

AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
July 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 – National Clown Week, August 1 – 7, 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 June 6 and 27, 2012 adjourned meetings and June 20, 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 June 2012 monthly Treasurer's Report.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the July 18, 2012 Warrant Register in the amount of \$720,393.21.

6.5 City Architect

RECOMMENDED ACTION: Authorize the City Manager to execute a one year agreement with the provision for two one-year optional extensions with WLC Architects, Inc. for as needed architectural services, subject to approval as to form by the City Attorney.

6.6 Information Technology Services

RECOMMENDED ACTION: Authorize the City Manager to execute a three year agreement with the provision for two one-year optional extensions with Synoptek, Inc. for City information technology services, subject to approval as to form by the City Attorney.

6.7 Streetlight Energy Efficiency Improvements

RECOMMENDED ACTION: Authorize the City Manager to contract with Southern California Edison to install energy efficient LED lights in streetlights in the public right-of-way along Moulton Parkway, El Toro Road and Santa Maria Avenue.

VII. PUBLIC HEARINGS

None

VIII. CITY COUNCIL

None

IX. CITY MANAGER

9.1 City Hall Accessibility Improvements

RECOMMENDED ACTION:

A. Authorize the allocation of \$75,000 from the City Hall Improvement Fund to supplement the project budget for City Hall exterior improvements.

AND

- B. Award a contract to Astra Builders, Inc. in the amount of \$256,130 for the construction of the City Hall/Library Accessibility Improvements and modifications to parking lot lighting and irrigation; and authorize the City Manager to execute the contract and approve change orders not to exceed 6%, subject to approval of the contract as to form by the City Attorney.

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 Conners)
- 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 – July 13, 2012 –
Councilmember Hack

- 12.2 Other Meetings, Comments and Announcements

XIII. CLOSED SESSION

None

XIV: ADJOURNMENT

The meeting will be adjourned to 2:00 p.m. on Wednesday, August 15, 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 – NATIONAL CLOWN WEEK

Proclamation
City of Laguna Woods

National Clown Week

August 1 - 7, 2012

WHEREAS, clowns have long been known as ambassadors of joy and good will; and

WHEREAS, clown organizations provide wholesome entertainment and emotional support and donate countless hours to charitable endeavors; and

WHEREAS, in 1971, Congress established "National Clown Week" as August 1 - 7th and it has been celebrated since.

NOW, THEREFORE, BE IT RESOLVED that the Laguna Woods City Council does hereby proclaim August 1 - 7, 2012 as National Clown Week and urges the residents of the City to recognize the contributions made by clowns in helping to lift the spirits and boost the morale of people.


Dated this 18th day of July, 2012

Cynthia S. Conners, Mayor

Attest: Yolie Trippy, Deputy City Clerk

6.1-6.7
CONSENT CALENDAR SUMMARY

City of Laguna Woods Agenda Report

FOR: July 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 July 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 July 18th Consent Calendar contains the following seven items:

- 6.1 Approval of the minutes from the June 20 regularly scheduled meeting and the June 6 and June 27, 2012 adjourned regular 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 June Treasurer’s Report. This report identifies the City’s current liquid assets and their location. At the end of June, the City had approximately \$ 8 million in cash on hand and in other liquid assets.
- 6.4 Approval of the July 18, 2012 Warrant Register, as submitted, in the amount of \$720,393.21. Of this amount, \$569,714.99 relates to Fiscal Year 2011-12 expenditures and \$150,678.22 to Fiscal Year 2012-13 expenditures. Expenditures include three – rather than two – payrolls and payment for insurance deposits and the Tetra Tech flood study. A list of all warrants is included in the agenda packet; detailed information about individual warrants is available in the Finance Manager’s office.
- 6.5 Authorization for the City Manager to execute an agreement with WLC Architects, Inc. for as needed architectural services. The term of the agreement would be through June 30, 2013, and would allow for two one-year, optional extensions. The City issued a Request for Proposal (RFP) for architectural services on May 18, 2012 that was transmitted to 15 architects which provide similar services for cities in Orange County. In addition, the RFP was posted on the City’s website. Two proposals were received. WLC is recommended based on its extensive experience working with municipalities. Both proposals include similar pricing, with hourly rates ranging from \$60 to \$180 with no minimums or maximums; WLC is recommended due to its extensive work with Orange County cities and its past work with the City of Laguna Woods.
- 6.6 Authorization for the City Manager to execute an agreement with Synoptek, Inc. for City information technology (IT) services. The term of the agreement would be through June 30, 2015, and would allow two one-year, optional extensions. The City issued a Request for Proposal (RFP) for these services on May 30, 2012 that was transmitted to 11 firms which provide IT services for cities in Orange County. In addition, the RFP was posted on the City’s website. Six firms submitted proposals. Services to be provided include installation of the City’s new Dell server and Exchange email service; ongoing server, network, work station and laptop computer

maintenance monitoring and help desk assistance, and installation and monitoring of antivirus and anti-spam software. Synoptic is recommended due to its comprehensive approach to installing, monitoring and maintaining IT equipment presently used by the City, and its proposal to provide support for improvements as technology advances. The firm offers a managed services approach that provides services for a base monthly fee of \$1,215, or \$14,580 per year, based on the number of computers that the City currently maintains. Additional work, such the installation of the server or other new equipment, will be charged separately. Sufficient funding is available in the current year budget to support these services.

Synoptek currently provides IT services to several cities in Orange County, including Aliso Viejo, Lake Forest, Seal Beach and San Juan Capistrano. These clients rated the firm highly in the areas of service, cost, professionalism, dependability and customer service. The firm will replace Practical Data Solutions, Inc., which has served the City since 2001.

- 6.7 Authorization for the City Manager to enter into an agreement with Southern California Edison to install LED lights in 142 streetlights in the public right-of-way (Moulton Parkway, El Toro Road and Santa Maria Avenue). The City has received a \$100,000 grant from the California Energy Commission to improve the energy efficiency of public streetlights. Streetlights in the City's public right-of-way are owned by Southern California Edison (SCE) and the actual change out of lights will be made by SCE employees/contractors. The new lights are brighter than existing lights and less costly to operate; SCE will move the City into a lower cost payment tier once the lights are installed. The grant requires that all work on this project be complete by September 13, 2012.

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 July 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
ADJOURNED REGULAR MEETING
June 6, 2012
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Councilmember Hack led the flag salute.

III. ROLL CALL

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

STAFF PRESENT: City Manager Keane; Assistant City Manager Reilly; Public Safety Director Macon; Finance Manager Jones; Deputy City Clerk Trippy; Deputy City Attorney Ramirez

IV. CONSENT CALENDAR

Moved by Councilmember Robbins, seconded by Mayor Pro Tem Ring, and carried unanimously to approve Consent Calendar Items 4.1 – 4.4.

4.1 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.

4.1 Newport Bay Watershed Total Maximum Daily Loads (TMDL) Agreement

Approved an agreement with the County of Orange and other partners to fund nutrient, fecal, coliform and toxic metal maximum daily load programs in the Newport Bay Watershed; and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

4.3 Notice of Completion – Installation of Electrical Connections For City Hall HVAC System

A. Accepted project completion of a contract with American Electric Company for the installation of electrical connections for City Hall HVAC System.

