

AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
April 18, 2012
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: Hack Rhodes Robbins
 Ring, Mayor Pro Tem Conners, Mayor

IV. PRESENTATIONS

None

V. CITY COMMENDATIONS AND PROCLAMATIONS

5.1 Proclamation – Environmental Awareness Days, April 22-27, 2012

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 March 21, 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 March 2012 monthly Treasurer's Report.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the April 18, 2012 Warrant Register in the amount of \$592,974.36.

6.5 Annual Audit Services

RECOMMENDED ACTION: Approval of a three year agreement for annual auditing services and two one year options for renewal, with Gruber and Associates, Inc.

6.6 Construction and Demolition Regulations

RECOMMENDED ACTION: Adopt an ordinance pertaining to construction and demolition materials management, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS,
CALIFORNIA, AMENDING CHAPTER 4.24 OF THE
LAGUNA WOODS MUNICIPAL CODE PERTAINING TO
CONSTRUCTION AND DEMOLITION MATERIALS
MANAGEMENT

6.7 FY 2012-2013 Community Development Block Grants

RECOMMENDED ACTION:

- A. Authorize the City Manager and the Mayor to execute agreements with the County of Orange for the receipt of Community Development Block Grant (CDBG) Funds in FY 2012-2013, subject to approval as to form by the City Attorney.
- B. Designate the City Manager and the Community Services Manager as staff responsible for the City's FY 2012-2013 CDBG Projects.

6.8 2011 Annual General Plan Progress Report

RECOMMENDED ACTION (Staff and Land Use/Design Review Committee): Approve submittal of the 2011 General Plan Annual Update to appropriate agencies.

6.9 Engineering and Traffic Signal Maintenance Contract Services

RECOMMENDED ACTION: Authorize the City Manager to execute an agreement with CivilSource, Inc. for City engineering, traffic engineering, and street light operation and engineering services, subject to approval as to form by the City Attorney.

6.10 Moulton Smart Street Improvements – Landscape Architect

RECOMMENDED ACTION: Authorize the City Manager to execute an agreement with David Evans and Associates, Inc. in the amount of \$180,370, plus authorize change orders not to exceed 15%, for landscape architectural and oversight services for the final phase of the Moulton Parkway Smart Street improvements, subject to approval as to form by the City Attorney.

VII. PUBLIC HEARINGS

None

VIII. CITY COUNCIL

8.1 Earthquake Insurance Affordability Act

RECOMMENDED ACTION: Approve the City's support for the Earthquake Insurance Affordability Act and authorize staff to draft letters in support for the Mayor's signature.

IX. CITY MANAGER

9.1 Disaster Recovery Initiative

RECOMMENDED ACTION: Discuss and provide direction to staff.

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 Rhodes)

10.4 Southern California Water Committee (Councilmember Hack)

10.5 Coastal Greenbelt Authority (Mayor Connors)

10.6 Laguna Canyon Foundation (Councilmember Rhodes)

10.7 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 April 13, 2012 – Councilmember Hack

12.2 Other Meetings, Comments and Announcements

XIII. CLOSED SESSION

13.1 The City Council will meet in closed session to confer with legal counsel regarding two matters of potential litigation, pursuant to the provisions of Government Code Section 54956.9(c).

XIV. ADJOURNMENT

The meeting will be adjourned to an adjourn meeting of the City Council at 2:00 p.m. on Wednesday, May 2, 2012 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
PROCLAMATION – ENVIRONMENTAL
AWARENESS DAYS

Proclamation
City of Laguna Woods
Environmental Awareness Days
April 22 – 27, 2012

WHEREAS, Earth Day will be observed on April 22, 2012 and was initiated in 1970 by Senator Gaylord Nelson (Wisconsin) as a nationwide grassroots demonstration on behalf of the environment; and

WHEREAS, Arbor Day will be observed on April 27, 2012 and was founded by J. Sterling Morton in Nebraska in 1872, and is a nationally-celebrated observance that encourages tree planting and care; and

WHEREAS, a sound natural environment is the foundation of a healthy society and a robust economy; and

WHEREAS, local communities can help to reverse environmental degradation and contribute to building a healthy society by addressing issues such as energy use, transportation, and waste prevention.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim April 22 – 27, 2012 as “Environmental Awareness Days” in the City of Laguna Woods and strongly encourages its residents, business, and institutions to support green economy initiatives and to encourage others to undertake similar actions.


Dated this 18th day of April, 2012

Cynthia S. Conners, Mayor

Attest: Yolie Trippy, Deputy City Clerk

6.1-6.10
CONSENT CALENDAR SUMMARY

City of Laguna Woods Agenda Report

FOR: April 18, 2012 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 April 18, 2012 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 April 18th Consent Calendar contains the following eight items:

- 6.1 Approval of the minutes from the March 21, 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 March 2012 Treasurer’s Report. This report identifies the City’s current liquid assets and their location. At the end of March, the City had approximately \$7.4 million in cash on hand and in other liquid assets.
- 6.4 Approval of the March 18, 2011 Warrant Register, as submitted, in the amount of \$592,974.36. 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 three year agreement for annual auditing services and two one year options for renewal, with Gruber and Associates, Inc. The City issued a request for proposal (RFP) on February 3, 2012; proposals were received from three firms:

CDK Accountants, Inc.	\$50,305
Gruber and Associates	\$51,026
White Nelson Diehl Evans	\$75,100

The City Council ad hoc audit committee (Ring and Robbins) interviewed CDK and Gruber on April 3, 2012. Interviews included a presentation by each firm along with a question and answer session that allowed the committee to evaluate the experience of the audit team and the level of services to be provided. Gruber and Associates has provided auditing services for the City for the last two years and has demonstrated the ability to continue to provide acceptable service; they are unanimously recommended by the committee.

- 6.6 Adoption of an ordinance modifying the City construction and demolition waste disposal requirements. The proposed ordinance would exempt projects that are anticipated to generate less than 3 cubic yards of waste and establish deposit requirements for projects that generate larger amounts. The City Council introduced and approved first reading of the ordinance at its March 21, 2012 meeting following a public hearing. If adopted, the new regulations would become effective May 19, 2012.

- 6.7 Authorization for the City Manager and Mayor to execute agreements with the County of orange for the receipt of Community Development Block Grant (CDBG) funds. The City Council held a public hearing on January 18, 2012 and directed staff to submit proposals for three CDBG projects
- Energy Efficient Improvements.
 - Phase II Flood Control Design Project
 - Phase V City Hall/Library Site Drainage Improvement

These projects have been tentatively approved by the County and are awaiting Board of Supervisors approval.

- 6.8 Authorization for staff to submit the 2011 General Plan Annual Update. State law (Government Code Section 65400) requires general law cities to submit an annual report on their progress toward accomplishing General Plan goals and objectives. The attached report summarizes General Plan implementation measures as ongoing, implemented, partially implemented, not yet implemented and abandoned. As of the end of 2011, 85% of the City's implementation measures were either implemented or ongoing; none were abandoned. The Land Use and Design Review Committee reviewed the annual update at its April 12, 2012 meeting and unanimously recommended approval and submission to appropriate agencies.
- 6.9 Authorization for the City Manager to execute an agreement with CivilSource, Inc. for City engineering, traffic engineering and street light operation and engineering services. The period of the agreement would be from May 7, 2012 through June 30, 2015, and would allow for two one-year optional extensions.

The City issued requests for proposal for these services on January 31, 2011 (engineering) and February 29, 2012 (traffic engineering); nine proposals for engineering services and three for traffic engineering services were received. Based on a review of the proposals, staff interviewed five firms and is recommending that CivilSource be selected to provide all services. Their proposal was the most comprehensive and would allow the City to contract with a single firm for both civil and traffic engineering services. In addition, CivilSource has a proven quality assurance program, uses innovative technology and offered lower rates than other proposers. They have included the firm of Iteris in their proposal to provide traffic signal operations.

CivilSource provides services to cities throughout Orange County, including Villa Park, Lake Forest, Huntington Beach, Anaheim and Irvine. Iteris has performed work for the Orange County Transportation Authority (OCTA) and many cities in Southern California, including Newport Beach, Westminster, Diamond Bar, Irwindale and Pomona. These agencies gave the firms high ratings in the areas of service, cost, professionalism, dependability and customer service. CivilSource currently provides building inspection services for the City of Laguna Woods.

- 6.10 Authorization for the City Manager to execute an agreement with David Evans and Associates, Inc. in the amount of \$180,370, plus authorized change orders not to exceed 15%, for landscape architectural and oversight services for the final phase of the Moulton Parkway Smart Street improvements. This work would be funded by a combination of state and county dollars. David Evans and Associates, Inc. (DEA) provided Phase I Moulton smart street construction oversight services for work inside the Village and landscape design and oversight services for medians and parkways in the City's public right of way.

The above matters are routine and/or have been reviewed by the Council on other occasions. Staff recommends that they be approved as part of the April 18, 2012 Consent Calendar.

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
March 21, 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

Councilmember Robbins led the flag salute.

III. ROLL CALL

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

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

IV. PRESENTATIONS – None**V. CITY COMMENDATIONS AND PROCLAMATIONS**

Moved by Mayor Pro Tem Ring, seconded by Councilmember Robbins, and carried unanimously to approve City Commendations and Proclamations:

5.1 Commendation – Investigator Barth Massey

City of Laguna Woods Administrative Sergeant Mathew Barr made brief remarks regarding Investigator Massey's history and service with law enforcement and the Orange County Sheriff's Department. Mayor Conners presented the Certificate of Commendation to Investigator Massey and thanked him for his dedicated service for protecting the community.

5.2 Proclamation – Parkinson's Awareness Month

Mayor Conners presented the Proclamation to Larry Strauss, resident and member of the Laguna Woods Parkinson's Can Do Club; Bob Barry, resident and new President of the Can Do Club; Donna Hanna-Chase, member of the Board of Director for Orange County American Parkinson's Disease Association (APDA); and Kelly Joaquin, group leader for Orange County APDA. Mr. Strauss made brief remarks and thanked Mayor Conners and the Council for raising awareness for such a worthy cause.

5.3 Proclamation – National Donate Life Month

Mayor Connors announced that the annual Donate Life 5K Run and Health Fair will take place on April 28th at California State University Fullerton. She made brief remarks and encouraged the public to consider donating organs and to join her at the event to support a cause that saves lives.

Councilmember Rhodes introduced the new Laguna Woods Fire Division Chief Bryan Brice.

Chief Bryce announced that he has been working with staff since January 2012 on various public safety outreach issues. He encouraged the Council and residents to visit him at his office in Aliso Viejo and noted that he looks forward to serving the community.

VI. CONSENT CALENDAR

City Manager Keane announced that staff has additional information regarding Item 6.11 and requested the item be removed from the Consent Calendar for further discussion.

Moved by Mayor Pro Tem Ring, seconded by Councilmember Robbins, and carried unanimously to approve Consent Calendar Items 6.1 – 6.10 and 6.12.

6.1 City Council Minutes

Approved the minutes from the February 15, 2012 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 Reports

Received and filed the February 2012 monthly Treasurer's Report.

6.4 Warrant Register

Approved the March 21, 2012 Warrant Register in the amount of \$376,458.45.

6.5 Sign Regulations

Adopted **Ordinance No. 12-03** modifying existing sign regulations, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS, CALIFORNIA,
AMENDING CHAPTER 13.20 OF THE LAGUNA WOODS MUNICIPAL
CODE PERTAINING TO SIGN REGULATIONS

6.6 Claims for Money and Damages

Adopted **Ordinance No. 12.04** modifying existing procedures for filing a claim with the

City, entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTION 3.04.010 OF THE LAGUNA WOODS MUNICIPAL CODE REGARDING CLAIMS AGAINST THE CITY

6.7 City Attorney

Approved an agreement with the law firm of Rutan & Tucker, for the continued provision of city attorney services through June 30, 2013.

6.8 City Hall HVAC Project

Awarded a contract to Allied Mechanical Air Systems, Inc. in the amount of \$9,294, plus 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.

6.9 City Hall HVAC Electrical Connections

Awarded a contract to American Electric Company in the amount of \$7,085, plus authorized change orders not to exceed 15% 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.

6.10 EL Toro Road/Aliso Creek Road Project, Phase II

A. Approved Amendment No. 1 to Orange County Transportation Authority (OCTA) Cooperative Agreement No. C-1-2628 for the El Toro Road/Aliso Creek Road Project, Phase II, subject to approval as to form by the City Attorney.

B. Approved an agreement with the City of Laguna Beach for construction of El Toro Road/Aliso Creek Road Project, Phase II; and authorized the City Manager to execute the agreement, subject to approval as to form by the City Attorney.

6.12 Pedestrian and Landscape Maintenance Easement: City Centre Park

Approved a pedestrian and landscape maintenance easement for the portion of City Centre Park owned by the Ayres Hotel; and direct the City Clerk to have the easement recorded.

Following approval of the consent calendar, City Manager Keane noted that Exhibit A of the agreement for item 6.11 was not included in the agenda packet so staff asked for it to be removed.

6.11 Assistant City Manager Reilly to discussed the proposed agreement and noted that it would allow the City and County to continue Phase II of the Moulton Smart Street Project. The Orange County Transportation Authority and the County of Orange have

allocated funds for a combined total of \$6.842 million for the project. The City is working on finalizing the agreement to acquire the required land from the Village. The County expects to go out to bid on the project in the fall of 2012, and work is expected to begin in mid-spring 2013.

Mayor Connors asked how long the project is expected to last.

Assistant City Manager Reilly stated that the project is expected to last a little over a year.

Moved by Mayor Pro Tem Ring, seconded by Councilmember Robbins, and carried unanimously to approve an agreement with the Orange County Transportation Authority and the County of Orange for State-Local Partnership Program funding for the Moulton Smart Street Project, Phase II; and authorized the City Manager to execute the agreement, subject to approval as to form by the City Attorney, as amended.

VII. PUBLIC HEARING

7.1 Construction and Demolition Regulations

Assistant City Manager Reilly summarized the agenda report and noted that the proposed ordinance would affect the issuance of City building permits. Projects generating less than three cubic yards of waste would be exempt, as well as waste generated from emergency work. The proposed ordinance would require building construction projects that are estimated to generate more than three cubic yards of waste to provide a deposit based on the estimated waste. Deposits would be refunded if the project complied with certain requirements, which include appropriate disposal of waste.

Mayor Connors asked if the changes have been suggested by staff or building permittees.

Assistant City Manager Reilly stated that the issue came from both the contractors and staff. In the past, contractors were required to complete paperwork for small projects and staff spent an excessive amount of time enforcing the program. The proposed regulations would exempt small projects and reduce staff work associated with the larger projects.

City Manager Keane stated that the City Attorney raised issues concerning the existing regulations and the nexus between the permitted projects and deposits.

Attorney Cosgrove explained that the proposed regulations have a more logical relationship with the amount of deposit and waste generated than current regulations.

Councilmember Rhodes asked if waste bins are placed at construction site, who determines what is waste and what is recyclable.

Assistant City Manager Reilly stated that contractors can either contract with Ware for a roll off bin or self-haul waste to an approved Material Recycling Facility (MRF). All Ware roll off bins are sent to a MRF.

ITEM 6.1

Councilmember Rhodes reiterated that it is not clear as to who determines how the waste is sorted.

City Manager Keane clarified that the Material Recovery Facility (MRF) separates waste and determines what can be recycled.

Councilmember Rhodes asked if the amount of recyclable material is noted on the waste receipt.

Assistant City Manager Reilly affirmed that receipts provide the weight of material diverted from the County landfills.

Councilmember Rhodes asked for further clarification about how the City benefits from the information provided on the receipts.

City Manager Keane clarified that the City is required to provide a report to the state, on an on-going basis, which shows that 50% of waste in the City is diverted from landfills. The information provided on the receipts is part of that report.

Mayor Connors asked if the City receives a partial or full credit for a container that is delivered to a MRF.

Assistant City Manager Reilly clarified that the City receives full credit for all of the recyclable material in containers. Most materials are recycled and China is the largest buyer of the materials.

Councilmember Rhodes asked if there were any monetary benefits to the City.

Assistant City Manager Reilly replied that the City does not receive monetary benefits for waste diversion, but would keep deposits if contractors fail to comply with the new regulations.

Mayor Connors stated that she believes that the new exemption is good for small projects which are common in the City.

The public hearing was opened; and there being no requests to speak, the public hearing was closed.

Moved by Councilmember Rhodes, seconded by Councilmember Robbins, and carried unanimously to approve introduction and first reading of an ordinance pertaining to construction and demolition materials management, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS, CALIFORNIA,
AMENDING CHAPTER 4.24 OF THE LAGUNA WOODS MUNICIPAL
CODE PERTAINING TO CONSTRUCTION AND DEMOLITION
MATERIALS MANAGEMENT

VIII. CITY COUNCIL

8.1 Calendar Year 2012 Meeting Schedule

City Manager Keane presented the proposed Council Meeting schedule for the balance of 2012. The schedule includes an adjourned regular meeting on May 2nd, June 6th and June 27th and a shift of the November meeting from November 21st to November 14th. City Councilmember ethics training would be scheduled for the June 6th meeting.

Moved by Councilmember Robbins, seconded by Mayor Pro Tem Ring, and carried unanimously to adopt a meeting schedule for the balance of the calendar year.

Mayor Connors acknowledged Councilmember Hack's arrival and that he was late because he was testifying at a meeting of the Southern California Association of Governments (SCAG).

IX. CITY MANAGER

9.1 Polystyrene Ban

City Manager Keane summarized the agenda report and noted that the City's Greening Committee has requested that the City Council reconsider broadening its partial ban on extended polystyrene (EPS) to include restaurant food take-out containers and on-site food ware. The ban would not apply to pre-packaged food.

Councilmember Hack asked what would be substituted for plastic utensils.

City Manager Keane replied that not all plastic utensils are made from EPS.

Mayor Connors noted that some single use utensils, similar to those used at City Hall, are made from corn syrup and become biodegradable within seven days.

City Manager Keane reported that many food facilities in the City no longer use EPS take-out containers, but that some of these continue to use Styrofoam cups. The City could consider a ban on EPS take-out containers only or include all EPS food service ware.

Mayor Connors stated that since Council's last discussion on the issue, she has become more aware that there are take-out food container alternatives that are more eco-friendly than those made of EPS and she would support Council's consideration of this matter.

Councilmember Hack stated that he is concerned about the morass of floating plastic in the ocean and believes that the reduction in the use of petroleum products, such as EPS, will help with this situation.

City Manager Keane noted that there is also an on-going debate about whether or not benzene, which is a carcinogenic and used in the manufacture of EPS, leeches into food stored in such containers.

Councilmember Rhodes asked for clarification about what staff would like from the

Council.

City Manager Keane explained that staff is looking for direction about whether or not to draft an ordinance that would ban EPS; and if so, should it include all single use food ware products. She suggested that the ordinance provide a six to twelve month period of time for food facilities to comply.

Councilmember Rhodes asked for further clarification if the ban of EPS would not only include food containers, but also other types of wood ware.

