated that the City has already initiated some of mitigation identified in the Plan. The goal is to maximize the effectiveness of public services in the event of an emergency.

The public hearing was opened.

David Russell Ohrn, resident, stated that he is pleased to see that the City is adopting the Plan and that he understands it is one of the first in the state to adopt some of the elements.

Ms. Jimenez, resident, asked for clarification if the Plan, which includes radiologic accidents, addresses the San Onofre Nuclear Generating Stations (SONGS) in the event of an emergency.

Public Safety Director Macon affirmed that it does.

There being no further requests to speak, the public hearing was closed.

Moved by Councilmember Hack, seconded by Councilmember Rhodes, and carried unanimously to approve **Resolution No. 12-23** adopting a Local Hazard Mitigation Plan, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, ADOPTING THE 2013-2017 CITY
OF LAGUNA WOODS LOCAL HAZARD MITIGATION PLAN AND
AUTHORIZING FUTURE NON-SUBSTANTIVE AMENDMENTS AS
IDENTIFIED BY CITY, STATE, OR FEDERAL ENTITIES

VIII. CITY COUNCIL

8.1 San Onofre Nuclear Generating Stations (SONGS)

Mayor Conners noted that today's discussion is a continuation of the discussion at the November Council meeting to assure sufficient notice for the public to voice their opinions.

Beverly Finlay-Kaneko, Huntington Beach, stated that she lived in Japan with her husband and son until after the Fukushima earthquake. She discussed her family's decision to move back to California, in light of the radiological effects and the on-going crisis at Fukushima. She expressed her concerns regarding the operation of San Onofre.

Bert Moldow, resident, reminded the Council of his previous request that the City object to Southern California Edison's (SCE) request to reopen San Onofre at partial power. He discussed various issues pertaining to SONGS, including increased fees for ratepayers. He noted that there has been sufficient electric power available to meet the area needs

ITEM 6.1

during the plant's closure. Mr. Muldow suggested that experts from both sides of the issue should address the Council so that they will have all the facts.

Verna Rollinger, Laguna Beach, urged the Council to request that the NRC address the license amendment process pertaining to SONGS. She expressed concern that the ratepayers will bear the costs associated with the generator failures and suggested that Council should ask the California Public Utilities Commission (CPUC) to address the issue. She distributed a copy of the resolution regarding SONGS that was adopted by the City of Laguna Beach.

Gary Headrick, co-founder of San Clemente Green, discussed his role in opposing the reopening of SONGS. He noted that he was contacted anonymously about the dangers associated with the replacement of the steam generators in 2010 and since then, there have been safety concerns raised by SONGS' employees as well as an FBI investigation. He feels that there are doubts as to the credibility of SCE.

Marilyn Ditty, Executive Director of Age Well Senior Services, stated that she has been involved with the NRC and SONGS for many years pertaining to safety issues, particularly its effects to the elderly community. She is confident of SCE's due diligence and that the NRC has the ability to regulate SONGS. She would like to provide SCE the opportunity to go through their proposed testing process.

Frank Wasco, SCE Regional Manager, addressed some of the issues raised by prior speakers, emphasizing SCE's commitment to safety and the oversight role of the NRC. He referenced a recent (after Fukushima) NRC assessment of nuclear plants in the United States that reaffirmed the safety and appropriateness of SONGS's 10-mile evacuation zone. He noted that Laguna Woods is not in the evacuation zone, but is in the 20-mile public education zone. He discussed SCE's 2008 filing for two license amendments, which were publicly noticed and unopposed and subsequently approved by the NRC. He also discussed the review process that would address any cost recovery to ratepayers.

An unidentified woman noted that, in her opinion, SCE cannot protect the community from the dangers of SONGS in the event of an earthquake or tsunami.

Shari Horne, resident, discussed SCE's poor safety record and the FBI's investigation of the facility. She stated her concern that SCE had taken adequate corrective action and SONGS continue to pose a danger to the community.

Bert Baum, resident, spoke in opposition to reopening SONGS. He noted that discussion is required with experts to see if the reopening of SONGS is safe.

Janice Berston, resident, stated that since the first hearing regarding SONGS, SCE has emphasized on safety, but she was surprised how quickly they proposed to reopen.

Irv Snyder, resident and member of the Laguna Woods Village Disaster Task Force, discussed his concern that the community is within the vicinity of danger, regardless of NRC's suggested 20-mile public educational radius. He noted that he supports keeping SONGS closed and that he believes there is no energy shortage problem.

There being no further requests to speak, the public hearing was closed.

Councilmember Hack provided his perspective on the issue and discussed the problems associated with finding alternative clean energy. He acknowledged that the topic is a serious issue; however, closing the nuclear plant will not address the storage issues of spent fuel. He stated his belief that the NRC will determine how best address the process of testing SONGS before allowing it to reopen.

Councilmember Rhodes noted that, in his opinion, the issue is whether the NRC can accurately determine that safe power can be achieved by SONGS. He does not believe that it is unreasonable for the public to request an unbiased engineering evaluation of SONGS, provide open hearings on the issue, and reassurance ratepayers that they will not be burdened with the cost associated with SONGS.

Mayor Pro Tem Ring stated that he is not an expert on the issue and that the concerns of the public whether or not the NRC is doing its job can be better addressed in a court of law. He discussed the various information he is aware of pertaining to this issue. He noted that he feels that neither SCE nor its opponents are willing to listen to each other.

Councilmember Robbins noted that he believes it is up to the NRC to regulate nuclear energy issues.

Mayor Conners acknowledged that the public is requesting assurances about the safety of SONGS, but that she does not believe that nuclear energy can be hazard-free. She discussed the possible shortage of electricity and the rising costs associated with the closure of SONGS. She noted that the issues at SONGS require technical solutions; and she does not feel comfortable directing the NRC how to perform its duties. She encouraged the public to stay involved on the issue and continue to voice their opinions.

Moved by Councilmember Rhodes that staff be directed to prepare a letter to the NRC encouraging them to 1) continue their investigation, 2) provide assurances to the public that required safety requirements are met and 3) schedule public hearings to keep the public informed.

City Attorney Cosgrove suggested that the motion and direction to staff needed to be clarified.

City Manager Keane asked if it was Councilman Rhodes intention that staff draft a letter and return to the Council for action in January.

Councilmember Rhodes agreed that was his intent.

The motion died for lack of a second.

Mayor Conners announced a two-minute recess.

The City Council reconvened at 3:57 p.m.

IX. CITY MANAGER**9.1 City Hall Low Impact Development Retrofit Project**

City Manager Keane noted that the City Council has discussed the need to make the second floor attic a more usable space for several years. The proposed retrofit project will support this goal as well as address a number of water quality/urban run-off objectives.

Public Safety Director Macon summarized the agenda report and noted that the project seeks to minimize the impact to development on the natural environment by providing a variety of environmental and facility-related enhancements to City Hall.

Councilmember Hack stated that he is pleased about the potential project, which would create an additional 2,200 square feet of usable space in City Hall.

Councilmember Rhodes asked about the status of the budgeted generator and if it will be installed before this project.

City Manager Keane stated that the generator project is combined with the trash enclosure project; construction on this project is scheduled to begin in April-May 2013.

