

AGENDA of THE LAGUNA WOODS CITY COUNCIL

**Regular Meeting
December 16, 2009
2:00 P.M.**

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

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

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

COUNCILMEMBERS: Conners Hack Rhodes
 Robbins, Mayor Pro Tem Ring, Mayor

IV. PRESENTATIONS

- 4.1 Community Civic Association: Staff and Volunteer Appreciation Day
- 4.2 Sustainable Community Strategies: Hasan Ikhata, Executive Director, Southern California Association of Governments
- 4.3 Laguna Woods Green Building Certification Program

RECOMMENDED ACTION:

- A. Approve the initiation of a green building certification program, effective February 1, 2010;

AND

- B. Approve a resolution establishing fees for residential green building certification, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LAGUNA WOODS, CALIFORNIA, ESTABLISHING
FEES FOR GREEN BUILDING CERTIFICATION

V. CITY PROCLAMATIONS

None

All proclamations listed under this section will be enacted by one vote, unless Members of the City Council request specific items be removed for separate action. Proclamations will then be read and presented.

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 November 18, 2009 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 November 2009 monthly Treasurer's Report.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the December 16, 2009 Warrant Register in the amount of \$435,825.42.

VII. PUBLIC HEARINGS

7.1 San Sebastian Condominium Development

RECOMMENDED ACTION: (Staff and Land Use and Design Review Committee)

- A. Receive Staff Report.
- B. Open Public Hearing.
- C. Receive Public Comment.
- D. Close Public Hearing.
- E. Approve the Amended and Restated Density Bonus Housing Agreement with Standard Pacific Homes, and authorize the Mayor to execute the amended agreement subject to approval as to form by the City Attorney.

AND

- F. Approve the Regulatory Agreement and Declaration of Covenants and Restrictions between the City of Laguna Woods and property owner of Record, and authorize the City Manager to execute the agreement subject to approval as to form by the City Attorney.

AND

- G. Approve a resolution modifying conditions of approval for the San Sebastian Project, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AN AMENDMENT TO CONDITIONAL USE PERMIT (CUP-243) AND SITE DEVELOPMENT PERMIT (SP-242) FOR A 134 UNIT SENIOR RESIDENTIAL CONDOMINIUM DEVELOPMENT WITH 17 AFFORDABLE UNITS DESIGNATED FOR LOWER INCOME RESIDENTS LOCATED AT 23522 PASEO DE VALENCIA (LOT 1 TRACT 16835)

7.2 Water Efficient Landscape Regulations

RECOMMENDED ACTION: (Staff and Land Use and Design Review Committee)

- A. Receive staff report.
- B. Open public hearing.
- C. Receive public comment.
- D. Close public hearing.
- E. Adopt an ordinance establishing water efficient landscape regulations, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING THE LAGUNA WOODS

MUNICIPAL CODE TO ESTABLISH WATER EFFICIENT
LANDSCAPE REGULATIONS

- F. Approve a resolution establishing guidelines for implementation of the water efficient landscape ordinance, entitled:

A RESOLUTION OF THE CITY OF LAGUNA WOODS,
CALIFORNIA, ESTABLISHING GUIDELINES FOR
IMPLEMENTATION OF THE WATER EFFICIENT
LANDSCAPE ORDINANCE

VIII. CITY MANAGER

8.1 Cortese Properties, Inc. Offer to Convey Property

RECOMMENDED ACTION: Approve a resolution accepting the conveyance of real property from Cortese Properties, Inc., entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LAGUNA WOODS, CALIFORNIA, APPROVING AND
ACCEPTING A GRANT DEED FOR THE CONVEYANCE
OF REAL PROPERTY FROM CORTESE PROPERTIES,
INC.

8.2 Floodplain Management Regulations

RECOMMENDED ACTION: (Staff and Land Use and Design Review Committee) Approve introduction and first reading of an ordinance modifying current floodplain management regulations, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS,
CALIFORNIA, AMENDING CHAPTER 10.04 OF THE
LAGUNA WOODS MUNICIPAL CODE PERTAINING TO
FLOODPLAIN MANAGEMENT

8.3 2010 Community Services Organization Grants

RECOMMENDED ACTION: (Staff and Community Services Committee)

- A. Award \$65,000 in competitive Community Services grants to six grantees: The Braille Institute (\$20,000), South County Outreach (\$20,000), Trauma Intervention Program (\$5,000), Laura's House (\$5,000), Dayle McIntosh Center (\$5,000), and Laguna Canyon Foundation (\$10,000).
- B. Award \$75,000 in Community Services grants to South County Senior Services for:
 - Adult Day Health Care - \$22,500
 - Transportation Services - \$22,500
 - General operations at Florence Sylvester Memorial Senior Center - \$30,000

8.4 Energy Efficiency And Conservation Block Grant Application

RECOMMENDED ACTION: Approve a resolution authorizing the City to apply for an Energy Efficiency and Conservation Block Grant from the California Energy Commission, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AUTHORIZING AN APPLICATION FOR ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT FUNDING

8.5 City Hall Fumigation

RECOMMENDED ACTION: Allocate \$8,500 from the FY 09-10 Council Contingency reserve for fumigation of City Hall.

IX. CITY ATTORNEY'S REPORT

X. COMMITTEE REPORTS

- 10.1 Transportation Corridor Agencies (Councilmember Hack)
- 10.2 Orange County Library Board (Mayor Pro Tem Robbins)
- 10.3 Orange County Fire Authority (Councilmember Rhodes)

- 10.4 Southern California Water Committee (Councilmember Hack)
- 10.5 Coastal Greenbelt Authority (Councilmember Conners)
- 10.6 Laguna Canyon Foundation (Councilmember Rhodes)
- 10.7 Vector Control District Board (Board Member Bouer)

XI. PUBLIC COMMENTS

XII. CITY COUNCIL

- 12.1 Council Reorganization – Office of the Mayor

RECOMMENDED ACTION:

- A. Comments from outgoing Mayor Ring
- B. The Council, acting on nominations from its members, will appoint a Mayor to serve for the period December 2009 to December 2010
- C. Comments from newly appointed Mayor

- 12.2 City Council Reorganization – Office of Mayor Pro Tem

RECOMMENDED ACTION: The Council, acting on nominations from its members, will appoint a Mayor Pro Tem to serve for the period December 2009 to December 2010

- 12.3 Reports on Meetings Attended (Government Code §53232.3)

- A. OC Firefighters Thanksgiving Lunch (Rhodes)

- 12.4 Other Comments and Announcements

XIII. CLOSED SESSION

XIV. ADJOURNMENT


The meeting will be adjourned to a Meeting of the City Council at 2:00 p.m. on Wednesday, January 20, 2010 held 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 special 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.

4.3
GREEN BUILDING CERTIFICATION
PROGRAM

**City of Laguna Woods
Agenda Report**

FOR: December 16, 2009 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie Keane, City Manager 
AGENDA ITEM: Green Building Certification Program

Recommendation (Staff and Land Use and Design Review Committee)

A. Approve the initiation of a green building certification program, effective February 1, 2010;

AND

B. Approve a resolution establishing fees for residential green building certification, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LAGUNA WOODS, CALIFORNIA, ESTABLISHING
FEES FOR GREEN BUILDING CERTIFICATION

Background

In March 2007, the City Council executed the U. S. Mayors' Climate Protection Agreement and pledged to try and reduce City greenhouse gas emissions. Subsequently, the City formed a blue ribbon Greening the Woods Committee that after a year of intense discussion provided the Council with a list of recommendations in five subject areas – renewable energy, water conservation, recycling, alternative transportation and green building.

In February 2009, the City Council considered the recommendations of the Greening the Woods Committee and identified programs that staff should pursue. Among these was a voluntary certification for “green” retrofitted residences within the City. With

the assistance of an intern from the University of California, staff has identified a checklist and point system for the proposed program.

Discussion

In today's economy, the real estate community tells us that "green certified" homes are doing better in the market. Not only are they viewed as environmentally friendly; but, they also save occupants money on their utilities. The attached report was prepared by an intern from UCI's Department of Planning, Policy and Design. Although it is modeled after successful programs in other cities, it is designed specifically for the unique housing product in the City of Laguna Woods. Traditional green certification programs include a variety of exterior building and landscape requirements and few – if any – existing residential units in Laguna Woods would be able to qualify.

The proposed certification point system relates to the remodel/retrofit of multifamily and condominium units. Property owners can choose from a number of practices in three areas – kitchen and dining, overall household, and bathroom. Each practice has a point allocation and the maximum points possible in the program is 175; the minimum for level 1 (Green) certification is 55. For certification, at least two practices in each category must be met.

The program includes three levels of certification:

- Green
- Star Green
- Star Green Plus

Accomplishing the initial level is possible if a unit contains energy star appliances, high efficiency lighting and some minor retrofits to save energy and water are completed. Since many of these improvements are not fixed, a certificate of accomplishment would be awarded to the current resident.

The Green Star and Green Star Plus level require fixed improvements, such as double-pane windows, attic insulation and heater/air conditioner improvements. It is envisioned that a plaque or other feature that could be attached to the home would be awarded. Given the differing housing styles and governance models, not all homes would be able to attain the Star Plus level. But, for the program to have meaning in the marketplace, this level is required.

The award of certificates or plaques would require City staff to inspect and certify improvements. It would be possible to develop a self-certification program for the certificate level, but permanent improvements at the two higher levels would need actual visual documentation and would result in a cost to the City. It is suggested that a \$25 application fee would cover the majority of the cost for inspection at the top levels. The cost of the plaque would be in addition and would be optional.

The proposed program was reviewed by a green architect who has done work in Laguna Woods Village and by staff from Professional Community Management (PCM). It should be noted that this program is not designed to certify all homes in the City at the highest level, nor does it require or assume that homeowner associations will fund practices/improvements suggested in the program. Rather, the certification program is voluntary; individual homeowners, or in the case of cooperatives, the occupant can choose whether to make improvements that they feel are in their – and the environment's – best interest.

Greening of the Woods Committee members tested the program in their own residences and discussed the point system and practices at several meetings; they ultimately unanimously recommended adoption of the program. The Council's recent adoption of an environmental fund to write down permit fees for certain types of building improvements is viewed as complimentary to the proposed certification program.

The attached program explanation and point system is part of the larger report that was prepared by the intern. The full report is lengthy and contains a variety of appendixes; it is available for review at city hall or by email.

Fiscal Impact

There will be some minor cost to the city to process and issue certificates for first level certification; this can be absorbed in the current budget. The cost for star green and star green plus certification would be covered by the adoption of the proposed fee resolution.

Advisory Committee Action

The Land Use and Design Review Committee discussed this item at their December 10, 2009 meeting. Concern was raised about whether the City was establishing mandatory standards that would require homeowner associations and/or property owners to make building modifications, and how the project would affect the

cooperatives, where residents have “use agreements”. Staff clarified that the program is “voluntary” and residents can decide whether or not they wish to participate. It was noted, however, that several of the items in the certification program are now required by state law for new construction. If approved the City Council, staff would make changes in program language to assure that cooperative owners can participate as individuals.

The Committee also discussed new California sustainability requirements and the fact that adoption of a certification program for existing residents will show good faith effort toward meeting those standards. Upon a motion, the Committee unanimously approved recommending adoption of the certification program.

Conclusion

Approval of the green residential certification program does not require any property owner or resident to comply with its conditions; it simply offers recognition to those who do so on a voluntary basis.

Attachment: Resolution
 Green Certification Practices and Point Schedule

RESOLUTION NO. 09-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ESTABLISHING FEES FOR GREEN BUILDING CERTIFICATION

WHEREAS, pursuant to the provisions of the California Constitution and the laws of California, the City of Laguna Woods is authorized to adopt and implement fees, rates and charges for municipal services; provided such fees, rates and charges do not exceed the estimated reasonable cost of providing such service; and

WHEREAS, the City Council has established a green certification program for residential units within the City; and

WHEREAS, there is a cost to provide inspection services and documentation for certain levels of certification in the program that should be borne by the applicant.