City Manager Keane proposed that the ban include all single use, disposable food service ware made of EPS.

Councilmember Rhodes stated that he would be in favor of considering a ban as summarized by City Manager Keane.

Councilmember Robbins recommended that staff draft an ordinance covering the points that have been discussed.

Mayor Connors announced that it is the consensus of the City Council that staff proceed to draft regulations that would ban EPS for Council consideration. She suggested that staff contact the food facilities in the City that use this product.

City Manager Keane affirmed that staff will contact all the food facilities and inform them that the City Council is considering a ban on EPS food service ware.

Councilmember Rhodes added that they should be invited to voice their response.

City Manager Keane affirmed that all interested parties would be encouraged to submit written comments or verbal comments and to attend the Council meeting at which this matter is discussed.

9.2 Ticket Distribution Policy

City Manager Keane noted a number of typographical errors in the proposed resolution and policy. She summarized the agenda report and noted that the proposed policy is drafted specifically to meet Fair Political Practices Commission (FPPC) regulations. The policy will allow the City to accept and distribute tickets and passes to events upon a finding of a public purpose, and such distribution would not be considered income or a gift to the recipient.

Moved by Councilmember Robbins, seconded by Councilmember Rhodes, and carried unanimously to approve **Resolution No. 12-04** as amended enacting a ticket and pass distribution policy, as amended, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA
WOODS, CALIFORNIA, ADOPTING A POLICY FOR THE
DISTRIBUTION OF TICKETS AND/OR PASSES TO CONFORM WITH

SECTION 18944.1 OF TITLE 2 OF THE CALIFORNIA CODE OF
REGULATIONS, AS AMENDED BY THE FAIR POLITICAL PRACTICES
COMMISSION

X. COMMITTEE REPORTS

10.1 Transportation Corridor Agencies (Councilmember Hack)

Councilmember Hack outlined the requirements for development impact fees associated with new construction and the use of these monies. He noted that three County Board of Supervisors sit on the two toll road agencies and yet they have decided not to collect/pay impact fees for recent construction at John Wayne airport.

10.2 Orange County Library Board (Councilmember Robbins)

Councilmember Robbins reported that there has been no full Board meeting, but its Finance Committee is scheduled to meet on May 3, 2012.

10.3 Orange County Fire Authority (Councilmember Rhodes)

Councilmember Rhodes reported that a ceremonial event will take place on April 20th acknowledging the agreement for OCFA to provide services for the City of Santa Ana. He further reported that OCFA has received a grant from FEMA for fire prevention and safety programs. He encouraged residents in need of smoke alarms to call City Hall and be placed on a list. The next OCFA Board meeting is scheduled for March 22, 2012.

Councilman Rhodes also noted that the Orange County Sheriff's Department will hold its annual Medal of Valor on April 26th and he will be attending.

10.4 Southern California Water Committee (Councilmember Hack)

Councilmember Hack reported that SCWC will hold a quarterly meeting in April. He discussed the Bay Delta Conservation Program (BDCP) process and the on-going battle to protect the various wildlife species that are affected by the Delta.

Councilmember Rhodes stated that he toured the Delta five years ago and again recently and that the Delta islands have compressed significantly. He concurred with Councilmember Hack that the Delta issues are far from being resolved.

Councilmember Hack noted that two laws, AB 32 and SB 375, were passed pertaining to air pollution; however, the decaying vegetable mass produces 15% of air pollutants in the state. He finds it interesting that this is never discussed.

10.5 Coastal Greenbelt Authority (Mayor Connors)

Mayor Connors reported on efforts to clear evasive species and protect and track species, such as cactus wren, wildlife vegetation, and mountain lions. CGA is working on a new equestrian program and she referred them to the Laguna Woods Village equestrian center for input into their planning process. She also discussed the significant effects of dogs in wilderness areas. Additionally, she reported on the proposed Wildlife Corridor, which is designed to connect the coastal wilderness area into the San Jacinto Mountains and the possible transfer of some of the required area to the FBI. The City is sending a letter expressing its concerns regarding the land transfer.

- 10.6 Laguna Canyon Foundation (Councilmember Rhodes)
Councilmember Rhodes reported that the first emeritus council and advisory council meeting will take place on Thursday. He acknowledged Mayor Pro Tem Ring, past board member, for his dedication and contributions. The Foundation reports a 40% increase in participation in its education programs during the past year.

Councilmember Hack reflected on the negotiations with the City of Irvine and the Irvine Company involving opposition of the airport and the fact that part of the negotiations included a provision to allow for animal habitat and movement.

- 10.7 Vector Control District Board (Councilmember Robbins)
Councilmember Robbins reported that as of February 29, 2012, there has been no report of human cases of the West Nile Virus in the County; no dead birds were tested in the City and none in the neighboring cities. He noted that the District has reviewed two slope repair sites in the City to assure that there is not excessive water runoff. The District finance committee is scheduled to meet on Thursday to discuss budget issues.

XI. PUBLIC COMMENTS

Debra Ashby, a representative of the South Coast Air Quality Management District (AQMD), introduced herself as the City's contact for air quality issues. She provided the Council with handouts and a newsletter outlining the Air Quality Management Plan of 2012. Ms. Ashby encouraged Council to participate in the next AQMD meeting on April 19, 2012.

Tony Dauer, resident, suggested that Golden Rain Foundation should purchase buses with compressed natural gas similar to those used by OCTA buses since they are more eco-friendly and less expensive to maintain. He expressed his opposition to the no-right-turn-on-red signs which he feels causes traffic congestion and commented on the Moulton Smart Street Project which he feels does not warrant the addition on bicycle lanes.

Mayor Connors stated that the no-right-turn-on-red signs were recommended by the City's Public Safety Committee and the City Traffic Engineer.

Mr. Dauer asked how he could serve on the committee.

Mayor Connors announced that applications can be obtained at City Hall.

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

- 12.1 Reports on Meetings Attended per Government Code Section 53232.3

A. Water Advisory Committee of Orange County, March 2, 2012.

Councilmember Hack reported that the guest speaker discussed the effects of El Nino and La Nina on the County.

12.2 Other Meetings, Comments and Announcements

Councilmember Hack reported on a meeting he attended at SCAG where the Regional Transportation Plan was discussed.

Mayor Conners reported on a meeting she attended with the Waste Management Commission and their discussion about the certification electronic waste recyclers.

City Manager Keane announced that the City's annual Laguna Woods Goods Exchange will take place on Saturday, April 21st at City Hall. Almost anything will be accepted, except guns and ammunition, and will be reused, recycled or disposed of properly. Residents can call City Hall at 639-0500 to schedule large item pick-up.

XIII. CLOSED SESSION – None**XIV. ADJOURNMENT**

The meeting was adjourned at 3:54 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday April 18, 2012 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: April 18, 2012

CYNTHIA S. CONNERS, Mayor

6.2
WAIVE READING OF ORDINANCES AND
RESOLUTIONS
(No Report)

6.3
TREASURER'S REPORT

City of Laguna Woods
Monthly Treasurer's Report
March 31, 2012

CASH ON HAND1. Investments/General Fund

Local Agency Investment Fund	\$	6,769,890
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Subtotal	\$	6,769,890
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2. Investments/Transportation Fund

Local Agency Investment Fund	\$	229,076
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Subtotal	\$	229,076
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3. Other Interest & Non-Interest Bearing/General & Transportation

Petty Cash Funds	\$	413
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Analyzed Checking Account	\$	375,448
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Subtotal	\$	375,861
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TOTAL	\$	7,374,827
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Note: LAIF reports interest earnings quarterly.

6.4
WARRANT REGISTER

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	03/15/2012	ADP PAYROLL SERVICES	Pay period ended 3/09/12	29,759.71
Debit	03/15/2012	ICMA RETIREMENT CORPORATION	Pay period ended 3/09/12	1,594.03
Debit	03/15/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 3/09/12	117.12
Debit	03/29/2012	ADP PAYROLL SERVICES	Pay period ended 3/23/12	30,032.95
Debit	03/29/2012	ICMA RETIREMENT CORPORATION	Pay period ended 3/23/12	1,594.03
Debit	03/29/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 3/23/12	117.12
Other				
111591	03/14/2012	BALLIET, MICHAEL	Waste Consulting Services/February 2012	807.50
111592	03/14/2012	CALIFORNIA YELLOW CAB	Taxi Voucher Services/February 2012	18,027.00
111593	03/14/2012	DICKSONS, INC.	CDBG Energy Efficiency Program	1,536.00
111594	03/14/2012	KONE INC.	Elevator Maintenance/March 2012	217.00
111595	03/14/2012	MC FADDEN CONSTRUCTION	Waste Diversion Deposit Refund/BP 30530C	1,050.00
111596	03/14/2012	ORANGE COUNTY REGISTER-NOTICES	Public Notices/January 2012	879.00
111597	03/14/2012	REILLY, DOUGLAS C.	Employee Benefit Program/March 2012	130.50
111598	03/14/2012	S & P COMPANY	City Common Area Maintenance/Fiscal Year 2011	4,512.31
111599	03/14/2012	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/February 2012	361.42
111600	03/21/2012	AFLAC	Employee Benefit Program/April 2012	310.80
111601	03/21/2012	AT&T	Telephone/581-3974/February 2012	78.31
111602	03/21/2012	AT&T	Telephone/583-1105/February 2012	15.76
111603	03/21/2012	CAA	Water Quality Consulting/February 2012	1,799.00
111604	03/21/2012	CALPERS - HEALTH	Employee Benefit Program/April 2012	3,312.35
111605	03/21/2012	CIVIL SOURCE	Building Inspection Services/February 2012	3,120.00
111606	03/21/2012	CNA	Employee Benefit Program/April-June 2012	410.36

CITY OF LAGUNA WOODS
WARRANT REGISTER
April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
111607	03/21/2012	CNA	Employee Benefit Program/April-June 2012	518.16
111608	VOID		VOID	-
111609	03/21/2012	DICKSONS, INC.	CDBG Energy Efficiency Program	1,862.00
111610	03/21/2012	HOGLE-IRELAND	Staffing Services/January 2012	16,757.50
111611	03/21/2012	MAW 'N PAW KETTLECORN	Refreshments/Movie/March 25, 2012	60.00
111612	03/21/2012	NIEVES LANDSCAPE, INC.	Landscape Maintenance/Extra Work	100.00
111613	03/21/2012	TERESE S OLIVER	Attorney/Redlight Camera/January 2012	1,980.00
111614	03/21/2012	ORANGE COUNTY SHERIFF	Medal of Valor Award Dinner/Rhodes, Macon	160.00
111615	03/21/2012	ORANGE COUNTY TREASURER-SHERIFF	Sheriff Services/February 2012	110,320.92
111616	03/21/2012	REDFLEX TRAFFIC SYSTEMS	Redlight Camera Services/February 2012	15,000.00
111617	03/21/2012	REILLY, DOUGLAS C.	Mileage Reimbursement/January-March 2012	309.69
111618	03/21/2012	SADDLEBACK WINDOWS AND DOORS	CDBG Energy Efficiency Program	4,534.00
111619	03/21/2012	WM CURBSIDE, LLC	Waste Collection/February 2012	5,826.75
111620	03/28/2012	RITA ADLER	Taxi Voucher Refund	106.00
111621	03/28/2012	AT&T	Telephone/458-3487/March 2012	31.93
111622	03/28/2012	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 3/9/12	4,694.01
111623	03/28/2012	CAPTIONING UNLIMITED	Closed Caption/Council Meeting/March 2012	200.00
111624	03/28/2012	CITY OF LAGUNA BEACH	Animal Services/3rd Quarter/Fiscal Year 2012	20,665.00
111625	03/28/2012	COPYFORCE	Printing/Building Permit Forms	581.85
111626	03/28/2012	DATA TICKET, INC.	Deposit Refund	750.00
111627	03/28/2012	DELTA DENTAL PLAN OF CA	Employee Benefit Program/April 2012	633.98
111628	03/28/2012	EASY TURF	Landscape Maintenance/Dog Park	170.00
111629	03/28/2012	EL TORO WATER DISTRICT	City Hall Utilities/February 2012	28.00
111630	03/28/2012	EL TORO WATER DISTRICT	City Hall Utilities/February 2012	101.24
111631	03/28/2012	FLEX ONE	Program Fees/March 2012	50.00

CITY OF LAGUNA WOODS
WARRANT REGISTER
April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
111632	03/28/2012	MANAGED HEALTH NETWORK	Employee Benefit Program/April 2012	22.23
111633	03/28/2012	NIEVES LANDSCAPE, INC.	Landscape Repair	4,220.00
111634	03/28/2012	ORANGE COUNTY TREASURER - STREET	Street Maintenance/January 2012	4,623.51
111635	03/28/2012	PEAK LIGHTING & ELECTRIC, INC	Streetlight Maintenance/March 2012	704.52
111636	03/28/2012	PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/April 2012	465.85
111637	03/28/2012	SCOTT FAZEKAS & ASSOCIATES	Plan Check Services/February 2012	600.00
111638	03/28/2012	SOUTHERN CALIFORNIA EDISON	City Hall Utilities/March 2012	852.76
111639	03/28/2012	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/City Center Park/March 2012	22.54
111640	03/28/2012	SO. CALIFORNIA WATER COMMITTEE	Quarterly Meeting/Hack	70.00
111641	03/28/2012	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/April 2012	199.14
111642	03/29/2012	GRUBER & ASSOCIATES	Fiscal Year 2011 Audit Final Billing	10,700.00
111643	03/29/2012	STATE BOARD OF EQUALIZATION	Use Tax/2009-2011	171.99
111644	04/04/2012	ARBORGATE CONSULTING, INC.	Measure M/Moulton Smart Street	180.00
111645	04/04/2012	AT&T	Telephone/452-0600/March 2012	274.67
111646	04/04/2012	AT&T	Telephone/639-0500/March 2012	180.52
111647	04/04/2012	MARJORIE BLANCHARD	Taxi Voucher Refund	34.50
111648	04/04/2012	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 3/23/12	4,694.01
111649	04/04/2012	CIT TECHNOLOGY FINANCING SERVICE	Copier Lease/April 2012	641.12
111650	04/04/2012	COPYFORCE	Printing/Recycling Flyers	129.30
111651	04/04/2012	DAVID EVANS & ASSOCIATES INC.	Moulton Smart Street/February 2012	2,845.47
111652	04/04/2012	EL TORO WATER DISTRICT	Irrigation/March 2012	2,794.93
111653	04/04/2012	EL TORO WATER DISTRICT	Ridge Route Park Irrigation/March 2012	279.14
111654	04/04/2012	EL TORO WATER DISTRICT	Dog Park Irrigation/March 2012	21.25
111655	04/04/2012	GARY GATES	Employee Benefit Program/March 2012	399.53
111656	04/04/2012	HARDY & HARPER, INC.	City Hall Parking Lot Maintenance/Pothole Repair	1,700.00

CITY OF LAGUNA WOODS
WARRANT REGISTER
April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
111657	04/04/2012	JONES, ERNESTINE	Employee Benefit Program/March 2012	508.84
111658	04/04/2012	JAE DO LEE	Waste Diversion Deposit Refund/BP 27398D	1,400.00
111659	04/04/2012	CHRISTINA C. LIN	Waste Diversion Deposit Refund/BP 29653D	1,500.00
111660	04/04/2012	LYNN CAPOUYA	Ridge Route Landscape	1,026.00
111661	04/04/2012	MC FADDEN CONSTRUCTION	Waste Diversion Deposit Refund/BP 30860C	1,800.00
111662	04/04/2012	NIEVES LANDSCAPE, INC.	Landscape Maintenance	2,200.00
111663	04/04/2012	PAPCO IRRIGATION	Backflow Device Maintenance/Calendar Year 2012	677.79
111664	04/04/2012	REDFLEX TRAFFIC SYSTEMS	Redlight Camera Services/December 2011	20,000.00
111665	04/04/2012	RUTAN & TUCKER, LLP	City Attorney Services/February 2012	6,169.98
111666	04/04/2012	SONITROL	Alarm Monitoring/April 2012	57.19
111667	04/04/2012	SOUTHERN CALIFORNIA EDISON	Residential Streetlight/United/March 2012	1,671.75
111668	04/04/2012	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controllers/March 2012	758.81
111669	04/04/2012	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/March 2012	95.20
111670	04/04/2012	SOUTHERN CALIFORNIA EDISON	Ridge Route Park/March 2012	22.72
111671	04/04/2012	THE GAS COMPANY	City Hall Utilities/March 2012	154.85
111672	04/04/2012	YOLIE TRIPPY	Employee Benefit Program/March 2012	359.00
111673	04/04/2012	VANTAGEPOINT TRANSFER AGENT-457	457 Plan Contributions/Feb-March 2012	2,950.00
111674	04/04/2012	TERESE S OLIVER	Attorney/Redlight Camera/February 2012	3,421.61
111675	04/10/2012	AT&T	Telephone/770-9359/March 2012	15.83
111676	04/10/2012	AT&T	White Pages/April 2012	3.78
111677	04/10/2012	CALIFORNIA YELLOW CAB	NEMT/February 2012	5,306.00
111678	VOID		VOID	-
111679	VOID		VOID	-
111680	VOID		VOID	-
111681	04/10/2012	HARDY & HARPER, INC.	Street Repair/Potholes	7,850.00

CITY OF LAGUNA WOODS
WARRANT REGISTER
April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
111682	04/10/2012	KEANE, LESLIE A.	Auto Allowance/April 2012	450.00
111683	04/10/2012	LOS ANGELES TIMES	Newspaper Delivery	51.20
111684	04/10/2012	LYNN CAPOUYA	Park In Lieu/Ridge Route Linear/March 2012	1,039.09
111685	04/10/2012	NIEVES LANDSCAPE, INC.	Landscape Maintenance/March 2012	25,121.32
111686	04/10/2012	REILLY, DOUGLAS C.	Employee Benefit Program/March-April 2012	109.49
111687	04/10/2012	REPUBLIC ITS	Traffic Signal/Batteries in Flashing Beacons	980.00
111688	04/10/2012	TETRA TECH, INC	CDBG/Phase I Flood Study	2,528.80
111689	VOID		VOID	-
111690	4/10/2012	DENNIS D. NELSON, PE	Professional Services/January-February 2012	47,628.55
			Total Prepaid Warrants	<u>457,908.08</u>
REGULAR WARRANTS:				
111691	04/10/2012	BANK OF AMERICA - CC	Credit Card Charges/March 2012	133.89
111692	04/10/2012	CAA	Water Quality Consulting/March 2012	1,916.50
111693	04/10/2012	COMMPRO	Website Hosting/April 2012	295.00
111694	04/10/2012	CYNTHIA CONNERS	April 2012 Compensation	300.00
111695	04/10/2012	DATA TICKET, INC.	Citation Processing/February 2012	3.53
111696	04/10/2012	GREAT CLEANING SERVICE	Janitorial Services/March 2012	712.39
111697	04/10/2012	HACK, BERT	April 2012 Compensation	300.00
111698	04/10/2012	KONICA MINOLTA BUSINESS	Copier Fees/January-March 2012	321.03
111699	04/10/2012	NIEVES LANDSCAPE, INC.	Landscape Maintenance/April 2012	10,725.41
111700	04/10/2012	ORANGE COUNTY REGISTER-NOTICES	Public Notices/March 2012	441.15
111701	04/10/2012	ORANGE COUNTY TREASURER-SHERIFF	Sheriff Services/March 2012	110,320.92
111702	04/10/2012	REPUBLIC ITS	No Right Turn on Red/LED Installation	2,000.00
111703	04/10/2012	MARTIN RHODES	April 2012 Compensation	300.00