Moved by Mayor Pro Tem Ring, seconded by Councilmember Hack, and approved unanimously to:

- A. Authorized the City Manager to execute a Proposition 84 Stormwater Grant Program Agreement with the State Water Resources Control Board for the City Hall Low Impact Development Retrofit Project, subject to approval as to form by the City Attorney.
- B. Allocate \$344,903 from the City's unallocated General Fund balance to provide matching and other funds for the City Hall Low Impact Development Retrofit Project.
- C. Allocate \$359,578 from the City's unallocated General Fund balance for additional capital improvements related to the use of the second story of City Hall.

X. COMMITTEE REPORTS

10.1 Transportation Corridor Agencies (Councilmember Hack)
Councilmember Hack reported that there was no meeting.

10.2 Orange County Library Board (Councilmember Robbins)
Councilmember Robbins reported that there was no meeting.

10.3 Orange County Fire Authority (Councilmember Rhodes)
Councilmember Rhodes reported that there was no meeting; however, he noted that a holiday celebration attended by board members and staff was well received.

- 10.4 Southern California Water Committee (Councilmember Hack)
Councilmember Hack reported that there was no meeting.
- 10.5 Coastal Greenbelt Authority (Mayor Conners)
Mayor Conners reported that there was no meeting.
- 10.6 Laguna Canyon Foundation (Councilmember Rhodes)
Councilmember Rhodes reported that there was no meeting.
- 10.7 Vector Control District Board (Councilmember Robbins)
Councilmember Robbins reported that four more cases of West Nile Virus (WNV) were reported in Orange County, but none were from the immediate area. A total of 44 cases of WNV have been reported in Orange County in 2012, including cases in Lake Forest (1), Irvine (1), Laguna Niguel (1) and Tustin (4). He encouraged residents to avoid standing water outdoors, which serves as a breeding ground for mosquitoes that transmit the disease.

Mayor Conners noted that there was a report of one death of an elderly person in Tustin related to the WNV. She noted that this is a serious health hazard and urged residents to take precautions.

XI. PUBLIC COMMENTS

David Russell Ohrn, resident, commended the Council for their public service – especially outgoing Councilmember Rhodes. He congratulated the newly elected Councilmembers and stated that he is confident that they will do a fine job.

James Juhan, representative from the Community Civic Association, presented a certificate of commendation and carnations to the City and its staff for the services provided to residents of Laguna Woods.

Ruth May, resident, asked for clarification when the public is allowed for public comments on the agenda items.

Mayor Conners stated that the public may speak on public hearing issues by completing and submitting a Request to Speak form and should include the agenda item.

City Manager Keane clarified that the public may request to speak on any issue that is listed on the agenda.

Ms. May asked for clarification to the picture depicted for Item 9.1 that shows a square structure on the rooftop of City Hall. She asked if the proposed garden could be placed on the existing area.

Public Safety Director Macon clarified that the square structure would be the area raised as part of that project and that the garden would be placed on top of the new roof.

Mayor Connors asked if the garden would cover the entire roof.

Public Safety Director Macon clarified that only a portion of the roof would house the garden and that the air conditioning unit and other utilities would take up portions of the new roof.

City Manager Keane noted that the antennas and bees are also located on the roof.

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

12.1 Reports on Meetings Attended per Government Code §53232.3

- A. Mobility 21's 11th Annual Southern California Transportation Summit, September 28, 2012: Councilmember Hack

Councilmember Hack stated that the topic of discussion was the future of transportation in Orange County.

- B. Water Advisory Committee of Orange County (WACO) monthly meeting, October 5, 2012 and December 14, 2012: Councilmember Hack

Councilmember Hack reported that the Committee discussed concerns about storing water and the problems associated with that.

- C. U.S. Nuclear Regulatory Commission (NRC) Meeting regarding San Onofre Nuclear Plant, October 9, 2012: Councilmember Hack

Councilmember Hack reported that hostility was the only outcome from the meeting, as two opposite groups debated whether to keep the plant open or shut.

- D. City Selection Committee, November 15, 2012: Mayor Pro Tem Ring
Mayor Pro Tem Ring reported that as a result of the November municipal election, various positions became vacant. The Orange County Transportation Authority had the largest number of vacancies; appointments were made at the meeting.

12.2 Other Meetings, Comments and Announcements

Mayor Connors reported on a Orange County Waste Management Commission meeting she attended. She discussed the waste and recycling process at the Olinda Landfill, which converts waste into natural gas that is used to power nearly 2,200 homes. She encouraged the public to visit the Discovery Science Center in Santa Ana to explore their eco-challenge exhibit. She also announced that the Commission has provided the City with plastic buckets that can be used by residents to store used batteries. Residents may come into City Hall and pick up a bucket, at no charge, and return it once it is filled for proper disposal.

XIII. CITY COUNCIL REORGANIZATION

13.1 City Council Election

City Manager Keane summarized the agenda report and noted that the City has consistently had a high mail-in vote throughout the years.

Moved by Councilmember Robbins, seconded by Mayor Pro Tem Ring, and approved unanimously to:

- A. Approved **Resolution No. 12-24** declaring the results of the November 6, 2012 municipal election, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RECITING THE FACTS OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 6, 2012 AND DECLARING THE RESULT AND SUCH OTHER MATTERS AS PROVIDED BY LAW

- B. Present a certificate of commendation to outgoing Councilmember Rhodes.

Mayor Conners stated that Councilmember Rhodes has always shown remarkable personal courage for what he believes in and advocates for the residents. She is impressed by the numerous meetings, which he has attended.

Councilmember Robbins thanked Councilmember Rhodes for his service to the City and stated that he has a great deal of respect for how he has put forth his ideas and accomplished them.

Mayor Pro Tem Ring stated that Councilmember Rhodes has always put his heart into all his issues, as can be seen with his work on the Laguna Canyon Foundation. He wished Councilman Rhodes the best of luck and good health.

Councilmember Hack acknowledged that he and Councilmember Rhodes have been known to disagree on issues; however, he never has questioned Councilmember Rhodes' sincerity. He looks forward to seeing him continue his active involvement in the community.

Councilmember Rhodes thanked the Council and staff and stated that the Council has made many admirable accomplishments.

Newly elected Councilmember Hatch noted that in addition to the many accolades already mentioned, Councilmember Rhodes always had an upbeat attitude and is gracious to all. He thanked Councilmember Rhodes for his service to the City.

- C. Present certificates of election and administer oaths of office to Councilmembers Conners, Robbins, and Hatch.

Mayor Conners congratulated Councilmember Hatch on the election and stated that she looks forward to working with him.

Councilmember Hatch stated that he looks forward to working with the Council and stated that his role is to ensure that residents are protected, comfortable, and enjoy their environs.

13.2 City Council Reorganization – Office of Mayor

Mayor Conners stated that meeting so many residents during her term was an opportunity she really enjoyed. She thanked the Council for their support and assistance in accomplishing numerous projects within the past year. She thanked staff for their tireless and dedicated service to the City, noting Code Enforcement Officer Sandy Verrall and Administrative Coordinator Roz Fox who will soon be retiring. She looks forward to the next four years to serving the community.

Moved by Councilmember Robbins, and voted by acclamation to appoint Mayor Pro Tem Ring as Mayor to serve for the period December 2012 to December 2013.

Mayor Ring thanked staff and the Councilmembers for making it a successful City. He acknowledged Code Enforcement Officer Sandy Verrall and Administrative Coordinator Roz Fox for their dedicated service to the City and congratulated them on their upcoming retirements. He briefly discussed various pending and anticipated projects, and noted that he looks forward to working with the Council in completing those projects.

13.3 City Council Reorganization – Office of Mayor Pro Tem

Moved by Councilmember Hack, and voted by acclamation to appoint Councilmember Robbins as Mayor Pro Tem for the period December 2012 to December 2013.