B. Authorized release of 5% contract retention in the amount of \$416.90 withheld per

ITEM 6.1

California Government Code 35 days following recordation of the Notice of Completion with the County of Orange.

- 4.4 Notice of Completion – Installation of Energy Efficiency Improvement City Hall HVAC System
- A. Accepted project completion of a contract with Allied Mechanical Air Systems, Inc. for the installation of the energy efficiency improvements City Hall HVAC System.
 - B. Authorized release of 5% contract retention in the amount of \$498.55 withheld per California Government Code 35 days following recordation of the Notice of Completion with the County of Orange.

V. PUBLIC HEARING

5.1 Medical Marijuana Dispensary Regulations

City Manager Keane noted that a lawsuit was filed against the City after this item was agendaized and the City Attorney would like to review the suit to see if it would affect the proposed ordinance. She suggested that the public hearing be opened and continued to the August 15, 2012 City Council meeting.

The public hearing was opened.

There being no requests to speak, the public hearing was continued to a regular meeting of the City Council on August 15, 2012 at the request of the City Attorney.

VI. CITY MANAGER

6.1 Fiscal Year 2012-13 Annual Budget

City Manager Keane discussed the proposed Fiscal year 2012-13 Special Funds Budget, which included both operating expenses and capital improvement projects (CIP). Special Fund monies are restricted to certain types of projects. She noted that although the City had applied for a Community Development Block Grant to complete a study work plan for the CIP/J06P01 flood control channel, the initial study did not recommend further work. Therefore, the \$180,000 for this project is not included in the Special Funds budget.

Mayor Connors asked for clarification as to how much of the projected \$246,000 taxi voucher program (Senior Mobility) revenue is offset by the residents and how much comes from OCTA.

Public Safety Director Macon noted that payments from residents total approximately \$117,000.

City Manager Keane noted that the remainder of the revenue is provided on a reimbursement basis when the City submits a claim to OCTA.

ITEM 6.1

City Manager Keane noted that as part of the Fiscal year 2011-12 budget, the City received \$100,000 in Supplemental Law Enforcement Services Funds (SLESF) for traffic enforcement and the red light camera program. A similar payment is included in the proposed budget, but it is uncertain if the state funding will continue.

Mayor Conners asked for clarification as to which part of the community is designated as part of the wildland fire evacuation plan.

City Manager Keane noted that homes near the Village Gates 9, 10 and 11 area would be included as part of this plan.

Councilmember Hack asked if the plan is specific to wildland fire.

City Manager Keane affirmed that the plan is specific to wildland fire; however, the results can be used for other areas of the City and other types of disasters.

Councilmember Hack asked if staff will have discussions with the homeowners associations to coordinate the use of their buses during an evacuation.

City Manager Keane affirmed that staff will discuss this issue.

City Manager Keane discussed the elimination of the Emergency Management Performance grant since the cost to apply for and monitor this grant is greater than the fund received.

City Manger Keane summarized existing and proposed Capital Improvement projects. She noted that the City Hall/Library accessibility project is currently out for bid and the County has granted a six-month extension for completion of this project. She also discussed the streetlight energy efficiency project. The City is working with Southern California Edison to install LED street lights in public property, including the parking lights at City Hall.

Councilmember Rhodes asked if the City will receive any M2 Funds.

City Manager Keane affirmed that the City will receive Measure M2 Turnback Funds and that use of this funding is proposed for street maintenance.

Councilmembers did not suggest modifications to the proposal and Mayor Conners announced that it is the consensus of the City Council for the Special Funds budgets as proposed.

6.2 Red Light Photo Enforcement Program

City Manager Keane summarized the agenda report and noted that after staff provided a notice of termination to Redflex Traffic System, Inc., Redflex submitted a counter-proposal that would reduce the monthly cost of the program by half down to \$7,500 per month for nine months. The City would retain the ability to cancel the contract with 45 days notice. She discussed the possibility of losing the Law Enforcement Fund grant and subsequent negotiations with the Sheriff's Department that would allow the City to terminate the traffic deputy position.

ITEM 6.1

City Manager Keane noted, for the record, two communications received that oppose extension of the Redlight camera program.

Mayor Pro Tem Ring asked what the impact of the program has had associated with staff time.

City Manager Keane reported that approximately 200 hours per year of staff time is spent on the program, but that is less than initial years. The majority of City staff time is spent responding to questions from individuals who have received tickets and researching records for Public Records Act requests.

Councilmember Hack stated that he has always been pleased with the program and feels it meets the objective of improving safety for motorists. He noted that if it is the Court and legislature's contention to eliminate the program, then he sees it as an uphill battle for the City.

Councilmember Robbins stated that he has a problem discontinuing the program unless statistics prove that the cameras are ineffective, especially at Gate 12 and Moulton Parkway where there are a large number of golf carts crossing. He supports continuing the program.

City Manager Keane noted that staff is awaiting a California Supreme Court ruling on several legal issues related to the cameras. She noted that accident reports at Gate 12 have shown a decrease; however, there is insufficient quantifiable evidence regarding intersection of El Toro Road and Moulton Parkway. The latest traffic counts show that fewer people are using this intersection, possibly due to the red light camera program.

Councilmember Rhodes stated that he is undecided on this issue because the offer by Redflex came after Council's decision to terminate the program. He believes that the City Council discussed the issue at great length and that the general public does not want the program to continue.

City Manager Keane reiterated that the MOU simply reduces the expenditure for a specific time.

Councilmember Rhodes noted that the MOU is a temporary solution. He would rather cancel the program, as some other cities have.

Councilmember Hack stated that he is sympathetic to Councilmember Robbins' position; however, he is concerned that the laws are going in a different direction, which may not be favorable to the City. He asked when the Supreme Court ruling is to be expected.

Public Safety Director Macon replied that the City is monitoring the case but it could take up to nine months to be decided.

Councilmember Hack asked for clarification if the issue which the Supreme Court is reviewing has to do with the validity of the program and the need to provide various kinds of evidence.

Public Safety Director Macon replied that the case does involve the chain of evidence and testimony of the traffic deputy. If decided favorably, the need for special legal counsel should be reduced.

ITEM 6.1

Councilmember Hack noted that he is inclined to support to keep the program, pending the review of the Supreme Court; the proposed MOU mitigates some of the City's immediate financial concerns.

Mayor Pro Tem Ring stated that he is inclined to support Councilmembers Robbins' and Hack's assessment; however, he is interested in hearing comments from Mr. Baylis, who has asked to speak on this matter.

Mr. Baylis introduced himself as an attorney who defends individuals who receive redlight camera tickets. He believes that the program impinges on an individual's constitutional rights and proposed various alternatives to improve visibility at the intersections in lieu of the red light camera program. He urged Council not to extend the program and noted that if they do, the general public will likely pass a ballot initiative to repeal Council's decision.

Councilmember Ring replied that the City cannot modify the roadway because adjacent land is private property. He noted that flashing lights are in place to warn drivers of the intersection at Gate 12.