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

SECTION 1. A twenty five dollar (\$25) application fee is hereby established for green building certification applications for green star and green star plus. In addition to the application fee, property owners who desire a certification plaque shall be assessed the actual cost for the plaque.

PASSED, APPROVED AND ADOPTED ON THE ___ DAY OF _____ 2009.

ROBERT B. RING, Mayor

ATTEST:

YOLIE TRIPPY, Deputy City Clerk

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

I, YOLIE TRIPPY, Deputy City Clerk of the City of Laguna Woods, do
HEREBY CERTIFY that the foregoing **Resolution No. 09-XX** was duly adopted
by the City Council of the City of Laguna Woods at a regular meeting thereof, held
on the ___ day of _____ 2009, by the following vote:

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

YOLIE TRIPPY, Deputy City Clerk

CITY OF LAGUNA WOODS

*GREEN BUILDING CERTIFICATION PROGRAM
RESIDENTIAL UNITS*

LAGUNA WOODS GREEN REMODELING PRACTICES

The residents of Laguna Woods may select from the following green building practices to retrofit their home. These practices are organized in a user-friendly format based on areas within a home (i.e. living room, kitchen, etc.) and type of practice (i.e. water efficiency, energy efficiency, etc.). These standards are meant to be used by residents of Laguna Woods and each practice is given a number of points that will bring residents closer to becoming certified. The maximum number of points available is 175 and the minimum number of points needed to be certified is 55. The number of points given to each practice is weighted similarly to other green building programs to keep this program consistent with others.

For certification, at least two practices must be met in each category. The categories are Reducing Energy Use, Reducing Water Use, Improving Air Quality, and Reducing Waste.

Kitchen and Dining Areas2

Overall Household Practices.....7

Bathroom..... 19

Kitchen and Dining Areas



Figure 5: Examples of sustainable cabinetry and Energy Star® appliances.
Sources: HGTV, 2008.

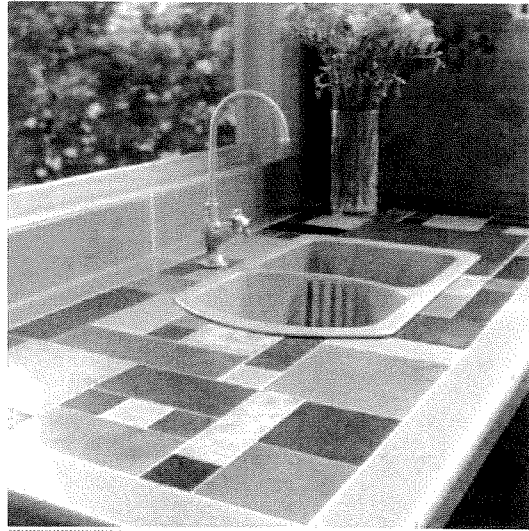


Figure 6: Example of recycled content tiles.
Sources: Alternative Consumer, 2008

REDUCING ENERGY USE

Practice 1-1 Replace dishwasher with Energy Star® model.

Points: 3 points each

Resources/More Information: High efficiency appliances can save large amounts of money and energy.

Energy Star® dishwashers are required to be at least 41 percent more efficient than standard dishwashers. Energy efficiency for dishwashers is measured as the Energy Factor, which is based on the kilowatt hours used to run the dishwasher and to heat the

water (EnergyStar, 2009). Table 1 shows the federal standard energy factors compared to Energy Star® standards.

Table 5 Energy Star Dishwasher Efficiency			
Type of Dishwasher	Federal Standard Energy Factor	Energy Star® Standard Energy Factor	Difference
Regular ¹	≥0.46	≥0.65	0.19 (~29.2%)
Compact ²	≥0.62	≥0.88	0.28 (~29.5%)

Source: Energy Star®, 2009

Notes:
¹≥8 Place Settings & 6 Serving Pieces
²<8 Place Settings & 6 Serving Pieces

Practice 1-2 **Replace refrigerator/freezer with Energy Star® model.**

Points: 5 pts each

Resources/More Information: Refrigerators and freezers account for about 10 to 15 percent of the average household's energy use. Energy Star® refrigerators use at least 20 percent less energy than the current federal standard requirement and 40 percent less energy than standard models sold in 2001 or earlier. Energy Star® freezers use about 10 percent less energy than models following current federal standards.

If you replace your old fridge with a new, energy efficient one, **make sure you recycle the old fridge!** Refrigerators and freezers use a large percentage of most households' total energy consumption. Energy Star® has information on how to recycle your old fridge and freezer at www.recyclemymoldfridge.com. You can also contact Southern California Edison at 1-800-234-9722 to participate in their refrigerator recycling program. Appliance stores, like Best Buy, will also recycle your old appliance when you purchase a new one from their store.

Other tips for keeping existing refrigerators running efficiently can be found at www.simplesteps.org.

Practice 1-3 **Use high efficiency appliances in kitchen.**

Points: 2 points total

Resources/More Information: Energy Star® and high efficiency models of kitchen appliances (such as microwaves) are also available for use. Select appliances that are registered as Energy Star® appliances or that have equivalent high efficiency ratings.

REDUCING WATER USE

Practice 2-1 **Have water-efficient faucets installed (kitchen only).**

Points: 2 points total

Resources/More Information: Low-flow faucets are found in most hardware stores. Most standard faucets and showerheads use about 2.5 gallons of water per minute (gpm). Federal law requires all showerheads sold in the United States since 1994 to use 2.5 gpm or less. Most efficient models use about 1.5 to 0.5

gpm and cost from between \$45 to \$180 (faucets) and \$29 to \$75 (showerheads).

To reduce water use even more, install aerators on sink faucets.

Rebates for improving water efficiency are available from the Metropolitan Water District. Contact them at 1-877-235-4331 or visit www.bewaterwise.com.

See practice 2-12 for bathrooms.

Practice 2-2 Insulate hot water pipes going to the kitchen (See Energy Practice 1-23).

Points: 1 point total

Resources/More Information: This practice is one of the easiest and cheapest ways to save water and energy. Hot water in pipes does not remain hot for very long. Insulating pipes with this foam insulation would reduce the amount of water and energy wasted waiting for hot water to run out of the tap.

Various sizes and types of insulation can be found. Choosing the pipe insulation with the highest R-value will keep pipes warmer and save more energy and water. An R-value greater than 2 is preferable. Most pipe insulation is made of foam and can be found at hardware stores or online at www.harwardandtools.com, www.blackenergy.com, or other hardware sites. Using extra home insulation in addition to the foam piping will improve insulation effectiveness.

See Practice 1-23. Points can only be given for this practice when they follow these guidelines:

**One area of house (bathroom/kitchen) = 1 point maximum;
entire house = 2 points maximum**

Practice 2-5 Install a recirculating water pump under the sink.

Points: 3 points each, 6 points maximum

Resources/More Information: A recirculating water pump actually saves both energy and water. Turning the pump on will recirculate tap water back to the water heater before it exits the tap. Instead of letting water be wasted while waiting for it to get hot, it will continue running the same water through the recirculator. It also takes less time for the water to heat up as well so it saves energy. Once the water becomes hot, the recirculator will shut off and the water at the tap is instantly hot.

This device could be installed in a kitchen or bathroom. The Metlund Hot Water D'MAND system costs from between \$280 to \$340 (S-50 Series for small homes). The Watts Hot Water Recirculating Pump costs about \$200. These units can be found at SolarDirect.com or at Home Depot.

These units are recommended for homes with traditional water heaters, not for homes with tankless water heaters.

IMPROVING AIR QUALITY

Practice 3-1 Install an efficient ventilation system in kitchen.

Points: 1 point maximum

Resources/More Information: Ventilation systems that vent to the **outside** are available with Energy Star® ratings. An efficient system that improves indoor air quality can be used in kitchens. More information on a variety of ventilation systems can be found on the Energy Star® web site: www.energystar.gov/

REDUCING WASTE

Practice 4-1 If replacing cabinetry, counters, or furniture, use recycled-content, environmentally friendly materials (certified by Forest Stewardship Council). Use low-VOC paints, finishes, and adhesives when possible and try to find products that are locally produced.

Points: 3 points to 13 points

Points are given separately to (a) tables, chairs, and other furniture, (b) counters, and (c) cabinetry (3 points for each category, up to 9 points total; 2 points given total for use of low-VOC finish, paint, or adhesive; 2 additional points given if products are produced and purchased locally).

More Resources: This practice should be utilized when the residents/property owner is conducting a renovation to their home. **Replacing existing furniture or cabinetry when it is not needed is less sustainable.** This practice should also be applied when a substantial amount (the majority) of the homes cabinetry, countertops, or furniture meet the criteria.

Practice 4-2 If replacing thermal insulation, use environmentally-friendly insulation.

Points: 1 point.

Resources/More Information: *Alternative insulation materials made from recycled materials use fewer resources. Some insulation materials are also easier on the environment – choose insulation that has the Green Guard label. A list of California certified insulation is provided by the Bureau of Home Furnishings and Thermal Insulation (www.bhfti.ca.gov/).*

Practice 4-4 **Install a built-in recycling center.**

Points: 2 points

Resources/More Information: *Nothing makes recycling easier than having easily recognizable bins available for the placement of products to recycled. Laguna Wood's waste is currently sent to a materials recovery facility, where recyclable products are separated from remaining trash going to landfills.*

Practice 4-5 **Compost food waste.**

Points: 1 point

Resources/More Information: *Although most residences in Laguna Woods do not have outside areas to use for gardening, there are still community gardens within the City. Having a compost receptacle in the house that can be taken to a nearby community garden would reduce the amount of waste going to a landfill and it would improve the soil quality of local gardens. Composting is an easy practice – a list of compostable materials can be found here: vegweb.com/composting/.*

Overall Household Practices

REDUCING ENERGY USE

Lighting and Electronics

Practice 1-4 Replace light bulbs with high-efficiency light bulbs.

Points: At least 4 bulbs = 1 point; at least 8 bulbs = 2 points; at least 12 bulbs = 3 points.

Resources/More Information: Using high efficiency light bulbs is an easy and inexpensive way to reduce energy usage. Look for compact florescent light bulbs.

Practice 1-5 Replace florescent light bulbs with low-mercury florescent bulbs.

Points: 1 point

Resources/More Information: Either compact or tube-style florescent light bulbs contain small amounts of mercury in them. Some manufacturers make high-efficiency florescent lights that contain very small amounts of mercury.

Practice 1-6 Install lighting controls.

Points: 1 point per controller, up to 3 total points

Resources/More Information: Lighting controls are useful in rooms that are not used often, like closets or storage rooms, or at entrances and outdoor areas. They use motion sensors to determine when someone has entered a room and will shut off after a predetermined amount of time. As long as there is movement in a room, they will remain on.

Practice 1-7 Replace entertainment appliances with Energy Star® appliances.

Points: Up to 9 points

Resources/More Information: Common household appliances such as televisions, CD and DVD players, and stereo equipment use a lot of electricity. Manufacturers make high-efficiency models that are Energy Star® qualified. Energy Star® televisions are up to 30 percent more efficient, Energy Star® audio equipment use about 6 percent less energy, and set top boxes (for receiving cable, satellite, or internet television signals) are about 30 percent more efficient than standard models (EnergyStar, 2009). Visit the Appliances section of www.energystar.gov for

more information. Also, when appliances are not in use, it is a good idea to unplug them to reduce energy use. Energy used when electronics are not being used (even if they are "OFF") is called a "**phantom load.**"

Insulation

Practice 1-8 Install insulation in attic.

Points: 4 points.

Resources/More Information: Attic, or crawl space, insulation helps maintain a constant temperature in the remainder of the living space of a house or unit. There are currently 13 types of insulation tested by the California Bureau of Home Furnishings and Thermal Insulation. They vary by heat flow (R-value), fire safety, corrosion and fungi resistance, size, odor, pliability, settling, bond strength and deflection, and separation by air movement. For a complete listing of the 2009 certified insulation types and manufacturers visit the California Bureau of Home Furnishings and Thermal Insulation web site at <http://www.bhfti.ca.gov/>.