13.4 City Council Regional Appointments

Moved by Councilmember Hack, seconded by Councilmember Hatch, and carried unanimously to:

A. Approved two-year Councilmember appointments to: the San Joaquin Corridor Authority Board, the Coastal Greenbelt Authority Board, California Joint Powers Insurance Authority Board, Southern California Water Committee and South Orange County Watershed Management Executive Committee

B. Approved **Resolution No. 12-25** designating a director and alternate to the Orange County Fire Authority Board of Directors, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE AND ALTERNATE TO THE ORANGE COUNTY FIRE AUTHORITY'S BOARD OF DIRECTORS

- C. Approved **Resolution No. 12-26** designating a trustee to the Orange County Vector Control District Board of Trustees, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DESIGNATING AND APPOINTING ITS REPRESENTATIVE TO THE ORANGE COUNTY VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

XIV. CLOSED SESSION

- 14.1 The City Council met in closed session to confer with legal counsel, pursuant to Government Code Section 54956.8, to give direction with respect to the acquisition of real property:

Location: Along the east and west sides of Moulton Parkway in the vicinity of Santa aria Avenue
City Negotiator: Leslie A. Keane
Negotiating Party: Golden Rain Foundation
Under Negotiation: Instructions to negotiator regarding terms

- 14.2 The City Council met in closed session to confer with legal counsel regarding one matter of potential litigation, pursuant to the provisions of Government Code Section 54956.9(c).

The City Council reconvened in open session at 6:50 p.m. City Attorney Cosgrove advised that there was no reportable action.

XV. ADJOURNMENT

The meeting was adjourned at 6:50 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday January 16, 2013 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: January 16, 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
December 31, 2012

CASH ON HAND

1. Investments/General Fund

Local Agency Investment Fund	\$ 6,511,077
Subtotal	\$ 6,511,077

2. Investments/Transportation Fund

Local Agency Investment Fund	\$ 726,314
Subtotal	\$ 726,314

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

Petty Cash Funds	\$ 433
Analyzed Checking Account	\$ 361,639
Subtotal	\$ 362,072

TOTAL	\$ 7,599,463
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Note: LAIF reports interest earnings quarterly.

6.4 WARRANT REGISTER

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 16, 2013

Check Number	Check Date	Vendor Name	Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	12/20/2012	ADP PAYROLL SERVICES	Pay Period Ended 12/14/2012	31,664.96
Debit	12/20/2012	ICMA RETIREMENT CORPORATION	Pay Period Ended 12/14/2012	1,679.43
Debit	12/20/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 12/14/2012	124.05
Debit	01/03/2013	ADP PAYROLL SERVICES	Pay Period Ended 12/28/2012	30,480.78
Debit	01/03/2013	ICMA RETIREMENT CORPORATION	Pay Period Ended 12/28/2012	1,679.43
Debit	01/03/2013	ADP PAYROLL SERVICES	Processing Charges/Payroll 12/28/2012	120.14
<i>Other</i>				
112792	12/19/2012	AFLAC	Employee Benefit Program/January 2013	310.80
112793	12/19/2012	AT&T	Telephone/581-3974/November 2012	78.30
112794	12/19/2012	AT&T	Telephone/583-1105/November 2012	15.98
112795	12/19/2012	BALLIET, MICHAEL	Waste Consulting/November 2012	2,167.50
112796	12/19/2012	ROBERT BURNETT	Phone/Mileage Reimbursement/November 2012	174.30
112797	12/19/2012	CAA	Water Quality Consulting/November 2012	1,239.00
112798	12/19/2012	CALIFORNIA YELLOW CAB	Taxi Voucher Services/November 2012	15,185.00
112799	12/19/2012	CIVIL SOURCE	CDBG Project/City Hall Storm Drain	7,856.58
112800	12/19/2012	CIVIL SOURCE	Professional Services/October 2012	55,596.85
112801	12/19/2012	CNA	Employee Benefit Program/January-March 2013	518.16
112802	12/19/2012	CNA	Employee Benefit Program/January-March 2013	410.36
112803	12/19/2012	COASTLINE CONSTRUCTION	Waste Diversion Deposit Refund/BP 33447C	900.00
112804	12/19/2012	DAVID EVANS & ASSOCIATES INC.	Traffic Mitigation/Moulton Pky Phase 2/Nov. 2012	55.50
112805	12/19/2012	DICKINSON ELECTRIC	Building Maintenance	110.00
112806	12/19/2012	JAMES JEON	Waste Diversion Deposit Refund/BP 31881C	1,150.00
112807	12/19/2012	JOBS AVAILABLE	Employment Ad/Deputy Clerk	280.00
112808	12/19/2012	PAUL KIM	Waste Diversion Deposit Refund/BP 34243B	250.00
112809	12/19/2012	KONICA MINOLTA	Copier Lease/December 2012	482.72
112810	12/19/2012	LYNN CAPOUYA	El Toro/Aliso Creek Project	1,161.30

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 16, 2013

Check Number	Check Date	Vendor Name	Description	Amount
112811	12/19/2012	MACADEE ELECTRICAL CONST.	Pedestrian Button Install	8,721.00
112812	12/19/2012	MONIQUE MARTENS	Taxi Voucher Refund	34.00
112813	12/19/2012	HELVIA D MILLER	Waste Diversion Deposit Refund/BP 34187C	250.00
112814	12/19/2012	MYKATON CONSTRUCTION	Waste Diversion Deposit Refund/BP 33408C	250.00
112815	12/19/2012	NIEVES LANDSCAPE, INC.	Landscape Maintenance	11,596.41
112816	12/19/2012	TERESE S. OLIVER	Attorney Services/Redlight/November 2012	2,002.50
112817	12/19/2012	ORANGE COUNTY TREASURER-SHERIFF	Communication Charge/2nd Quarter FY 2012-13	221.00
112818	12/19/2012	REFLEX TRAFFIC SYSTEMS	Redlight Camera/November 2012	7,500.00
112819	12/19/2012	REILLY, DOUGLAS C.	Employee Benefit Program/December 2012	109.49
112820	12/19/2012	RMA GROUP	City Hall Accountability Project	913.50
112821	12/19/2012	SOUTHERN CA EDISON COMPANY	EI Toro/Aliso Creek Project/Streetlights	6,868.39
112822	12/19/2012	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/November 2012	361.60
112823	12/19/2012	ESTHER SULLIVAN	Taxi Voucher Refund	40.00
112824	12/19/2012	SYNOPTTEK	IT Services/January 2013	1,215.00
112825	12/19/2012	VMI, INC	Council Chamber Projector	1,000.00
112826	12/19/2012	WAGE WORKS	Benefit Program Fees/December 2012	50.00
112827	12/19/2012	WARE DISPOSAL	Waste Collection/Sharps/December 2012	34.14
112828	12/19/2012	WM CURBSIDE, LLC	Waste Collection/November 2012	4,029.70
112829	12/19/2012	YAKAR	EI Toro/Aliso Creek Project	75,183.00
112830	12/21/2012	AT&T	Telephone/458-3487/December 2012	32.59
112831	12/21/2012	CALPERS - HEALTH	Employee Benefit Program/January 2013	3,641.87
112832	12/21/2012	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 12/14/12	5,623.53
112833	12/21/2012	CALPERS - 457 PLAN	CalPers 457 Plan/December 2012	3,569.26
112834	12/21/2012	EL TORO WATER DISTRICT	City Hall Utilities/December 2012	28.00
112835	12/21/2012	EL TORO WATER DISTRICT	City Hall Utilities/December 2012	101.33
112836	12/21/2012	PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/January 2013	452.30
112837	12/21/2012	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/December 2012	100.45
112838	12/21/2012	VANTAGEPOINT TRANSFER AGT-457	457 Plan Contributions/December 2012	4,920.19
112839	12/27/2012	ASTRA BUILDERS INC.	GF City Hall Project Progress Payment #3A	13,864.06