Mr. Baylis stated that the camera system does not prevent accidents; and that the extra second the City has added to the yellow light phase poses a danger along the curved street of Moulton Parkway approaching Gate 12. He noted that the Courts are inclined to follow the constitutional right of an individual in regards to red light camera citations.

Councilmember Ring stated that the community is unique and that he considers the life of others as a priority.

Councilmember Hack stated that he is familiar with constitutional rights and does not want to go back and forth on discussing that issue; and that he does not take well to the implied threats made by Mr. Baylis. He concurred with Mayor Pro Tem Ring that protecting people's lives is the consummate issue and noted that the City Council is attempting to make a rational decision based on its evaluation of the various factors of the situations.

Mayor Conners stated that she believes that the City is complying with the Courts in regards to constitutional rights and that it appears reasonable to continue the program until the California Supreme Court makes a decision. She also commented that supportive evidence from the insurance companies is very persuasive, and the possibility that the City may be committed to a contract for a part-time Deputy is something she is willing to accept.

Moved by Councilmember Robbins, seconded by Councilmember Hack, and voted 4 to 1 to approve a memorandum of understanding between the City of Laguna Woods and Redflex Traffic Systems, Inc. related to the existing automated red light photo enforcement systems agreement; and authorized the City Manager to execute the memorandum, subject to approval as to form by the City Attorney.

AYES: Hack, Robbins, Ring, Conners
NOES: Rhodes

VII. PUBLIC COMMENTS – None

VIII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS – None

IX. CLOSED SESSION

City Manager Keane announced that a closed session is not necessary at this time.

X. CITY COUNCIL

10.1 Ethics Training – The City Council entered into a five minute recess prior to reconvening into session for biannual ethics training, as required by California Government Code, Sections 53234-53235.2 at 3:01 p.m. The City Council completed the training at 5:03 p.m.

XI. ADJOURNMENT

The meeting was adjourned at 5:03 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday June 20, 2012 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: July 18, 2012

CYNTHIA S. CONNERS, Mayor

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
June 20, 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 Rhodes led the flag salute.

III. ROLL CALL

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

STAFF PRESENT: City Manager Keane; Assistant City Manager Reilly; Finance Manager Jones; Public Safety Director Macon; City Attorney Cosgrove

IV. PRESENTATIONS – None

V. CITY COMMENDATIONS AND PROCLAMATIONS

VI. CONSENT CALENDAR

Moved by Mayor Pro Tem Ring, seconded by Councilmember Hack, and carried unanimously to approve Consent Calendar Items 6.1 – 6.6.

6.1 City Council Minutes

Approved the minutes from the May 2, 2012 adjourned meeting and May 16, 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 Report

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

6.4 Warrant Register

Approved the June 20, 2012 Warrant Register in the amount of \$463,775.82.

6.5 Ban on Polystyrene Foam Food Service Ware

Adopted an **Ordinance No. 12-06** establishing a ban on the use of polystyrene food services ware, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS,
CALIFORNIA, PROHIBITING THE USE OF EXPANDED AND
EXTRUDED POLYSTYRENE DISPOSABLE FOOD SERVICE WARE

6.6 November 2012 Municipal Elections

Adopted two resolutions calling for the November 2012 municipal election, entitled:

Resolution No. 12-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2012 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

AND

Resolution No. 12-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ORANGE TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2012, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE DATE PURSUANT TO 10403 OF THE ELECTIONS CODE

VII. PUBLIC HEARING – None

VIII. CITY COUNCIL – None

IX. CITY MANAGER

9.1 Fiscal Year 2012-13 City Manager’s Proposed All Funds Budget

City Manager Keane provided a power point presentation and distributed the proposed Fiscal Year 2012-13 All Funds Budget, which consists of an \$8.1 million work program. . The budget continues all existing programs, with some moderate increases; the elimination of the John Wayne Airport taxi voucher program; and an increase in the allocation for community organization grants. She noted corrections to pages related to the

Operations budget.

Councilmember Rhodes commented that the budget looks good.

Mayor Connors announced that staff has presented a thorough and complete balanced budget, given the current economic state. She thanked the Council and staff for providing such prudent financial management and stated that it is the consensus of the City Council to move forward with the budget as proposed.

X. COMMITTEE REPORTS

10.1 Transportation Corridor Agencies (Mayor Hack)

Councilmember Hack reported that the Agency is also struggling to provide a balanced budget. He discussed a merit pay proposal, which was rejected by member cities. He expressed his concern that the loss of key personal may prove to be far more expensive than the few dollars saved.

10.2 Orange County Library Board (Councilmember Robbins)

Councilmember Robbins reported that there was no meeting.

10.3 Orange County Fire Authority (Councilmember Rhodes)

Mayor Connors attended the meeting on behalf of Councilmember Rhodes, and reported that a lengthy discussion took place on ways to maintain and finance the hand crew program. She further reported that OCFA is looking into ways to reorganize their services and training to provide for attaining response time goals for 90% of emergency response calls. Chief Bryce noted that OCFA will provide a response to the Grand Jury report to clarify an all-risk component of rescue calls and why fire engines are sent out on emergency response calls in lieu of a paramedic unit.

Councilmember Rhodes noted that the Grand Jury recommendations would prove difficult because emergency service calls often require more than just the assistance of a paramedic unit.

Chief Bryce added that OCFA will continue to review strategic planning for continued improvement.

10.4 Southern California Water Committee (Mayor Hack)

Councilmember Hack announced that the next quarterly meeting is scheduled in July and that the Bay Delta Conservation Plan report has been issued.

10.5 Coastal Greenbelt Authority (Mayor Pro Tem Connors)

Mayor Connors reported that the July 9th meeting was a tour of the Laguna Coast Wilderness Park, including a trail hike along markers equipped with cell phone kiosks that provide information about the trail. Mayor Connors noted that she is trying to make more information on docent-led tours of the trails available for Laguna Woods' residents.

10.6 Laguna Canyon Foundation (Councilmember Rhodes)

Councilmember Rhodes reported that there was no meeting. He noted a correction on his

previous report about funding awarded to the Foundation for the removal of invasive species within Aliso Creek; the project does not include the maintenance of the creek inside Laguna Woods Village.

10.7 Vector Control District Board (Councilmember Robbins)

Councilmember Robbins noted that the next meeting is scheduled for Thursday. He reported that there have been no recent reports of dead birds in the City, nor the neighboring cities. He further reported that there have been no human cases of the West Nile Virus.

Councilmember Hack asked if he has heard about the reports of bugs attacking citrus trees.

City Manager Keane stated that the bugs which are attacking the citrus trees are not considered vectors and do not currently come under the jurisdiction of the Vector Control District.

XI. PUBLIC COMMENTS – None

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

12.1 Reports on Meetings Attended per Government Code SS53232.3

- A. Orange County Water Summit May 18, 2012 – Councilmember Hack
Councilmember Hack stated that he was unable to attend due to health reasons.
- B. Water Advisory Committee of Orange County June 1, 2012 – Councilmember Hack reported on the meeting and the discussion about a plan to incorporate storm water capture into local water supply strategies in the Santa Ana Watershed.