Practice 1-9 Upgrade ceiling and wall insulation to meet Title 24 requirements.

Points: 4 points.

Resources/More Information: Title 24 of the California Code of Regulations (the Energy Code) has standards for home insulation so that it meets energy goals. To meet Title 24, wall insulation must a minimum R-value of 13 and ceiling insulation must have a minimum R-value of 19 between units and 23 if there is an attic. Existing homes can have new insulation sprayed or lined in the wall cavities.

Also see Practice 4-2 regarding recycled content and environmentally friendly insulation types that save natural resources.

Heating, Cooling, and Ventilation

Practice 1-10 Use passive solar for heating and cooling to reduce the need for heating, ventilation, and air conditioning.

Points: 5 points.

Resources/More Information: Passive solar techniques are usually used when homes are designed and built to capture the energy of sun and reduce the need for mechanical heating, cooling, and ventilation systems. The three types of passive solar design are direct, indirect, and isolated gain.

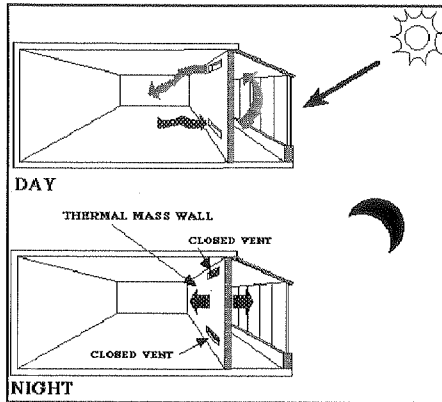


Figure 3: Passive solar design example. The thermal mass wall absorbs heat and transmits it into the home. Vents can help regulate the temperature.
Figure 4: Example of passive solar lighting. Sources: Green Builder, 2008; Wasco Windows, 2008.

Appropriate south-facing windows can be used to create passive solar designs that save energy. An example of a porch turned into a passive solar room is shown in Figure X. Other retrofit designs include the use of thermal walls near south-facing windows that radiate heat throughout the day and into the night (NAHB Research Center, 2000).

Visit www.OCSolar.com or New Leaf America (www.newleafamerica.com; 800-278-4333) for more information on local implementation of passive solar design. New Leaf America has a local office in Laguna Beach that offers consultation on designing passive solar features.

Practice 1-11 Install awnings over south-facing windows to provide shade.

Points: 3 points

Resources/More Information: To balance out passive solar heat gain during hot seasons, shade

awnings can be placed over south-facing windows.

Practice 1-12 Install a high efficiency ceiling fan.

Points: 2 points per room

Resources/More Information: Ceiling fans use about 98 percent less energy than air conditioning (Build It Green, 2007). Ceiling fans do not necessarily lower the air temperature of rooms but they do make rooms more comfortable for inhabitants. Air conditioners can be used less when ceiling fans are running (United States Green Building Council [USGBC] & The American Society of Interior Designers [ASID], 2008).

Practice 1-13 Redesign or install new HVAC system in accordance with ACCA recommendations.

Points: 5 points

Resources/More Information: The Air Conditioning Contractors of America have manuals for installing and maintaining air conditioning, heating, and air conditioning systems that contain recommendations for creating energy efficiency (ConSol, Inc., 2008). These recommendations are based on the appropriate size and design of an air conditioning unit for a given house. A unit may have an seasonal energy efficiency ratio (SEER) value of 14

What are SEER and EER?

SEER (Seasonal Energy Efficiency Ratio) and EER (Energy Efficiency Ratios) are values given to air conditioning units. The amount of cooling supplied, in Btu's per hour, is divided by the power used by the cooling unit, in watts. A higher SEER or EER means the system is more efficient.

or greater but if it is too large for the size of the home, then it would still be energy inefficient (Advanced Energy, 2000).

ACCA Manual J determines the heat load capacity of a home

ACCA Manual D determines the appropriate duct work for a home

ACCA Manual S determines the appropriate AC equipment size and type

Local air conditioning, heating, and ventilation companies can provide these services.

Web sites:

Air Conditioning Contractors of America (consumer information)
www.acca.org/consumer/

Best Practices for HVAC Home Retrofits
http://ducts.lbl.gov/HVACRetrofitguide.html

See Appendix B for requirements meeting the home energy rater index, required by the International Energy Conservation Code, adopted by California.

Practice 1-14 Install high efficiency air conditioning system (SEER value of at least 14, EER value of at least 12).

Points: 5 points

Resources/More Information: SEER and EER values are influenced by a range of characteristics of air conditioning systems including the size of the unit, the refrigerant charge, and the airflow through the ducts. Sometimes an air conditioning unit may have a SEER value of 14 on its label but the actual performance of the equipment will vary on the size of the house and how well it is set up.

To receive tax credits for projects increasing home efficiency in 2009, SEER and EER values for air conditioning units must be at least 14 and 12, respectively.

Practice 1-15 Install a programmable thermostat.

Points: 2 points

Resources/More Information: Programmable thermostats automatically changes the heating and cooling of a home so that it

maintains an ideal comfortable temperature. These are especially useful when you are asleep or away from your home. These can be found in hardware and home improvement stores.

Practice 1-16 Insulate air conditioning ducts, bury ducts under insulation, or place ducts in conditioned space to improve their efficiency.

Points: 3 points

Resources/More Information: *Insulating air conditioning ducts appropriately can significantly improve the efficiency of an air conditioner. This can be done to existing air conditioning ducts if they are not yet insulated or to new systems to improve the SEER and EER values.*

Practice 1-17 Have air conditioning vents and ducts tested and repaired for leaks and deficiencies.

Points: 2 points

Resources/More Information: *Vents and ducts can lose efficiency over the years and older systems can lose a lot of hot or cool air through inadequate distribution systems. This can cause a reduction in energy efficiency. Professionals can test a home's distribution system for leaks and deficiencies.*

Use duct mastic, not duct tape, when fixing leaks.

Solar Power and Photovoltaic Systems

Practice 1-18 Install a photovoltaic system to generate electricity for general use.

Points: 7 to 20 points

Points will be awarded based on these qualifications: *Systems that generate up to 2 kw = 7 pts; up to 5 kw = 15 pts; more than 5 kw = 20 pts*

Resources/More Information: *Photovoltaic systems are large remodeling projects that can be quite intimidating. However, they are becoming more affordable and more common as homes and businesses begin to realize their benefits.*

Residential solar energy systems use photovoltaics to heat homes and water, to generate electricity, and to provide lighting.

Solar Energy Industries Association
<http://www.seia.org/>

The Department of Energy's Consumers' Guide to Energy Efficiency and Renewable Energy

http://apps1.eere.energy.gov/consumer/renewable_energy/solar/index.cfm/mytopic=50011

Practice 1-19 Install photovoltaic systems for hot water heating and space heating.

Points: 5 points per system (10 points maximum)

Resources/More Information: Installing a photovoltaic systems just for water heating or space heating will usually have a faster rate of return than installing a complete photovoltaic system, as mentioned above in Practice 1-16 (Prelitz, 2009). Local companies or businesses offer consulting for installation and selection of appropriate photovoltaic systems:

For more information on Solar electricity:

www.grosolar.com
www.solar-tec.com
www.recsolar.com

For more information on Solar water heating:

www.gosolaire.com
www.naturalenergyusa.com
www.vascosolar.com

Practice 1-20 Install a plumbing or electrical system that could be used for solar-powered hot water or space heating at a future date.

Points: 3 points per system (6 points maximum)

Resources/More Information: Providing the framework for a photovoltaic system to be installed in the future makes meeting energy needs in the future that much more achievable. A system doesn't have to be laid out all at once and having the components already there will make the home "solar-ready." Preparing a home for solar-powered water heating or space heating can be done by rearranging the pipes and wiring in a way that gives them access to a (typically) roof-mounted solar panel. Configuring a home for solar-powered water and space heating can be done with consultation by organizations listed above for Practice 1-17.

Hot Water Energy

Practice 1-21 Replace conventional water heaters with a tankless hot water heater.

Points: 4 points

Resources/More Information: Heating water requires a large amount of energy. There are many options for improving water heating efficiency and generally, the type of water heating most suitable for an individual residential unit or home will depend on the characteristics of that home. It is recommended that homeowners contact a home performance inspector prior to installing a new hot water system.

Tankless hot water heaters do not store water, so they don't experience energy loss through the cooling of water in a tank. They can be run by electricity or gas but in most cases, gas-powered tankless water heaters with electric ignitions use less energy.

Practice 1-22 Install a combined water-heater, space-heater system.

Points: 3 points

Resources/More Information: Water heating (whether with tankless water heaters or other efficient water heaters) and space heating can be combined with systems designed to serve both needs.

Practice 1-23 Insulate hot and cold water pipes.

Points: 1 point total

Resources/More Information: This practice is one of the easiest and cheapest ways to save water and energy. Hot water in pipes does not remain hot for very long. Insulating pipes with this foam insulation would reduce the amount of water and energy wasted waiting for hot water to run out of the tap.

Various sizes and types of insulation can be found. Choosing the pipe insulation with the highest R-value will keep pipes warmer and save more energy and water. An R-value greater than 2 is preferable. Most pipe insulation is made of foam and can be found at hardware stores or online at www.harwardandtools.com, www.blackenergy.com, or other hardware sites. Using extra home insulation in addition to the foam piping will improve insulation effectiveness.

See Practice 2-2 and 2-5. Points can only be given for this practice when they follow these guidelines:

**One area of house (bathroom/kitchen) = 1 point maximum;
entire house = 2 points maximum**

Windows

Practice 1-24 Replace majority of household windows with double-pane windows (U-factor ≤ 0.40 , SHGC ≤ 0.40).

Points: 2 points

Resources/More Information: Window products are rated by the National Fenestration Rating Council for their abilities to allow the passage of heat energy from inside to outside, or vice versa. The U-factor is the thermal conductance, or the rate of heat loss, and SHGC is the solar heat gain coefficient. These factors are different for different climates. California is in the South/Central climate zone, which requires some degree of heating and cooling. For normal windows, Energy Star® requires windows to have a U-factor less than 0.40 and a SHGC also less than 0.40 (Energy Star®, 2009). For skylights, the U-factor should be less than 0.60 and the SHGC should be less than 0.40 (Energy Star®, 2009).

[Energy Star® Window Selection for Homes](#)

www.energystar.gov/index.cfm?c=windows_doors_pr_windows

[National Fenestration Rating Council](http://www.nfrc.org/)
<http://www.nfrc.org/>

Also, see Appendix E for information on window selection in California.


		World's Best Window Co. Millennium 2000+ Vinyl-Clad Wood Frame Double Glazing • Argon Fill • Low E Product Type: Vertical Slider	
ENERGY PERFORMANCE RATINGS			
U-Factor (U.S./I-P)		Solar Heat Gain Coefficient	
0.35		0.32	
ADDITIONAL PERFORMANCE RATINGS			
Visible Transmittance		Air Leakage (U.S./I-P)	
0.51		0.2	
Condensation Resistance			
51		—	
<small>Manufacturers indicate that these ratings conform to applicable NFRC procedures for determining window product performance. NFRC ratings are developed for a series of standard conditions and a specific product set. NFRC does not warrant any product and does not accept the liability of any product for any specific use. Consult manufacturer's literature for other general performance information. www.nfrc.org</small>			

Figure 4: Look for windows with U-factors and SHGC similar to these. Source: National Fenestration Rating Council, 2007.

Practice 1-25 Use low SHGC film on majority of south-facing single pane windows (SHGC factor ≤ 0.40 or SC 0.44).

Points: 2 points

Resources/More Information: Solar heat gain can be blocked through the application of a low SHGC film. This practice should be used in cases where there are large windows facing the south that transmit a lot of heat from the sun. Window films are reflective materials that will block some of this heat gain. It should be noted that some tinted films tend to radiate heat inside homes and metallic films tend to create glare on the outside of windows. To learn more about window film selection, check out GreenYourHome.com (<http://www.greenyour.com/home/home-improvement/window/tips/choose-a-window-film>).