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 16, 2013

Check Number	Check Date	Vendor Name	Description	Amount
112840	12/27/2012	ASTRA BUILDERS INC.	CDBG Capital Project Progress Pay #3	100,358.39
112841	12/27/2012	ASTRA BUILDERS INC.	GF Capital Project Payment #3	17,684.33
112842	01/03/2013	AT&T	Telephone/452-0600/December 2012	289.80
112843	01/03/2013	AT&T	Telephone/639-0500/December 2012	194.02
112844	01/03/2013	AT&T	Telephone/770-9359/December 2012	16.23
112845	01/03/2013	ATLAS HOME DESIGN	Waste Diversion Deposit Refund/BP 34249B	250.00
112846	01/03/2013	THE BEE DETECTIVE	Bee Abatement/Traffic Pole	150.00
112847	01/03/2013	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 12/28/12	5,623.53
112848	01/03/2013	CAPTIONING UNLIMITED	Closed Captioning Council Meeting/December 2012	300.00
112849	01/03/2013	RICHARD J. HEINZ	Waste Diversion Deposit Refund/BP 33648C	250.00
112850	01/03/2013	HOGLE-IRELAND	Planning Services/September-November 2012	30,430.00
112851	01/03/2013	JONES, ERNESTINE	Employee Benefit Program/December 2012	962.20
112852	01/03/2013	KEANE, LESLIE A.	Employee Benefit Program/December 2012	859.08
112853	01/03/2013	LAKE FOREST FLORAL DESIGN	Veteran's Day Arrangement	183.18
112854	01/03/2013	MANAGED HEALTH NETWORK	Employee Benefit Program/January 2013	22.23
112855	01/03/2013	MYKATON CONSTRUCTION	Waste Diversion Deposit Refund/BP 34165C	250.00
112856	01/03/2013	OC LOCAL HONEY	Beekeeping Services/October-November 2012	200.00
112857	01/03/2013	OFFICE DEPOT	Office Supplies	8.47
112858	01/03/2013	OFFICEMAX INC	Office Supplies/Paper	262.54
112859	01/03/2013	ORKIN	Pest Control/January 2013	84.49
112860	01/03/2013	RUTAN & TUCKER, LLP	Attorney Services/August-November 2012	20,999.27
112861	01/03/2013	SCOTT FAZEKAS & ASSOCIATES	Plan Check Services/November 2012	1,250.00
112862	01/03/2013	SONITROL	Alarm Monitoring/January 2013	58.91
112863	01/03/2013	SOUTHERN CALIFORNIA EDISON	City Hall Utilities/December 2012	854.90
112864	01/03/2013	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controllers/December 2012	864.09
112865	01/03/2013	SOUTHERN CALIFORNIA EDISON	Ridge Route Park/December 2012	45.28
112866	01/03/2013	SOUTHERN CALIFORNIA EDISON	City Centre Park/December 2012	24.18
112867	01/03/2013	SOUTHERN CALIFORNIA EDISON	Residential Streetlights/United/December 2012	1,797.81
112868	01/03/2013	VERRALL, SANDRA	Cell Phone/Mileage Reimbursement/December 2012	136.41

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 16, 2013

Check Number	Check Date	Vendor Name	Description	Amount
112869	01/03/2013	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/January 2013	199.14
112870	01/04/2013	CALPERS 457 PLAN	457 Retirement Plan/Pay Period Ending 12/28/12	600.00
112871	01/04/2013	VANTAGEPOINT TRANSFER AGT-457	457 Retirement Plan/ICMA/Period Ending 12/28/12	1,696.15
112872	01/09/2013	BON APPETIT	Advisory Committee Luncheon	474.10
112873	01/09/2013	CA CHAMBER OF COMMERCE	Annual Employee Pamphlets	111.83
112874	01/09/2013	COPYFORCE	Printing/Taxi Buck Books	1,718.61
112875	01/09/2013	DELTA DENTAL OF CALIFORNIA	Employee Benefit Program/January 2013	633.98
112876	01/09/2013	DEPARTMENT OF CONSERVATION	Quarterly SMIP Report/December 2012	208.52
112877	01/09/2013	ICC ORANGE EMPIRE CHAPTER	Training/Accessibility/Gates, Burnett	110.00
112878	01/09/2013	KEANE, LESLIE A.	Auto Allowance/January 2013	450.00
112879	01/09/2013	MAW'N PAW KETTLECORN	Community Event/Movie Matinee/January 2013	60.00
112880	01/09/2013	SOUTH COAST TROPHY & ENGRAVING	Mayor Plaques	39.16
112881	01/09/2013	VERRALL, SANDRA	Leave Payout/Retirement/December 2012	1,279.90
112882	01/09/2013	CALIFORNIA BLDG STANDARDS COMM.	Building Permit Fee Assessment/December 2012	647.46
Total Prepaid Warrants				499,042.64
REGULAR WARRANTS:				
112883	01/09/2013	ELIZABETH ANSLEY	Taxi Voucher Refund	55.00
112884	01/09/2013	BANK OF AMERICA - CC	Credit Card Charges/December 2012	220.96
112885	01/09/2013	CALIFORNIA YELLOW CAB	NEMT/December 2012	3,641.00
112886	01/09/2013	CIVIL SOURCE	Engineering Services/December 2012	1,050.00
112887	01/09/2013	CYNTHIA CONNERS	January 2013 Compensation	300.00
112888	01/09/2013	EL TORO WATER DISTRICT	Irrigation/December 2012	5,006.22
112889	01/09/2013	GARY GATES	Employee Benefit Program/December 2012	285.75
112890	01/09/2013	GHLSMS, LLC	Waste Diversion Deposit Refund/BP 33576C	250.00
112891	01/09/2013	GREAT CLEANING SERVICE	Janitorial Services/December 2012	871.80
112892	01/09/2013	HACK, BERT	January 2013 Compensation	300.00
112893	01/09/2013	NOEL HATCH	January 2013 Compensation	300.00

CITY OF LAGUNA WOODS
WARRANT REGISTER
January 16, 2013

Check Number	Check Date	Vendor Name	Description	Amount
112894	01/09/2013	TERESE S OLIVER	Attorney Services/Redlight Camera/December 2012	4,168.70
112895	01/09/2013	ORANGE COUNTY TREASURER-SHERIF	Sheriff Services/December 2012	110,992.00
112896	01/09/2013	PEAK LIGHTING & ELECTRIC, INC	Streetlight Maintenance/December 2012	704.52
112897	01/09/2013	PETTY CASH	Petty Cash Replenish	660.39
112898	01/09/2013	REFLEX TRAFFIC SYSTEMS	Redlight Camera/December 2012	7,500.00
112899	01/09/2013	RING, ROBERT	January 2013 Compensation	300.00
112900	01/09/2013	ROBBINS, MILTON	January 2013 Compensation	300.00
112901	01/09/2013	SOUTHERN CALIFORNIA WATER	Quarterly Meeting/Hack/January 2013	70.00
112902	01/09/2013	RIAZ ZABOORI	Waste Diversion Deposit Refund/BP 33850C	250.00
Total Regular Warrants				137,226.34
Total Register				636,268.98