12.2 Other Meetings, Comments and Announcements

Mayor Connors reported on a meeting she attended on Prayer Breakfast meeting, sponsored by Interfaith Council of South Orange County. The title of the keynote speech was “Becoming More by Doing Less”.

Mayor Connors also reported that during a recent trip to Tahoe, she spoke with a local sustainability group and discussed the issue of single-use plastic bags which she believes may soon be a topic of discussion in the City of Laguna Woods.

Councilmember Rhodes announced that upon completion of his four-year term In December, he will not run for re-election.

Mayor Connors acknowledged that his term has not yet ended; however, she thanked him for his dedication and service to the City.

XIII. CLOSED SESSION

12.1 The City Council met 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).

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

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

The City Council reconvened in open session at 2:56 p.m. City Attorney Cosgrove advised that there was no reportable action.

XIV. ADJOURNMENT

The meeting was adjourned at 2:58 p.m. The next adjourned regular meeting will be at 2:00 p.m. on Wednesday June 27, 2012 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: July 18, 2012

CYNTHIA S. CONNERS, Mayor

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
ADJOURNED REGULAR MEETING
June 27, 2012
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Councilmember Robbins led the flag salute.

III. ROLL CALL

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

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

IV. CONSENT CALENDAR

4.1 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.

4.2 Fiscal Year 2012-13 All Funds Budget

Approved five resolutions implementing the City’s Fiscal Year 2012-13 budget, entitled:

Resolution No. 12-08

A. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013

Resolution No. 12-09

B. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING A SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-13 THRU 2018-19 IN CONFORMANCE WITH MEASURE M REQUIREMENTS

Resolution No. 12-10

C. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RESCINDING RESOLUTION NO. 11-12 AND

ESTABLISHING A COMPENSATION SCHEDULE FOR CITY EMPLOYEES

Resolution No. 12-11

- D. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2012-13

Resolution No. 12-12

- E. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ESTABLISHING A GENERAL GOVENMENTAL OVERHEAD RATE OF 40%

4.3 Local Law Enforcement Services

Approved an agreement with the County of Orange for Fiscal Year 2012-13 law enforcement services in the City of Laguna Woods; and authorized the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

4.4 Supplemental Law Enforcement Services Act

Authorized the use of Supplemental Law Enforcement Services Fund/Supplemental Law Enforcement Services Act funding for salaries, benefits, supervision and equipment for traffic enforcement.

4.5 Animal Control and Shelter Services

Approved a two year agreement with the City of Laguna Beach for animal control and shelter services; and authorize the City Manager to execute the agreement, subject to approval as to form by the City Attorney.

4.6 Solid Waste and Recycling Contract Services

Authorized the City Manager to execute a three year agreement with Mike Balliet for solid waste and recycling consultant services, subject to approval as to form by the City Attorney.

4.7 Plan Check Contract Services

Authorized the City Manager to execute a one year agreement with Scott Fazekas & Associates for as needed plan check services, subject to approval as to form by the City Attorney.

4.8 Household Hazardous and E-Waste Collection

Authorized the City Manager to execute an extension to the current agreement with WM Curbside, Inc. for household hazardous waste, electronic waste, medical waste and bulky item collection services to October 31, 2012, subject to approval as to form by the City Attorney.

4.9 Closed Captioning Services

Authorized the City Manager to execute a two year agreement, including provisions for extension, with Captioning Unlimited for the purpose of providing closed captioning of City Council meetings, subject to approval as to form by the City Attorney.

4.10 State – Local Partnership Program

Approved **Resolution No. 12-13** authorizing staff to apply for State-Local Partnership Program (SLPP) grants, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING APPLICATION FOR FUNDS FOR THE STATE-LOCAL PARTNERSHIP PROGRAM FORMULA GRANT UNDER THE PROPOSITION 1B HIGHWAY SAFETY, TRAFFIC REDUCTION, AIR QUALITY, AND PORT SECURITY BOND ACT OF 2006 FOR THE EL TORO ROAD PAVEMENT RECONSTRUCTION, ADA ACCESS RAMP IMPROVEMENTS AND RIDGE ROUTE DRIVE PAVEMENT REHABILITATION PROJECTS

4.11 Amendment No. 1 to OCTA Agreement No. C-9-0625 (Traffic Light Synchronization on Moulton Parkway)

Approved Amendment No. 1 to Agreement No. C-9-0625, extending an agreement between the Orange County Transportation Authority and City of Laguna Woods for coordination of traffic signals on Moulton Parkway; and authorized the Mayor to execute the amendment, subject to approval as to form by the City Attorney.

V. CITY COUNCIL

5.1 2012 Municipal Election Calendar

City Manager Keane announced that filing period for city council candidates will be from July 16 thru August 10, 2012. This period will be extended for 5 days if any incumbent fails to file nomination papers. The City will hold a candidate forum on Tuesday, July 17, 2012 at 2 p.m. at City Hall to discuss the nomination packet, process, and various candidate resources. She noted that the City typically posts campaign contribution filings for those who have formed committees on the City's website.

By consensus, the 2012 Municipal Election Calendar was received and filed.

VI. CITY MANAGER

6.1 Moulton Parkway Phase 2 Property Acquisition

City Manager Keane introduced Assistant City Manager Reilly who has been working with the County on this project. He summarized the agenda report and distributed an

outline and history of the project that requires the dedication of land adjacent to Village Garden Center 1, Nursery, and driving range. He noted modifications to the agreement on pages 3, 4, 5, and 7 which require less square footage and reduced cost.

Councilmember Hack discussed the history of securing the funds for the project. He stated that the City can no longer delay the project and should complete it.

Moved by Councilmember Hack, seconded by Councilmember Robbins, and carried unanimously to approve an agreement with the Golden Rain Foundation for the acquisition of property and appropriate mitigation measures required for the completion of the Moulton Parkway Smart Street improvements, in substantially similar form as presented; and authorized the City Manager to execute the agreement, subject to approval as to form by the City Attorney.

VII. PUBLIC COMMENTS

Louis Parker, resident, stated that he has talked to Mayor Connors and City Manager Keane regarding assistance offered by the Village ham radio volunteers. He suggested that the volunteers could provide additional security in the City as watchful eyes of the community and could report suspicious activity to the Orange County Sheriff's Department. Mr. Parker asked if the City could provide Radio Amateur Civil Emergency Services (RACES) volunteers with vests or hat so that they are visible in the community.

Mayor Connors acknowledged Mr. Parker's request and noted that the City Council does not have a uniform either.

City Manager Keane stated that she spoke with Mr. Parker during a recent RACES drill. She noted that the City does provide a vest and name tag to emergency volunteers, including those on the RACES team (amateur radio). She will schedule a meeting with the RACES volunteers to explore other opportunities for services that they can provide in the community.

Bevann Strom, resident, thanked the Council and staff for synchronizing the traffic lights along El Toro Road which has eased traffic flow.