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 April 18, 2012

Check Number	Check Date	Vendor Name	Check Description	Amount
111704	04/10/2012	RING, ROBERT	April 2012 Compensation	300.00
111705	04/10/2012	ROBBINS, MILTON	April 2012 Compensation	300.00
111706	04/10/2012	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/March 2012	361.42
111707	04/10/2012	SOUTHERN CALIFORNIA EDISON	Residential Street Lights/Third/March 2012	4,272.69
111708	04/10/2012	SOUTHERN CALIFORNIA EDISON	Right of Way/March 2012	2,062.35
			Total Regular Warrants	<u>135,066.28</u>

Total Register 592,974.36

March Credit Card Statement Detail

Debit	FEDEX	Delivery Services	98.33
Debit	OC REGISTER	Newspaper Delivery	35.56

6.5
ANNUAL AUDIT SERVICES
(NO REPORT)

6.6
CONSTRUCTION AND DEMOLITION
REGULATIONS

ORDINANCE NO. 12-XX**AN ORDINANCE OF THE CITY OF LAGUNA WOODS, CALIFORNIA,
AMENDING CHAPTER 4.24 OF THE LAGUNA WOODS MUNICIPAL
CODE PERTAINING TO CONSTRUCTION AND DEMOLITION
MATERIALS MANAGEMENT**

WHEREAS, the California Integrated Waste Management Act of 1989, commonly referred to as Assembly Bill 939, codified in substantial part at Public Resources Code §40000 and following, requires each local jurisdiction in the State to divert 50% of discarded materials from disposal in landfills and transformation facilities; and

WHEREAS, under Article 11, Section 7, of the California Constitution as implemented in part by Public Resources Code §40059, the City has the authority to regulate solid waste generated in the City; and

WHEREAS, construction and demolition materials (“C&D materials”) and inert wastes constitute a substantial percentage of the waste stream in the State and these materials have significant potential for waste reduction and recycling; and

WHEREAS, the reuse and recycling of C&D materials and removal of inert wastes from the waste stream are essential to further the City’s efforts to reduce waste and comply with Assembly Bill 939, Senate Bill 1374, the California Green Building Standards Code, and related diversion requirements of the California Department of Resources Recycling and Recovery; and

WHEREAS, waste reduction, reuse and recycling of C&D materials reduce the amount of C&D materials transported for disposal in landfills and transformation facilities; and

WHEREAS, except in unusual circumstances, it is feasible to divert at least 50% of all C&D materials and inert wastes from construction, demolition, grading and renovation projects; and

WHEREAS, to ensure compliance with Chapter 4.24 and to ensure that those who comply with this chapter are not placed at a competitive disadvantage, it is necessary to impose a diversion security deposit requirement.

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

SECTION 1. Findings

The City Council hereby incorporates the foregoing recitals and findings.

SECTION 2. Repeal of Existing Regulations

Chapter 4.24 (Construction and Demolition Materials Management) of the Laguna Woods Municipal Code is hereby repealed.

SECTION 3. Adoption of New Regulations

Chapter 4.24 (Construction and Demolition Materials Management) is hereby added to Title 4 (Health and Sanitation) of the Laguna Woods Municipal Code as follows:

CHAPTER 4.24. - CONSTRUCTION AND DEMOLITION MATERIALS MANAGEMENT

- Sec. 4.24.010. - Purpose.
- Sec. 4.24.020. - Definitions.
- Sec. 4.24.030. - Covered projects.
- Sec. 4.24.040. - Exempt projects.
- Sec. 4.24.050. - C&DMMP required.
- Sec. 4.24.060. - Diversion security deposits.
- Sec. 4.24.070. - Approval of C&DMMP.
- Sec. 4.24.080. - Disapproval of C&DMMP.
- Sec. 4.24.090. - Application for refund.
- Sec. 4.24.100. - Weight of construction and demolition material diversion.
- Sec. 4.24.110. - Determination of compliance and release of diversion security deposit.
- Sec. 4.24.120. - C&DMMP waivers.
- Sec. 4.24.130. - Appeal.
- Sec. 4.24.140. - Inspection.
- Sec. 4.24.150. - Infraction.

Section 4.24.010. - Purpose.

The purpose of this chapter is to promote the recycling of construction and demolition waste in order to protect the public health, safety, and welfare and to meet the City's obligations under Assembly Bill 939, Senate Bill 1374, the California Green Building Standards Code, and related diversion requirements of the California Department of Resources Recycling and Recovery.

Section 4.24.020. - Definitions.

For the purposes of this chapter the following words and phrases are defined as follows, unless it is apparent from the context that a different meaning is intended. Words and phrases not defined by this section shall have the meanings set forth in Division 30, Part 1, Chapter 2 of the Public Resources Code, §§ 40000 and following and the regulations of the California Department of Resources Recycling and Recovery.

If not defined in the Public Resources Code or the California Department of Resources Recycling and Recovery's regulations, then the definitions found in the Resource Conservation and Recovery Act ("RCRA"), 42 U.S.C. §§ 6901 and following and the regulations implementing RCRA, as they may be amended, shall apply.

- (05) *Applicant* shall mean any person, firm, limited liability company, association, partnership, political subdivision, government agency, municipality, industry, public or private corporation, or any other entity whatsoever required to apply for a City permit to undertake any covered project, as defined below.
- (10) *Community Development Director* shall mean the City Manager's designee and his or her designees.
- (15) *Construction and Demolition Materials* or *C&D Materials* shall mean used or commonly discarded materials removed from premises of a covered project during construction, grading, remodeling, repair, demolition, deconstruction or renovation resulting from construction, renovation, grading, remodeling, repair, deconstruction or demolition operations on any pavement, house, commercial building, or other structure, or from landscaping. Such materials include, but are not limited to, inert waste (including rock, concrete, brick, sand, soil, ceramics and cured asphalt), gravel, plaster, gypsum wallboard, aluminum, glass, plastic pipe, roofing material, carpeting, wood, masonry, trees, stumps, remnants of new materials, including paper, plastic, carpet scraps, wood scraps, scrap metal, building materials, packaging and rubble.

- (20) *Construction and Demolition Diversion Security Deposit* or *Diversion Security Deposit* shall mean cash or a letter of credit in a form acceptable to the City, submitted to the City pursuant this chapter.
- (25) *Construction and Demolition Materials Management Plan* or *C&DMMP*, shall mean a completed C&DMMP form, approved by the City for the purpose of compliance with this chapter.
- (30) *Covered Project* shall mean a project for which a building, demolition, grading or other similar permit is required by the City.
- (35) *Deconstruction* shall mean a process to dismantle or remove useable materials from structures, in a manner which maximizes the recovery of building materials for reuse and recycling and minimizes the amount of waste transported for disposal in landfills and transformation facilities.
- (40) *Divert* or *Diversion* shall mean activities which reduce or eliminate the amount of C&D material from disposal in a landfill or transformation facility. See Public Resources Code § 40124.
- (45) *Diversion Requirement* shall mean the diversion of at least fifty percent (50%), by weight, of the C&D material, other than inert waste, generated by a covered project by reuse or recycling, and that at least fifty percent (50%) of the inert waste is removed from the solid waste stream and not disposed of in a solid waste landfill, unless the applicant has been granted an exemption pursuant to this chapter. If the applicant has been granted an exemption, the diversion requirement shall be the maximum feasible diversion rate established by the Community Development Director for the project.
- (50) *Feasible* shall have the meaning ascribed by Public Resources Code § 21061.1.
- (55) *Inert Waste* shall have the meaning ascribed by Public Resources Code § 41821.3(a)(1).
- (60) *Project* shall mean any activity for which a building, demolition, grading or other similar permit is required from the City.
- (65) *Recycling* shall have the meaning ascribed by Public Resources Code § 40180.
- (70) *Reuse* shall mean further or repeated use of C&D materials or Inert Waste.
- (75) *Salvage* shall mean the controlled removal of C&D materials from a permitted construction or demolition site for the purpose of recycling, reuse, or storage for later recycling or reuse.
- (80) *Valuation* shall have the same meaning as defined in Chapter 10.08 (California Building Code) of this Code.

Section 4.24.030. - Covered projects.

All covered projects shall comply with the provisions of this chapter. Compliance with the provisions of this chapter shall be a condition for refund of the project’s diversion security deposit.

Section 4.24.040. - Exempt projects.

The provisions of this chapter shall not apply to any of the following:

- (1) Work that does not require a building permit, demolition permit, and/or grading permit;
- (2) Projects that are not projected to generate three cubic yards or more of C&D materials; or
- (3) Demolition or construction required to protect public health or safety in an emergency, as defined in Public Resources Code § 21060.3.

Section 4.24.050. - C&DMMP required.

Each applicant for a permit for any covered project shall complete and submit to the Community Development Department a C&DMMP on a form approved by the City for this purpose prior to permit issuance. The completed C&DMMP, at a minimum, shall indicate all of the following: (1) the estimated weight of C&D materials, itemized as required by City, to be generated; (2) the maximum weight of C&D materials projected to be generated by the covered project; (3) the estimated weight of residual C&D materials to be transported for disposal in a landfill or transformation facility; and (4) the estimated weight of inert waste to be removed from the waste stream and not disposed of in a landfill or transformation facility.

Section 4.24.060. - Diversion security deposits.

Each applicant for a permit for a covered project, except for all City-sponsored projects, shall submit a diversion security deposit with the C&DMMP. The amount of the diversion security deposit shall be as follows:

Amount of C&D Materials Projected to be Generated	Amount of Diversion Security Deposit
3 to less than 10 cubic yards	\$250

10 to less than 80 cubic yards	\$900
80 or more cubic yards	\$2,700
25 or more permits expected to be issued to a single applicant in a single calendar year for similar covered projects projected to generate a cumulative total of 400 or more cubic yards	\$7,050
Any new building or building demolition, as defined by the City's Building Code	\$100 per 3 cubic yards of C&D Materials projected to be generated, up to a maximum of \$50,000

Section 4.24.070. - Approval of C&DMMP.

The Community Development Director shall approve a C&DMMP if all of the following conditions have been met:

- (1) The C&DMMP provides all of the information set forth in Section 4.24.050 of this chapter;
- (2) The C&DMMP indicates that the diversion requirement will be met; and
- (3) The applicant has submitted an appropriate diversion security deposit in compliance with Section 4.24.060 of this chapter.

Section 4.24.080. - Disapproval of C&DMMP.

If the Community Development Director determines that the C&DMMP is incomplete or fails to meet the diversion requirement, the Community Development Director shall notify the applicant and no permits shall be issued until the C&DMMP is approved.

Section 4.24.090. - Application for refund.

Within 180 days after the completion (permit final) of any covered project that requires a diversion security deposit, the applicant may submit to the Community Development Director documentation that the applicant has met the diversion requirement for the project and apply for a refund of the diversion security deposit.

This documentation may include any of the following in form sufficient to the City:

- (1) For covered projects that use the City's franchise waste hauler, proof of purchase or delivery of waste containers shall be sufficient to meet the diversion requirement. Weight of materials will not be required;
- (2) Receipts or gate tickets from the vendor or facility which received the C&D materials showing the actual weight of that material and "Laguna Woods" as the city of origin;
- (3) A description of the type and amount of materials used for salvage; or
- (4) Any additional information the Community Development Director determines is relevant to determining the applicant's efforts to comply in good faith with this chapter.

Section 4.24.100. - Weight of construction and demolition material diversion.

Applicants shall make reasonable efforts to ensure that all C&D materials diverted, or delivered to disposal facilities for disposal, are measured and recorded using the most accurate method of measurement reasonably available. To the extent practicable, all C&D materials and inert waste to be removed from the waste stream and not disposed in a landfill or transformation facility or used for salvage shall be weighed on scales. Such scales shall be in compliance with all regulatory requirements for accuracy and maintenance. For C&D materials for which weighing is not practical due to small size or other considerations, a volumetric measurement shall be used. For conversion of volumetric measurements to weight, the applicant shall use standardized conversion rates approved by the City for this purpose. All weight-related documentation must indicate "Laguna Woods" as the city of origin.

Section 4.24.110. - Determination of compliance and release of diversion security deposit.

The Community Development Director shall review the information submitted under Section 4.24.090 of this chapter and determine whether the applicant has complied with the C&DMMP, as follows:

- (1) *Full Compliance.* If the Community Development Director determines that the applicant has fully complied with the C&DMMP applicable to the project, the Community Development Director shall cause the full diversion security deposit to be released to the applicant.

- (2) *Good Faith Effort to Comply.* If the Community Development Director determines that the applicant has not fully complied with the C&DMMP, the Community Development Director shall determine whether the applicant made a good faith effort to comply with this chapter. In making this determination, the Community Development Director shall consider the availability of markets for the C&D materials transported for disposal in a landfill or transformation facility, the size of the project, and the documented efforts of the applicant to divert C&D materials and remove inert waste from the waste stream. If the Community Development Director determines that the applicant has made a good faith effort to comply with this chapter, the Community Development Director shall approve the release of the diversion security deposit, or a portion thereof, to the applicant. Any portion of the diversion security deposit not released to the applicant shall be retained by the City.
- (3) *Noncompliance.* If the Community Development Director determines that the applicant has not made a good faith effort to comply with this chapter, or if the applicant failed to submit the documentation required by Section 4.24.090 of this chapter within the required time period, then the diversion security deposit shall be retained by the City.
- (4) *Refund of Erroneous Payment.* The Community Development Director may authorize the refund of any diversion security deposit which was erroneously paid or collected.
- (5) *Withdrawal of Permit Application.* The Community Development Director may authorize the refund of any diversion security deposit if the permit application for a covered project is withdrawn or cancelled before any work has begun.
- (6) Diversion security deposits retained by the City may be used only for:
 - a. Payment of diversion security deposit refunds;
 - b. Costs of administration of the program established by this chapter; and
 - c. Cost of programs to encourage and achieve diversion of construction materials from disposal at disposal facilities.

Section 4.24.120. - C&DMMP waivers.

- (a) If an applicant for a covered project experiences or anticipates unique circumstances that the applicant believes make it not feasible to comply with the diversion requirement, the applicant may apply for a waiver. The applicant shall indicate on the C&DMMP the maximum rate of diversion the applicant believes is

feasible for each material and the specific circumstances that the applicant believes make it not feasible to comply with the diversion requirement.

(b) The Community Development Director shall review the information supplied by the applicant and may meet with the applicant to discuss possible ways of meeting the diversion requirement. Based on the information supplied by the applicant, the Community Development Director shall determine whether it is possible for the applicant to meet the diversion requirement.

(c) If the Community Development Director determines that it is not feasible for the applicant to meet the diversion requirement, the Community Development Director shall determine the maximum feasible diversion rate for each material and shall designate this rate on the C&DMMP submitted by the applicant.

(d) If the Community Development Director determines that it is possible for the applicant to meet the diversion requirement, the Community Development Director shall deny the application for exemption and inform the applicant in writing of the denial and the reasons for the denial. The applicant shall have 30 days after receipt of such notification to resubmit a C&DMMP form in full compliance with this chapter. If the applicant fails to resubmit the C&DMMP, or if the resubmitted C&DMMP does not comply with this chapter, the Community Development Director shall deny the C&DMMP, and the Community Development Department shall not issue a permit for that project.

Section 4.24.130. - Appeal.

Each applicant shall have the right to appeal any decision made by the Community Development Director to the City Manager or the City Manager's designee. The applicant must file a Notice of Appeal from the ruling of the Community Development Director with the City Clerk not more than ten (10) business days after the notice of the Community Development Director's decision was mailed to the address provided by the applicant. The Notice of Appeal shall include all evidence and legal arguments which the applicant wishes the City, and any reviewing court to consider. The decision made by the City Manager, or the City Manager's designee, shall be in writing, stating the legal and factual basis for the decision. The decision shall be final and conclusive.

Section 4.24.140. - Inspection.

The Community Development Director shall have the right to enter project sites, unannounced, for the purpose of making reasonable inspections to observe and enforce compliance with this section and any applicable laws or regulations.

Section 4.24.150. - Infraction.

Violation of any provision of this chapter shall constitute an infraction.

SECTION 4. Effective Date.

This Ordinance shall take effect and be in full force and operation thirty (30) days after adoption.

SECTION 5. City Clerk’s Certification

The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

PASSED, APPROVED AND ADOPTED this ____ day of ____ 2012.

CYNTHIA S. CONNERS, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

APPROVED AS TO FORM:

DAVID B. COSGROVE, City Attorney

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 **Ordinance No. 12-XX** was duly introduced and placed upon its first reading at a Regular Meeting of the City Council on the 21st of March, 2012, and that thereafter, said Ordinance was duly adopted and passed at a Regular Meeting of the City Council on the _____ day of _____, 2012 by the following vote to wit:

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

YOLIE TRIPPY, Deputy City Clerk

6.7
FY 2012-13 COMMUNITY DEVELOPMENT
BLOCK GRANTS
(NO REPORT)

6.8
2011 ANNUAL GENERAL PLAN PROGRESS
REPORT

City of Laguna Woods

General Plan Annual Report
2011

Community Development Department



City of Laguna Woods
24264 El Toro Road
Laguna Woods, CA 92637
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Prepared by: Deborah Drasler
ddrasler@lagunawoodscity.org

April 2012

CITY COUNCIL

Cynthia Conners - Mayor

Bob Ring - Mayor Pro Tem

Bert Hack - Councilmember

Marty Rhodes - Councilmember

Milt Robbins - Councilmember

CITY MANAGER

Leslie A. Keane, City Manager

COMMUNITY DEVELOPMENT

Deborah Drasler, City Planner

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1. Introduction

California Government Code Section 65300 requires that each City adopt a General Plan to guide the long-term physical development of the City. The General Plan encompasses seven elements, including the: Land Use Element; Housing Element; Circulation Element; Open Space Element; Conservation Element; Safety Element; and Noise Element. Future physical development of the City, as well as the formulation of municipal programs and services needed to support such development, will be guided through Objectives, Policies, and Implementation Measures set forth in each general plan element. Adopted in 2003, the Laguna Woods General Plan provides the foundation for the City to function as a distinct and unique community. The policies, programs and other measures discussed in this document serve as a blueprint for development in the community. Primary among the City General Plan's objectives is the development of a self-sustaining community that provides for goods, services, housing, employment and recreational opportunities.

