

# CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting  
Wednesday, October 16, 2019  
2:00 p.m.

Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637

Cynthia Connors  
Mayor

Noel Hatch  
Mayor Pro Tem

Shari L. Horne  
Councilmember



Carol Moore  
Councilmember

Joe Rainey  
Councilmember

*Welcome to a meeting of the Laguna Woods City Council!*

*This meeting may be recorded, televised, and made publicly available.*

Public Comments: Persons wishing to address the City Council are requested to complete and submit a speaker card to City staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the City Council on an item appearing on this agenda will be called upon at the appropriate time during the item's consideration. Persons wishing to address the City Council on an item *not* appearing on the agenda will be called upon during the "Public Comments" item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the City to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods City Council meets regularly on the third Wednesday of each month at 2 p.m.

AGENDA POSTING AND AVAILABILITY

Regular and Adjourned Regular Meetings: Pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act, the City of Laguna Woods posts agendas at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website ([www.cityoflagunawoods.org](http://www.cityoflagunawoods.org)); and, at other locations designated by Resolution No. 17-30, at least 72 hours in advance of regular and adjourned regular meetings. Agendas and agenda materials are available at Laguna Woods City Hall during normal business hours and on the City's website. Printed copies of agendas and agenda materials are provided at no charge in advance of meetings. After meetings have occurred, a per page fee is charged for printed copies.

Special and Emergency Meetings: Agenda posting and availability for special and emergency meetings is conducted pursuant to all applicable provisions of California Government Code (Ralph M. Brown Act).

AGENDA DISTRIBUTION LISTS

Electronic Distribution: The City of Laguna Woods provides notification of agenda posting and availability via email. To register to receive email notifications, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535. Please note that the City is not responsible for, and makes no guaranties or warranties related to, the transmission or receipt of email notifications.

Mail Distribution: The City of Laguna Woods is able to mail agendas and/or agenda materials if provided with advance payment for postage and printing (if applicable). To request mail distribution, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535.

FOR ADDITIONAL INFORMATION

For additional information, please contact the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535, [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org), or 24264 El Toro Road, Laguna Woods, California 92637.

AFFIDAVIT OF POSTING

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

I, Yolie Trippy, City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website ([www.cityoflagunawoods.org](http://www.cityoflagunawoods.org)); and, at other locations designated by Resolution No. 17-30, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

  
\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

10-11-19  
\_\_\_\_\_  
Date

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE**

**IV. PRESENTATIONS AND CEREMONIAL MATTERS**

4.1 Domestic Violence Awareness Month – October 2019

*Recommendation:* Approve and present the proclamation.

**V. PUBLIC COMMENTS**

About Public Comments: This is the time and place for members of the public to address the City Council on items *not* appearing on this agenda. Pursuant to State law, the City Council is unable to take action on such items, but may engage in brief discussion, provide direction to City staff, or schedule items for consideration at future meetings.

**VI. CONSENT CALENDAR**

About the Consent Calendar: All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, City staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

6.1 City Council Minutes

*Recommendation:* Approve the City Council meeting minutes for the regular meeting on September 18, 2019.

6.2 City Treasurer’s Report

*Recommendation:* Receive and file the City Treasurer’s Report for the month of September 2019.

6.3 Warrant Register

*Recommendation:* Approve the warrant register dated October 16, 2019 in the amount of \$630,197.15.