VIII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS – None

IX. ADJOURNMENT

The meeting was adjourned at 2:31 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday July 18, 2012 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: July 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
June 30, 2012

CASH ON HAND1. Investments/General Fund

Local Agency Investment Fund	\$	7,290,462
Subtotal	\$	7,290,462

2. Investments/Transportation Fund

Local Agency Investment Fund	\$	65,000
Subtotal	\$	65,000

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

Petty Cash Funds	\$	746
Analyzed Checking Account	\$	651,491
Subtotal	\$	652,237

TOTAL	\$	8,007,699
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Note: LAIF reports interest earnings quarterly.

6.4
WARRANT REGISTER

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	06/07/2012	ADP PAYROLL SERVICES	Pay period ended 6/01/12	30,665.33
Debit	06/07/2012	ICMA RETIREMENT CORPORATION	Pay period ended 6/01/12	1,594.03
Debit	06/07/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 6/01/12	119.05
Debit	06/21/2012	ADP PAYROLL SERVICES	Pay period ended 6/15/12	30,440.19
Debit	06/21/2012	ICMA RETIREMENT CORPORATION	Pay period ended 6/15/12	1,594.03
Debit	06/21/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 6/15/12	119.05
Debit	07/05/2012	ADP PAYROLL SERVICES	Pay period ended 6/29/12	31,629.79
Debit	07/05/2012	ICMA RETIREMENT CORPORATION	Pay period ended 6/29/12	1,594.03
Debit	07/05/2012	ADP PAYROLL SERVICES	Processing Charges/Payroll 6/29/12	125.40
Debit	06/29/2012	AFLAC	Flexible Spending Account (FSA) Reimbursement	342.13
<i>Other</i>				
111955	06/20/2012	AT&T	Telephone/581-3974/May 2012	85.27
111956	06/20/2012	AT&T	Telephone/583-1105/May 2012	15.73
111957	06/20/2012	BONANZA STEAM CLEANING	Street Maintenance/Steam Cleaning	2,500.00
111958	06/20/2012	ROBERT BURNETT	Mileage/Phone Reimbursement/February-May 2012	667.22
111959	06/20/2012	CALIFORNIA YELLOW CAB	Taxi Voucher Services/May 2012	31,426.00
111960	06/20/2012	CITY OF LAGUNA BEACH	Animal Services/4th Quarter Fiscal Year 2012	20,665.00
111961	06/20/2012	COPYFORCE	Printing/Train Vouchers & Job Inspection Forms	562.45
111962	06/20/2012	VOID	VOID	-
111963	06/20/2012	DICKSONS, INC.	CDBG Energy Efficiency Program	1,680.00
111964	06/20/2012	NIEVES LANDSCAPE, INC.	Landscape Repair	710.00
111965	06/20/2012	ONE WAY CONSTRUCTION	Waste Diversion Deposit Refund/BP 32622A	250.00

**CITY OF LAGUNA WOODS
WARRANT REGISTER
July 18, 2012**

Check Number	Check Date	Vendor Name	Description	Amount
111966	06/20/2012	VOID	VOID	-
111967	06/20/2012	WM CURBSIDE, LLC	Waste Collection/May 2012	1,144.00
111968	06/20/2012	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/June 2012	96.41
111969	06/27/2012	ALLIED MECHANICAL AIR SYS, INC	Building Maintenance/HVAC System	441.00
111970	06/27/2012	AT&T	Telephone/458-3487/June 2012	31.87
111971	06/27/2012	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 6/01/12	4,714.14
111972	06/27/2012	CALPERS - RETIREMENT	Retirement Contributions/Period Ending 6/15/12	4,714.14
111973	06/27/2012	COASTAL TRAFFIC SYSTEMS, INC.	Street Maintenance	4,398.13
111974	06/27/2012	DAVID EVANS & ASSOCIATES INC.	Moulton Smart Street/May 2012	18,193.44
111975	06/27/2012	DICKSONS, INC.	CDBG Energy Efficiency Program	5,910.00
111976	06/27/2012	EL TORO WATER DISTRICT	City Hall Utilities/May 2012	101.24
111977	06/27/2012	EL TORO WATER DISTRICT	City Hall Utilities/May 2012	28.00
111978	06/27/2012	EL TORO WATER DISTRICT	Ridge Route Park Irrigation/June 2012	496.29
111979	06/27/2012	EL TORO WATER DISTRICT	Dog Park Irrigation/June 2012	25.55
111980	06/27/2012	FLEX ONE	Program Fees/June 2012	50.00
111981	06/27/2012	FOLEY, PATRICK	Employee Benefit Program/June 2012	83.05
111982	06/27/2012	JACK ISAACSON	Taxi Voucher Refund	50.00
111983	06/27/2012	JONES, ERNESTINE	Mileage Reimbursement/February-May 2012	115.01
111984	06/27/2012	NIEVES LANDSCAPE, INC.	Landscap Repair	300.00
111985	06/27/2012	PEAK LIGHTING & ELECTRIC, INC	Streetlight Maintenance/June 2012	704.52
111986	06/27/2012	PETTY CASH	Replenish Petty Cash	567.46
111987	06/27/2012	SCOTT FAZEKAS & ASSOCIATES	Plan Checking Services/May 2012	1,150.00
111988	06/27/2012	SIERRA DISPLAY, INC	Street Banner Replacement	9,962.69
111989	06/27/2012	SIERRA INSTALLATIONS, INC	Banner Change Out	1,880.00
111990	06/27/2012	SOUTHERN CALIFORNIA EDISON	City Hall Utilities/June 2012	1,390.79

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
111991	06/27/2012	SOUTHERN CALIFORNIA EDISON	City Centre Park/June 2012	23.84
111992	06/27/2012	SOUTHERN CALIFORNIA EDISON	Ridge Route Park/June 2012	21.99
111993	06/27/2012	STL LANDSCAPE, INC.	Moulton Smart Street/Progress Payment #3	9,232.49
111994	06/27/2012	YOLIE TRIPPY	Employee Benefit Program/June 2012	366.00
111995	06/27/2012	VANTAGEPOINT TRANSFER AGT-457	457 Plan Contributions/June 2012	1,475.00
111996	07/03/2012	* AFLAC	Employee Benefit Program/July 2012	310.80
111997	07/03/2012	* ALLIANT INSURANCE SERVICES	Crime Policy/Fiscal Year 2012-13	932.00
111998	07/03/2012	* CA MUNICIPAL TREASURER'S ASSOC.	Annual Membership Dues/Fiscal Year 2012-13	155.00
111999	07/03/2012	* CA JOINT POWERS INS. AUTHORITY	Insurance/Liability & Workers Compensation/FY 2013	96,244.00
112000	07/03/2012	CALPERS - HEALTH	Employee Benefit Program/July 2012	3,312.35
112001	07/03/2012	MARYANN CHENEY	Taxi Voucher Refund	45.00
112002	07/03/2012	CIVIL SOURCE	Engineering & Inspection Services/May 2012	34,941.20
112003	07/03/2012	* CNA	Employee Benefit Program/Jul-Sep 2012	518.16
112004	07/03/2012	* CNA	Employee Benefit Program/Jul-Sep 2012	410.36
112005	07/03/2012	COAST SIGN INC.	Refund/SMIP Fee	1.00
112006	07/03/2012	COASTAL TRAFFIC SYSTEMS, INC.	Street Maintenance Signage	238.22
112007	07/03/2012	* COPYFORCE	Printing/Taxi Voucher Books/Fiscal Year 2012-13	2,036.48
112008	07/03/2012	DAVID EVANS & ASSOCIATES INC.	Professional Services/Moulton Smart Street/May 2012	5,103.50
112009	07/03/2012	* DELTA DENTAL PLAN OF CA	Employee Benefit Program/July 2012	633.98
112010	07/03/2012	* ECONOLITE CONTROL PRODUCTS INC	Traffic Signal Capital Project	764.00
112011	07/03/2012	GARY GATES	Reimbursement/Tools/Building Inspection	95.60
112012	07/03/2012	AUDREY GOULD	Taxi Voucher Refund	50.00
112013	07/03/2012	GOVERNMENT FINANCE OFFICERS	GASB Publication/Blue Book 2012	209.50
112014	07/03/2012	DEANNA GAY HEGEL	Taxi Voucher Refund	14.40
112015	07/03/2012	JONES, ERNESTINE	Reimbursement/CMTA Annual Conference Expenses	487.63