Government Code Section 65400 mandates that certain cities and all 58 counties submit an annual report on the status of the General Plan and progress in its implementation to their legislative bodies, the Governor's Office of Planning and Research (OPR) and the California Housing and Community Development (HCD) Department. This report has been prepared to summarize the status of the Laguna Woods General Plan and the progress in its implementation for the year 2011. Significant programs and policy measures that were developed or adopted over the reporting period are included in this report to provide concrete examples of the City's progress towards general plan implementation. Also included in this report are figures, tables and information requested by the HCD. Prepared in accordance with state law, these serve to illustrate the City's progress towards meeting its share of regional housing needs. This is discussed in greater detail in chapter five, titled "Regional Housing Needs Assessment."

The preparation of this report is not only a statutory measure developed to meet state law. The General Plan Annual report provides a clear systematic look at the City's progress in meeting its general plan goals. This process serves as a valuable tool for staff to gain perspective on the effectiveness of general plan implementation measures, and areas that might require a different approach. Lastly, the results of this report will serve as a guide for decision makers (i.e., City Council) in prioritizing future policy revisions, resource allocations and other projects.

2. Background

The City

The City of Laguna Woods was incorporated in March 1999 and encompasses approximately 2,270 acres. Laguna Woods is located in south Orange County between the San Joaquin Foothills and the Santa Ana Mountains. The City is bordered on the north, east and southeast by the City of Laguna Hills, on the south by the City of Aliso Viejo, on the southwest by the City of Laguna Beach, on the northwest by the City of Irvine and on the west by unincorporated County of Orange. The City has approximately 18,000 residents, the majority of which live within the gated senior community of Laguna Woods Village (formerly Leisure World). The City has five commercial centers and several other community facilities and commercial properties. The City is approaching build out with limited

vacant land available for new or infill development. The majority of vacant land within the City has been included in the Urban Activities Center (UAC) Specific Plan area for planning purposes. A Specific Plan application (SP-697) has been submitted by the Golden Rain Foundation, to develop nine parcels that cover approximately 72 acres of land outside the Laguna Woods Village Community walls and gates. As of this writing, the specific plan application is deemed incomplete. The City will consider land use, housing, traffic, infrastructure and fiscal balance in its analysis of the Specific Plan proposal.

Laguna Woods General Plan

Preparation of the General Plan began with a series of community workshops held in early 2001. Perspectives and issues presented by members of the community set the course for the new General Plan. The General Plan Coordinating Committee, appointed by the City Council, considered each draft component of the new General Plan and provided input at monthly meetings from February 2001 through June 2002. The City of Laguna Woods Community Services Committee provided input on the draft document at public meetings in March and August 2002. In September 2002, the City of Laguna Woods Planning Advisory Committee recommended that the City Council certify the Environmental Impact Report prepared in conjunction with the General Plan and adopt the draft General Plan. The Laguna Woods City Council held a public hearing, certified the Environmental Impact Report and adopted the City of Laguna Woods General Plan on October 16, 2002. The General Plan Housing Element was subsequently certified by the HCD, Division of Housing Policy Development on April 7, 2003.

3. General Plan Amendments 2011

The City of Laguna Woods did not process any general plan amendments during the 2011 reporting period.

However, in 2010, the City of Laguna Woods processed a general plan amendment which modified the City's land use element and land use map, identifying new "Residential Community" and "Community Facilities" land use designation. Additionally, the general plan amendment modified the City's land use element to reflect the name change from Leisure World to Laguna Woods Village (Formerly; known as Leisure World) as well as amend all tables of the Land Use Element to account for the new land use designation. Because State law requires that the zoning code be consistent with the City's general plan, staff processed concurrently a city-wide zoning code modification that included an update of the land use designations and zoning districts in the City's zoning code. The goal was to simplify language, land use designations, policy guidelines and standards in order to improve consistency between the documents and make their implementation more effective. Additionally, staff included in the zoning code modification, reference to "emergency and transitional housing shelters" in conformance to State law to ensure that the development of these uses is compatible with surrounding uses and the unique development characteristics of the community. The ordinance allows emergency and transitional housing shelters in Community Commercial (CC) zoning districts by right and in the Community Facility Public/Institutional ((CF-P/I) and Community Facility Private (CF-P) zoning districts subject to a Conditional Use Permit.

While the general plan and zoning code amendment was approved at the December 15, 2010 City Council public hearing, the second reading of the ordinances for the zoning code amendments was

presented at the January 19, 2011 City Council public hearing and became effective on February 19, 2011

While no general plan amendments were approved during this most recent reporting period, the City continues its commitment to promoting housing element goals and meeting the City’s Regional Housing Needs Assessment (RHNA) allocation. A brief summary of amendments and their recent developments are included.

Past General Plan Amendments

Date	Action	Description
October 2002	Current General Plan adoption	Adoption of the Land Use, Housing, Circulation, Open Space, Conservation, Safety and Noise Elements.
October 2005	General Plan Amendment (GPA 05-01)	General Plan Amendment to change a property from Commercial to High Density Residential.
July 2007	General Plan Amendment (GPA 07-01)	General Plan Amendment for the annexation of 170 acres of land from neighboring cities for Open Space.
January 2009	General Plan Housing Element Update (GPA 09-01)	Housing Element Update
December 2010	General Plan Land Use Element and Map Amendment	General Plan Amendment incorporating new “Residential Community” and “Community Facilities” land use designation, and reflecting the name change from Leisure World to Laguna Woods Village.

4. Significant Projects and Program Approvals

The City Council is the decision making body for the City of Laguna Woods. The Council serves as the Planning Commission for land use decisions and has established a committee structure to make recommendations on proposed projects and programs. Each committee is comprised of eleven residents and/or business people that are appointed by City Council members for two year terms. The committees have designated areas of interest and include the following:

- Community Services Committee
- Land Use and Design Review Committee
- Public Safety Committee

The purpose of this section is to highlight City activities, programs and public services within the 2011 reporting period. These activities and programs are instrumental to the ongoing implementation of the general plan.

Water Quality Ordinance Revisions: In November 2010, the City modified several ordinances related to water quality, including trash and debris, grading, and water quality. These modifications were made to ensure continued compliance with State law and to reduce water pollution.

Ongoing Programs:

City Hall Services: Laguna Woods City Hall hosts a library branch of the County of Orange. With hours from 10 a.m. to 4:30 p.m. Monday through Friday, residents can request books and other library resources located in other branches via the internet and have them sent to the City Hall branch for checkout. In addition, City Hall housed a satellite office for the Department of Fish and Wildlife and providing meeting space for the Service Corp of Retired Executives (SCORE), State Assemblyman Donald P. Wagner and U.S. Congressman John Campbell.

Laguna Woods Green Home Certification Program: The City of Laguna Woods continued the voluntary green home certification program established in March of 2009. The purpose of the program is to encourage residents to incorporate sustainable appliances and building practices into their homes to promote the environmental health of the community. The Laguna Woods Green Homes Program is available for all residential units, existing or new. Homeowners may apply for proposed certification at three levels — Green, Star Green and Star Green Plus — based on points for particular environmental improvements.

Household Hazardous Waste, Electronic Waste and Bulky Item Collection Program: Under the Household Hazardous Waste (HHW) and Electronic Waste (E-Waste) collection program residents contact City Hall to schedule collections at their homes of either type of waste. E-Waste just requires a call to City Hall to request a pickup. HHW collection requires that residents obtain a box or heavy plastic bag from City Hall to fill with their waste, such as pesticides, paint, paint thinners and more, and sign up for a pickup. A state-licensed contractor picks up the box at the residence and disposes of the HHW contained inside properly. Each is provided on a monthly basis. As part of the HHW collection program, the City also funds a mail-in “Sharps” program for medical needles and maintains an old cell phone, battery, fluorescent bulb, photo copier ink jets and dry medication drop-off at City Hall. In 2009, the City added an in-home bulky item collection program for items too large or heavy to be moved by a resident. In 2010, with the renewal of the City’s waste hauler franchise, bulky and other types of items were collected monthly at no charge to residents. During the 2011 reporting period the City collected 10,907 lbs of HHW, 12,508 lbs of E-Waste, 171 tons of bulky items, 141 gallon containers of sharps, 2,210 lbs of batteries, 469 compact fluorescent bulbs and 2,016 feet of straight fluorescent tubes, and 453 lbs of non-controlled medicines.

Integrated Waste Management Franchise – In 2010, the City Council extended the integrated waste management franchise initially awarded to Ware Disposal, Inc. in 2005 for five years. The extension continued services at current rates—except for the annual increase in tipping fees paid to the County of Orange that was the subject of a separate agreement—which allows a one-time service fee increase based on labor rates paid under a new contract to be negotiated in 2012, sharing California beverage container redemption revenues with the City, and free monthly collection of bulky and other items left in designated areas throughout the City.

Environmental Improvement Pilot Program: In 2011, the City continued to implement the Environmental Improvement Pilot Program which began in October 2009 to reduce building permit fees for residents that install water and energy efficient products. The program reduced fees by an

average of 15% for products including nail-in windows, hot water recirculation systems, photo-voltaic systems, energy efficient central heat and a/c systems and tankless water heaters.

Community Services Organization Grants: The City of Laguna Woods annually awards community services grants to non-profit organizations that provide services that benefit residents or workers through specific programs or projects. The City awarded \$130,000 in grants in the 2011 reporting period and will continue this program as future budgets allow.

Battery Recycling Ordinance: The City continued to enforce an ordinance adopted in February 2006 which corresponds with state law making it illegal to dispose of household and rechargeable batteries in regular trash. The ordinance requires retail businesses with \$1 million or more in sales of batteries in the City to maintain an on-site battery recycling program that is convenient, safe and environmentally friendly.

Taxi Voucher Program: The City’s very popular taxi voucher program allows residents 60 years and older to travel anywhere in Orange County. The program subsidizes the cost of a taxi trip by up to 90%. There are three types of taxi voucher services: general travel, special destination trips and non-emergency medical trips. Special destination vouchers for senior residents allow travel to John Wayne Airport, the regional airport, and the Irvine Transportation Center, which includes rail and bus services. In 2011, the City Council raised the special destination voucher to John Wayne Airport to bring costs within the budget for FY 2011/2012. In 2010, the City Council had already increased the age for residents purchasing special destination vouchers to John Wayne Airport to 70, and limited general travel vouchers to not include the airport.

Park In-Lieu Fee Ordinance: In 2011, the City continued to allocate and spend park in-lieu fees collected in prior years, including phase II of the Ridge Route Linear Park project, the design and construction of City Centre Park and improvements at Woods End Park. No fees were collected during the 2011 reporting period, but the City has collected \$425,628 since adoption of its park in-lieu fee ordinance.

Energy Grant Program: The City continued a program that provides for the purchase and installation of additional insulation, new dual pane windows with low “E” glass, doors, heat pumps, ceiling fans and other similar energy efficient improvements for qualified low income seniors who own their residential unit. The program is funded through a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). The City expects to spend between \$125,000 and \$200,000 each fiscal year through FY 2012.

Capital Improvement Program: The following capital improvement projects are proposed, underway or have been completed in the 2011 calendar year:

#	PROJECT NAME	Status
1	City Hall Acquisition	Complete
2	City Hall Renovation	Underway
3	Moulton Parkway Widening/Smart Street Project Segment 3, Phase I – Hardscape Segment 3, Phase I – Landscape Segment 3, Phase II	Complete Underway Underway

4	El Toro Road/Aliso Creek Road Intersection Widening and Landscape Improvements Phase I Phase II	Complete Future
5	Moulton Parkway Landscaping – South City limit to Via Campo Verde	Future
6	Ridge Route Linear Park Project Phase I Phase II	Complete Underway
7	City Centre Park	Complete
8	El Toro Road/Avenida Sevilla Storm Drain Project	Complete
9	Santa Maria Ave Pavement Resurfacing – Moulton Pkwy to Avenida Sosiega	Complete
10	Slurry Seal Program	Future
11	El Toro Road Resurfacing – Aliso Creek Road to Calle Sorona	Complete
12	Reconstruct Santa Maria Ave to provide multimodal trail on south side of street	Complete
13	El Toro Road Landscaping – Calle Sonora to Moulton Parkway	Future
14	Traffic Signal Right Turn Arrows	Underway
15	Aliso Creek Watershed Flood Control Design Study Phase I Phase II	Underway Future

5. Regional Housing Needs Assessment Allocation

In accordance with State Housing law, the Southern California Association of Governments (SCAG) has prepared a Regional Housing Needs Assessment (RHNA) that quantifies the need for housing in each jurisdiction in the SCAG region between 2006 and 2014. The RHNA provides estimates of existing and future housing needs for each municipality and regional government. Local governments are mandated by State Law to implement this plan by providing concrete measures that will work to meet their local affordable housing allocation.

The existing need is determined from information about current residents including the number of low-income families paying more than 30% of income for housing. Future need is based on projected growth in the number of households and the number of units needed to maintain a target vacancy rate. State law requiring that new, affordable housing not be concentrated in existing low income neighborhoods also guides the geographic distribution of RHNA dwelling units. The RHNA can include replacement housing, as well as new construction. The allocation for new construction units by income category is indicated in the following table:

Total Construction Need by Income for Planning Period 2006-2014

Very Low	Low	Moderate	Above Moderate	Total
25	23	27	60	135
19%	17%	20%	44%	100%

Source: Southern California Association of Governments

The City of Laguna Woods is still in the process of meeting its affordable housing allocation for the period of 2006 – 2014. No new residential units have been proposed or constructed, and no residential units have been permanently lost during this reporting period. In rare cases, occupancy of existing units has been restricted on a temporary basis due to fire or other construction deficiencies. In no case have these units been lost, or unable to be occupied once repairs have been completed.

6. Implementation of General Plan Elements

To better assess the progress toward full implementation of the General Plan, the following section provides a detailed look at all the goals and policies established in each General Plan Element. Each goal and policy is assigned one of the following status designations: “Implemented,” “Ongoing,” “Partially Implemented,” “Started,” “Not Yet Implemented” or “Abandoned.” Brief comments regarding implementation are also provided to give a better assessment of the City’s implementation status. The comments are not intended to be comprehensive, but provide examples of City efforts in implementing policies for the specific subject area.

Land Use Element: The Land Use Element serves as a guide to community leaders for deciding upon future development of the City. The Land Use Element is central to development of the other elements of the General Plan. The subject matter of each of the General Plan Elements (e.g. Housing, Circulation, Open Space, etc.) is inextricably linked to the Land Use Element. The Land Use Element was originally adopted in 2002 and was amended in 2003 to add additional implementation measures, 2005 to change the land use designation of a 3.054 acre commercial parcel to “High Density Residential”, 2007 to apply the “Open Space” land use designation to approximately 178.55 acres to annexed land, and amended in 2010 to account for the new “Residential Community” and “Community Facilities” land use designations, and to reflect the name change from “Leisure World” to “Laguna Woods Village”.

The following is a summary of the Land Use Element objectives, policies and implementation measures:

Land Use Element	Implementation Status
Objective I: Promote land uses that accommodate the diverse needs of City of Laguna Woods residents.	
Policy I.A: Facilitate development of a variety	

Land Use Element	Implementation Status
of housing types that appeal to a broad spectrum of prospective new residents.	
I.A.1 Accommodate rezoning of properties consistent with Residential designations shown on the General Plan Land Use Map and with Housing Element goals for new dwelling unit construction.	Implemented: In 2010 staff amended the General Plan Land use Element and Land Use Map to describe and account for the new “Residential Community” and “Community Facilities” land use designations. Additionally, the City Council adopted chapter 13.23 establishing Emergency and Transitional Housing Shelter Regulations within the City’s Municipal Code which became effective in 2011. City staff will continue to identify opportunities that will allow for adequate affordable housing.
I.A.2 Approve rezoning of Open Space land to non-residential use consistent with the General Plan Land Use Map only after sufficient land is zoned for Residential use consistent with Housing Element goals for new dwelling unit construction.	Implemented: The majority of previously zoned Open Space land within the City has been designated as Urban Activities Center specific plan. The specific plan has not yet been developed, but must be consistent with general plan policies. In 2007 the City annexed 178.55 acres “Laguna Laurel” from the County of Orange and designated the land Open Space.
I.A.3 Adopt a Zoning Ordinance provision requiring that replacement, redevelopment, and/or relocation of any Leisure World [Laguna Woods Village] Clubhouse facility will not result in a net loss of land area reserved and maintained for recreational uses.	Implemented: Section 13.08.030 (e) of the City of Laguna Woods Zoning Code adopted April 16, 2003.
Policy I.B: Actively participate with property owners and their representatives to expand the range of retail goods and services.	
I.B.1 Prepare a City marketing brochure to supplement broker and property owner offerings to prospective commercial tenants and prospective residents.	Ongoing: The City has prepared a City Map / Guide to promote City services and businesses within the City. The City will continue to promote Laguna Woods to new residents and businesses.
I.B.2 Adopt Zoning Ordinance procedures for site-specific parking studies reflecting demand based on existing or proposed commercial tenant mix.	Implemented: Section 13.18.070 of the City of Laguna Woods Zoning Code adopted April 16, 2003.