December Credit Card Statement Detail

Debit	OC REGISTER	Newspaper Delivery	43.10
Debit	NORCO	Delivery Service	13.62
Debit	PIZZA AMORE	Annual Volunteer Appreciation Luncheon	97.94
Debit	JERSEY MIKE'S	Greening Committee Lunch	66.30

CITY OF LAGUNA WOODS
PETTY CASH RECONCILIATION
December 31, 2012

Date	Vendor Name	Description	Amount
	Beginning Balance		1,000.00
7/1/2012	U.S. POSTAL SERVICE	Certified Mail/CDBG Amendment	5.90
7/1/2012	U.S. POSTAL SERVICE	Postage	1.10
7/11/2012	OFFICEMAX	Smoke Alarm Program Supplies	31.25
7/25/2012	APPLE STORE	PEG Equipment	17.24
7/31/2012	OFFICEMAX	Election Supplies	5.15
8/3/2012	U.S. POSTAL SERVICE	Postage	5.90
8/8/2012	VONS	Smoke Alarm Program Supplies/Water	4.54
8/9/2012	THE HOME DEPOT	Smoke Alarm Program Supplies/Drywall items	16.75
8/17/2012	U.S. POSTAL SERVICE	Postage	6.80
8/22/2012	THE HOME DEPOT	Smoke Alarm Program Supplies	2.54
8/27/2012	OC CLERK RECORDER	Project Filing Fee CP 814	50.00
8/27/2012	OFFICEMAX	Supplies/Mailing/GP 805	58.93
9/1/2012	OFFICEMAX	Supplies/ink	5.16
9/1/2012	COUNTY OF ORANGE	Civic Center Parking	7.50
9/12/2012	CSMFO/CMTA	CSMFO/CMTA Meeting	35.00
9/14/2012	VONS	Community Event/Clean up Day Supplies	13.22
9/14/2012	KELLY PAPER	Community Event/Clean up Day Supplies	23.33
9/24/2012	VONS	Candidate Forum Supplies	38.95
10/4/2012	THE HOME DEPOT	Smoke Alarm Supplies	6.97
10/4/2012	AMPCO SYSTEM PARKING	Parking/ I-5 Widening meeting	6.25
10/30/2012	U.S. POSTAL SERVICE	Postage/CDBG Invoice	5.30
11/1/2012	AMPCO SYSTEM PARKING	Caltrans Meeting	10.00
11/7/2012	OFFICEMAX	RACES ID Laminates	1.19
11/15/2012	BEST BUY	Charger Replacement	26.92
11/19/2012	U.S. POSTAL SERVICE	Postage/CDBG invoices	5.30
11/20/2012	THE HOME DEPOT	Light Bulbs	13.98
11/26/2012	CMTA	CSMFO/CMTA Meeting	35.00
11/27/2012	HILTON COSTA MESA PARKING	City Selection Committee Parking	5.00
11/27/2012	THE HOME DEPOT	Building Maintenance/Light Bulbs	13.98
11/28/2012	SMART & FINAL	Volunteers Luncheon	47.55
11/30/2012	SMART & FINAL	Community Event/Volunteer Lunch	10.72

CITY OF LAGUNA WOODS
 PETTY CASH RECONCILIATION
 December 31, 2012

Date	Vendor Name	Description	Amount
12/3/2012	CSMFO/CMTA	CSMFO/CMTA Meeting	35.00
12/6/2012	AMPCO SYSTEM PARKING	I5 Widening Meeting Parking	15.00
12/6/2012	THE HOME DEPOT	Building Maintenance	15.40
12/7/2012	U.S. POSTAL SERVICE	Postage/Uhrik	5.75
12/10/2012	U.S. POSTAL SERVICE	Postage/Agreements	28.83
12/17/2012	U.S. POSTAL SERVICE	Postage/Public Records Request	5.15
12/19/2012	VONS	Community Event/Council Meeting	22.99
12/20/2012	U.S. POSTAL SERVICE	Postage/CA Emergency Mgmt. Agency	8.05
12/21/2012	U.S. POSTAL SERVICE	Postage/Agreements	6.80

Amount Needed to Replenish Petty Cash

660.39

6.5
PROPOSITION 84 AGREEMENT WITH THE
STATE OF CALIFORNIA

RESOLUTION NO. 13-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING ENTERING INTO AN AGREEMENT WITH THE STATE OF CALIFORNIA AND DESIGNATING A REPRESENTATIVE TO SIGN THE AGREEMENT, AND ANY AMENDMENTS THERETO, FOR THE CITY HALL LOW IMPACT DEVELOPMENT RETROFIT PROJECT

WHEREAS, the State of California has recommended that the City of Laguna Woods be awarded a Proposition 84 Stormwater Program Grant for the City Hall Low Impact Development Retrofit Project; and

WHEREAS, the City Council desires to enter into an Agreement with the State of California for the City Hall Low Impact Development Retrofit Project.

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 Manager is hereby authorized to enter into an Agreement with the State of California on behalf of the City of Laguna Woods for the City Hall Low Impact Development Project, including signing the Agreement and any amendments thereto, subject to approval as to form by the City Attorney.

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

PASSED, APPROVED AND ADOPTED ON this ____ day of _____ 2013.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

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

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

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:

YOLIE TRIPPY, Deputy City Clerk

6.6 DISASTER RECOVERY INITIATIVE PLANNING ACTIVITIES

RESOLUTION NO. 13-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REQUESTING A MODIFICATION OF THE PLANNING ACTIVITIES FUNDED BY THE CITY'S 2008 DISASTER RECOVERY INITIATIVE AGREEMENT WITH THE STATE OF CALIFORNIA

WHEREAS, in 2011 the City of Laguna Woods received a grant of \$250,000 from the State of California's Community Development Block Grant Program, 2008 Disaster Recovery Initiative; and

WHEREAS, the City Council is able to request modifications of the planning activities funded by the City's 2008 Disaster Recovery Initiative Agreement; and

WHEREAS, the City Council recently adopted a Local Hazard Mitigation Plan to form the foundation for the City's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage; and

WHEREAS, the Local Hazard Mitigation Plan identifies wildfires and urban conflagrations; energy shortages; public health crises; floods and storms; extreme heat; and, water shortages as among the local hazards that can affect the City; and

WHEREAS, the State of California's 2009 Climate Adaptation Strategy states that "communities with General Plans and Local Coastal Plans should begin, when possible, to amend their plans to assess climate change impacts, identify areas most vulnerable to these impacts, and develop reasonable and rational risk reduction strategies using the [Climate Adaptation Strategy] as guidance"; and

WHEREAS, the California Emergency Management Agency and California Natural Resources Agency have developed an Adaptation Planning Guide that seeks to reduce the impacts of climate change on a local scale in order to provide environmental and other public benefits, including increased public safety, reduced greenhouse gas emissions, and greater economic stability; and

WHEREAS, the development of a Climate Adaptation Plan would complement the Local Hazard Mitigation Plan; inform future updates of the General Plan; and, aid in the effectiveness and impact of public safety and environmental programs.

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 that the State of California modify the planning activities funded by the City's 2008 Disaster Recovery Initiative Agreement to replace the development of an interoperable, wireless communication system plan for wildland-urban interface area shelter locations with the development of a Climate Adaptation Plan.