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
112016	07/03/2012	* KONICA MINOLTA	Copier Lease/July 2012	482.72
112017	07/03/2012	KONICA MINOLTA BUSINESS	Copier Charges/April-June 2012	210.00
112018	07/03/2012	* MANAGED HEALTH NETWORK	Employee Benefit Program/July 2012	22.23
112019	07/03/2012	ONE WAY CONSTRUCTION	Waste Diversion Deposit Refund/BP 32793B	250.00
112020	07/03/2012	ORANGE COUNTY TREASURER - STRE	Street Maintenance/May 2012	4,126.78
112021	07/03/2012	* PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/July 2012	436.80
112022	07/03/2012	* SONITROL	Alarm Monitoring/July 2012	58.91
112023	07/03/2012	* SO. CA ASSN. OF GOVERNMENTS	Membership Dues/Fiscal Year 2012-13	1,770.00
112024	07/03/2012	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controller/June 2012	2,242.51
112025	07/03/2012	SOUTHERN CALIFORNIA EDISON	Traffic Controller	890.62
112026	07/03/2012	US LIGHTING TECH	Public ROW Streetlight Maintenance	112.06
112027	07/03/2012	VERRALL, SANDRA	Mileage Reimbursement/June 2012	119.55
112028	07/03/2012	* VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/July 2012	199.14
112029	07/03/2012	VMI, INC	Projection Screen/Council Chambers	1,298.19
112030	07/03/2012	WILLIAM WELLS	Waste Diversion Deposit Refund/BP 32847C	250.00
112031	07/11/2012	AT&T	Telephone/452-0600/June 2012	283.56
112032	07/11/2012	AT&T	Telephone/639-0500/June 2012	180.34
112033	07/11/2012	AT&T	Telephone/770-9359/June 2012	15.80
112034	07/11/2012	THOMAS BECKWITH	Taxi Voucher Refund	50.00
112035	07/11/2012	ROBERT BURNETT	Mileage/Phone Reimburse/June 2012	155.43
112036	07/11/2012	CALIFORNIA BLDG STANDARDS COMM	Building Permit Fee Assessment/4th Quarter FY 2012	763.20
112037	07/11/2012	CALPERS - RETIREMENT	Retirement Contributions - Period Ending 6/29/12	4,913.21
112038	07/11/2012	CIVIL SOURCE	Water Quality Consult/June 2012	1,620.00
112039	07/11/2012	DEPARTMENT OF CONSERVATION	SMIP Fee Report/4th Quarter FY 2012	259.50
112040	07/11/2012	DICKSONS, INC.	CDBG Energy Efficiency	3,210.00

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
112041	07/11/2012	* FOLEY, PATRICK	Employee Benefit Program/June 2012	431.00
112042	07/11/2012	GARY GATES	Employee Benefit Program/June 2012	320.69
112043	07/11/2012	JONES, ERNESTINE	Employee Benefit Program/June 2012	308.56
112044	07/11/2012	KEANE, LESLIE A.	Reimbursement/City Selection Committee Meeting	78.92
112045	07/11/2012	* KEANE, LESLIE A.	Auto Allowance/July 2012	450.00
112046	07/11/2012	* LA OPINION	Public Notice/November 2012 Election	356.88
112047	07/11/2012	CHRISTOPHER MACON	Cell Phone Reimbursement/January-June 2012	200.00
112048	07/11/2012	* RAINTREE REALTY, LLC	City Hall Condemnation/Litigation Expense Payment	20,229.28
112049	07/11/2012	* REILLY, DOUGLAS C.	Employee Benefit Program/July 2012	109.49
112050	07/11/2012	RUTAN & TUCKER, LLP	City Hall Condemnation/Attorney Services/May 2012	976.71
112051	07/11/2012	MANUEL SALVATIERRA	Taxi Voucher Refund	50.00
112052	07/11/2012	* SIGNS BY CREATIONS UNLIMITED	Sign Replacement	513.82
112053	07/11/2012	ADA SMITH	Taxi Voucher Refund	35.00
112054	07/11/2012	SOUTHERN CALIFORNIA EDISON	Residential Streetlight/Thirid/June 2012	4,288.76
112055	07/11/2012	SOUTHERN CALIFORNIA EDISON	Safety Lights Over Traffic Signals/June 2012	366.93
112056	07/11/2012	SOUTHERN CALIFORNIA EDISON	Right of Way/June 2012	2,049.64
112057	07/11/2012	* SOUTHERN CA WATER COMMITTEE	Quarterly Committee Meeting/Hack/July 2012	70.00
112058	07/11/2012	TETRA TECH, INC	CDBG Flood Study	38,079.00
112059	07/11/2012	* TRAILS4ALL	Inner-Costal Clean-Up Sponsor	750.00
112060	07/11/2012	YOLIE TRIPPY	Employee Benefit Program/June 2012	258.99
112061	07/11/2012	HENRY WELLNER	Taxi Voucher Refund	100.00
112062	07/11/2012	DORIS WILCOX	Taxi Voucher Refund	15.00