Land Use Element	Implementation Status
<p>I.B.3 Accommodate requests of property owners for zone changes consistent with land use designations on the General Plan Land Use Map.</p>	<p>Ongoing: In 2005 an application to rezone a commercial office property to multifamily residential use was approved. As part of the approved 2010-2011 zoning code modification project, staff reviewed each property’s zoning district, general plan designation, and land use. Additionally, a survey request was sent to all property owners and their representatives in order to solicit input for this project. As a result, ten properties were rezoned.</p>
<p>Objective II: Enhance the value and desirability of properties.</p>	
<p>Policy II.A: Develop a strategy for promoting excellence in property maintenance and building design.</p>	
<p>II.A.1 Adopt Zoning Ordinance standards for design review that include architectural guidelines for new and renovated commercial projects.</p>	<p>Ongoing: The City of Laguna Woods Zoning Code was adopted April 16, 2003. The City development standards continue to evolve to respond to changes in land use.</p>
<p>II.A.2 Include noise, view, light and glare, and traffic generation considerations in developing buffer zone requirements in the Zoning Ordinance to ensure compatibility of non-residential development with nearby residential uses.</p>	<p>Implemented: Section 13.16. of the City of Laguna Woods Zoning Code was adopted April 16, 2003.</p>
<p>II.A.3 Continue to implement the scenic highway provisions of the Zoning Ordinance.</p>	<p>Ongoing: There have been no revisions to the scenic highway provisions within the City.</p>
<p>II.A.4 Continue to include maintenance and periodic upgrading of landscaped medians in the City’s annual budget.</p>	<p>Ongoing: Median maintenance is part of the current public works budget. Median upgrades have been included in the City’s Capital Improvement Plan.</p>
<p>II.A.5 Continue the current Code Enforcement program including inspection and compliance provisions associated with the City’s Stormwater Program.</p>	<p>Ongoing: Land use, building department and stormwater program compliance programs are ongoing.</p>

Land Use Element	Implementation Status
<p>II.A.6 Adopt a Zoning Ordinance provision requiring preparation of a Specific Plan for the “Urban Activities Center” designated on the Land Use Plan prior to approval of development on any of the subject parcels and including performance and development standards consistent with Section II.C.2, <i>Specific Plan Concept</i>.</p>	<p>Implemented: Section 13.14.040 of the City of Laguna Woods Zoning Code adopted April 16, 2003.</p>
<p>II.A.7 Incorporate stormwater design considerations or Standard Urban Stormwater Mitigation Plans (SUSMP’s) and the implementation of Best Management Practices (BMP’s), to the maximum extent practicable, in new development and significant redevelopment projects to improve water quality and ensure compliance with the City Local Implementation Plan (LIP).</p>	<p>Ongoing: New projects are reviewed for compliance with the City Stormwater Local Implementation Plan and Water Quality Ordinance adopted January 2003 and revised in 2010. Specific design considerations are addressed as part of the Water Quality Management Plan review. In 2010, the City modified several ordinances related to water quality, including trash and debris, grading, and water quality. These modifications were made to ensure continued compliance with State law and reduce water pollution.</p>
<p>Policy II.B: Monitor land use decisions and legislation of other units of government that may affect the quality and value of properties in the City of Laguna Woods.</p>	
<p>II.B.1 Actively participate as a City in area-wide and regional forums in opposing a commercial airport at the former Marine Corps Air Station at El Toro.</p>	<p>Implemented: The Great Park concept was approved for the former Marine Corps Air Station at El Toro. Land was sold to private developer in 2005 and early construction has begun.</p>
<p>II.B.2: Monitor legislative updates provided by the California League of Cities.</p>	<p>Ongoing: The City continues to monitor legislative updates provided by the California League of Cities.</p>
<p>II.B.3 Work with nearby cities and special districts on issues of mutual benefit or interest.</p>	<p>Ongoing: The City has partnered with the City of Laguna Hills on several road improvement issues and continues to work with El Toro Water District on wastewater, water conservation and stormwater issues.</p>
<p>Objective III: Promote innovation in design and development of properties that reflects the unique needs of the City of Laguna Woods market.</p>	

Land Use Element	Implementation Status
<p>Policy III.A: Identify opportunities in new construction and re-use projects for optimizing accessibility for people with special needs.</p>	
<p>III.A.1 Consider adopting zoning and subdivision requirements for connecting sidewalks and multi-purpose trails between new and existing commercial, institutional and residential destinations.</p>	<p>Partially Implemented: The City has constructed a multipurpose trail linking existing commercial, institutional, and residential uses. Requirements have not yet been adopted as part of the Zoning and Subdivision Codes.</p>
<p>III.A.2 Consider adopting Zoning Ordinance standards for alternative modes of transportation in commercial, institutional, and multiple family residential developments.</p>	<p>Partially Implemented: The City has pursued golf cart linkages between existing commercial, institutional, and residential uses. Section 13.18.090 of the Zoning Code “Transportation Demand Management” includes provisions for alternative modes of transportation. Additionally in 2011, the City designated several public right-of-way areas as multimodal trails on which golf carts are allowed to travel.</p>
<p>Objective IV: Maintain and enhance revenues to the City.</p>	
<p>Policy IV.A: Consider the fiscal impacts of land use decisions.</p>	
<p>IV.A.1 Require applicants for new uses, to be defined by project size or type, to submit fiscal impact analyses including projected revenues to the City and costs of municipal services.</p>	<p>Ongoing: A fiscal analysis is part of the standard review process for significant land use projects.</p>

Housing Element: The Housing Element is intended to guide City decision-making through an action program including policies, procedures, and incentives for maintaining and expanding the housing supply in the City of Laguna Woods for all income groups. The Housing Element identifies specific actions that will be taken to implement objectives and policies to ensure that there are adequate sites to achieve housing diversity, facilitate the development of affordable housing, improve the existing affordable housing stock and promote equal housing opportunity. The Housing Element was amended in January 2009.

The following is a summary of the Housing Element objectives, policies and implementation measures:

Housing Element	Implementation Status
<p>Objective 1: Maintain and improve residential neighborhoods and support quality housing for all residents.</p>	
<p>Policy 1.A: Work towards full implementation of the 2006-2014 Housing Element objectives, policies, and programs in the Housing element</p>	
<p>Program 1.A.1 Provide a progress report on the 2006-2014 Housing Element programs and quantified objectives as part of the annual General Plan status reports to the State.</p>	<p>Ongoing: The annual general plan progress report for past years has been submitted to the Governor’s Office of Planning and Research and the Department of Housing and Community Development. City staff will continue to submit progress reports in future years.</p>
<p>Policy 1.B: Promote, encourage, and facilitate efforts to preserve the City’s housing stock.</p>	
<p>Program 1.B.1 Continue to promote on-going building maintenance activities. To promote building maintenance, the City will:</p> <ul style="list-style-type: none"> • Identify available funds for building maintenance activities and energy efficiency upgrades. • Disseminate public information on available housing programs, such as the energy efficient equipment retrofit program (CDBG) at public counters and the City’s website. • Assist property owners and property managers in their efforts to identify and mitigate housing maintenance issues. 	<p>Ongoing: The City receives money in the form of Community Development Block Grants (CDBG), for use in an energy efficient equipment retrofit program. The City continues to apply for CDBG funds, and will continue to implement the program each year as funds allow.</p>
<p>Objective 2: Promote and encourage the development of housing opportunities to accommodate current and projected housing need.</p>	
<p>Policy 2.A: Promote construction of units consistent with the new construction needs identified in the Regional Housing Needs Assessment (RHNA).</p>	
<p>Program 2.A.1 Work with property owners in the development of Specific Plans to guide the development of Urban Activities Center parcels to</p>	<p>Not yet Implemented: In December 2011, the property owners submitted a Specific Plan and General Plan amendment to develop nine parcels</p>

Housing Element	Implementation Status
include residential development.	that cover approximately 72 acres of Urban Activities Center land. The City is currently reviewing the Specific Plan application.
Policy 2.B: Mitigate governmental constraints to the accommodation of special needs residents.	
<p>Program 2.B.1 Participate in the County of Orange Consolidated Plan program and in the Continuum of Care to provide housing for special needs populations, particularly extremely and very low income persons. Participation will include assigning a representative to participate in meetings and events sponsored by these programs. In addition, the Resource Guide for Orange County Homeless and other publications that support the program goals will be distributed from City Hall.</p>	<p>Partially Implemented: The City of Laguna Woods participated in the development of the County of Orange Consolidated Plan drafted for the years of 2010 – 2015. While the City provides numerous information pamphlets on an array of resources, they are yet to distribute a resource guide for Orange County homeless.</p>
<p>Program 2.B.2 Revise the Laguna Woods Zoning Ordinance to identify zones that will allow the development of transitional housing facilitate transitional housing and supportive housing developments that serve extremely and very low income households, consistent with Government Code Section 65583(c)(1). Because transitional and supportive housing can be configured in different ways – either as regular multi-family housing or as group quarters the Zoning Ordinance amendment will ensure that transitional and supportive housing that function as a residential use will be treated as residential uses and only subject to those restrictions that apply to other residential uses of the same type in the same zone.</p>	<p>Implemented: As part of a larger Zoning Code Update that occurred in 2010 and adopted in 2011, the City added Chapter 13.23 to the Laguna Woods Municipal Code establishing Emergency and Transitional Housing Shelter regulations.</p>
<p>Program 2.B.3 Review and revise the Laguna Woods Zoning Ordinance to provide for emergency homeless shelters that serve extremely and very low income households as a by-right use and develop objective standards to regulate emergency shelters as provided for under Government Code Section 65583(a)(4). Evaluate the Neighborhood Commercial (NC), Community Commercial (CC), Highway Commercial (HC) or Urban Activities (UAC) zones for inclusion of emergency homeless shelters as a by-right use.</p>	<p>Implemented: As part of a larger Zoning Code Update that occurred in 2010 and adopted in 2011, the City added Chapter 13.23 to the Laguna Woods Municipal Code establishing Emergency and Transitional Housing Shelter regulations.</p>

Housing Element	Implementation Status
<p>Policy 2.C Address the housing needs of special populations and extremely low income households through emergency shelters, transitional housing, supportive housing, and single-room occupancy units.</p>	
<p>Objective 3: Encourage and facilitate the development of affordable housing opportunities for all economic segments of the community, especially for extremely- and low-income residents.</p>	
<p>Policy 3.A: Recognize the City’s leadership role in the maintenance, preservation, improvement, and development of affordable housing.</p>	
<p>Program 3.A.1 Encourage and facilitate the development of affordable housing by:</p> <ul style="list-style-type: none"> • Supporting non-profit organizations that address housing issues. • Serving as an intermediary between non-profit organizations and interested residential developers. • Assisting in application preparation and other efforts to secure funding sources for development of housing for extremely low-, very low-, low- and moderate-income residents. • Making available regional and local housing program information to residents, and assisting residents in contacting housing assistance organizations. • Inform interested developers about the range of housing allowed in areas outside of Laguna Woods Village, including housing for families. • Inform interested developers about the State density bonus program incentives available for development of affordable housing program. • Program incentives available for development of affordable housing. 	<p>Ongoing: The City is continuing to work with past and present residential developers to promote affordable housing. In the 2009 reporting period, two additional deed restricted affordable unit were created through modifications to a property’s Conditional Use Permit. The City will continue to work with future residential developers and to create zoning code ordinances that promote affordable housing.</p>

Housing Element	Implementation Status
<p>Program 3.A.2 Continue to encourage and facilitate the use of the City’s density bonus provisions to provide affordable housing opportunities. Revise the density bonus provisions in the City’s Municipal Code to be consistent with State density bonus law.</p>	<p>Ongoing: The City’s density bonus requirement provisions are current with the income range of low and very-low income households. The development incentives vary from a case by case basis in order to adapt to different development proposals.</p>
<p>Program 3.A.3 Develop an inclusionary ordinance that requires new development to contribute toward provision of affordable housing. Standards will address minimum project size, percentage of units to be dedicated as inclusionary housing, definition of affordability required, exceptions to the ordinance, timeframe of affordability, and alternative opportunities for satisfying the inclusionary requirement.</p>	<p>Implemented: In January 21, 2009 the City adopted Section 13.25 titled Inclusionary Housing to the Laguna Woods Zoning Code.</p>
<p>Program 3.A.4 Encourage residents to apply, when available, for the Section 8 rental assistance program (through County of Orange Housing Authority) for extremely and very low-income rental households. Inform local rental property owners and eligible residents of Section 8 assistance and Section 8 waitlist openings through flyers and the City’s website. Provide technical assistance during the application process to interested residents. While the City endeavors to maintain the current level of assistance through the Section 8 (72 vouchers) program, the City has no jurisdiction over the funding and operation of the Section 8 voucher program.</p>	<p>Ongoing: The City provides Section 8 housing information and application forms. The City receives information for Section 8 housing through the County of Orange.</p>
<p>Program 3.A.5 Continue to use CDBG funds to fund projects that improve and maintain the quality of the City’s housing stock and residential infrastructure. While the City endeavors to maintain the current level of assistance through the CDBG program, the City has no jurisdiction over the funding and operation of CDBG program.</p>	<p>Ongoing: The City continues to use CDBG funds to fund energy efficiency programs. The city will continue to fund the energy efficient program as CDBG funds allow.</p>

Housing Element	Implementation Status
<p>Program 3.A.6 The City has received no complaints regarding any discriminatory actions and will continue to enforce all fair housing law. The City Manager is responsible for addressing and/or referring fair housing complaints and questions to the Fair Housing Council of Orange and/or HUD. The City will provide information on fair housing rights and responsibilities, and seek to remedy known acts of discrimination within the community. The City will disseminate fair housing information at City Hall and throughout Laguna Woods in a variety of community places.</p>	<p>Ongoing: The City provides information about fair housing laws and procedures on request.</p>
<p>Objective 4: Facilitate housing, transportation and physical accommodations to aid persons with disabilities.</p>	
<p>Policy 4.A: Maintain zoning/development standards that guide development of affordable housing near public transportation, and promote project designs that are accessible and accommodating to the disabled.</p>	
<p>Program 4.A.1 Establish reasonable accommodation procedures in the Zoning Ordinance and as applicable, the Building Code, to provide disabled individuals or households equal housing opportunity through residential unit modifications intended to improve mobility and accessibility, and to provide the flexibility necessary for developing housing for individuals with disabilities.</p>	<p>Not yet Implemented: The City will consider measures that will encourage residential modifications that promote increased mobility and accessibility.</p>
<p>Program 4.A.2 Partner with property owners to identify and accomplish the retrofit of dwelling units and common facilities for handicapped accessibility. The City will participate at board meetings of the housing mutual's and the Golden Rain Foundation, the principal property owner in the City, to encourage retrofitting.</p>	<p>Not yet Implemented: While City officials often meet with the representatives of major property owners, a mutual approach to promoting retrofitting within the community is yet to be developed.</p>

Circulation Element: The purpose of the Circulation Element is to guide development of the transportation system to support existing development and planned growth in response to community needs. The Circulation Element addresses the street and highway network, railroads, transit services, and bicycle and pedestrian facilities within the community. The Circulation Plan and supporting

objectives, policies, and implementation measures are consistent with the land use and other provisions and standards of the City’s General Plan.

The following is a summary of the Circulation Element objectives, policies and implementation measures:

Circulation Element	Implementation Status
<p>Objective I: Improve and expand transportation options within the City and to destinations outside the City.</p>	
<p>Policy I.A: Maintain and enhance an integrated vehicular circulation network to accommodate local needs and land uses.</p>	
<p>I.A.1 Monitor arterial roadways and intersections within the City with the goal of maintaining Level of Service (LOS) D on roadway segments and at intersections.</p>	<p>Ongoing: The City reviews intersection performance as part of its regular public works function and as part of the CEQA project review for City and surrounding jurisdictions.</p>
<p>I.A.2 The City shall develop a Traffic Impact Analysis Procedures Manual to guide the conduct of traffic studies. The Manual shall define procedures for analyzing proposed development traffic impacts on roadways both within and outside the City, for determining appropriate and effective mitigation measures, and for establishing procedures ensuring that new development pays at least its fair and proportionate share of required mitigation measures. The Manual shall identify the types and sizes of projects requiring a traffic impact analysis, and a process for preparing the analysis, including analysis methodologies, and development of significance criteria consistent with level of service performance criteria identified in the Circulation Element. The Manual shall also identify procedures for analyzing land development within the Urban Activities Center to ensure that overall trip generation totals identified in the General Plan are not exceeded, and that General Plan roadway standards continue to be met. The Manual shall include methods to ensure consistency with the requirements of the County of Orange Congestion Management Plan and the Growth Management Plan.</p>	<p>Not yet Implemented: The process started in 2010 for the drafting, review and adoption of a City Traffic Impact Analysis Procedures Manual. The City continues to conduct both project specific and regional analysis to better understand roadway segments in the community. Under the current program, traffic analysis is conducted at a project level as part of the environmental review. Work continued in 2011 to standardize the traffic review process, which staff expects to complete in 2012.</p>

Circulation Element	Implementation Status
I.A.3 Define on-site and off-site circulation infrastructure improvements necessary to mitigate impacts of new development.	Ongoing: A thorough review of circulation impacts for new developments is part of the project and environmental review process.
I.A.4 Work with the Orange County Transportation Authority and the County of Orange in phased implementation of Master Plan of Arterial Highways to meet the particular needs of the City.	Ongoing: The City continues to comply with Master Plan of Existing Arterial Highways (MPAH) implementation, a requirement to qualify for Measure M and the new Measure M2 (effective April 1, 2011) funds.
Policy I.B: Develop strong working relationships with management and staff of the Orange County Transportation Authority (OCTA), Laguna Woods Village Transportation, South County Senior Services, and other appropriate agencies to highlight the transit needs of the City of Laguna Woods residents, including the special needs of seniors, and to enhance and coordinate transit services in the City.	
I.B.1 Support the provision of safe and efficient intercity and intracity public transportation for residents and workers in the City of Laguna Woods.	Ongoing: The City continually works with the OCTA on a regular basis to discuss ways and methods to improve the quality of public transportation. In 2011, City staff and a councilmember representative participated in a Countywide transit study of OCTA bus services.
I.B.2 Encourage the use of public transportation.	Ongoing: The City distributes maps/guides with information about private and public bus, taxi and other public transportation.
I.B.3 Explore funding sources for the operation, maintenance and improvement of local transit services, including bus shelter and transfer point amenities.	Ongoing: The City continues to comply with Master Plan of Existing Arterial Highways (MPAH) implementation, a requirement to qualify for Measure M and the new Measure M2 funds. Staff identified additional funding sources during the 2011 reporting period, gaining agreement from the OCTA Board of Directors and the Orange County Board of Supervisors to provide funding \$6.9 million for the completion of the Moulton Smart Street Project, Segment 3, Phase II, and \$500,000 in federal funds for completion of the El Toro Road/Aliso Creek Road intersection improvements, Phase II. Staff will continue to pursue funding opportunities in

Circulation Element	Implementation Status
	future years.
I.B.4 Increase staff involvement in oversight of fixed route bus and paratransit services.	Ongoing: Staff continually submits direct and regular input regarding proposed new or changed transit and paratransit services, including changes to OCTA ACCESS service. City staff and a councilmember representative participated in a Countywide transit study of OCTA bus services in 2011. City staff also participated in review of the proposed Countywide transit study implementation measures as a member of the OCTA Technical Advisory Committee to the OCTA Board of Directors.
I.B.5 Work with the Orange County Transportation Authority (OCTA) and Laguna Woods Village Transportation to coordinate bus service schedules to minimize wait time for fixed route service.	Ongoing: Laguna Woods Village Transportation services have full access to OCTA bus stops to facilitate transfers. City staff serves as the liaison between the organizations for future discussion.
I.B.6 Promote future service extensions to popular destinations outside the City.	Ongoing: The City continues to promote service extensions through alternative transportation options such as the City’s Taxi Voucher Program.
I.B.7 Promote driver sensitivity training that extends to operation of wheelchair lifts and tie-downs, bus stop announcements, and understanding the needs of individuals with mobility impairments.	Ongoing: OCTA and Laguna Woods Village have regular driver sensitivity training sessions for their bus drivers. The City also requires such driver training as part of contract with private operator of taxi voucher services.
I.B.8 Provide fixed route bus information in a format easily readable by seniors.	Ongoing: The City distributes maps/guides with information in an easy-to-read format about private and public bus, taxi and other public transportation, and show major transit routes on the map.
I.B.9 Arrange training programs to provide on-site assistance to Laguna Woods’ residents to familiarize them with OCTA and Laguna Woods Village ridership options and traveling tips.	Ongoing: The City helped establish an assistance group to help residents in qualifying for OCTA ACCESS bus service. The City also participates in sponsoring transportation fairs and workshops that highlight transportation services and programs available to residents.
I.B.10 Require the dedication and improvement of rights-of-way for bus turnouts as a condition of development approval, when appropriate.	Ongoing: In 2011, the City required the dedication of right of way from Laguna Woods Village as part of the conditional use permit that