SECTION 2. The City Manager or designee is hereby authorized and directed to execute any documentation necessary to effectuate this modification of the City's 2008 Disaster Recovery Initiative Agreement and implement grant projects.

SECTION 3. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED ON this ____ day of _____ 2013.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

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

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

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:

YOLIE TRIPPY, Deputy City Clerk

6.7

**EL TORO ROAD/MOULTON PARKWAY AND
RIDGE ROUTE LINEAR PARK LANDSCAPE
IMPROVEMENTS (NO REPORT)**

8.1 ADVISORY COMMITTEE APPOINTMENTS

City of Laguna Woods Agenda Report

DATE: January 16, 2013 City Council Meeting

TO: Honorable Mayor and Councilmembers

FROM: Leslie A. Keane, City Manager 

AGENDA ITEM: City Council Advisory Committee Appointments

Recommendation

Approve Councilmember nominations and Committee Chair appointments to the Land Use/Design Review, Public Safety and Community Services Committees.

Background

Appointees to the City's Council advisory committees serve two-year terms which expire in December of even years.

Each Councilmember may nominate two members to each committee, subject to ratification by the Council as a whole. Committee chairs are appointed by the Council as a whole and are generally senior members of each committee.

The attached list represents Councilmember nomination to committees and staff recommendations for committee chairs.

Attachment: Nomination List

CITIZEN ADVISORY COMMITTEE NOMINATIONS**Committee/Appointer Nominee****Communtiy Services**

Recommended for Chair:	Bobbie Oaks
Hack	Joan Coles
Hack	Barbara Leeper
Ring	Mel Gorman
Ring	Loretta Shepard
Conners	Mimi Singer
Conners	Randi Unger
Robbins	Cecile Unatin
Robbins	Marion Levine
Hatch	Ros Rhodes
Hatch	Beverly Portlock

Land Use and Design Review

Recommended for Chair:	Lynn Hamm
Hack	Bevan Strom
Hack	Ron Holman
Ring	Al Preli
Ring	Michelle Lindstrom
Conners	Marilyn Glick
Conners	Dobbin Lo
Robbins	Mark Schneider
Robbins	Judy Malone
Hatch	Ira Joss
Hatch	Bob Hatch

Public Safety

Recommended for Chair:	Mark Monin
Hack	Dick Whitehead
Hack	Sandy Verrall
Ring	Mara Hodgkins
Ring	Hal Horne
Conners	Irwin Chosdash
Conners	David Ohrn
Robbins	Doug Rook
Robbins	Kathleen Mathews
Hatch	Jim Brauer
Hatch	Vern Watkins

8.2 COUNCILMEMBER COMPENSATION

**City of Laguna Woods
Agenda Report**

FOR: January 16, 2013 City Council Meeting

TO: Honorable Mayor and Councilmembers

FROM: Leslie A. Keane, City Manager 

Agenda Item: Councilmember Compensation

Recommendation:

Approve introduction and first reading of an ordinance clarifying councilmember compensation, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF LAGUNA WOODS, CALIFORNIA, AMENDING
MUNICIPAL CODE SECTION 2.02.010, TO ALLOW FOR
AN ALTERNATIVE VEHICLE REIMBURSEMENT
ALLOWANCE FOR CITY COUNCILMEMBERS

Background

In 1999, at its first meeting, the City Council adopted Ordinance No. 99-07 establishing City Councilmember compensation in accordance with Government Code Section 36516. Councilmembers receive \$300 per month, which has been interpreted since enactment as an expense allowance rather than a salary. Councilmembers are also eligible for certain reimbursements for expenses incurred while conducting City business. Councilmembers have raised the issue about whether or not the \$300 is actually salary and, if not, what impact should it have on their request for expense reimbursement.

Discussion

Government Code Section 36516 establishes maximum salary for councilmembers in general law cities and a process for increasing this amount. There has been no increase in the amount since the City's

incorporation. Once authorized by a city council (by ordinance), individual councilmembers can choose to accept or not accept a salary.

If councilmembers receive an actual salary, it must be processed through the City's payroll system which involves the deduction of certain payroll taxes and the payment of certain taxes by the City in accordance with the Federal Contributions Act (FICA) to cover Social Security, Medicare and disability insurance. The current FICA contribution amount is 7.65% from each the employee and the City.

In addition to salary, the City may provide councilmembers with certain flat monthly expense reimbursements, the most common of which is an automobile allowance. Expense reimbursements are not considered salary and are not a party of the payroll system.

Currently, the monthly councilmember stipend is treated as an expense reimbursement, but there are no clear guidelines as to what the types of expense it is intended to cover. In order to provide clarification, staff is proposing an ordinance which would allow councilmembers annually to chose either a \$300/month salary or a \$300/month automobile allowance.

If salary is chosen, appropriate payroll deductions would be made and payments would be processed through the City's payroll system on the second pay period of the month. For example, paychecks for the second pay period in January (January 12th – 25th) will be available January 31st. A W-2 form would be issued at the end of the calendar year. Councilmembers receiving a salary would also be able to file a mileage reimbursement request for any travel on City business.

Councilmembers choosing an automobile allowance in lieu of salary would receive their allowance check immediately following the regular monthly council meeting – January 16th this month. There would be no deductions and the City would issue a form 1099 at the end of the calendar year. Since the automobile allowance is designed to cover travel on City business only within the County of Orange, councilmembers choosing this option would be able to file a mileage reimbursement request for any travel outside the county on City business.

Fiscal Impact

Adoption of the proposed ordinance would allow Councilmembers to choose salary or an automobile allowance. The additional cost to the City would be approximately \$365/year for each councilmember choosing salary.

Conclusion

The proposed ordinance clarifies existing policies for councilmember compensation and allows individual Councilmembers to choose either a monthly salary or expense reimbursement.

Attachment: Proposed Ordinance

ORDINANCE NO. 13-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTION 2.02.010, TO ALLOW FOR AN ALTERNATIVE VEHICLE REIMBURSEMENT ALLOWANCE FOR CITY COUNCILMEMBERS

WHEREAS: The current Laguna Woods Municipal Code, Section 2.02.010, allows for compensation for City Councilmembers in accordance with Government Code Section 36516, in the amount of \$300.00 per month;

WHEREAS: This compensation has been held at the same amount since 1999;

WHEREAS: Laguna Woods Municipal Code Section 2.02.020 also allows for Councilmembers to be reimbursed for actual and necessary expenses incurred in the performance of official duties, including travel expenses; and

WHEREAS: California Government Code Section 1223 permits that where reimbursements of travel expenses are authorized for a public agency's officers or employees, that agency may also provide a vehicle allowance; and

WHEREAS: The mechanism of a vehicle allowance has been previously recognized by law as an appropriate vehicle for compensating officials for having vehicles "standing by," whose duties require frequent trips in the performance of their public functions, and constitute an actual and necessary purpose in connection with such functions.; and

WHEREAS: The City Council wishes to provide for a vehicle allowance as an alternative to the monthly compensation traditionally available to City Councilmembers, but in an amount that will not increase the City's overall budget for Councilmember compensation.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Laguna Woods Municipal Code Section 2.02.010 is hereby amended to read as follows:

Section 2.02.010. Compensation for City Councilmembers.

In accordance with Government Code Section 36516 and Government Code Section 1223, each member of the City Council shall be entitled to a salary in an amount of \$300.00 per month. Such compensation shall be payable in the same manner as

salaries are paid to other officers and employees of the City. Alternatively, each member of the City Council may, in lieu of the \$300.00 per month compensation, accept a vehicle reimbursement allowance in the amount of \$300.00 per month.