Total Prepaid Warrants 464,914.15

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
REGULAR WARRANTS:				
112063	07/11/2012	* ANN BADDOCK	Taxi Voucher Refund	45.00
112064	07/11/2012	BANK OF AMERICA - CC	Credit Card Charges/June 2012 - See Below	1,084.96
112065	07/11/2012	* AMARYLIS BARTETZKO	Taxi Voucher Refund	20.00
112066	07/11/2012	* JOAN BELISLE	Taxi Voucher Refund	17.00
112067	07/11/2012	* ANNETTE BLAUSTEIN	Taxi Voucher Refund	32.50
112068	07/11/2012	* ELSA BOGRAYI-KLINE	Taxi Voucher Refund	81.00
112069	07/11/2012	* VIVIAN BORNSTEIN	Taxi Voucher Refund	12.50
112070	07/11/2012	* DONALD BRADBURN	Taxi Voucher Refund	74.00
112071	07/11/2012	* MILDRED BRICKER	Taxi Voucher Refund	50.00
112072	07/11/2012	CAA	Water Quality Consulting/June 2012	4,307.00
112073	07/11/2012	* CLAIRE CARNEMOLLA	Taxi Voucher Refund	50.00
112074	07/11/2012	PATRICIA CASEY	Taxi Voucher Refund	99.00
112075	07/11/2012	* EDITH CATTEN	Taxi Voucher Refund	20.00
112076	07/11/2012	* JEAN CHAMBERLAIN	Taxi Voucher Refund	50.00
112077	07/11/2012	* JANET CHO	Taxi Voucher Refund	34.00
112078	07/11/2012	CIVIL SOURCE	Engineering & Inspection Services/June 2012	47,469.29
112079	07/11/2012	* COMMPRO	Website Hosting/July 2012	295.00
112080	07/11/2012	* CYNTHIA CONNERS	Compensation/July 2012	300.00
112081	07/11/2012	* COUNTY OF ORANGE	LAFCO Costs/Fiscal Year 2012-13	1,806.52
112082	07/11/2012	COUNTY OF ORANGE - SIGNALS	Traffic Signal Maintenance/November-December 2011	11,476.17
112083	07/11/2012	DELL	Capital Equipment/UPS System	455.75
112084	07/11/2012	DENNIS D. NELSON, PE	Professional Services/April 2012	55,855.38
112085	07/11/2012	* EVELYN DIORIO	Taxi Voucher Refund	35.00
112086	07/11/2012	* PAULINE DUFFIELD	Taxi Voucher Refund	35.00

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
112087	07/11/2012	* FRANCES FLYGE	Taxi Voucher Refund	30.00
112088	07/11/2012	* FELITA GONZALEZ	Taxi Voucher Refund	62.00
112089	07/11/2012	GREAT CLEANING SERVICE	Janitorial Service/June 2012	557.42
112090	07/11/2012	* MARVIN GREEN	Taxi Voucher Refund	50.00
112091	07/11/2012	SHARON GRETSCH	Taxi Voucher Refund	98.00
112092	07/11/2012	* ROSALIND GROSSMAN	Taxi Voucher Refund	75.00
112093	07/11/2012	* HACK, BERT	Compensation/July 2012	300.00
112094	07/11/2012	* SUSAN HSU	Taxi Voucher Refund	50.00
112095	07/11/2012	PHYLLIS JOSELL	Taxi Voucher Refund	16.50
112096	07/11/2012	* MARVIN KATZ	Taxi Voucher Refund	28.00
112097	07/11/2012	KONICA MINOLTA BUSINESS	Copier Charges/April-June 2012	193.26
112098	07/11/2012	KIM P. LEE	Taxi Voucher Refund	50.00
112099	07/11/2012	* PHILIP LIN	Taxi Voucher Refund	50.00
112100	07/11/2012	RHODA MARLIN	Taxi Voucher Refund	45.00
112101	07/11/2012	CHARLAINE MARLOW	Taxi Voucher Refund	17.50
112102	07/11/2012	* MARTIN & CHAPMAN	November 2012 Election Materials	40.86
112103	07/11/2012	MOLINA EDUARDO	Taxi Voucher Refund	62.00
112104	07/11/2012	* MUNICIPAL CODE CORP	Codify Ordinances 11-06 through 12-05	2,996.24
112105	07/11/2012	* NIEVES LANDSCAPE, INC.	Landscapre Maintenance/July 2012	10,725.41
112106	07/11/2012	* DORIS NUETZEL	Taxi Voucher Refund	57.50
112107	07/11/2012	OFFICEMAX INC	File Cabinet	861.99
112108	07/11/2012	* OC COUNCIL OF GOVERNMENTS	Demographic Research/Dues/Fiscal Year 12-13	3,943.65
112109	07/11/2012	ORANGE COUNTY REGISTER	Public Notices/June 2012	155.10
112110	07/11/2012	OC TREASURER-SHERIFF	Sheriff Services/June 2012	86,755.85
112111	07/11/2012	* ORKIN	Pest Control/July 2012	84.49

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
112112	07/11/2012	MARIE PADVEEN	Taxi Voucher Refund	100.00
112113	07/11/2012	LEONARD PEVERIERI	Taxi Voucher Refund	43.00
112114	07/11/2012	* ESTELLE RAJCA	Taxi Voucher Refund	32.50
112115	07/11/2012	REDFLEX TRAFFIC SYSTEMS	Red Light Camera Enforcement/June 2012	15,000.00
112116	07/11/2012	* RHA LANDSCAPE ARCHITECTS	Engineering & Planning Services/ City Hall	150.00
112117	07/11/2012	* MARTIN RHODES	Compensation/July 2012	300.00
112118	07/11/2012	* RING, ROBERT	Compensation/July 2012	300.00
112119	07/11/2012	* LORRAINE ROACH	Taxi Voucher Refund	30.00
112120	07/11/2012	* ROBBINS, MILTON	Compensation/July 2012	300.00
112121	07/11/2012	* IRVING SAUNDERS	Taxi Voucher Refund	35.00
112122	07/11/2012	THE GAS COMPANY	City Hall Utilities/June 2012	29.89
112123	07/11/2012	* EVA TOCZEK	Taxi Voucher Refund	50.00
112124	07/11/2012	* IDA VAUGHAN	Taxi Voucher Refund	50.00
112125	07/11/2012	VMI, INC	Install Projection Screen/Council Chambers	811.63
112126	07/11/2012	* MARGARET WAYNE	Taxi Voucher Refund	45.00
112127	07/11/2012	WILLDAN	Local Hazard Mitigation Plan/June 2012	7,141.20
112128	07/11/2012	* HILDA ZEISSNER	Taxi Voucher Refund	50.00

Total Regular Warrants

255,479.06

Total Register 720,393.21

* FY 2012-13 Expenditures

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
June Credit Card Statement Detail				
	Debit	FEDEX	Delivery Services	72.40
	Debit	AMAZON	Camera/Taxi Voucher Program	273.60
	Debit	AMAZON	Supplies/Building Department	112.39
	Debit	PAPA JOHN'S	RACES Event/Dinner	46.75
	Debit	FRESH & EASY	RACES Event/Refreshments	10.97
	Debit	GEMINI COMPUTERS	Receipt Printer/Front Counter	513.25
	Debit	APPLE	PEG Equipment/Mouse & VGA Connector	105.60
	Credit	HOME DEPOT	Refund	-50.00

PETTY CASH RECONCILIATION
 June 27, 2012

Date	Description	Amount
	Beginning Balance	1,000.00
9/2/2011	Mileage Reimbursement/Foley	16.10
9/2/2011	Duplicate desk key	3.00
9/2/2011	RACES photos lamination	4.74
9/2/2011	Certified Mail/Pacific Landcrafters	5.59
9/19/2011	Postage/Chase Bank	5.59
9/21/2011	Supplies/computer mouse replacement	21.54
9/28/2011	Postage/ICMA 457 Plan Contribution	5.65