For California, a SHGC less than 0.40 is recommended (Energy Star®, 2009).

Practice 1-26 When replacing the entire window (not just the glass), use sustainable-source/recycled content frames with low conductivity.

Points: 1 point maximum

Resources/More Information: Window frames should have low conductivity, high insulation factors to improve energy efficiency inside the house. Wood, vinyl, and fiberglass frames can all be found with high efficiency ratings and they can be made from sustainable sources or recycled material. These characteristics should all be used to select window frames.

REDUCING WATER USE

Practice 2-4 Update plumbing and have leaks fixed on a regular basis.

Points: 1 point total

Resources/More Information: Leaking and inefficient pipes are a common cause of water loss. Have your water pipes tested and treated for leaks by a plumber. If new pipes or joints are needed, have them installed. Ideally, your water heater should be within 8 to 15 feet of all hot water fixtures to reduce the amount of water running out of a faucet while waiting for it to get hot (Build It Green, 2007). If you are remodeling your home interior, position your fixtures so they are closer to the heater. If you are not remodeling your home interior, you can have an on-demand water heater (Practice 1-19) or water recirculator installed (Practice 2-5).

Practice 2-5 Replace clothes washers with Energy Star® model.

Points: 2 points

Resources/More Information. Energy Star® qualified clothes washers save about 7,000 gallons of water per year and they save both owners about \$50 a year in energy costs. Clothes dryers are not measured by Energy Star because the difference between model ability is not that great.

The El Toro Water District offers customers an \$85 rebate for installing a water-efficient clothes washer.

IMPROVING AIR QUALITY

Practice 3-2 Use low-VOC and/or water-based paints, solvents, and finishes.

Points: 2 points

Resources/More Information: Volatile organic compounds are a common indoor air quality contaminant. Indoor levels of VOCs can be up to 10 times higher than outdoor quantities and they come from a variety of sources, including paints, paint strippers, other solvents, wood finishes and preservatives, moth repellants, air fresheners, automotive products and fuels, dry cleaned clothing, hobby supplies, and aerosol sprays (USEPA, 2009). The health effects of VOC's can range from mild (eye, nose irritation) to severe (damage to kidney and liver). They have also been known to cause cancer in animals and humans (USEPA, 2009). There are no federal standards for VOC levels in nonindustrial settings but many green housing guidelines require a minimal amount of VOC-containing products.

Most low- or no-VOC products can be found in local hardware stores. FreshAire® brand of paint is zero VOC, has a can made from recycled material, and is certified by the GreenGuard Environmental Institute (The Freshaire Choice, 2008). It and other low- or no-VOC paints are available at most hardware stores. This brand costs a bit more than others at about \$35 to \$38 per gallon.

Practice 3-3 When redoing flooring, replace carpeting with low-VOC carpeting from a sustainable source or replace carpeting with sustainable hardwood material. See also Practice 4-1.

Points: 3 points

Resources/More Information: Carpeting emits volatile organic chemicals, holds allergens and mold, and is not conventionally made from sustainable resources (United States Green Building Council [USGBC] & The American Society of Interior Designers [ASID], 2008). Try to avoid carpeting in general and choose wood from a sustainable source (The Forest Stewardship Council certified), salvaged from another building, or from renewable resource (i.e. bamboo) instead. If carpeting is required, opt for the following:

- Using area rugs from sustainable sources instead, which can be washed or shaken out
- Using natural linoleum (made from cork or wood flours, linseed oil, and colorants)
- Using low-VOC carpeting made from natural materials such as wool, cotton, jute, or hemp

Hardwood floors can be wood, stone, or tiled. Look for products that are recycled or sustainably harvested. These types of products can be found in hardware and home improvement stores. More information can be found on the Forest Stewardship Council website (www.fsc.org), the Carpet and Rug Institute (www.carpet-rug.com; 706-278-3176; look for the "Green Label Plus"), and the Greenguard Environmental Institute (www.greenguard.org/; 800-427-9681).

Practice 3-4 Replace particleboard with solid wood, plywood, or another natural product that does not contain formaldehyde.

Points: 3 points

Resources/More Information: Particleboard contains a urea-formaldehyde compound which can swell and deteriorate easily from moisture exposure and is also not good for air quality. It can harbor mold and does not last as long as more durable materials, such as wood and stone. Replace particleboard with certified sustainable wood products or salvaged wood or stone products.

More information about formaldehyde can be found on the California Air Resources Board website (www.arb.ca.gov/research/indoor/formaldgl08-04.pdf).

Practice 3-5 Seal all exposed particleboard surfaces if not replacing them.

Points: 2 points

Resources/More Information: Sealing particleboard surfaces with a low VOC sealant will reduce its exposure to water and humidity and it will reduce its release of toxins into the air.

Practice 3-6 Replace vacuum cleaner filters with HEPA filters.

Points: 1 point

Resources/More Information: High-efficiency particulate air (HEPA) filters can be used with appliances throughout the house or on vents and ducts. Using them on vacuums will help filter out allergens and toxins that have settled in flooring.

HEPA information can be found at <http://www.hepafilters.com/residential.php>.

Practice 3-7 Use low toxic or orange-based cleaners.

Points: 1 point

Resources/More Information: *Responsible ongoing maintenance of a house or living unit is essential in order for it to remain "green." Even the little tasks, such as cleaning, have a role in reducing the impact of the house on the environment. Use cleaners that are orange-based or made from other "eco-safe," biodegradable products. The fewer ingredients listed on the bottle, the better.*

Practice 3-8

Place doormats at entrances from the outside or have place to put shoes to reduce the tracking in of outside pollutants.

Points:

Resources/More Information: *Shoes not only track in dirt from outside but they can bring in toxins and pesticides from the street and lawns. Have quality doormats at all entrances and have a place to store shoes near entrances so that people have a place to put them.*

Practice 3-9

Use environmentally refrigerants in air conditioning units.

Points: 2 points

Resources/More Information: *Air conditioning units have refrigerants that are harmful to the environment (CFCs). Choose a model that has low CFC content.*

*Bathroom***REDUCING WATER USE**

Practice 2-6 Install a recirculating hot water pump.

Points: 3 points each, 6 points maximum

Resources/More Information: See Practice 2-5.

Practice 2-7 Insulate hot water pipes in the bathroom.

Points: 1 point total

Resources/More Information: This practice is one of the easiest and cheapest ways to save water and energy. Hot water in pipes does not remain hot for very long. Insulating pipes with this foam insulation would reduce the amount of water and energy wasted waiting for hot water to run out of the tap.

Various sizes and types of insulation can be found. Choosing the pipe insulation with the highest R-value will keep pipes warmer and save more energy and water. An R-value greater than 2 is preferable. Most pipe insulation is made of foam and can be found at hardware stores or online at www.harwardandtools.com, www.blackenergy.com, or other hardware sites. Using extra home insulation in addition to the foam piping will improve insulation effectiveness.

See Practice 1-23. Points can only be given for this practice when they follow these guidelines:

**One area of house (bathroom/kitchen) = 1 point maximum;
entire house = 2 points maximum**

Practice 2-8 Install a graywater toilet plumbing system

Points: 3 points each

Resources/More Information: A graywater toilet system links used tap water from the sink to the toilet. Water that has run down the drain in the sink is filtered and reused in the toilet.

Practice 2-9 Replace standard toilets with low-flow toilets.

Points: 1 point each, 3 point maximum

Resources/More Information: Low-flow toilets use fewer gallons of water per flush on average. Most new toilets already meet these standards. Choose a toilet that uses at most 1.5 gallons per flush.

Rebates for replacing toilets with low-flow varieties are available from the Metropolitan Water District. Contact them at 1-877-235-4331 or visit www.bewaterwise.com.

Practice 2-10 Install filters on faucets and showerheads.

Points: 1 point each (3 points maximum)

Resources/More Information: *It is recommended to install filters on faucets that are used for drinking water (the kitchen sink) and on showerheads to reduce the amount of chemicals added to water through treatment processes.*

Practice 2-11 Place aerators on the ends of faucets.

Points: 1 point maximum

Resources/More Information: *As simple as it is, many homes and businesses do not have aerators at the end of faucets. These little screw-on devices can be found in all hardware stores. They reduce the flow of water through the faucet.*

Practices 2-12 Replace faucets and shower heads with high-efficiency models.

Points: 2 points total

Resources/More Information: *Low-flow faucets are found in most hardware stores. Most standard faucets and showerheads use about 2.5 gallons of water per minute (gpm). Federal law requires all showerheads sold in the United States since 1994 to use 2.5 gpm or less. Most efficient models use about 1.5 to 0.5 gpm and cost from between \$45 to \$180 (faucets) and \$29 to \$75 (showerheads).*

Rebates for improving water efficiency are available from the Metropolitan Water District. Contact them at 1-877-235-4331 or visit www.bewaterwise.com.

IMPROVING AIR QUALITY

Practice 3-10 Install a high efficiency ventilation system to reduce air moisture and mildew growth.

Points: 1 point total

Resources/More Information: *Mold and mildew proliferate in moist areas such as the bathroom. Improve the condition of your bathroom and air quality by installing a high efficiency ventilation system in the bathroom that vents to the outside.*

Laguna Woods Residential Green Remodeling Practices (April 2009)

This set of green home practices are meant to be used when retrofitting a home to meet the qualifications for a "Retrofitted Green Home" in Laguna Woods. Each retrofitting project will naturally vary depending on the existing conditions of the home, the homeowners' resources, and the home's potential for being retrofit. Therefore, three levels of certification are used to designate homes. These three levels have minimum point levels are shown below. Residents should select at least two practices from each category (energy usage, water usage, air and indoor environment, and waste reduction). Points will not be awarded if all qualifying practices are from the same category.

60 Points Green Retrofitted Home (minumum qualification)

110 Points Star Green Retrofitted Home

155 Points Star Plus Green Retrofitted Home

1.X	Practices with a "1" have a primary goal of reducing energy usage (E)
2.X	Practices with a "2" have a primary goal of reducing water usage (WA).
3.X	Practices with a "3" have a primary goal of improving air and indoor environment (IA).
4.X	Practices with a "4" have a primary goal of reducing waste (WS).