SECTION 2. Laguna Woods Municipal Code Section 2.02.020 is hereby amended to read as follows:

SEC. 2.02.020. Expenses of Councilmembers

In accordance with Government Code Section 36514.5 an adopted City policy, and upon submission of an itemized account, any Councilmember may also be reimbursed for the actual and necessary expenses incurred in the performance of official duties. Notwithstanding the foregoing, any Councilmember who elects to receive a vehicle reimbursement allowance in lieu of compensation under Section 2.02.010 shall be ineligible for reimbursement of mileage expenses relating to the use of the Councilmember's personal vehicle within Orange County, incurred in the performance of official duties.

SECTION 3. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsection, subdivision, sentence, clause, phrase, or portions thereof be declared invalid or unconstitutional.

SECTION 4. The City Clerk shall certify to the adoption of this Ordinance and cause the same to be posted at the duly designated posting places within the City and published once within fifteen (15) days after passage and adoption as may be required by law; or, in the alternative, the City Clerk may cause to be published a summary of this Ordinance and post a certified copy of the text of this Ordinance in the Office of the City Clerk five (5) days prior to the date of adoption of this Ordinance, and within fifteen (15) days after adoption, the City Clerk shall cause to be published the aforementioned summary and shall post a certified copy of this Ordinance, together with the vote for and against the same, in the Office of the City Clerk.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2013.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

DAVID B. COSGROVE, City Attorney

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

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, California DO HEREBY CERTIFY that the foregoing Ordinance No. 13-XX was duly introduced and place upon its first reading at a Regular Meeting of the City Council on the _____ of _____, 2013, and that thereafter, said Ordinance was duly adopted and passed at a Regular Meeting of the City Council on the _____ day of _____, 2013 by the following vote to wit:

AYES:

NOES:

ABSENT:

YOLIE TRIPPY, Deputy City Clerk

9.1
FISCAL YEAR 2012-13 MID-YEAR BUDGET
REVIEW

City of Laguna Woods Agenda Report

FOR: January 16, 2013 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
Agenda Item: Fiscal Year 2012-13 Mid-Year Budget Review

Recommendation

A. Approve a resolution, amending Fiscal Year 2012-13 appropriations and authorized staff positions, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, AMENDING RESOLUTION
NO. 12-08 AND THE FISCAL YEAR 2012-2013 BUDGET

B. Approve a resolution modifying the employee compensation schedule to add the position of Planning Manager, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LAGUNA WOODS, CALIFORNIA, RESCINDING RESOLUTION
NO. 12-14 AND ESTABLISHING A COMPENSATION SCHEDULE
FOR CITY EMPLOYEES

Background

It is the City Council's policy to review its annual budget approximately halfway through the fiscal year and to make appropriate modifications based on updated revenue and work plan information.

Discussion

In summary, the City continues to maintain a balanced budget; both revenues and expenditures appear to be on track, although the state continues to delay payment of

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subventions. To facilitate accomplishing the City's approved work plan, several carryover items, one inter-fund transfer and the addition of a new full time staff person (replacing a consultant) are recommended.

Proposed carryovers reflect projects and programs budgeted in Fiscal Year 2012-13 which were either in progress and consequently not re-budgeted or were completed but not billed prior to the close of the fiscal year. These are:

Legal Services	\$84,742
Community Service organization grants	\$34,375
Purchase/installation of new computer server	\$10,524
Traffic signal maintenance	\$15,326

Total \$144,967

This fiscal year, two city employees retired and the City accrued expenses for leave payout. It is the policy of the City to reserve funding for uncompensated employee absences which must be paid out at employee termination so that the current year budget will not be burdened. The proposed transfer is \$3,112 from the uncompensated absence reserve to the administrative services budget, and reflects the leave payout for the retiring administrative coordinator and code enforcement officer.

Finally, staff is suggesting the conversion of one consultant position to full time staff. Currently, the City contracts with the firm of Hogle-Ireland for a 30 hour per week planner who handles general planning and the permit counter. Hogle-Ireland was recently sold and changes in staffing and pricing are anticipated. The current individual assigned to the City has expressed a willingness to pursue a full time position with Laguna Woods as a Planning Manager at a salary and benefits that is equivalent to his current part time position. The addition of a full time staff planner will allow us to handle more projects in-house and reduce future advance planning expenses.

Attachment A summarizes the proposed midyear modifications to the budget.

Conclusion

The proposed modifications result in no net increases to the budget – projects included in the prior year would be shifted with appropriate funding to the current year; planning consulting funds would be reduced to accommodate a new staff

ITEM 9.1

position; and monies would be moved from the uncompensated absence reserve to cover retirement costs. The recently vacant code enforcement position has filled with a part time employee and consulting assistance, with no net increase in cost to the City. The budgeted \$ 194,018 economic uncertainties reserve and projected \$6.1 end of year unencumbered General Fund balance remain the same.

Attachments: Funding Summary
 Resolutions (2)

**EXHIBIT A - PROPOSED ADJUSTMENTS TO FISCAL YEAR 2012-13 ALL FUNDS BUDGET
CITY OF LAGUNA WOODS**

	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Prior Fiscal Year Carryovers</u>	<u>Proposed Inter-Fund Transfers</u>	<u>Proposed Modifications</u>	<u>Proposed Budget</u>
GENERAL FUND						
City Council	\$ 37,750	\$ -	\$ -	\$ -	\$ -	\$ 37,750
Administrative Services	\$ 1,178,207	\$ -	\$ 84,742 ^I	\$ 2,007 ^{A, B}	\$ -	\$ 1,264,956
Community Development	\$ 409,013	\$ -	\$ -	\$ (38,123) ^{A, C}	\$ -	\$ 370,890
Community Services	\$ 176,219	\$ -	\$ 34,375 ^{II}	\$ -	\$ -	\$ 210,594
Public Safety	\$ 1,636,656	\$ -	\$ -	\$ 39,228 ^C	\$ -	\$ 1,675,884
Public Works	\$ 237,033	\$ -	\$ -	\$ -	\$ -	\$ 237,033
Non-Departmental	\$ 539,674	\$ -	\$ 10,524 ^{III}	\$ -	\$ -	\$ 550,198
<i>Subtotal</i>	\$ 4,214,552	\$ -	\$ 129,641	\$ 3,112	\$ -	\$ 4,347,305
CITY HALL IMPROVEMENT FUND	\$ 348,855	\$ 704,481 [*]	\$ -	\$ -	\$ -	\$ 1,053,336
COMMUNITY SERVICES FUNDS	\$ 723,315	\$ -	\$ -	\$ -	\$ -	\$ 723,315
ENVIRONMENTAL FUNDS	\$ 170,717	\$ -	\$ -	\$ -	\$ -	\$ 170,717
PUBLIC SAFETY FUNDS	\$ 195,554	\$ -	\$ -	\$ -	\$ -	\$ 195,554
SELF INSURANCE FUND	\$ 140,165	\$ -	\$ -	\$ -	\$ -	\$ 140,165
TRANSPORTATION FUNDS	\$ 1,204,660	\$ -	\$ 15,326 ^{IV}	\$ -	\$ -	\$ 1,219,986
TOTAL BUDGET	\$ 6,997,818					\$ 7,850,378
UNCOMPENSATED EMPLOYEE ABSENCE RESERVE	\$ 146,020	\$ -	\$ -	\$ (3,112) ^B	\$ -	\$ 142,908