Circulation Element	Implementation Status
	approved a new golf starter building at the Village golf course. The irrevocable offer to dedicate and associated agreement was to provide right of way for the major capital improvement project – Moulton Smart Street, Segment 3, Phase II project – which is planned for construction in 2013.
I.B.11 Encourage maintenance of deep discounts for seniors using OCTA bus services and adoption of other inducements to use fixed route services, such as restaurant and merchant coupons.	Ongoing: The City continues to participate in Measure M2 reauthorization planning; including strong support for senior/disabled discounts for OCTA fixed route and ACCESS services.
I.B.12 Continually review the network of transit services to determine and encourage adoption of methods to increase ridership and respond to changing demands of the community.	Ongoing: The City regularly participates and will continue to participate in local and regional transportation needs assessments. The last of these assessments occurred in 2009.
I.B.13 Support the efforts of appropriate agencies to provide additional local and express bus services to the City of Laguna Woods, such as intercity rail station feeder service.	Ongoing: In 2008 and 2009, the City conducted the Laguna Woods Go Local Study and Transportation Needs Assessment Update. A component of this project was to evaluate potential services to improve access to regional rail systems. The OCTA is conducting further analysis regarding these potential services, but is seeking City contributions for the ongoing operations of any services to train stations and/or local shopping centers. The City has no funds available for such contributions.
I.B.14 Provide opportunities for residents to give input on current and future fixed route and para-transit services.	Ongoing: The City has several advisory committees, including the Public Safety Committee, Community Services Committee and Land Use and Design Review Committee. These committees focus citizen input on specific issues, which often include transportation and traffic. These monthly meetings provide formal opportunities for public input.
Policy I.C: Coordinate the efforts of all transit service providers to plan for and implement a package of improved services for residents and workers.	
I.C.1 Coordinate with and support transit service providers as appropriate in developing and	Ongoing: The City regularly conducts transportation needs assessments for residents of

Circulation Element	Implementation Status
implementing plans for improving transportation services, coordination, and marketing.	Laguna Woods. The City also regularly submits requests for new transportation service funding as part of the Measure M2 reauthorization effort. Lastly, the City has a map/guide that provides extensive transportation service information and routes.
I.C.2 Provide input for development of service schedules that minimizes wait time for transfers between Laguna Woods Village Transportation and OCTA fixed route bus services.	Ongoing: Staff continually submits direct and regular input regarding proposed new or changed transit and paratransit services, including changes to OCTA ACCESS service.
I.C.3 Continue to implement a bus shelter program with comfortable and convenient amenities.	Ongoing: In conjunction with local and regional transportation providers and support firms, the City provides bus shelters that support transit riders with amenities, including transfer points for Laguna Woods Village bus services.
Policy I.D: Explore opportunities to contract for new transit services based upon the needs of the community.	
I.D.1 Update the transit service needs of City of Laguna Woods residents on a regular basis to determine new destinations and changes in service demands.	Ongoing: The City conducts transportation needs assessments on a regular basis. These assessments occurred in 2001 and 2008-09. The City will continue to evaluate transportation needs in future assessments. City staff and a councilmember representative participated in a Countywide transit study of OCTA bus services in 2011. City staff also participated in review of the proposed Countywide transit study implementation measures as a member of the OCTA Technical Advisory Committee to the OCTA Board of Directors.
I.D.2 Devise transit services to meet changing community service needs.	Ongoing: As funds become available City staff will continue to identify transit services that can meet the unique needs of Laguna Woods' residents. Programs such as the popular taxi voucher program and non-emergency medical transportation taxi voucher service are examples of ongoing programs.
I.D.3 Implement new services, as appropriate, based upon budget and operation considerations.	Ongoing: As illustrated by the City's multiple taxi subsidy programs, the City looks to locate new funding sources for new programs on an

Circulation Element	Implementation Status
	ongoing basis.
<p>Objective II: Provide innovative alternatives for maintaining independence and mobility of residents.</p>	
<p>Policy II.A: Consider implementation of local demand response and shuttle service.</p>	
<p>II.A.1 Implement a demand responsive taxi voucher service to serve all residents.</p>	<p>Implemented: Contingent on available funds, the City operates a taxi voucher service and non-emergency medical transportation taxi voucher service.</p>
<p>II.A.2 Explore the feasibility of establishing a City operated or contracted shuttle service using rotating destinations and routes.</p>	<p>Partially Implemented: The OCTA conducted a study in 2010, in cooperation with the cities of Laguna Woods, Laguna Hills and Lake Forest, to assess the potential cost and ridership of shuttle service to the Irvine Transportation Center and a circulator to shopping centers along El Toro Road in the three cities. Staff worked with OCTA staff in the evaluation process and coordinated with other cities to determine the feasibility and potential benefits of both of these services. OCTA determined that City contributions would be needed for the ongoing operations of any services to train stations and/or local shopping centers. The City has no funds available for such contributions.</p>
<p>II.A.3 Accommodate and support innovative vehicles and services that meet the transit needs of the community while reducing air pollution and fossil fuel energy consumption as practicable.</p>	<p>Ongoing: The City works in conjunction with private land owners to encourage the availability of trails for golf carts, many of which are now powered by electric batteries. In 2011, the City constructed a multimodal trail (wide sidewalk) on the eastbound side of Santa Maria Avenue from Via Vista to Moulton Parkway, and a trail on the westbound side into a local shopping center, to provide for safe use of golf carts, the vast majority of which are electric-powered. The City Council also approved the use of golf carts along the length of El Toro Road from the main entrance to the Willow Tree Center on the west, to the first entrance to the Valencia Center on the</p>

Circulation Element	Implementation Status
	east.
Policy II.B: Help residents understand transit services and options.	
II.B.1 Work with transportation service providers to develop clear, readable transit maps and guides.	Ongoing: The City designed and produced a map/guide with information in an easy-to-read format about private and public bus, taxi and other public transportation.
II.B.2 Publish improved transit rider information maps and guides.	Implemented: The City distributes maps/guides with information in an easy-to-read format about private and public bus, taxi and other public transportation.
II.B.3 Post City transit maps at bus stops and transfer points throughout the City to help people travel throughout the County.	Not yet Implemented: While the map/guide is available at City Hall, staff has yet to develop a map for use at bus stops and transfer points throughout the City.
II.B.4 Distribute transit maps and guides throughout the City.	Not yet Implemented: The City’s map/guide listing information about transportation options is only currently available at City Hall.
II.B.5 Develop a Travel Training Program providing orientation on available transportation services and options.	Ongoing: The City works with volunteers and Laguna Woods Village Transportation services to provide on-site training for transit users. The City also provides a map/guide to using private taxis and other services as modes of transportation.
II.B.6 Develop a Rider Information Hotline and Referral System that provides personalized, step-by-step instructions in the use of fixed route bus, train, demand response and other transportation services.	Not yet Implemented: Transit information is provided in a general format by contacting City Hall. The City coordinates with OCTA to improve its online information related to use of local and regional transportation services.
Objective III: Maintain and improve existing circulation infrastructure.	
Policy III.A: Provide and maintain a bicycle circulation system that connects to adjacent jurisdictions consistent with the regional bicycle network.	
III.A.1 Provide Class II on-street bicycle lanes on arterial roadways consistent with the County of	Ongoing: The Moulton Smart Street project, Segment 3, Phase I, was completed in 2011 and

Circulation Element	Implementation Status
Orange Commuter Bicycle Plan.	includes Class II bike trails consistent with the County of Orange Commuter Bicycle Plan.
III.A.2 Investigate the feasibility of including a Class I bicycle path as part of a multi-purpose trail along the south side of El Toro Road between Calle Sonora and Paseo de Valencia.	Implemented: Class I trail included as part of multi-modal sidewalk/trail along El Toro Road, from Moulton Parkway to Paseo de Valencia, and on Santa Maria Avenue, from Via Vista to Moulton Parkway.
Policy III.B: Accommodate the unique needs of residents in the design and construction of pedestrian facilities.	
III.B.1 Construct sidewalks of adequate width along El Toro Road between Moulton Parkway and Paseo de Valencia, possibly as part of a multi-purpose trail, and along Moulton Parkway between El Toro Road and Calle Aragon.	Implemented: A fourteen foot wide sidewalk (ten foot wide near intersections) has been constructed on El Toro Road from just east of Moulton Parkway to Paseo de Valencia. Planning was also started on widening the sidewalk adjacent to southbound Moulton Parkway, from just south of Via Campo Verde to the entrance to the Calvary Chapel Church parking lot.
III.B.2 Determine the feasibility of providing secured, direct pedestrian and alternative vehicle access between residential communities and commercial and institutional uses.	Ongoing: The City has established 7 official golf cart crossings, constructed a golf cart path and is planning an additional golf cart path to help facilitate alternative vehicle movement between sections of Laguna Woods Village and the surrounding commercial or institutional land uses. In addition, in 2011, staff worked with a local church and new tenant in the Willow Tree Center to provide additional Americans with Disabilities (ADA) access to City sidewalks and nearby bus stops.
III.B.3 Maintain adequate time intervals for the pedestrian crosswalk phase at signalized street intersections.	Implemented: The City has installed count-down pedestrian signals at all signalized intersections and maintained crosswalk timing to ensure safe pedestrian crossings.
III.B.4 Consider enhancements for crosswalks such as easy to operate crosswalk buttons, audio warning indicators, and curb cuts at key signalized street intersections near commercial areas and Leisure World [Laguna Woods Village] gates.	Implemented: The City installed count-down pedestrian signals and touch-buttons at all signalized intersections, audio warning equipment at two signalized intersections, and modified curb ramps as needed.
Policy III.C: Maintain and enhance infrastructure	

Circulation Element	Implementation Status
to promote alternative vehicle access where feasible.	
III.C.1 Determine the feasibility of including alternative vehicle access to a multi-purpose trail along the south side of El Toro Road between Calle Sonora and Paseo de Valencia.	Partially Implemented: The City has constructed a golf cart trail on El Toro Road near the Lutheran Church and St. Nicholas Church. This extends access to legal golf cart crossings that connect to institutional uses and an adjacent commercial center to residential areas. The City Council also approved the use of golf carts along the length of El Toro Road from the main entrance to the Willow Tree Center on the west, to the first entrance to the Valencia Center on the east.
III.C.2 Investigate the feasibility of developing secure, direct access points for alternative vehicles between residential communities and commercial and institutional uses.	Ongoing: The City has seven official golf cart crossings and constructed a golf cart path to help facilitate alternative vehicle movement between commercial, institutional and residential areas of Laguna Woods. Another multimodal path was built in 2011 on Santa Maria Avenue, from Via Vista to Moulton Parkway, to provide access to the Moulton Plaza Center. The City Council also approved the use of golf carts along the length of El Toro Road from the main entrance to the Willow Tree Center on the west, across Laguna Woods Village gates 1 and 5, to the first entrance to the Valencia Center on the east, which is adjacent to the San Sebastian apartments and condominiums.
III.C.3 Work with the City of Laguna Hills to determine the feasibility of providing off-street alternative vehicles connections to the Laguna Hills Mall and Saddleback Medical Center.	Not Yet Implemented: City officials have met with representatives from the City of Laguna Hills to discuss plans for creating golf cart crossings between Laguna Hills Mall, Saddleback Medical Center and nearby residential areas. Concerns surrounding liability and safety have prevented this issue from moving forward, however, neighborhood electric vehicles or what are more commonly called “golf cars,” which require license plates and a driver’s license to operate, can legally cross Paseo de Valencia to gain access to those locations.
III.C.4 Provide alternative vehicles parking areas at key commercial locations, churches, and main	Partially Implemented: Golf cart parking areas are currently provided at Town Centre and the

Circulation Element	Implementation Status
transit stops, where feasible.	Laguna Woods Community Center.
III.C.5 Consider adopting zoning and subdivision requirements for connecting alternative vehicle trails between new and existing commercial, institutional, and residential destinations.	Not Yet Implemented: While the City has standards that promote and protect sidewalks and traditional pedestrian trails, staff has yet to develop standards that mandate the inclusion of alternative vehicle trails.
III.C.6 Consider adopting zoning ordinance standards for accommodating alternative vehicles in commercial, institutional, and multiple family residential developments.	Partially Implemented: The City has adopted zoning provisions that allow a small number of alternative vehicle parking (i.e., golf carts) in lieu of traditional vehicle spaces.
<p>Objective IV:</p> <p>Identify potential impacts on the City of Laguna Woods of land use and transportation decisions of other governmental entities.</p>	
<p>Policy IV.A: Coordinate with neighboring jurisdictions and with agencies responsible for projects affecting the City of Laguna Woods.</p>	
IV.A.1 Participate with the County of Orange, the Orange County Transportation Authority, Transportation Corridor Agencies, and the Southern California Association of Governments to represent the City’s position and to facilitate implementation of an integrated circulation system that meets the needs of the City of Laguna Woods.	Ongoing: Staff continually submits direct and regular input regarding proposed new or changed transit and paratransit services, including changes to OCTA ACCESS service. Representatives from the City are also active in participating in meetings and providing input to the Orange County Council of Governments, County of Orange, Transportation Corridor Agencies and the Southern California Association of Governments.
IV.A.2 Monitor local development activity and transportation improvements in adjacent jurisdictions as well as regional transportation projects to determine benefits and impacts to the City.	Ongoing: Representatives from the City regularly meet with and/or provide input to surrounding local and regional governments to ensure that development activity in nearby jurisdictions does not impact infrastructure or the quality of life of residents of Laguna Woods.
IV.A.3 Continue working with the El Toro Reuse Planning Authority in supporting development of the former Marine Corps Air Station that is compatible with the land use objectives of the City.	Implemented: The former El Toro Marine Corps Air Station has been annexed into the City of Irvine and the property is being developed as the Orange County Great Park surrounded by residential and mixed use development.

Conservation Element: The Conservation Element sets forth a strategy for the protection, conservation, and management of natural resources including water, soils, wildlife, and minerals to the extent possible at the local level. For an urbanized area such as the City of Laguna Woods, the scope of the Conservation Element has been modified to include air quality, water quality, energy conservation, and waste management issues.

The following is a summary of the Conservation Element objectives, policies and implementation measures:

Conservation Element	Implementation Status
<p>Objective I: Preserve and enhance the environment.</p>	
<p>Policy I.A: Protect existing riparian and wildlife habitats.</p>	
<p>I.A.1 Revise the Zoning Ordinance as required to preclude establishment of land uses and construction of buildings within the flood plain of Aliso Creek that would disturb its natural state.</p>	<p>Implemented: The City of Laguna Woods Zoning Map was adopted April 16, 2003. The Aliso Creek Corridor is zoned as an Open Space Passive District which is the most restrictive district in relation to construction of permanent structures.</p>
<p>I.A.2 Work with the Orange County Flood Control District to employ flood control devices that will maintain Aliso Creek and its flood plain in a natural state.</p>	<p>Ongoing: The City continues to work with other cities, Orange County and the Flood Control District in the watershed management of Aliso Creek. Included in the management objectives are flood control and creek restoration. In 2011, the City received funding and hired a consultant to perform the Aliso Creek Watershed Flood Control Design Study, Phase I, focused on the area at the confluence of the borders of Laguna Woods, Laguna Hills and Aliso Viejo.</p>
<p>I.A.3 Revise the Zoning Ordinance to require preservation of wildlife and riparian habitats.</p>	<p>Not yet Implemented: While not a part of the Zoning Code, the stormwater Local Implementation Plan has provision to address preservation of riparian areas for hydrologic purposes. This will indirectly lead to the preservation of wildlife and riparian habitats.</p>
<p>Policy I.B: Cooperate with other cities, governmental units, and private organizations in protecting natural resources of area-wide or regional significance.</p>	

Conservation Element	Implementation Status
<p>I.B.1 Enlist the participation of neighboring cities in developing a strategy for ensuring that the Laguna Laurel property is preserved as permanent open space and wildlife habitat.</p>	<p>Implemented: In July 2007 the City annexed Laguna Laurel into the City boundaries and designated the land Open Space – Passive.</p>
<p>I.B.2 Evaluate the feasibility of annexing the Laguna Laurel property into the City of Laguna Woods.</p>	<p>Implemented: In July 2007 the City annexed Laguna Laurel into the City boundaries and designated the land Open Space – Passive.</p>
<p>I.B.3 Actively participate with other cities, governmental entities, and organizations to establish a wildlife corridor from the mountains to the ocean, including the former Marine Corps Air Station – El Toro.</p>	<p>Ongoing: Council members of the City of Laguna Woods have historically sat on the board of directors for the Laguna Canyon and Great Park Foundations. These organizations are integral in establishing a contiguous wildlife corridor including the former Marine Corps Air Station at El Toro. In 2011, the City joined the Coastal Greenbelt Authority as a voting member, who also serves as vice chair, to provide input to OC Parks and involved city councils on planning and future park development of Laguna Coast Wilderness Park and the Aliso and Woods Canyons Park.</p>
<p>I.B.4 Revise the Zoning Ordinance to retain the Southern California Edison right-of-way at the southwesterly boundaries of the City as open space and include prohibitions on commercial uses of open space.</p>	<p>Implemented: The Southern California Edison right-of-way is listed as Open Space – Passive in the City of Laguna Woods Zoning Code. This was adopted April 16, 2003.</p>
<p>I.B.5 Encourage efforts to conserve water as a resource and reduce non-stormwater and pollution from entering the storm drain system and downstream receiving waters.</p>	<p>Ongoing: The City is supportive of the El Toro Water District’s water conservation efforts and refers conservation-related inquiries and complaints to the District. The City also enforces a Water Efficient Landscapes ordinance that reduces water consumption. The City has a Water Quality Ordinance and Local Implementation Plan to aid in the reduction of non-stormwater and pollution from entering the storm drain system and downstream receiving waters. Both conform to the requirements of the City’s National Pollutant Discharge Elimination System (NPDES) Permits, Total Maximum Daily Loads (TMDLs), and 13225 Directive. NPDES regulations often have an effect on water conservation and vice versa.</p>

Conservation Element	Implementation Status
<p>Objective II: Reduce air pollution.</p>	
<p>Policy II.A Cooperate with governmental agencies at the local, County, and State level in attaining established goals for air quality.</p>	
<p>II.A.1 Adopt Zoning and Subdivision Ordinance provisions requiring that new development and reuse projects accommodate and promote transportation alternatives to the private automobile.</p>	<p>Implemented: Section 13.18.090 of the Zoning Code “Transportation Demand Management” includes provisions for alternative modes of transportation.</p>
<p>II.A.2 Work with local bus service providers to increase ridership by accommodating construction of bus turnouts, transfer stations, and bus shelters.</p>	<p>Ongoing: The City contracted for the installation of new bus shelters citywide in 2003 and will evaluate the possibility of incorporating new bus facilities into future public works projects. In 2011, a new bus turnout was built on northbound Moulton Parkway, just north of El Toro Road, as part of the Moulton Smart Street Project, Segment 3, Phase I.</p>
<p>II.A.3 Actively participate with bus service providers to make bus travel convenient and user-friendly through installation of readily visible identification signs at bus stops and transfer stations, publication and dissemination of understandable schedules, and operation of a passenger help line.</p>	<p>Ongoing: The City continues to work with OCTA on local ridership issues and makes bus schedules and maps available at City Hall.</p>
<p>II.A.4 Implement mitigation measures in the Air Quality Management Plan of the South Coast Air Quality Management District.</p>	<p>Ongoing: The City continues to implement Air Quality Management Plan mitigation measures under requirements for new grading permit operations and as CEQA mitigation measures for new projects.</p>
<p>Objective III. Reduce water pollution.</p>	
<p>Policy III.A Cooperate with governmental agencies at the local, County, and State level in attaining established goals for surface and receiving water quality.</p>	