	No.	Practice	Category	Points Available	Points Received
Kitchen	1.1	Replace dishwasher with Energy Star® model.	E	3 pts each	
	1.2	Replace refrigerator/freezer with an Energy Star® model.	E	5 pts each	
	1.3	Use high efficiency appliances in kitchen.	E	2 pts max	
	2.1	Have water-efficient faucets installed. (Kitchen only.)	WA	1 pt each	
	2.2	Insulate hot water pipes going to the kitchen. (Whole house = 2pts, See Practice 1.23).	WA	1 pt max	
	2.3	Install a recirculating hot water pump under the kitchen sink.	WA	3 pts max	
	3.1	Install an efficient ventilation/exhaust system in kitchen.	IA	1 pt max	
	4.1	If replacing any cabinetry, counters, or furniture, use recycled-content, environmentally-friendly materials (5 pts). All finishes, adhesives, and paints are low-VOC (2 pts).	WS	17 pts max	
	4.1a	a. Tables, chairs, and other furniture.	WS	5 pts max	
	4.1b	b. Counters	WS	5 pts max	
	4.1c	c. Cabinetry	WS	5 pts max	
	4.1d	d. Use low-VOC paint, adhesives, and finishes.	WS	2 points	
	4.1e	e. Locally-produced products are used.	WS	2 pts max	
	4.2	Install a built-in recycling center.	WS	1 pt max	
	4.3	Compost food waste.	WS	1 pt max	
Overall Household Practices	1.4	Replace light bulbs with high-efficiency compact florescent light bulbs. (Up to 4 bulbs = 1 pt, up to 8 bulbs = 2 pts, up to 12 bulbs = 3 pts)	E	3 pts max	
	1.5	Replace florescent light bulbs with low-mercury florescent bulbs	E	1 pt max	
	1.6	Install lighting controls (1 pt per controller).	E	3 pts max	
	1.7	Replace entertainment appliances with EnergyStar® models. (3 points each; up to three appliances)	E	8 pts max	
	1.7a	a. Televisions/Television-DVD combination units	E	3 pts each	
	1.7b	b. DVD or HD DVD players/Entertainment system components	E	2 pts each	
	1.7c	c. Power adapters/battery chargers/cordless phones	E	1 pts each	
	1.7d	d. Set-top boxes (available for Direct TV users only in CA)	E	2 pt each	
	1.8	Install insulation in attic.	E	4 pts each	
	1.9	Upgrade ceiling (2 pts) and wall (2 pts) insulation to meet Title 24 standards.	E	4 pts max	

Laguna Woods Residential Green Remodeling Practices (April 2009)

1.10	Use passive solar for heating and cooling to reduce the need for heating, ventilation, and air conditioning.	E	5 pts max	
1.11	Install awnings over south-facing windows to provide shade.	E	3 pts max	
1.12	Install a high efficiency ceiling fan (2 pts per room).	E	4 pts max	
1.13	Redesign or install new HVAC Systems in accordance with ACCA recommendations.	E	5 pts max	
1.14	Install high efficiency air conditioning (SEER value of 14, EER value of 12). (Cannot receive points for both this practice and 1.X - ACCA Recommendations)	E	5 pts max	
1.15	Install a programmable thermostat.	E	2 pts max	
1.16	Insulate AC ducts.	E	3 pts max	
1.17	Have AC vents and ducts tested and repaired for leaks and efficiency.	E	2 pts max	
1.18	Install a photovoltaic system. (Up to 2 kw = 7 pts, up to 5 kw = 15 pts, more than 5 kw = 20 pts)	E	20 pts max	
1.19	Install photovoltaics for hot water heating or space heating systems.	E	10 pts max	
1.20	Install a plumbing or electrical system that could be used for solar-powered hot water or space heating at a future date. (3 pts each)	E	6 pts max	
1.21	Replace gas water heaters with a tankless water heater.	E	4 pts max	
1.22	Install a combined water heater/space heater system.	E	3 pts max	
1.23	Insulate hot water pipes throughout entire home.	E	2 pts max	
1.24	Replace majority of household windows with double-pane windows. (U-factor < 0.40.)	E	2 pts max	
1.25	Use low SHGC film on majority of single pane windows. (U-factor < 0.40, SHGC < 0.40, or SC < 0.44.)	E	2 pts max	
1.26	If replacing entire window (not just glass), use sustainable, recycled-content, low-conductivity frames.	E	1 pt max	
2.4	Update plumbing and have leaks fixed on a regular basis.	WA	1 pt max	
2.5	Replace clothes washers with EnergyStar® or other energy efficient model.	WA	2 pts max	
3.2	Use low-VOC and/or water-based paints, solvents, adhesives, and finishes. Where applicable, these products should be water-based as well.	IA	3 pts max	
3.2a	a. Low-VOC paints, solvents, adhesives, and finishes	IA	2 pts max	
3.2b	b. Water-based wood finishes	IA	1 pt max	
3.3	When redoing flooring, replace carpeting with low-VOC carpeting from a sustainable source or replace carpeting with sustainable hardwood material. See also Practice 4-1.	IA	3 pts max	
3.3a	a. Flooring is not carpeting but a sustainable, recycled hard material. (Must be majority of flooring.)	IA	6 pts max	
3.4	Replace particleboard with solid wood, plywood, or another natural product that does not contain formaldehyde.	IA	3 pts max	
3.5	Seal all exposed particleboard surfaces if not replacing them.	IA	2 pts max	
3.6	Replace vacuum cleaner filters with HEPA filters.	IA	1 pt max	
3.7	Use low toxic, orange-based, or environmentally-friendly cleaners.	IA	1 pt max	
3.8	Place doormats at entrances from the outside or have place to put shoes to reduce the tracking in of outside pollutants.	IA	1 pt max	
3.9	Use environmentally friendly refrigerants for AC units.	IA	2 pts max	
4.4	If replacing insulation, use environmentally friendly insulation. Choose from:	WS	1 pt max	

Laguna Woods Residential Green Remodeling Practices (April 2009)

4.4a	a. Recycled content insulation.	WS	1 pt	
4.4b	b. New, but non-toxic content insulation.	WS	1 pt	

Laguna Woods Residential Green Remodeling Practices (April 2009)


Bathroom	2.6	Install a recirculating hot water pump under the kitchen sink.	WA	6 pts max		
	2.7	Insulate hot water pipes in the bathroom.	WA	1 pt max		
	2.8	Install a greywater toilet plumbing system.	WA	3 pts max		
	2.9	Install filters on faucets and showerheads (1 pt each).	WA	4 pts max		
	2.10	Replace standard toilets with low-flow toilets (1 pt each).	WA	3 pts max		
	2.11	Use aerators on faucets.	WA	1 pt max		
	2.12	Install high efficiency faucets and showerheads.	WA	2 pts max		
	3.1	Install a high efficiency ventilation system to reduce air moisture and mildew growth (1 pt each).	IA	2 pts max		
	Maximum Points				178	
	Points Earned					0
Level of Certification:						

**6.1-6.4
CONSENT CALENDAR
SUMMARY**

City of Laguna Woods Agenda Report

FOR: December 16, 2009 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 December 16, 2009 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 December 16th Consent Calendar contains the following four items:

- 6.1 Approval of the minutes from the November 18, 2009 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 November 2009 monthly Treasurer's Report. This report identifies the City's current liquid assets and their location. At the end of September, the City had approximately \$10.7 million in cash on hand and in other liquid assets.
- 6.4 Approval of the December 16, 2009 Warrant Register, as submitted, in the amount of \$435,825.42. A list of all warrants is included in the agenda packet; detailed information about individual warrants is available in the Finance Manager's office.

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 December 16, 2009 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
REGULAR MEETING**

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
November 18, 2009
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Barbara Copley, resident, led the flag salute.

III. ROLL CALL

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

STAFF PRESENT: City Manager Keane; Assistant City Manager Reilly; Deputy City Clerk Trippy; Special Projects Manager Macon; City Attorney McEwen

IV. PRESENTATIONS - None

V. CITY PROCLAMATIONS

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Conners, and carried unanimously to approve Proclamations 5.1 – 5.2

5.1 Proclamation – Pearl Harbor Day, December 7, 2009

5.2 Commendation – Human Rights Day, December 10, 2009

VI. CONSENT CALENDAR

Moved by Councilmember Hack, seconded by Councilmember Rhodes, and carried unanimously to approve Consent Calendar Items 6.1 - 6.6.

6.1 City Council Minutes

Approved the minutes from the October 21, 2009 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 October 2009 monthly Treasurer's Report.

6.4 Warrant Register

Approved the November 18, 2009 Warrant Register in the amount of \$449,810.93.

6.5 City Hall Janitorial Service

Awarded a contract to Great Cleaning Service, Inc. for City Hall janitorial services for one year with an option to extend for up to three additional years for an amount not to exceed \$8,000 per year, and authorized the City Manager to execute a contract, subject to approval as to form by the City Attorney.

6.6 Notice of Completion – Ridge Route Linear Park

- A. Accepted project completion of the contract with Marina Landscape, Inc. for the Ridge Route Linear Park.
- B. Released contract retention in the amount of \$66,637.32 withheld per government code 35 days following recordation of a Notice of Completion with the County of Orange.
- C. Exonerated project posted bonds 35 days following recordation of a Notice of Completion with the County of Orange.

VII. PUBLIC HEARINGS

7.1 City Centre Park (SP-589)

City Manager Keane explained that Quimby Act fees paid by the San Sebastian project and State Park Bond monies provide the funding for this project. The City will lose those funds if they are not obligated by the end of FY 2009-2010. \$25,000 of the \$385,000 total available from the Quimby Act fees has been reserved for improvements to Woods End, including a kiosk, benches, and a diorama. Staff is working with the County of Orange to ensure that improvements made to Woods End are consistent with the type of improvements that are in the Laguna Coast Wilderness Park. While the City Centre Park project has been referred to as Phase 1, it is a stand-alone project and will result in a complete park.

Assistant City Manager Reilly summarized the agenda report.

Councilmember Hack discussed his belief that the park concept is a valid use of the land and that the loss of funding would be significant.

Councilmember Rhodes stated that he spoke with staff from the Laguna Woods Village Community Center who were in favor of the park and feel they would benefit from it.

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Councilmember Connors stated that she is in favor of turning the property into attractive, usable open space.

Mayor Pro Tem Robbins agreed that the concept is an appropriate use of the property.

Councilmember Hack noted that he sees no reason why staff from Laguna Woods Village could not use the park and that the property was given to the City with the condition that it not be given to the Golden Rain Foundation.

Councilmember Rhodes clarified that his comment did not pertain to staff from Laguna Woods Village being unable to use the park.

Mayor Ring asked City Manager Keane to discuss the terms and conditions placed on the property as a result of it being given to the City.

City Manager Keane stated that there are no specific prohibitions on the use of the property, but that it must be used for a public purpose. A verbal agreement was made with the Ralphs Corporation that the property would not be given to the Golden Rain Foundation. Ralphs also took a tax benefit in conjunction with the gift and if the City was to sell or exchange the property, they could lose all or a portion of that tax benefit.

The public hearing was opened.

Corkey Eley, resident, asked if fencing would be installed to separate the park from the adjacent Laguna Woods Village property.

Mayor Ring noted that the City Council is only considering a conceptual design and that if it is approved, it will go out for design, after which the public and City Council will have an opportunity to comment on design features.

Pat Feeney, resident, expressed concern with the ADA accessibility of the park and the location and amount of parking relative to the usable area of the park. She suggested that the land be left alone with measures to prevent erosion.

City Manager Keane explained that the path from the bottom to the top of the park would be constructed with switch-backs and rest areas that would be ADA compliant. The park could hold 100-200 people for special events, depending on the type of event.

Councilmember Connors noted that access from Towne Centre would also be possible.

Pat Feeney, resident, was also concerned that future plans to install a restroom could worsen homeless problems, rather than alleviate them as previously suggested.

City Manager Keane clarified that the proposed project does not include installing a restroom. Such a design feature would require additional discussion by the City Council.

Barbara Copley, resident, suggested replanting the land but not developing it for use. She

prefers that it be left as open space if there is no City requirement to build parks.

There being no further comments, the public hearing was closed.

Mayor Ring reiterated that the proposed concept is for a passive park that is meant to be environmentally friendly. He discussed his support for the concept.

Councilmember Rhodes discussed his support for the proposed concept and noted that the noise from Moulton Parkway is not very noticeable at the top of the park.

Councilmember Conners discussed specific elements of the conceptual design and her support for the project.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, and carried unanimously to approve:

- 1) Conceptual design for City Centre Park.

AND

- 2) **Resolution No. 09-24** adopting Negative Declaration ND 09-02, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADOPTING NEGATIVE DECLARATION ND 09-02 FOR CITY CENTRE PARK (SP-589) LOCATED ON MOULTON PARKWAY 1,200 FEET NORTH OF EL TORO ROAD

VIII. CITY COUNCIL

8.1 Huntington Beach Desalination Facility (Hack)

Councilmember Hack summarized the agenda report.

Scott Maloni, Vice President of Development for Poseidon Resources, reviewed a Power Point presentation discussing the Huntington Beach Desalination Facility.

Councilmember Rhodes asked if the cost of distributing the water from the Huntington Beach facility to water districts is included in the \$350 million project cost.

Mr. Maloni responded that it is and noted that water districts will receive water either directly or indirectly through exchange agreements.

Councilmember Conners inquired about opposition related to Poseidon's experience.

Mr. Maloni explained that the opposition concerns a project that Poseidon was involved with in Florida. He suggested that had the public agency not exercised their "buy out" option the outcome would have been more favorable. The Huntington Beach facility is financed and managed differently.