* City Hall Low Impact Development Retrofit Project (Approved by the City Council on 12/19/12)

^A Reallocation of long term disability expenses (\$1,105 from Administrative Services to Community Development)

^B Retiree annual leave payouts (\$3,112 from Uncompensated Employee Absences Reserve)

^C Reallocation of code enforcement expenses (\$39,228 from Community Development to Public Safety)

^I Contract-City Attorney - legal expenses (\$84,742)

^{II} Community Grants - partial 2012 CY 3rd quarter and full 2012 CY 4th quarter (\$34,375)

^{III} Capital Equipment - server installation and related software (\$10,524)

^{IV} Contract-Traffic Signals - traffic signal maintenance (\$15,326; CARITS Fund)

RESOLUTION NO. 13-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING RESOLUTION NO. 12-08 AND THE FISCAL YEAR 2012-2013 BUDGET

WHEREAS, on June 27, 2012, the City Council adopted Resolution No. 12-08 establishing the Fiscal Year 2012-2013 annual budget; and

WHEREAS, the Fiscal Year 2012-2013 budget has been amended during the fiscal year by minute order of the City Council; and

WHEREAS, it is now necessary to further amend the current year budget to reflect various midyear budget adjustments;

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

SECTION 1. Section 6 of Resolution No. 12-08, specifying budget appropriations for Fiscal Year 2012-2013, is amended to read:

GENERAL FUND	\$4,347,305
CITY HALL IMPROVEMENTS	\$1,053,336
COMMUNITY SERVICES FUNDS	\$ 723,315
ENVIRONMENTAL FUNDS	\$ 170,717
PUBLIC SAFETY FUNDS	\$ 195,554
SELF INSURANCE FUND	\$ 140,165
TRANSPORTATION FUNDS	\$1,219,986

SECTION 2. Section 7 of Resolution No. 12-08, authorizing full time staff positions, is amended to read:

- 1.00 Administrative Coordinator
- 1.00 Assistant City Manager
- 1.00 Building Official
- 1.00 City Manager
- 1.00 Community Services Manager
- 1.00 Deputy City Clerk
- 1.00 Finance Manager
- 1.00 Planning Manager
- 1.00 Public Safety Director

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

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2013.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

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

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

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:

YOLIE TRIPPY, Deputy City Clerk

RESOLUTION NO. 13- XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RESCINDING RESOLUTION NO. 12-14 AND ESTABLISHING A COMPENSATION SCHEDULE FOR CITY EMPLOYEES

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

SECTION 1. Effective January 17, 2013, the salary schedule for City employees is established as follows:

Full Time Employees

Exempt Employees (Annual Equivalent)

Assistant City Manager	98,020 – 137,228
Building Official	61,256 – 85,748
City Manager*	169,676
Community Services Manager	61,256 – 85,748
Deputy City Clerk	46,618 – 65,234
Finance Manager*	61,256 – 85,748
Planning Manager	61,256 – 85,748
Public Safety Director*	79,638 – 111,488

* Denotes confidential employee

Non-Exempt (Hourly Rate)

Administrative Coordinator	22.40 – 31.36
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Part-Time Employees (Hourly Rate)

Accountant	20.00 -- 25.00
Administrative Intern	12.00 -- 17.00
Building Inspector	30.00 -- 40.00
Administrative Assistant	12.00 -- 17.00

The City Manager is authorized to hire, promote and compensate employees within appropriate salary ranges, consistent with the approved budget and this resolution.

SECTION 2. All employees who work 20 (twenty) or more hours per week on a regularly assigned basis shall be considered "full-time employees". Full time employees shall receive the following benefits prorated to the percentage of time they work:

- A. Retirement: All City employees shall participate in the Social Security system. In addition, the City shall contract with the California Public Employees Retirement System (CalPERS) for retirement benefits for all full time employees. Employees shall be responsible for paying the 7% employee contribution for the CalPERS retirement system. All retirement contributions are made pre-tax in accordance with IRS Code 414(h)(2).
- B. Disability Insurance: The City shall contract for the provision of a long term disability (LTD) insurance program at no cost to employees. Program shall provide full time employees 60% of applicable salary amounts.
- C. Health Insurance: All employees must be covered by basic health insurance. The City shall contract for health insurance through the California Public Employees Retirement System (CalPERS). Employees who do not wish to enroll in the CalPERS program must provide proof of alternate health insurance.
- D. Retiree Medical: The City will provide a contribution towards CalPERS retiree health insurance, in an amount determined by California Government Code Section 22892, for retiring full time employees who have worked for the City for a minimum of 10 years. Part-time service for employees who transition from part time to full time with the City may be used to calculate the 10 year requirement, with each 174 hours counting as one month.

- E. Employee Assistance Program: The City shall contract for an employee assistance program; membership in this program shall be mandatory for all full time employees. The City shall contribute \$2.47 per month, as adjusted annually by the program provider, for each active full time employee enrolled in the employee assistance program.
- F. Cafeteria Benefit Plan: The City shall provide each full time employee with a flexible benefit allowance that may be used for the following City authorized programs: health insurance (City offered programs or reimbursement for a non-City plan on which employee is carried as a spouse), dental insurance, vision care insurance, employee assistance or mental health plan, contribution to a defined deferred compensation plan, child care reimbursement, life insurance, long and short term disability insurance, long term care insurance, health club membership, health equipment and devices, educational reimbursement for professional development, professional memberships not included in the City budget, additional annual leave (at current hourly rate, up to 5 days per year³), purchase of personal computer or digital equipment and accessories (laptops, PDAs, text messengers, digital cameras, etc.) and cellular or regular telephones that will be used for City as well as personal business, and such other programs as the City Council may from time to time authorize.

The above programs may not all be available at any one time, and it may be that some programs are not available to all classes of employees. Employees shall be required to use their entire allowance on available programs on an annual basis; no cash reimbursement shall be provided. The allowance amount is established as \$1,000 per month for salaried employees and hourly employees working forty hours per week. Full time employees working less than forty hours shall receive a prorated portion of the cafeteria benefit allowance. These amounts shall be less the amount required for the mandatory employee assistance contributions, as noted in Section E above.

- G. Leave With Pay: City employees shall accrue twenty days per year of annual leave, which may be used for doctors' appointments, personal and family sick time, bereavement leave, vacation and personal business. Employees may maintain a balance of no more than 480 hours of annual leave, and shall be compensated for excess annual leave at the end of each

³ Annual leave may only be purchased if it will be used in the calendar year purchased, and if it will not result in an annual leave accrual above an employee's cap.

calendar year. Upon termination from the City, employees shall be compensated for the entire balance in their annual leave account.

H. Holidays:

- New Years Day, Martin Luther King's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and Friday after Thanksgiving When a designated holiday falls on a Saturday, it shall be observed on the prior Friday; when a holiday falls on a Sunday, it shall be observed on the following Monday.
- December Holiday (December 24 through January 1).

SECTION 3. In accordance with her employment agreement, the City shall deposit the sum of \$9,730 per year into a 401 (a) program on behalf of the City Manager. Said funds shall be deposited during the year on a pay period basis. In addition, the City Manager shall receive a car allowance of \$450 per month, and shall accrue twenty-five days per year of annual leave, with a maximum balance of 600 hours. Payment on termination and for excess leave shall be handled in accordance with Section G above.

SECTION 4. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED ON this ____ day of _____ 2013.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

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

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 13-XX** was duly adopted

by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the ____ day of _____, 2012, by the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

YOLIE TRIPPY, Deputy City Clerk