Conservation Element	Implementation Status
<p>III.A.1 Actively participate with surrounding cities and resource agencies in developing and implementing watershed studies and management plans to reduce pollutant levels in Aliso Creek.</p>	<p>Ongoing: The City is a member of the Aliso Creek Watershed Management Committee and a cost share partner in the water quality and compliance efforts associated with the 13225 Directive issued from the San Diego Regional Water Quality Control Board. In 2011, the City received funding and hired a consultant to perform the Aliso Creek Watershed Flood Control Design Study, Phase I, focused on the area at the confluence of the borders of Laguna Woods, Laguna Hills and Aliso Viejo.</p>
<p>III.A.2 Enforce provisions of the National Pollutant Discharge Elimination System to reduce pollutant run-off into natural and storm drain systems.</p>	<p>Ongoing: The City's Stormwater Local Implementation Plan and Water Quality Ordinance were adopted in 2002-03 and revised in 2010. Other revisions have occurred overtime, concerning Best Management Practices and other measures to reduce pollution discharge into waterways.</p>
<p>III.A.3 Develop and implement Best Management Practices (BMP's) as specified by the City Local Implementation Plan (LIP) to minimize, to the maximum extent practicable, non-stormwater runoff and pollution from entering Aliso Creek, the Laguna Lakes and other sensitive receiving waters.</p>	<p>Ongoing: The City's Stormwater Local Implementation Plan was adopted in 2003 and revised in 2010, and Laguna Lakes BMP fact sheet was developed in 2004. A Landscape Irrigation Runoff BMP Fact Sheet was developed in 2010.</p>
<p>III.A.4 Actively participate and pursue educational opportunities to inform City residents and businesses about stormwater and water quality issues.</p>	<p>Ongoing: Education is an essential component of the Stormwater Local Implementation Plan. Information flyers and other literature are available for review at City Hall. Code enforcement and inspection programs act as another mechanism for informing interested parties.</p>
<p>Objective IV:</p>	
<p>Encourage energy conservation and promote alternative sources of energy.</p>	
<p>Policy IV.A Identify opportunities available at the local level for reducing consumption of non-renewable energy resources.</p>	
<p>IV.A.1 Pursue funding for local energy conservation education programs.</p>	<p>Ongoing: The City continues to apply for Community Development Block Grant (CDBG)</p>

Conservation Element	Implementation Status
	money to implement the Energy Grant Program.
Policy IV.B Identify opportunities for securing a reliable supply of energy at reasonable cost.	
IV.B.1 Consider alternative electric power sources and their respective costs to determine the feasibility of localized generation.	Partially implemented: The City has done some initial research into local cogeneration, however, this approach does not appear to be financially feasible at this time. In 2011, the City’s Greening the Woods Committee, advisory to the City Manager, examined alternative energy sources that could be used by residents and businesses to reduce traditional energy demand and related greenhouse gases and financial costs, including solar and fuel cell technologies.
IV.B.2 Pursue funding for developing alternative energy sources.	Not yet Implemented: The City continues to monitor grant programs and other funding sources, however, none have been identified during the current reporting period. In 2010 and 2011, the City has actively participated in a County of Orange project to develop a funding program for installation of solar panels on homes and commercial properties.
Objective V: Reduce the amount of solid waste being sent to landfills.	
Policy V.A Promote solid waste recycling so as to exceed source reduction and recovery requirements mandated by Assembly Bill 939.	
V.A.1 Provide information on recycling programs to residents and businesses on a regular basis.	Implemented: The City provides information at City Hall, on the City website, and through flyers and the quarterly newsletter.
V.A.2 Work with waste hauling operators to ensure compliance with local requirements for state-mandated waste reduction.	Ongoing: The City mandates that waste haulers in the City use approved waste management facilities that meet state-mandated requirements.
V.A.3 Work with solid waste generators to reduce waste at the source and to increase recovery of recyclable materials.	Ongoing: The City works with the Laguna Woods Village community home owners association to increase recycling efforts. The City conditions new developments to minimize and reduce construction waste and in 2006 the City adopted an ordinance regulation construction

Conservation Element	Implementation Status
	and demolition waste. In 2010, the City conducted a pilot source-separated waste collection program with the cooperation of residential communities in the City. In 2011, all of the City’s residential properties have implemented comprehensive source-separated waste collection programs with the support of the City and its franchised waste hauler, Ware Disposal.
V.A.4 Provide adequate means and opportunities for collection and disposal of household hazardous materials.	Ongoing: The City currently operates a door-to-door household hazardous waste collection program, including a separate program to collect Sharps, provides for drop-off of old cell phones and small appliances, fluorescent tubes, batteries and dry medications at City Hall, holds an annual or semi-annual free goods exchange and recycling/safe disposal drop-off event at City Hall, and provides the locations of regional collection centers.

Open Space Element: Open Space is defined as: lands for the preservation of natural resources; lands for the managed production of resources; lands for outdoor recreation; and lands for public health and safety. The City of Laguna Woods Open Space Element provides for maintenance of lands for scenic beauty and wildlife habitat to meet the needs of the community.

The following is a summary of the Open Space Element objectives, policies and implementation measures:

Open space Element	Implementation Status
Objective I: Provide access to recreational opportunities for the unique population of the City of Laguna Woods.	
Policy I.A: As part of the annual budget adoption process, identify City funding and staffing available for recreation programs.	
I.A.1 Work with staff of each of the residential communities in the City of Laguna Woods to develop programs for pooling resources to meet recreational needs of residents.	Ongoing: The City and local residential community associations often share meeting and recreational facilities for various recreational programs.

Open space Element	Implementation Status
I.A.2 Coordinate with surrounding cities, the County of Orange, and with public and private Not-for-Profit organizations to expand affordable recreation and cultural opportunities for residents.	Ongoing: In the past the City has subsidized beach park passes, tickets for the Laguna Playhouse shows and continues to provide subsidized bus trips to various cultural or recreational destinations. These programs are subject to ongoing budget considerations.
I.A.3 Organize annual City events to bring people together as residents of the City of Laguna Woods.	Ongoing: The City, through the Community Services Committee, sponsors several events each year. Examples of events include an annual or semi-annual goods exchange and movie nights.
<p>Objective II.</p> <p>Include recreation and open space needs of the community in planning for development of currently undeveloped properties.</p>	
<p>Policy II.A. Actively pursue opportunities for additional local and regional public open space appropriate to the needs of the community.</p>	
II.A.1 Consider adopting a parkland dedication ordinance and in-lieu fee ordinance applicable to new commercial development, and to new residential development not subject to the City’s Quimby Act Ordinance.	Implemented: Ordinance 05-01 was adopted January 2005 and Park Fee Resolution was adopted February 2005.
I.A.2 Actively support the development of a regional park and cultural and recreation facilities at the former Marine Corps Air Station – El Toro.	Implemented: The Orange County Great Park was approved by Orange County voters to replace the former Marine Corps Air Station at El Toro. Some adjacent land was sold to private developers in early 2005 and as of 2011, construction of some elements of the park have begun, delayed by the recent poor economy, and design of other park elements continue, with construction expected to follow in 2012 through at least 2020 or later.
II.A.3 Identify the long-term need for municipal facilities including those for recreation uses.	Ongoing: The City has purchased the City Hall building and has a capital improvement planned for new and existing parks. Ridge Route Linear Park was completed in 2009 and City Centre Park was completed in 2011. In addition, a lease of the City’s Woods End Wilderness Park to OC Parks was completed as an addition to the Laguna Coast Wilderness Park was completed in 2011.

Open space Element	Implementation Status
<p>II.A.4 Work with the Laguna Canyon Foundation to include the Laguna Laurel and “Rossmoor Partners” properties as part of the Laguna Coast Wilderness Park.</p>	<p>Ongoing: The City has acquired the former Rossmoor Partners property and developed the Woods End Wilderness Park, incorporation into the Laguna Coast Wilderness Park in 2011.</p>
<p>II.A.5 Adopt Zoning Ordinance provisions to protect and preserve the wildlife habitats on portions of the 45-acre Southern California Edison right-of-way, on the 23-acre property between Via Campo Verde and the Aliso Viejo golf course, and on the 10-acre Woods End Nature Reserve property at El Toro Road at the terminus of Aliso Creek Road.</p>	<p>Partially Implemented: The City of Laguna Woods Zoning Map adopted April 16, 2003 designates the SCE right of way and Woods End Wilderness Park as Open Space - Passive. The 23 acre parcel located between Via Campo Verde and Aliso Viejo Golf Course is part of the UAC Specific Plan area. While this property is yet to be developed, a comprehensive specific plan will determine the use of this property.</p>
<p>II.A.6 Adopt Zoning Ordinance definitions for permissible uses in Open Space zones.</p>	<p>Implemented: The City of Laguna Woods Zoning Code was adopted April 16, 2003.</p>
<p>II.A.7 Adopt Zoning Ordinance provisions requiring that replacement, redevelopment, and/or relocation of any Leisure World [Laguna Woods Village] Clubhouse facility not result in a net loss of land area reserved and maintained for recreational uses.</p>	<p>Implemented: Section 13.08.030 (e) of the City of Laguna Woods Zoning Code was adopted April 16, 2003.</p>
<p>II.A.8. Encourage the inclusion of unpaved open space areas and recreational amenities within new developments, both public and private.</p>	<p>Ongoing: New projects are reviewed for compliance with the City Stormwater Local Implementation Plan. The inclusion of unpaved open space areas and recreational amenities are considered a standard Best Management Practice for reducing site runoff.</p>
<p>II.A.9. Encourage the creation, acquisition and protection of open space lands (environmentally sensitive areas, riparian corridors, wetlands, and buffer zones, etc.) that have a benefit for habitat, recreation, water quality, and the environment.</p>	<p>Ongoing: The Woods End Wilderness Park and Laguna Laurel acquisition is an example of this policy and the City continues to look for opportunities to provide public open spaces and protect sensitive habitats.</p>
<p>II.A.10. Encourage use of stormwater management principles and the location of compatible water quality treatment control projects on open space lands.</p>	<p>Ongoing: New projects are reviewed for compliance with the City Stormwater Local Implementation Plan. In 2011, water quality management plans were approved for City Centre Park and the Laguna Woods Village Gate 1 Entry.</p>

Noise Element: The development of effective strategies to reduce impacts of excessive noise is an essential part of the land use planning process. The Noise Element requires that noise sources be considered in establishing land use patterns so as to minimize exposure of residents to excessive noise. The Noise Element includes implementation measures and possible solutions that address any existing and foreseeable noise problems. It is intended that the noise exposure information incorporated in the General Plan will serve as a basis for long-range planning and project review process. It is also intended that noise exposure information be used to provide levels and noise source identification for use in the development and enforcement of the City Noise Ordinance.

The following is a summary of the Noise Element objectives, policies and implementation measures:

Noise Element	Implementation Status
<p>Objective I: Protect, to the extent feasible, sensitive noise receptors from the detrimental effects of excessive noise.</p>	
<p>Policy I.A: Use noise mitigation measures to reduce the impact from transportation noise sources.</p>	
<p>I.A.1 Request the inclusion of sound walls, earthen berms, or other acoustical barriers as part of any Caltrans, OCTA or City roadway project, where transportation noise exceeds acceptable standards.</p>	<p>Ongoing: Sound impacts and potential mitigation measures are a part of the CEQA review for roadway projects. The City continues to pursue grants for roadway projects including noise mitigation.</p>
<p>I.A.2. Participate in the planning and environmental review process for any road widening or road extensions to ensure that appropriate noise mitigation measures are included in the design of the project.</p>	<p>Ongoing: The City participates in the review of regional projects that affects Laguna Woods. An example of this is the Moulton Smart Street Project, Segment 3, Phase I, for which the City Council approved construction sound restrictions in 2010. The City also considers noise impacts for City sponsored roadway projects during CEQA reviews.</p>
<p>I.A.3. Investigate funding opportunities to reduce transportation noise impacts on residential areas that are presently exposed to noise levels exceeding the City’s noise standards.</p>	<p>Ongoing: The City continues to pursue grants for roadway projects including noise mitigation.</p>
<p>I.A.4. Request added enforcement of the State’s Vehicle Code Noise Standards by the Sheriff’s Department.</p>	<p>Ongoing: On an as needed basis, the City has increased the police presence for traffic patrol on the two major arterials within the City. In addition to speed control, officers enforce vehicle code standards for noise.</p>
<p>I.A.5. Minimize risks and noise impacts resulting</p>	<p>Implemented: The Orange County Great Park</p>

Noise Element	Implementation Status
<p>from aircraft operations by opposing reuse of MCAS—El Toro for commercial or general aviation air operations and participating in and monitoring the planning process for reuse at MCAS—El Toro.</p>	<p>was approved by Orange County voters on the former Marine Corps Air Station at El Toro. Some adjacent land was sold to private developers in early 2005 and as of 2011, construction of some elements of the park have begun, delayed by the recent poor economy, and design of other park elements continue, with construction expected to follow in 2012 through at least 2020 or later.</p>
<p>Objective II: Recognize the potential effects of noise early in the land use planning process to minimize or avoid detrimental impacts.</p>	
<p>Policy II.B: Incorporate noise considerations into land use planning decisions.</p>	
<p>II.B.1 Review proposed projects to ensure noise/land use compatibility (Table N-1) with the projected noise environment as a guide for future planning and development.</p>	<p>Ongoing: Projects and their related noise issues are reviewed as part of the CEQA process. The General Plan noise/land use compatibility standards (Table N - 1) serve as a guide for assessing potential noise impacts and the need for mitigation measures. Additional noise studies may be required depending on potential impact to existing or proposed land uses.</p>
<p>II.B.2. Utilize planning guidelines that establish acceptable noise standards for various land uses throughout the City, as indicated in Table N-2.</p>	<p>Ongoing: The Planning Guidelines in General Plan Noise Element Table N-2 serve as a tool to assess potential noise impacts and the need for mitigation measures. Additional noise studies may be required depending on the potential for a negative impact to existing or proposed land uses.</p>
<p>II.B.3. Require new residential developments located in proximity to existing roadways and commercial operations to control residential interior noise levels as a condition of approval through mitigation measures such as double-paned windows, noise walls and barriers, etc.</p>	<p>Ongoing: The standard conditions of approval for new residential projects require an acoustical report that demonstrates that new residential units meet City interior and exterior noise standards and are sound attenuated against present and projected noise levels, including roadway, aircraft, helicopter, and railroad noise sources.</p>
<p>II.B.4. Design mixed-use structures to prevent transfer of noise from commercial to residential uses.</p>	<p>Not yet Implemented: The City has yet to receive an application for a mixed use project for which the implementation measure would apply</p>

Noise Element	Implementation Status
<p>II.B.5. Require new commercial operations located in proximity to existing or proposed residential areas to incorporate noise mitigation into the project's design.</p>	<p>Not yet Implemented: The City has issued an approval during the 2010 reporting period for a new Golf Starter Building. However, the approved project is surrounded by a 27 hole golf course and not adjacent to residential areas. Noise mitigation is part of the standard project conditioning and CEQA review.</p>
<p>Objective III: Control non-transportation noise to avoid exposure to excessive noise levels.</p>	
<p>Policy III.C: Utilize measures to regulate non-transportation noise impacts.</p>	
<p>III.C.1. Adopt and enforce a Noise Ordinance for the City of Laguna Woods.</p>	<p>Ongoing: The City adopted the noise regulation from the County of Orange upon incorporation. The City enforces those standards through the code enforcement program.</p>
<p>III.C.2. Enforce restrictions on permitted hours of construction activity included in the Noise Ordinance.</p>	<p>Ongoing: The City enforces construction noise restrictions through the code enforcement program. In addition, restrictions on hours of construction are included as standard conditions of approval in the land use entitlement process for discretionary permits.</p>
<p>III.C.3. Develop standardized conditions at the project level for the containment of construction noise (e.g., on-site vehicle speeds and vehicle equipment).</p>	<p>Implemented: The City incorporates construction noise restrictions as CEQA mitigation or as conditions of approval for individual development projects.</p>

Safety Element: The Safety Element identifies forces of nature and events resulting from human action that have the potential for causing significant harm to life and property in the City of Laguna Woods. Identification of sources of such threats allows decision makers to take preemptory action to minimize the damage, particularly as it relates to new development projects. In addition to state-mandated components, the Safety Element recognizes a heightened awareness of personal safety issues among many in the City of Laguna Woods community. In response to participants' comments in Community Workshops, the Safety Element includes consideration of personal safety and emergency medical service issues.