Councilmember Hack discussed salinity issues related to desalination.

Corkey Eley, resident, asked what portion of the \$350 million project cost would be paid for by Laguna Woods.

Mr. Maloni stated that the project is privately funded.

Dick Palmer, resident, inquired about the effects of desalinated water on copper piping.

Mr. Maloni responded that Poseidon's other facility in Carlsbad has done research on the effects of desalinated water on copper piping and that the treated effect is negligible.

Moved by Councilmember Hack, seconded by Mayor Pro Tem Robbins, and carried unanimously to approve **Resolution No. 09-25** in support of Poseidon Resources' proposed Huntington Beach Desalination Facility, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA
WOODS, CALIFORNIA, SUPPORTING THE CONSTRUCTION AND
OPERATION OF THE PROPOSED HUNTINGTON BEACH
DESALINATION FACILITY

Mayor Ring clarified that the City Council is endorsing the facility and not Poseidon.

8.2 City Council Meeting Schedule

City Manager Keane stated that due to the number of agenda items that are scheduled for December, staff is recommending that the City Council schedule an adjourned regular Council meeting for 2:00 p.m. on Wednesday, December 2, 2009.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Rhodes, and carried with Councilmember Hack abstaining, to schedule an adjourned regular Council meeting for 2:00 p.m. on Wednesday, December 2, 2009.

Councilmember Hack explained that he abstained because he will not be able to attend the December 2, 2009 meeting due to a previously scheduled vacation.

IX. CITY MANAGER

9.1 Laguna Woods Crime Trends

City Manager Keane and Lieutenant Griffin of the Orange County Sheriff's Department discussed some of the recent criminal activities that have been detailed in the press. They discussed precautionary measures and ways to keep crime rates low.

Lieutenant Griffin stated that while the City Council, City staff, and police services have successfully partnered with the community to maintain the "safest city" status, fraud and theft are the leading crime trends. He discussed three common fraud schemes called the Canadian Lottery, the Nigerian Scam, and the Granny Scam.

In 2010, the City and Sheriff's Department will present their Senior Safety Series. Lieutenant Griffin noted that vehicle thefts and thefts from vehicles increase during the holidays. He reminded the public to lock their doors and not leave personal items inside.

9.2 Water Efficient Landscape Regulations

City Manager Keane introduced the item by stating that the City is required to adopt the State's proposed ordinance or one that is at least as effective.

Special Projects Manager Macon summarized the agenda report.

City Manager Keane asked for clarification if applicants have the option to have the City review landscape documentation packages through a plan check process.

Special Projects Manager Macon stated that the Guidelines can be modified to allow this.

City Manager Keane suggested that a plan check option be included in the Guidelines when they come back for Council approval. She also discussed the State requirements related to common interest development architectural guidelines.

Councilmember Conners asked Mr. Macon if there had been any communication on this matter with landscape staff from Laguna Woods Village.

Special Projects Manager Macon stated that he did speak with a staff member from the Laguna Woods Village landscape department. He noted that replanting projects typically do not require permits and would therefore not be subject to the regulations.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Robbins, and carried unanimously to approve the introduction and first reading of an ordinance establishing water efficient landscape regulations, entitled:

AN ORDINANCE OF THE CITY OF LAGUNA WOODS, CALIFORNIA,
AMENDING THE LAGUNA WOODS MUNICIPAL CODE TO
ESTABLISH WATER EFFICIENT LANDSCAPE REGULATIONS

City Manager Keane announced that this item will be on the agenda for the December 16, 2009 regular City Council meeting and will include a public hearing.

9.3 Temporary Signs

City Manager Keane summarized the agenda report.

Councilmember Conners asked whether Section 13.20.050(b)(5)(d) meant that if multiple businesses share a common frontage, only one business would be allowed to display a banner for each 30 day period.

City Manager Keane responded affirmatively and explained that this restriction could be

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managed by property owners whose permission is required for banner sign permits. She also discussed the ability for multiple banners if there is a center-wide event.

Councilmember Rhodes asked if the proposals made by the Land Use and Design Review Committee were included in the agenda report.

City Manager Keane stated that the committee's recommendations have been included in the agenda report and proposed ordinance.

Councilmember Rhodes inquired about the time required between the introduction and first reading and adoption of an ordinance.

City Manager Keane explained that five days are required between the introduction of an ordinance and action and discussed other notice requirements

City Manager Keane stated that she spoke with representatives of The Regency and Las Palmas who said that they would like the option to display a banner for a year.

Councilmember Hack expressed concern with banners being displayed for a year.

Councilmember Conners disagreed with Councilmember Hack and suggested that a long-term banner would allow businesses to increase their marketing. She also noted that the City has regulations regarding the appearance and condition of banner signs.

Councilmember Hack expressed his opinion that the San Sebastian project may be better served by distinctively marketing their property rather than by using banners. He would be reluctant to see a banner displayed for a year at a time, if he were an occupant.

City Manager Keane clarified that applicants would be able to replace banners with exact duplicates during the year in order to ensure that they are maintained in good condition. She also noted that a banner would only be able to be displayed until 50% of the units are sold or leased or when the one year period ends, whichever occurs first.

Mayor Ring noted that it is the consensus of the City Council to approve a three-color limit with white as a color.

Councilmember Conners proposed increasing the percentage of occupancy until which banners can be displayed to 60%.

Mayor Ring and Mayor Pro Tem Robbins concurred with Councilmember Conners.

Mayor Ring mentioned the possibility of requiring that the appearance or content of a sign be changed at least twice per year.

City Manager Keane responded that City Council could make such an amendment, but that the Municipal Code includes property maintenance requirements that would be applied to banner signs.

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Corkey Eley, resident, asked how staff proposes to regulate the length of time and frequency with which banners are displayed.

City Manager Keane responded that it would be enforced through a permit process and that the City's Code Enforcement Officer conducts regular patrols of the City.

Corkey Eley, resident, stated that she would be more supportive of a 40% or 50% occupancy percentage, rather than Councilmember Conners' proposal of 60%.

Mel Vargas, resident, stated that 50% occupancy is sufficient and that he does not feel it is his concern if a property cannot be sold.

Councilmember Conners addressed Mr. Vargas' comments by stating that it is in the best interest of the City to see that businesses and developments are successful.

Moved by Councilmember Conners, seconded by Mayor Pro Tem Robbins, and carried unanimously to approve the introduction and first reading of an ordinance modifying temporary sign regulations, as amended to include a 60% occupancy rate in Section 13.20.050(b)(3)(f)(6), entitled:

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

9.4 Zoning Code Modifications

City Manager Keane summarized the agenda report and noted that she had received some feedback that the proposed 21-month timeframe might be too long. She proposed an approximately 12-month timeframe that would provide for the introduction of the ordinance and public hearing in December 2010. Adoption and implementation would be during the first part of 2011. She noted that fast tracking the process might cost more than the \$80,000 proposed budget, but additional costs could be addressed during the annual budget process in June 2010.

Councilmember Rhodes inquired as to the need to make changes to the Zoning Code at this time and how it would benefit Laguna Woods Village.

City Manager Keane responded that this item came at the request of the City Council at their September 2009 regular meeting. Benefits would be to all property owners in the City and would include clarifying differences between the General Plan and Zoning Code, as well as addressing zoning designations that make little sense or are duplicative.

Councilmember Rhodes noted that the City Council recently addressed this issue when considering the recent Saddleback Golf Cars project and asked why it could not continue to be handled on an individual basis.

Councilmember Hack stated that a request from Laguna Woods Village for a highway commercial zoning designation for the Saddleback Golf Cars project brought this issue

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about. He noted that a lot of the City's zoning came from the County and that this is an attempt to make it more applicable to the City's situation.

City Manager Keane cautioned against piece-meal rezoning and suggested that it is better to look at a coordinated citywide plan in order to understand the overall impact of future changes.

Mayor Ring discussed that an advantage to the shorter timeframe, as opposed to the 21-month timeframe, is that it would conclude before the 2012 Housing Element review.

City Manager Keane added that going through this process now would make the 2012 Housing Element review much simpler.

Corkey Eley, resident, questioned number four under the discussion section of the agenda report. She inquired as to whether Laguna Woods Village property would be considered for changes.

City Manager Keane noted that the General Plan and Zoning Code designations differ for Laguna Woods Village property and changes would be proposed to coordinate the two.

Corkey Eley, resident, asked why Laguna Woods Village property would be considered since it is already established. She believes the additional environmental review would be unnecessary and questioned the City's right to evaluate the property.

Councilmember Conners stated that it was her understanding that none of the property in Laguna Woods Village that is currently developed is likely to be renamed or rezoned.

City Manager Keane explained that developed property would be evaluated to reconcile differences between the General Plan and Zoning Code and to make sure that the most appropriate zoning designations are applied. This process would be cooperative with the property owners to avoid "down zoning" properties.

Corkey Eley, resident, asked for clarification about an earlier statement that low income areas had already been designated in Laguna Woods Village.

City Manager Keane clarified that she meant low density, not low income.

Moved by Mayor Pro Tem Robbins, seconded by Councilmember Hack, and carried unanimously to authorize staff to proceed with the review of the City's Zoning Code to be accomplished within a one-year timeframe and to approve a budget of \$80,000 with funding from the General Fund unallocated fund balance.

X. APPEAL

10.1 Pet Limit Appeal (5408 Via Carrizo)

City Manager Keane summarized the agenda report.

ITEM 6.1

Linda Samson, resident and appealing party, addressed the City Council and stated her case, which she also detailed in a written letter to the City Council.

Councilmember Rhodes asked Ms. Samson why she needs three dogs to compete. Ms. Samson indicated that one of her dogs is close to retirement and that the length of time to train a new dog would overlap, so only two dogs would compete at a time.

Councilmember Hack empathized with Ms. Samson but suggested that due to the size and proximity of the residential units, the pet limit should not be exceeded.

Ms. Samson responded that she lives in an approximately 2,000 square foot single family residence with significant distance between her neighbors. She noted that her neighbors on either side only live there two weeks per month and six months per year, respectively.

Councilmember Connors noted that pet owners are typically unaware of a pet's barking until they are notified by a neighbor. She discussed two options, including getting a third dog after one of her dogs retires and is placed in a home elsewhere or for the Council to approve an exception with the condition that when one of the dogs leaves the home, the number of permitted dogs reverts to the established pet limit.

Ms. Samson stated that the permit would only be for the life of her dogs.

Councilmember Rhodes stated that he is inclined to issue a kennel permit as long as her neighbors are not opposed.

City Manager Keane explained the process that City staff went through before denying the permit. When complaints are received, the issue is forwarded to the City Council to make a determination. She also noted that Laguna Beach Animal Services could have overturned staff's denial but chose to support it.

Councilmember Connors asked if it was the recommendation of the Laguna Beach City Council or staff not to overturn Laguna Woods' denial.

City Manager Keane stated it was a Laguna Beach staff decision; such matters would come to Laguna Woods, not Laguna Beach, City Council on appeal.

Ms. Samson recalled that she spoke with Joy Faulk, Laguna Beach Animal Services, who informed her that she did not have the authority to overturn the City's decision.

City Manager Keane responded that this is not her understanding of the process and she will discuss this with Laguna Beach Animal Services staff.

Ms. Samson noted that only two of the 38 residences surveyed cited specific concerns with her dogs. She believes that the meaning of a "kennel permit" was unclear.

City Manager Keane noted that Ms. Samson has expressed concern with the language used in the notification letter to surrounding residences. In addition to describing it as a kennel permit, a specific description of her request was included. She believes that those

who responded understood the nature of Ms. Samson's request.

Ian Samson, resident, expressed his belief that the term "kennel license" is prejudicial to any application and discussed the actions that he and his wife have taken in response to barking dog complaints. He stated that their dogs do not bark any more than any other dogs. He would be happy to pay for noise surveillance to prove that they do not have a barking problem. He asked that the City Council consider the fact that his wife is a dog agility athlete and that her dogs are specially trained to perform community service.