CITY OF LAGUNA WOODS
 WARRANT REGISTER
 July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
	10/24/2011	Certified Mail/JP Morgan Chase		5.59
	11/2/2011	Smoke Alarm Installation Program supplies		11.41
	11/2/2011	City Manager Meeting/Keane		35.00
	11/2/2011	City Manager Meeting/Reilly		35.00
	11/9/2011	Community Event/Movie Matinee/Nov. 13, 2011		6.44
	11/9/2011	Community Event/Movie Matinee/Nov. 13, 2011		23.60
	11/9/2011	Community Event/Movie Matinee/Nov. 13, 2011		60.00
	11/14/2011	Bid Document Binding		56.12
	11/14/2011	Smoke Alarm Installation Program Supplies		28.49
	11/22/2011	CDBG Documents Mailing/Postage		8.08
	12/19/2011	EECBG Documents/Mailing		11.18
		Public Records Request Mailing/Postage		4.95
	12/19/2011	Community Event/Dec. 23, 1011		4.30
	12/21/2011	Community Event/Dec. 23, 1011		10.72
	12/23/2011	Release of Bonds Mailing/Postage		10.56
	1/20/2012	Postage/Priority Mail		4.95
	1/23/2012	Community Event/Movie 01/29/12		8.20
	1/25/2012	Postage/Notice of Completion (Bond Release)		6.43
	1/29/2012	Postage/Public Records Request		5.59
	2/3/2012	Building Maintenance Supplies		47.01
	2/7/2012	Binding for Bid Specs/EECBG Projects		26.08
	2/8/2012	Postage/CDBG Grant Documents		5.20
	2/9/2012	Lee & Assoc. Certified Mail/Citation #636		5.75
	2/16/2012	Lee & Assoc. Certified Mail/Citation #753		5.75
	2/17/2012	Postage/Council Action Review/City Attorney		5.15
	2/22/2012	Certified Mail/Letter re: File #307-12-01		5.75
	2/23/2012	Smoke Alarm Program Supplies		1.27
	3/2/2012	Postage/CEC Grant Agreement		6.60
	3/20/2013	Audit Committee Meeting Lunch		14.86

CITY OF LAGUNA WOODS
WARRANT REGISTER
July 18, 2012

Check Number	Check Date	Vendor Name	Description	Amount
	3/23/2012	Community Movie	03/25/2012	20.70
	3/29/2012	Certified Mail (Various)		44.55
	4/3/2012	Postage/Bid Bond Release & Certified Mail		17.25
	4/20/2012	Supplies/Community Event Goods Exchange		7.32
	4/23/2012	Supplies/Community Event Goods Exchange		18.22
	5/14/2012	Mayor's Coffee Supplies		12.77
	5/18/2012	Community Event/Movie	05/20/12	34.40
	5/30/2012	Postage/Certified Mailing		29.15
	5/31/2012	Postage/Certified Mailing		5.75
	6/5/2012	Postage/Certified Mail		5.75
	6/6/2012	Office Supplies		37.69
	6/11/2012	Office Supplies		9.69
	6/19/2012	CSMFO/CMTA Meeting/Jones/May 10,2012		40.00
		Postage		2.30
	6/25/2012	Office Supplies		9.68
				<hr/>
			Total Reimbursements	817.46
			Cash Drawer Change	250.00
				<hr/>
			Balance at June 27, 2012	432.54
			Amount Needed to Replenish Petty Cash	567.46


6.5
CITY ARCHITECT
(NO REPORT)

6.6
INFORMATION TECHNOLOGY SERVICES
(NO REPORT)

6.7
STREETLIGHT ENERGY EFFICIENCY
IMPROVEMENTS
(NO REPORT)

9.1
CITY HALL ACCESSIBILITY IMPROVEMENTS

**City of Laguna Woods
Agenda Report**

FOR: July 18, 2012 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
Agenda Item: City Hall Accessibility Improvements

Recommendation

A. Authorize the allocation of \$75,000 from the City Hall Improvement Fund to supplement the project budget for City Hall exterior improvements.

AND

B. Award a contract to Astra Builders, Inc. in the amount of \$256,130 for the construction of the City Hall/Library Accessibility Improvements and modifications to parking lot lighting and irrigation; and authorize the City Manager to execute the contract and approve change orders not to exceed 6%, subject to approval of the contract as to form by the City Attorney.

Background

In Fiscal Year 2011-12, the City received a Community Development Block Grant (CDBG) award through the County of Orange to construct accessibility improvements to the City Hall entry, including reconstruction of the patio area in front of City Hall, exterior building lighting, and new landscaping and irrigation. The project was bid out in April 2012; the three bids received at that time were rejected since they were over budget. Subsequently, the performance period for construction of the improvements was extended by the County until December 2012.

During this year's budget discussion, the City Council authorized funding to proceed with improvements to the City Hall parking lot that would disconnect it from the Willowtree shopping center irrigation and electric systems. These improvements – funded by City General Funds – were added to the CDBG project bid specifications with the hope that more competitive pricing would result.

Discussion

Bids for the City Hall accessibility projects were solicited and accepted during the period May 31 – June 21, 2012. The following seven bids were received:

<u>Company</u>	<u>Bid Amount (including bid alternates)</u>
Astra Builders, Inc.	\$256,130
AVI-CON dba CA Construction	\$264,400
Unique Performance	\$285,546
The Richards Group	\$277,189
Christidis General Contractors	\$303,331
De La Riva Construction	\$306,486
STL Landscaping	\$322,050

Staff has completed a background check on Astra Builders, Inc. and verified, through the California State Licensing Board, that the company and its subcontractors' licenses are active and appropriate for the listed scope of work. Staff also checked the Federal Excluded Parties List to confirm that Astra Builders and each listed subcontractor is not barred from bidding on, accepting or performing any work on contracts receiving federal funds. Finally, staff verified, with the State Division of Labor Standards Enforcement, that Astra Builders and its subcontractors are not precluded from performing work on federally funded public works projects.

Environmental Review

This project consists of improvements to an existing facility and is, therefore, considered categorically exempt under Section 15301 of the California Environmental Quality Act.

Fiscal Impact

The cost of this project totals \$353,870 – construction \$256,130, design, engineering and inspection \$82,370, and proposed 6% contingency \$15,370. The project budget totals \$279,395, leaving an approximate \$75,000 shortfall. Elimination of the bid alternates – arch tile and shade cover for seating – and the entire contingency reserve would still leave a shortfall of close to \$42,000. Staff does not believe that bidding the project a third time will result in a reduction in project cost and to retain the CDBG funding, the project must be completed prior to December 31, 2012.

The City Hall Improvement Fund has approximately \$78,000 remaining after payment of the final City Hall acquisition costs; these funds can be used to cover the budget shortfall on the City Hall accessibility project.

Conclusion

Approval of the supplemental allocation and the low bid received will allow the City to complete all of the exterior building improvement approved by the City Council as well as the separation of utilities from the balance of the shopping center. Additional parking lot improvements, including a new storm drain, are separately fully funded and scheduled for completion in early 2013 after the accessibility improvements have been completed.

Information provided by: Patrick Foley, Community Services Manager. 