The following is a summary of the Safety Element objectives, policies and implementation measures:

Safety Element	Implementation Status
<p>Objective I: Maintain and enhance the existing sense of security of residents.</p>	
<p>Policy I.A Provide the highest levels of police, fire and paramedic services as are available and fiscally feasible.</p>	
<p>I.A.1 Review on an annual basis police, fire, and emergency medical response times in the City of Laguna Woods to ensure that they meet or exceed industry standards.</p>	<p>Ongoing: Police services are provided by the Orange County Sheriff. Response times are reviewed on a regular basis by County oversight bodies. The Laguna Woods City Council has discussed this matter in past meetings and will likely address it as it deems appropriate.</p> <p>Fire services are provided by the Orange County Fire Authority. The City has a councilmember on the Authority’s Board of Directors and response times are reviewed annually by the Board.</p>
<p>I.A.2 Work with adjoining cities to achieve economies of scale in deployment of Sheriff’s patrol and detective units.</p>	<p>Ongoing: The City currently contracts with the Orange County Sheriff’s Department for Police Services. Through this contract, the City shares resources other cities.</p>
<p>I.A.3 Work with the Orange County Sheriff’s Department in offering crime prevention and reporting programs including Neighborhood Watch to residents and businesses.</p>	<p>Ongoing: The City continues to work with the Orange County Sheriff’s Department to provide educational outreach. Program topics to date include identity theft, preventing fraud and safe driver education. Informational materials are provided at City Hall.</p>
<p>Objective II: Plan for the unique personal safety concerns within the community.</p>	
<p>Policy II.A Consider providing technical and organizational support for seniors’ programs promoting a safe and secure environment for independent living.</p>	

Safety Element	Implementation Status
II.A.1 Consider programs such as an information and referral hotline and low-cost emergency alert systems for individuals.	Implemented: City Hall has access to a local cable channel that can be used for emergency notification. The City also participates in a system called “Alert OC” that City staff can activate to call all residents and businesses in the City or within designated areas to provide them with information or emergency instructions.
II.A.2 Involve the Orange County Fire Authority with the community in educational programs about emergency medical response including cardio-pulmonary resuscitation training.	Ongoing: OCFA provides a variety of educational programs within the City. Educational materials are also available at City Hall and on the City’s website.
II.A.3 Consider joint ventures with other organizations to provide social services to residents.	Ongoing: The City provides a variety of social service programs in conjunction with other agencies. An example is the City’s subsidized taxi voucher program, funded in part by OCTA and the County of Orange.
<p>Objective III.</p> <p>Prepare for disasters including earthquakes and flooding.</p>	
<p>Policy III.A. City government will assume the leadership role in preparation for and response to disasters at the local level.</p>	
III.A.1 Prepare an Emergency Operations Plan including provisions for setting up an Emergency Operations Center.	Implemented: The City has established an Emergency Operations Center at City Hall and conducts multiple drills annually. The City updated the City’s Emergency Operations Plan in 2011.
III.A.2 Arrange mutual aid pacts for disaster recovery services including building and infrastructure damage assessment.	Implemented: The City has signed mutual aid agreements throughout the operational area and neighboring communities.
III.A.3 Inform residents and businesses about disaster preparedness and response at the local level.	Ongoing: The City has prepared a number of disaster preparedness brochures and has posted articles on its website.
III.A.4 Inform property owners of the availability of maps showing local areas particularly susceptible to seismic and flooding hazards.	Ongoing: The City has adopted a flood control ordinance and participates in the FEMA flood insurance program. Flood insurance rate maps and maps of seismic and landslide potential is maintained by the City. This information is

Safety Element	Implementation Status
	provided to the public upon request. The City also participates in the Strong Motion Instrumentation and Seismic Hazard Mapping program by collecting standard fees prescribed by the State. In 2011, the City began development of a Local Hazard Mitigation Plan that will address seismic and flooding hazards.
III.A.5 Work with property owners in identifying measures to mitigate potential property damage from seismic and flooding hazards.	Ongoing: Through the enforcement of local building codes the City promotes seismic safety in new construction and redevelopment. Efforts include an ongoing dialog and building department policy regarding seismic strapping of water heaters and similar equipment.
<p>Objective IV.</p> <p>Address transportation-related safety concerns.</p>	
<p>Policy IV.A Identify hazards related to vehicular use and take appropriate corrective actions.</p>	
IV.A.1 Work with the Sheriff’s Department to identify roadway segments and intersections with higher than expected accident rates and implement appropriate preventive measures including radar-assisted speed enforcement and vehicle speed display boards.	Ongoing: The City has installed red light cameras on two high priority intersections to address traffic safety issues.
IV.A.2 Disseminate pertinent California Vehicle Code regulations including drivers’ licensing requirements and restrictions on uses of alternative modes of transportation on public streets.	Ongoing: The City sponsors or co-sponsors periodic traffic and safety fairs.
IV.A.3 Work with the Sheriff’s Department and community organizations in providing refresher courses for senior drivers.	Ongoing: The City provides literature and referrals to organizations providing these services. In addition, traffic safety is included in the public safety lecture series.

7. Conclusion

As shown in this report, the City has worked to achieve the general plan’s objectives and policies by pursuing individual implementation measures. Through the certification of the City’s Housing Element and the addition of an inclusionary housing ordinance, the City has demonstrated a commitment to

facilitating quality and affordable housing opportunities. Furthermore, the comprehensive update of the City's zoning code will help to ensure a more effective implementation of the General Plan goals and objectives. While no new residential units within the City were either lost or created during the reporting period, the City is continually working to identify opportunities that promote affordable housing. In late 2009 the City allowed a modification to the Conditional Use Permit of a housing development that restricted two units to a low income affordable housing designation. Lastly, the City's Capital Improvement Program continues to improve the transportation and circulation system, while seeking creative projects that support alternative transportation options.


The General Plan Annual report provides a clear systematic look at the City's progress in meeting its general plan goals. This process serves as a valuable tool for staff to gain perspective on the effectiveness of general plan implementation measure, and areas that might require a different approach. Lastly, the results of this report will serve as a guide for decision makers (i.e. the City Council) in prioritizing future policy revisions, resource allocation and other projects.

6.9
ENGINEERING AND TRAFFIC SIGNAL
MAINTENANCE CONTRACT SERVICES
(No Report)

6.10
MOULTON SMART STREET IMPROVEMENTS
- LANDSCAPE ARCHITECT (NO REPORT)

8.1
EARTHQUAKE INSURANCE AFFORDABILITY
ACT

**City of Laguna Woods
Agenda Report**

DATE: April 18, 2012 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
AGENDA ITEM: Earthquake Insurance Affordability Act

Recommendation

Approve the City's support for the Earthquake Insurance Affordability Act and authorize staff to draft letters in support for the Mayor's signature.

Background

The Earthquake Insurance Affordability Act (EIAA) was introduced in the United States Senate by Senator Dianne Feinstein (S. 637, 2011) and in the United States Congress by Congressman John Campbell (H.R. 3125, 2011). The EIAA seeks to increase the financial feasibility of earthquake insurance policies offered through public insurers, including the California Earthquake Authority (CEA).

The CEA is a publically managed and privately financed regulated insurer that writes approximately 70% of all California earthquake insurance policies. Policies are sold by participating insurance companies, including Allied, Allstate, Armed Forces Insurance Exchange, Farmers, Liberty Mutual, Mercury, Nationwide, State Farm, and the USAA. While residential insurance companies are required to offer earthquake insurance, they are not required to sell CEA policies. More than two-thirds of companies; however, sell only CEA policies.

Discussion

Despite the high risk of catastrophic earthquakes in California, approximately 90% of households do not have earthquake insurance. Most homeowners, renters, and condominium insurance policies do not provide earthquake insurance. Similar to flood insurance, earthquake insurance is typically purchased separately.

In developing a recommendation as to whether or not to support the EIAA, staff spoke at-length with the Chief Executive Officer of the CEA and considered issues of estimated impacts to policyholders; capitalization and related diversification of the CEA's finances; effects on federal spending; and, governmental support.

According to Senator Feinstein and Congressman Campbell, the EIAA would lead to lower insurance premium rates by allowing the federal government to guarantee bonds issued by well-capitalized state catastrophe insurance programs (including the CEA), in lieu of purchasing reinsurance. Reinsurance currently accounts for at least 40% of costs passed on to CEA policyholders. The EIAA is estimated to reduce the CEA's reliance on reinsurance by 50%, eliminating \$100 million per year in annual expenses and lowering premium rates by 20%.

The financial structure of the CEA is diversified such that bonds guaranteed by the federal government under the EIAA would only consist of approximately 15% of the CEA's claims paying capacity. Roughly two-thirds of the CEA's claims paying capacity come from capital and participating insurer assessments.

The Congressional Budget Office has estimated that the EIAA "comes at no cost to the taxpayer" (Senator Feinstein, Congressional Record, March 17, 2011). A score is forthcoming with the CEA anticipating a neutral effect on federal spending.

The League of California Cities and the California State Association of Counties support the EIAA, as well as the Mayors of Los Angeles, Oakland, San Diego, San Francisco, and San Jose. Private and non-profit supporters include the California Building Industry Association, California Association of Realtors, South Orange County Regional Chamber of Commerce, and Orange County Business Council.

Fiscal Impact

The staff time associated with preparing letters supporting the EIAA is included in the City's current year operating budget.


Conclusion

The Earthquake Insurance Affordability Act is an important step in increasing the prevalence of earthquake insurance throughout the State. By reducing the costs to public earthquake insurance providers, premium rates will be lowered, which may entice currently uninsured parties to purchase earthquake insurance policies.

Report prepared by: Christopher Macon, Director of Public Safety 

9.1
DISASTER RECOVERY INITIATIVE

City of Laguna Woods Agenda Report

DATE: April 18, 2012 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
AGENDA ITEM: Disaster Recovery Initiative

Recommendation

Discuss and provide direction to staff.

Background

On August 26, 2011, the City was awarded a planning grant of \$250,000 from the State of California's Disaster Recovery Initiative (DRI). The City was eligible to apply for DRI funds as a result of Orange County's inclusion in the Presidential disaster recovery declaration for the 2008 California wildfire siege. The following projects received funding for completion by early 2014:

1. Development of a Local Hazard Mitigation Plan – Hazard mitigation plans form the foundation for a city's long-term strategy to reduce disaster losses. Hazard mitigation planning involves assessing hazards, vulnerabilities, and risks and identifying strategies for effective mitigation. Hazard mitigation plans are regulated by federal law and require approval from the California Emergency Management Agency (Cal EMA) and the Federal Emergency Management Agency (FEMA). Development of a hazard mitigation plan is a condition for receiving certain non-emergency disaster grant assistance.
2. Comprehensive Update of the General Plan's Safety Element – The General Plan's Safety Element has not been updated since it was adopted in 2002. The comprehensive update will be broad in nature, including but not limited to consideration of objectives, policies, and implementation measures; new and updated maps/visual aids; incorporation of the Local Hazard Mitigation Plan; and, modifications to ensure continued compliance with state law.

3. Development of a Wildland-Urban Interface Area Evacuation Plan Annex – Plan annexes are documents included in local emergency operations plans that focus on the performance of critical tasks and functions. The Wildland-Urban Interface Area Evacuation Plan Annex will describe the process for temporarily evacuating and sheltering those portions of the City that could be threatened by fire events in bordering wildland areas. The Annex will analyze higher risk residential areas; detail responsibilities for evacuation and shelter activities (including public and private collaboration); describe evacuation notifications, routes and methods; identify and inventory short-term and long-term shelter locations; and, consider means of supporting residents during their transition into and out of shelters. The Annex will include accommodations for special needs populations and animals. It will also be integrated with related government (e.g., City, County) and private non-profit (e.g., homeowners associations) emergency plans.
4. Development of Fire Watch Patrol Maps – The City and Orange County Fire Authority use City volunteers to monitor the wildland-urban interface area for signs of fire danger during high-risk weather conditions. The current fire watch patrol maps are hand drawn and will be improved to enhance their usefulness, as well as the efficiency of patrols. New maps will be created using geographic information system data and ground level photography.
5. Vulnerability Assessment of the City’s Emergency Operations Center (EOC) and Development of Mitigatory Design Plans – The City anticipates that one of the mitigation action items included in the Local Hazard Mitigation Plan will involve improving the City’s primary EOC in order to facilitate an effective response to wildfires and other emergencies. The City’s EOC is poorly protected and not ideally suited to accommodate the multi-discipline, communication-intensive, and sustained operations necessary to effectively implement emergency plans. In addition, the EOC is located in the City’s lone municipal building, which heightens the need for an adaptive, secure, and multifunctional space. The EOC Vulnerability Assessment will identify hazards, vulnerabilities, and resultant risks, as well as deficiencies and needs, including issues related to facility features, survivability, security, sustainability, interoperability, and flexibility. Following the assessment, conceptual and/or architectural design plans will be developed to begin to mitigate vulnerabilities, as well as plan for City Hall’s possible concurrent use as City Hall, an EOC, department operations center for contract service providers, and resource staging area. Federal guidance will form the basis of the assessment and support the design process.

6. Development of an Interoperable, Wireless Communication System Plan for Wildland-Urban Interface Area Shelter Locations – The City anticipates that one of the mitigation action items included in the Local Hazard Mitigation Plan will involve establishing redundant communication links between the shelter locations identified in the Wildland-Urban Interface Area Evacuation Plan and the City’s primary and alternate emergency operations centers (EOCs). Development of a communication system plan will conceptualize and design the necessary infrastructure to establish an interoperable, wireless communications system.

Discussion

At the January 2012 City Council meeting, staff was asked to provide a report on the evacuation planning that will be done as part of the DRI grant. Information on that project, as well as an update on the development of the City’s Local Hazard Mitigation Plan is included below.

Local Hazard Mitigation Plan

Development of the City’s Local Hazard Mitigation Plan (LHMP) began in 2011 and is currently on-going. A public hearing to consider approval of the LHMP is tentatively scheduled for the June 2012 City Council meeting.

The LHMP planning process is deliberatively broad with a variety of public and private stakeholders providing input and technical expertise. To date, the American Red Cross of Orange County, City of Laguna Beach Animal Services, Doctor’s Ambulance, El Toro Water District, Orange County Health Care Agency, Orange County Fire Authority, Orange County Sheriff’s Department, and the Southern California Gas Company have been actively engaged. The City has also solicited input from the general public and business community through two Public Safety Committee meetings and a Community Workshop. A complete draft of the LHMP will be made available for public review and comment in May 2012.

The LHMP will address the following hazards: wildfires and urban conflagrations; earthquakes; floods and storms; landslides; hazardous materials releases; terrorism; civil disturbances; public health crises; energy shortages; water shortages; extreme heat; radiological accidents; airplane crashes; and, natural gas pipeline failures.

The State of California’s Local Energy Assurance Plan (CaLEAP) framework was found to be the most effective way of addressing energy shortages in the LHMP.

Accordingly, the LHMP will also serve as the City's Local Energy Assurance Plan (LEAP) by mitigating vulnerabilities associated with energy emergencies caused by supply disruptions and disasters. The City will be one of the first municipalities in California to develop and adopt a LEAP.

Wildland-Urban Interface Area Evacuation Plan Annex

Development of an evacuation plan for the City's wildland-urban interface area is scheduled to begin in the 2012-2013 fiscal year. Staff believes that it is prudent to initiate the planning process after the forthcoming approval of the Orange County Operational Area's updated Evacuation Plan Annex, as the plans are interrelated and must be integrated in order to ensure effective regional collaboration.

A preliminary draft of the scope of work for the Wildland-Urban Interface Area Evacuation Plan Annex is attached to this report. The majority of the Plan will be adaptable to evacuations of any type, size and scope, not just wildfires.

Fiscal Impact

The Disaster Recovery Initiative grant includes funding for 100% of project costs. Existing staff are working on the projects with consultant support.

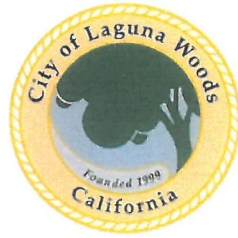
Local hazard mitigation plans must be updated by the City and reapproved by the Federal Emergency Management Agency (FEMA) at least every five years after the original date of adoption. Updates must demonstrate that reasonable progress has been made in implementing the previously approved hazard mitigation plan. If an update does not occur within five years, the City will be rendered ineligible for certain non-emergency disaster grant assistance.

Conclusion

The Disaster Recovery Initiative will improve the City's public safety/emergency management capabilities and open new opportunities for non-emergency disaster grant assistance. Development of a Local Hazard Mitigation Plan is underway now and development of a Wildland-Urban Interface Area Evacuation Plan Annex is scheduled to begin in the upcoming fiscal year.

Report prepared by: Christopher Macon, Director of Public Safety 

Attachment: Preliminary Draft of the Scope of Work for the Wildland-Urban Interface Area Evacuation Plan Annex



**CITY OF LAGUNA WOODS
PUBLIC SAFETY DEPARTMENT**

Draft Scope of Work

**Wildland-Urban Interface Area Evacuation Plan Annex
(2008 Disaster Recovery Initiative Grant Project #3)**

Planning Scenarios

An Evacuation Plan will be developed for the City's Wildland-Urban Interface Area, as defined by the City's existing Fire Hazard Severity Maps. Five planning scenarios will be considered, as follows: Very High Fire Hazard Severity Zone only; High Fire Hazard Severity Zone only; Moderate Fire Hazard Severity Zone only; Very High and High Fire Hazard Severity Zones; and, Very High, High, and Moderate Fire Hazard Severity Zones.



- Moderate
- High
- Very High

March 2012

Overview of Project Deliverables

1. Legal Analysis – Legal counsel will prepare an analysis of the legal framework for voluntary and mandatory evacuation orders, including relevant federal, state, and local laws. The analysis will focus on the City’s powers, duties, responsibilities, and immunities, as well as disclosure requirements for evacuation plans and best practices for promulgating, sustaining, and terminating evacuation orders.
2. Planning Survey – All residences located in the planning area (approximately 2,243) will be mailed a survey packet containing an instruction sheet, survey form, and pre-paid return envelope. The survey will be used to gauge the anticipated need for public evacuation assistance (e.g., transportation and shelters) and assess communications, disabled, access, and functional needs.
3. Plan Document – The Evacuation Plan will integrate existing federal, state, and local plans, including the Orange County Operational Area’s Evacuation Annex and Mass Care and Shelter Annex, and address disabled, access, and functional needs. It will comply with the Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93–288), Pets Evacuation and Transportation Standards Act of 2006 (P.L. 109–308), and California Emergency Services Act (Government Code Chapter 7, Division 1 of Title 2). The Evacuation Plan will include the following¹:
 - a. Section 1: Preliminary Materials
 - i. Forward and Disclosure Exemptions
 - ii. Table of Contents
 - iii. Plan Annex Concurrence
 - iv. Distribution List
 - v. Record of Revisions
 - b. Section 2: Core Content
 - i. Introduction
 - ii. Situation and Assumptions
 - iii. Concept of Operations
 - iv. Organization and Assignment of Responsibility
 - v. Administration and Logistics
 - vi. Development and Maintenance
 - vii. Authorities and References
 - c. Section 3: Functional Chapters²
 - i. Evacuation Orders
 - ii. Emergency Notification and Warning
 - iii. Transportation
 - iv. Access Control and Security
 - v. Mass Care and Shelter
 - vi. Re-Entry
 - d. Section 4: Appendices

¹ Content may be modified and/or expanded as deemed necessary during the plan development process.

² To the extent possible, memoranda of understanding will be developed and executed with the property owners of identified shelter locations, as well as with other third parties that could provide functional support for evacuation activities.

4. Draft Orders and Communications – To support the Evacuation Plan and expedite response activities, the following draft documents will be prepared for mandatory and voluntary evacuation orders issued relative to each of the five planning scenarios:

Promulgation of Orders

- a. A City Council resolution ordering evacuations;
- b. A Director of Emergency Services resolution ordering evacuations;
- c. A City Council resolution confirming the Director of Emergency Services resolution ordering evacuations;
- d. A press release notifying the public of evacuations; and
- e. AlertOC Mass Notification messages notifying the public of evacuations.

Termination of Orders

- a. A City Council resolution terminating evacuations;
- b. A Director of Emergency Services resolution terminating evacuations;
- c. A City Council resolution confirming the Director of Emergency Services resolution terminating evacuations;
- d. A press release notifying the public of the termination of evacuations; and
- e. AlertOC Mass Notification messages notifying the public of the termination of evacuations.

5. Tabletop Exercise – A tabletop exercise will be conducted to exercise the Evacuation Plan. Following the exercise, an after-action report and corresponding plan revisions will be prepared. The exercise will include both public and private participants.