William and Lynn McLaren, residents, spoke in opposition to Ms. Samson's appeal. They expressed concerns related to her dogs barking, the use of a common area to store training equipment, and off-leash training of the dogs in the common area. They have spoken with Ms. Samson about their concerns and she has, at times, attempted to quiet the dogs. When the Samson's are gone, the dogs bark.

Mayor Ring noted that the storage of equipment is not the subject of this appeal, nor a matter the City has any control over.

Mr. and Mrs. McLaren stated that one of the houses next to Ms. Samson is vacant and the other is occupied approximately two weeks per month. They said that they do not like to complain, but that the dogs are noisy and three dogs would be too many.

Ms. Samson responded that the equipment is stored between her and a neighbor's house and that she asked permission to do so while her garage was being remodeled. She noted that she has a letter of support from a neighbor who lives on the other side of the McLaren's. The house that the McLaren's described as vacant is leased every winter for six months and the tenants moved in last Sunday.

Mayor Ring applauded both parties for appearing before the City Council and following the appeal process. Mayor Ring read the City's notification letter that was distributed to residences within 300 feet of Ms. Samson's residence and described the responses.

City Attorney McEwen explained to Council that their decision shall be on the evidence presented with all the factors weighed; this is a *De novo* appeal. He noted that language in Municipal Code Section 5.12.040(c) is the standard that must be followed.

City Manager Keane noted that off-leash training is prohibited by the Municipal Code.

Mayor Ring asked the McLaren's if their main concern is barking.

Mr. McLaren replied affirmatively and that three dogs would be a greater nuisance.

Mayor Ring asked Ms. Samson if a procedure to mute the dogs had been considered.

Ms. Samson responded that it would require the removal of her dog's voice boxes and that it is not a procedure she would not consider.

Councilmember Connors asked Ms. Samson if there are alternative procedures such as

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muzzling that could be used to prevent the dogs from barking when they are not home.

Ms. Samson denied that her dogs bark when they are crated.

Councilmember Conners pointed out that there would be no way for her to know if her dogs are barking when she is not home. She asked how long they have been residents.

Ms. Samson said that they have lived in the City for one year.

Mr. Samson stated that they have been residents, off-and-on, for five years and that they are willing to prove the dogs do not bark, including by paying for surveillance, if necessary. He noted that this hearing is largely based on hearsay.

Councilmember Conners thanked both parties for appearing before the City Council and noted that the homeowner's associations in the Village also investigate claims of barking and that they can also take action if barking is proven to be a nuisance.

Ms. Samson responded that there have been no complaints to the association.

City Manager Keane noted that Laguna Woods Village typically refers barking issues to the City.

Councilmember Conners responded that when she served on the Third Board, numerous barking dog complaints were heard.

Mrs. McLaren complained about the storage in the common area.

Mayor Ring and Councilmember Conners responded that the City Council has no ability to address that and that such complaints should be directed to their homeowner association.

Councilmember Conners explained that she will take into consideration that a dog that is trained is less likely to misbehave or bark than an untrained dog.

Councilmember Hack stated that the fact that the Samson's residence is detached and has more room than a typical residence does have an impact for him. He asked Mr. Samson what would be done if the surveillance proved that the dogs were barking.

City Manager Keane noted that barking enforcement is a time consuming process.

Councilmember Conners asked Mr. Samson if the City Council could get a commitment from them that if there are complaints about barking that they understand they will be coming back before the City Council.

City Attorney McEwen expressed concern that the City Council might not be able to impose such a condition based on the standards in the Municipal Code.

Councilmember Hack asked if a kennel permit is revocable.

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City Attorney McEwen stated that there is a revocation process and read Section 5.12.060 of the Municipal Code pertaining to revocation.

City Manager Keane clarified that barking enforcement is controlled by Laguna Beach and that it is a very long process that could take years.

Councilmember Hack asked if the City could enforce a condition placed on the permit. City Manager Keane stated that only Laguna Beach has a process for barking dogs.

Councilmember Hack stated he understands that, but the City would be conditioning it.

Councilmember Robbins asked if it was possible to train the dogs on-leash.

Councilmember Hack noted that they are not allowed to train off-leash.

Ms. Samson stated that since the time she was approached by Laguna Beach staff, she has not run her dogs off-leash. She travels to Yorba Linda and Chino for training.

Bob Bouer, resident and former City Councilmember, stated that the discussion has been dealing with a lot of generalizations and that the size of dogs vary. He believes that the rule of limiting the number of animals based on number alone is unnecessary.

Mayor Ring noted that the animal limit came from the community, not the City Council.

City Manager Keane noted that the Laguna Woods Village Canine Club and the City's Public Safety Committee recommended the animal limit. If the appeal is granted, Ms. Samson will need to go through the permit process with Laguna Beach Animal Services, including paying a \$75 fee and a home visit.

Moved by Councilmember Rhodes, seconded by Councilmember Conners, and carried unanimously to grant the appeal and issue the permit pursuant to Section 5.12.040 of the Municipal Code.

Councilmember Hack noted that his vote was subject to the understanding that if there are noise complaints, the kennel permit would be reviewed and rejected.

City Attorney McEwen clarified that at that point the revocation process would be used.

Mayor Ring and Councilmember Hack explained that the City Council struggled with this decision.

Councilmember Conners stated that she believes that every member of the City Council heard what was said and took it seriously.

Councilmember Hack noted that the City Council has caveated their decision that if there is a noise complaint the kennel permit will be revisited.

Mayor Ring told Mr. and Mrs. McLaren to call him if there are problems.

City Manager Keane stated that because the appeal has been granted, the next step is to discuss this with Laguna Beach Animal Services and direct them to accept an application. There will not be an additional noticing of residents, however a home visit will be required. In two years, Ms. Samson will need to reapply for another permit.

Mr. Samson told his neighbors that he will do everything in his power to see that his dogs are as quiet as anyone can reasonably expect. He does not want any hard feelings.

City Manager Keane asked the McLaren's to call the City's Code Enforcement Officer if they have any problems with noise.

Mayor Ring and the Councilmembers offered to take calls, as well.

Councilmember Hack and Mayor Ring clarified, again, that complaints about storage in the common area need to be directed to the Third Mutual Board.

XI. CITY ATTORNEY'S REPORT – None

XII. COMMITTEE REPORTS

12.1 Transportation Corridor Agencies (Councilmember Hack)

Councilmember Hack announced that work on the northbound 73 should be completed by the end of the year and work on the southbound 73 should be completed in Spring of 2010.

12.2 Orange County Library Board (Mayor Pro Tem Robbins)

Mayor Pro Tem Robbins stated that the next meeting is scheduled for December 17, 2009.

12.3 Orange County Fire Authority (Councilmember Rhodes)

Councilmember Rhodes stated that the next meeting is scheduled for November 19, 2009 and announced that the Ortega Highway fire was successfully contained.

12.4 Southern California Water Committee (Councilmember Hack)

Councilmember Hack discussed a water bill signing that he was invited to attend with Governor Schwarzenegger and the Governor's attendance at the Water Committee's Annual Dinner. He noted that the Water Committee has become an "insider player."

12.5 Coastal Greenbelt Authority (Councilmember Conners)

Councilmember Conners stated that there was no meeting.

12.6 Laguna Canyon Foundation (Councilmember Rhodes)

Councilmember Rhodes noted that the Foundation is focusing its efforts on increasing

naturalist volunteers and volunteers for education and hiking.

11.7 Vector Control District Board (Board Member Bouer)

Board Member Bouer announced that there are no vector problems in the City. Several members of the Vector Control District Board feel that there might be some benefit to outsourcing some of the district's work to private organizations. Board Member Bouer disagrees due to the private sector's need to generate a profit.

XIII. PUBLIC COMMENTS – None

XIV. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

14.1 Reports on Meetings Attended (Government Code §53232.3)

City Councilmembers reported on the following meeting they attended:

- A. November California League of Cities/OC Division Meeting – November 12, 2009 (Ring, Hack, Rhodes)
- B. California Joint Powers Insurance Authority Conference – October 28, 30, 2009 (Connors, Robbins)
- C. Southern California Water Committee Annual Dinner – October 22, 2009 (Hack)
- D. Municipal Water District of Orange county Dinner – November 5, 2009 (Hack)

14.2 Other Comments and Announcements

Councilmember Hack noted that the Orange County Transportation Authority (OCTA) is considering budget-related reductions in service.

Councilmember Rhodes announced that the State Controller will be speaking in Laguna Woods Village on November 19, 2009.

Councilmember Connors stated that OC Waste Management noted a reduction in tonnage due to the recession. As a result, their income and expenses have decreased and extended the life of the landfill by 10 to 15 years. She announced an award they received for a concept of using a surcharge for self-haulers.

Assistant City Manager Reilly announced that the El Toro Road Pavement Rehabilitation project will complete the slurry and striping the week after Thanksgiving.

XV. CLOSED SESSION

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

15.2 Pursuant to Government Code Section 54956.8, the City Council met in closed session to give direction with respect to the acquisition of two pieces of real property:

Property: A. Located at the intersection of Santa Vittoria and San Remo Drives

E. Located along El Toro Road, adjacent to the Laguna Woods Village perimeter wall, in the vicinity of Paseo de Valencia

City Negotiator: Leslie A. Keane

Negotiating Party: Rossmoor Properties, LP

Under Negotiation: Instructions to negotiator regarding terms

The City Council reconvened at 6:50 p.m. and advised that there was no reportable action.

XV. ADJOURNMENT

The meeting was adjourned at 6:50 p.m. The next meeting will be at 2:00 p.m. on December 2, 2009 at the Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California.

YOLIE TRIPPY, Deputy City Clerk

Adopted: December 16, 2009

ROBERT B. RING, Mayor

6.2
WAIVE READING OF ORDINANCES AND
RESOLUTIONS
(No Report)

6.3

TREASURER'S REPORTS

City of Laguna Woods

Treasurer's Report

November 30, 2009

CASH ON HAND

1. Investments/General Fund

Local Agency Investment Fund	\$	9,861,766
		9,861,766
Subtotal	\$	9,861,766

2. Investments/Transportation Fund

Local Agency Investment Fund	\$	412,864
		412,864
Subtotal	\$	412,864

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

Petty Cash Funds	\$	182
Analyzed Checking Account	\$	409,744
		409,926
Subtotal	\$	409,926
		409,926
TOTAL	\$	10,684,556

Note: LAIF reports interest earnings quarterly.

6.4
WARRANT REGISTER

CITY OF LAGUNA WOODS
WARRANT REGISTER - FY 2010
12/16/2009

CK #	WR #	Vendor	Account	Item/Purpose	Amount
108177	10-0506	Alert Fire Protection	001.6590.7234	City Hall/Automatic Sprinkler System Test	400.00
108187	10-0507	California Yellow Cab	260.6700.7369	Service Call/Update Sprinkler System to Code	171.33
108196	10-0508	Dicksons, Inc.	340.6590.7640	Taxi Vouchers/October 2009	27,169.00
				FY 2009-10/CDBG/Energy Efficient Program	15,500.00
					92.00
108197	10-0509	El Toro Water District	001.6590.7231	City Hall Utilities/October 2009	28.00
108198	10-0510		001.6590.7231		90.45
108204	10-0511	Laser Impressions	001.6100.7391	Engraving/Memorial Bricks	68.34
108205	10-0512	Los Angeles Times	001.6100.7221	Newspaper Delivery/November 2009	22.60
108208	10-0513	McFadden Construction	010.0000.4501	Waste Diversion Deposit Refund	1,200.00
108224	10-0514	Sonitrol	001.6590.7234	Service Call/Alarm System/November 6, 2009	195.00
108233	10-0515	AT&T	001.6590.7232	Telephone/581-3974/October 2009	319.91
108235	10-0516	Burke, Williams & Sorensen, LLP	001.6100.7301	Legal Services/Non-Retainer/October 2009	4,415.83
			140.6590.7600	Legal Services/Moulton Smart Street/October 2009	79.18
			001.6590.7260	Legal Services/City Hall Acquisition/October 2009	2,287.59
			001.6100.7301	Legal Services/Retainer/October 2009	4,625.00
108236	10-0517	CalPers/Health	001.6100.8110	Employee Benefit Program/December 2009	1,825.90
			001.6400.8110		425.11
			001.6100.7391		9.68
108239	10-0518	Captioning Unlimited	001.6100.7391	Captioning/City Council Meeting/November 2009	350.00
108241	10-0519	ICC/Orange County Chapter	001.6100.7202	CA Energy Standards Seminar/Gates/Dec. 15, 2009	20.00
108242	10-0520	Office Depot	001.6100.7221	Office & Printing Supplies	96.13
			001.6100.7222		216.46
108243	10-0521	Practical Data Solutions	001.6100.7391	IT Services/Patch Installation	455.38
				IT Services/Consulting/July-October 2009	4,320.00
108245	10-0522	Standard Tel Networks, LLC	001.6590.7232	Professional Services/Update Telephone System Clock	62.50
108252	10-0523	CIT Technology	001.6100.7222	Copier Lease/City Hall/December 2009	706.65
			001.6100.7222	Copier Lease/Historical Society/December 2009	59.59
108254	10-0524	El Toro Water District	001.6700.7341	City Hall/Landscape Irrigation/November 2009	3,777.80
108255	10-0525	Gary Gates	001.6100.8110	Employee Benefit Program/November 2009	409.88
			001.6590.7232	Cell Phone Reimbursement/November 2009	40.00
			001.6100.7204	Mileage Reimbursement/November 2009	162.80
108256	10-0526	Bert Hack	001.6000.7204	Mileage Reimbursement/September-October 2009	220.75

108259	10-0527	Yeun Ung Shin	010.0000.4501	Waste Diversion Deposit Refund	1,050.00
108260	10-0528	Southern California Edison	001.6590.7231	Utilities/City Hall/November 2009	1,277.91
108261	10-0529		001.6700.7341	Ridge Route Dog Park/November 2009	20.89
108262	10-0530	The Gas Company	001.6590.7231	City Hall/November 2009	43.66
108263	10-0531	Anne Toroker	190.0000.2610	Taxi Voucher Refund	38.00
108266	10-0532	Dickinson Electric, Inc.	340.6590.7640	CDBG Energy Efficient Improvement Program	486.00
108267	10-0533	AT&T	001.6590.7232	Telephone/458-3487/November 2009	31.69
108268	10-0534	El Toro Water District	001.6700.7341	Dog Park Irrigation/November 2009	9.62
108270	10-0535	Leslie Keane	001.6100.7204	Employee Benefit Program/December 2009	1,429.98
108271	10-0536	League of CA Cities/OC Division	001.6000.7203	November Meeting/Ring, Rhodes, Hack	165.00
			001.6100.7203	November Meeting/Keane, Reilly	110.00
108276	10-0537	Southern California Edison	001.6700.7236	Residential Streetlights/United/November 2009	1,809.64
108277	10-0538		110.6700.7346	Traffic Signal Controllers/November 2009	814.04
	10-0539	AT&T	001.6590.7232	Telephone/639-0500/November 2009	187.95
	10-0540		001.6590.7232	Telephone/452-0600/November 2009	214.41
	10-0541		001.6590.7232	Telephone/770-9359/November 2009	15.82
	10-0542		001.6590.7232	White Pages Listing/December 2009	3.43
	10-0543	Avanti Printing	001.6500.7330	Printing & Mailing Service/City Newsletter/Winter 2009	4,971.16
	10-0544	Branch	001.6100.7221	Office Supplies	99.49
	10-0545	CA Society of Muni Fin. Officers	001.6100.7201	Annual Dues/Jones	110.00
	10-0546	California Yellow Cab	260.6700.7369	NEMT Services/November 2009	4,397.00
	10-0547	Rus Calisch	001.6500.7330	Graphics/City Newsletter/Winter 2009	600.00
	10-0548	County of Orange	001.6400.7357	NPDES Program/City Annual Cost-Share/FY 2009-10	26,156.09
	10-0549	County of Orange/Sheriff	001.6600.7351	Sheriff Services/December 2009	98,192.42
			230.6600.7351		10,000.00
	10-0550	County of Orange/Streets	110.6700.7343	Street Maintenance/October 2009	20,876.76
			110.6700.7347	Street Sweeping/October 2009	2,878.35
	10-0551	Curbside	001.6700.7349	Door-to-Door Collections/October 2009	3,159.08
			001.6700.7349	Household Hazardous Waste Collect/E-Waste/Oct. 2009	4,093.56
			001.6700.7349	Household Hazardous Waste Collect/Medical/Oct. 2009	483.04
			001.6700.7349	Battery & Fluorescent Bulb Collections/October 2009	545.00
			361.6700.7349	Door-to-Door Bulky Collections/October 2009	3,204.00
	10-0552	D & E Electrical	001.6700.7236	Monthly Maintenance/November 2009	930.00
	10-0553	David Evans & Associates	140.6590.7600	Traffic Mitigation/Capital Projects/October 2009	4,305.15
	10-0554	El Toro Water District	001.6700.7341	Dog Park/Landscape Irrigation/November 2009	291.24
	10-0555	League of CA Cities/OC Division	001.6000.7201	Annual Dues/January 1 - December 31, 2010	8,053.37
	10-0556	Norma Opgrand	190.0000.2610	Taxi Voucher Refund	32.00
	10-0557	Orange County Register	001.6100.7724	Public Notices/November 2009	369.76

10-0558	TruGreen Landscape	001.6700.7341	Landscape Maintenance/Extra Work/October 2009	1,716.31
10-0559	Los Angeles Times	001.6100.7221	Newspaper Delivery/December 2009	22.60
10-0560	Dennis Nelson, PE	001.6700.7341	Consulting Services/Landscape Maintenance/Oct. 2009	2,745.00
		010.6700.7331	Engineering Services/Deposit Based/October 2009	455.00
		100.6700.7332	Traffic Engineering Services/October 2009	9,072.96
		110.6590.7600	Measure M/Capital Projects/October 2009	14,925.00
		135.6590.7600	ARRA/Traffic Congest. Relief/EI Toro Rehab/Oct. 2009	10,583.67
		140.6590.7600	Traffic Mitigation/Moulton Smart Street/Oct. 2009	6,585.00
		275.6590.7600	Park in Lieu Fund/City Centre Park/October 2009	585.00
10-0561	WLC Architects	001.6590.7259	Library Assessment Study/October 2009	4,730.00
10-0562	Yolie Trippy	001.6100.8110	Employee Benefit Program/December 2009	500.00
10-0563	ABM Janitorial	001.6590.7234	Janitorial Service/December 2009	709.80
			Janitorial Supplies	183.06
10-0564	Sonitrol	001.6590.7234	City Hall/Alarm System Maintenance/December 2009	51.41
10-0565	Redflex	001.6600.7371	Redlight Photo Enforcement/December 2009	27,350.00
10-0566	Commpro	001.6100.7391	Website Hosting Services/December 2009	295.00
10-0567	Orkin	001.6590.7234	City Hall/Building Maintenance/December 2009	76.64
10-0568	KONE, Inc.	001.6590.7234	City Hall/Elevator Maintenance/December 2009	158.16
10-0569	TruGreen Landscape	001.6700.7341	Landscape Maintenance/December 2009	8,962.00
10-0570	Leslie Keane	001.6100.7204	Automobile Allowance/January 2010	450.00
10-0571	Douglas Reilly	001.6100.8110	Employee Benefit Program/January 2010	51.00
		001.6590.7232	Cell Phone Reimbursement/January 2010	79.50
10-0572	Sandra Verrall	001.6590.7232	Cell Phone Reimbursement/January 2010	25.00
10-0573	Ernestine Jones	001.6100.8110	Employee Benefit Program/December 2009	466.34
10-0574	CitiStreet/CalPers 457 Plan	001.6100.8110	Employee Benefit Program/December 2009	291.37
		001.6400.8110		155.00
10-0575	AFLAC	001.6100.8110	Employee Benefit Program/January 2010	278.70
		001.6400.8110		116.50
10-0576		001.6100.7303	Program Fees/January 2010	25.00
10-0577	Managed Health Network	001.6100.8110	Employee Benefit Program/January 2010	18.16
		001.6400.8110		5.18
10-0578	Delta Dental	001.6100.8110	Employee Benefit Program/January 2010	543.79
		001.6400.8110		42.84

10-0579	Principal Financial Group	001.6100.8110	Employee Benefit Program/January 2010	373.52
		001.6400.8110		96.76
10-0580	Vision Service Plan	001.6100.8110	Employee Benefit Program/January 2010	154.59
		001.6400.8110		21.32
10-0581	Cynthia Conners	001.6000.8102	December Compensation	300.00
10-0582	Bert Hack	001.6000.8102	December Compensation	300.00
10-0583	Martin Rhodes	001.6000.8102	December Compensation	300.00
10-0584	Robert Ring	001.6000.8102	December Compensation	300.00
10-0585	Milt Robbins	001.6000.8102	December Compensation	300.00
10-0586	ADP	001.6100.8101	Payroll Ending 11/06/09 Full-time Staff	21,764.85
		001.6100.8102	Payroll Ending 11/06/09 Part-time Staff	1,138.88
		001.0000.2601	Deferred Comp/Payroll Ending 11/06/09	-400.00
		001.0000.2180	FSA Payable/Payroll Ending 11/06/09	-110.00
		001.6400.8101	Payroll Ending 11/06/09 Full-time Staff	4,603.00
		001.6100.8111	Payroll Taxes- Employer	1,366.02
		001.6400.8111	Payroll Taxes- Employer	352.13
		001.6100.2601	Deferred Comp/Payroll Ending 11/06/09	-1,219.80
		190.6500.8101	Payroll Ending 11/06/09 Full-time Staff	540.00
		190.6500.8102	Payroll Ending 11/06/09 Part-time Staff	540.00
		190.6500.8111	Payroll Taxes- Employer	82.62
10-0587	ADP	001.6100.7303	Payroll Processing	109.62
10-0588	CalPERS Retirement	001.6100.8112	Retirement System/Payroll Ending 11/06/09	3,889.29
		001.6400.8112		802.63
10-0589	ICMA Retirement Corporation	001.6100.8101	Deferred Comp/Payroll Ending 11/06/09	374.23
		001.0000.2601	Deferred Comp/Payroll Ending 11/06/09	1,219.80
		001.6100.8101	Payroll Ending 11/20/09 Full-time Staff	21,764.84
10-0590	ADP	001.6100.8102	Payroll Ending 11/20/09 Part-time Staff	1,180.50
		001.0000.2601	Deferred Comp/Payroll Ending 11/20/09	-400.00
		001.0000.2180	FSA Payable/Payroll Ending 11/20/09	-110.00
		001.6400.8101	Payroll Ending 11/20/09 Full-time Staff	4,603.00
		001.6100.8111	Payroll Taxes- Employer	1,375.85
		001.6400.8111	Payroll Taxes- Employer	352.13
		001.6100.2601	Deferred Comp/Payroll Ending 11/20/09	-1,219.80
		190.6500.8101	Payroll Ending 11/20/09 Full-time Staff	540.00
		190.6500.8102	Payroll Ending 11/20/09 Part-time Staff	528.75
		190.6500.8111	Payroll Taxes- Employer	81.76
10-0591	ADP	001.6100.7303	Payroll Processing	109.62
10-0592	CalPERS Retirement	001.6100.8112	Retirement System/Payroll Ending 11/20/09	3,889.30

		001.6400.8112		802.62
10-0593	ICMA Retirement Corporation	001.6100.8101	Deferred Comp/Payroll Ending 11/20/09	374.23
		001.0000.2601	Deferred Comp/Payroll Ending 11/20/09	1,219.80
	TOTAL			435,825.42

Void Check(s): 108232, 108238, 108141, 108212