6.4 Fiscal Year 2019-20 Budget Adjustments

*Recommendation:* Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO ADJUSTMENT OF THE COMMITTED FUND BALANCES FOR THE PAID LEAVE CONTINGENCY FUND AND THE GENERAL FUND CONTINGENCY FUND FOR FISCAL YEAR 2019-20

6.5 Investment of Financial Assets Policy

*Recommendation:* Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REVIEWING AND ADOPTING AN ANNUAL STATEMENT OF THE INVESTMENT POLICY, ADOPTING AN INVESTMENT POLICY, AND RENEWING ITS DELEGATION OF INVESTMENT AUTHORITY PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 53607 TO THE CITY TREASURER

6.6 Proposition 68 (2018) Per Capita Program

*Recommendation:* Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS FROM THE STATE OF CALIFORNIA'S PROPOSITION 68 (2018) PER CAPITA PROGRAM, AND MAKING RELATED AUTHORIZATIONS

- 6.7 Water Efficient Median Improvement Project (El Toro Road Between Calle Sonora and Moulton Parkway, Moulton Parkway Between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)

*Recommendation:*

1. Approve the “Water Efficient Median Improvement Project (El Toro Road Between Calle Sonora and Moulton Parkway, Moulton Parkway Between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)” design plans and specifications as prepared by the project architect.

AND

2. Award a contract agreement to KASA Construction, Inc. for the construction of the “Water Efficient Median Improvement Project (El Toro Road Between Calle Sonora and Moulton Parkway, Moulton Parkway Between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)”, excluding work related to the Santa Maria Avenue Shared Median, in the amount of \$254,747.10, plus authorized change orders not to exceed 10% of the base amount; and authorize the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney.
- 6.8 Lot Line Adjustment LLA-1309 to adjust the boundaries of two adjacent parcels owned by the City of Laguna Woods and the El Toro Water District located in the vicinity of the intersection of El Toro Road and Aliso Creek Road in Laguna Woods, CA 92637

*Recommendation:* Approve an agreement for acquisition of real property (including a grant deed) with the El Toro Water District to transfer a portion of a City-owned parcel upon which Woods End Wilderness Preserve is located (Assessor’s Parcel Number: 622-071-22; in the vicinity of the intersection of El Toro Road and Aliso Creek Road and 24995 El Toro Road, Laguna Woods, CA 92637) to the El Toro Water District and authorize the Mayor to

execute the agreement for acquisition of real property, subject to approval as to form by the City Attorney.

## **VII. PUBLIC HEARINGS**

- 7.1 Conditional Use Permit CUP-1395 to allow for alternatives to the off-street parking provisions contained in the Laguna Woods Municipal Code for a new administrative/professional office use at 24221 Paseo de Valencia, Laguna Woods, CA 92637

*Recommendation:*

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1395 TO ALLOW FOR ALTERNATIVES TO THE OFF-STREET PARKING PROVISIONS CONTAINED IN THE LAGUNA WOODS MUNICIPAL CODE FOR A NEW ADMINISTRATIVE/PROFESSIONAL OFFICE USE AT 24221 PASEO DE VALENCIA, LAGUNA WOODS, CA 92637

7.2 2019 California Building Standards Code and Local Amendments

*Recommendation:*

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Continue the public hearing to the regular meeting of the City Council on November 20, 2019 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AND

5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA WOODS MUNICIPAL CODE (BUILDINGS AND CONSTRUCTION) AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE 2019 CALIFORNIA BUILDING CODE; THE 2019 CALIFORNIA RESIDENTIAL CODE; THE 2019 CALIFORNIA ELECTRICAL CODE; THE 2019 CALIFORNIA MECHANICAL CODE; THE 2019 CALIFORNIA PLUMBING CODE; THE 2019 CALIFORNIA ENERGY CODE; THE 2019 CALIFORNIA HISTORICAL BUILDING CODE; THE 2019 CALIFORNIA EXISTING BUILDING CODE; THE 2019

CALIFORNIA GREEN BUILDING STANDARDS CODE;  
AND, THE 2019 CALIFORNIA REFERENCED STANDARDS  
CODE

AND

6. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING CHAPTER 10.12 (CALIFORNIA FIRE CODE) OF TITLE 10 (BUILDINGS AND CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, CC, AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS THERETO

## **VIII. CITY COUNCIL BUSINESS**

### 8.1 Unfunded Retirement Liability

*Recommendation:* Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) PROJECTED UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

8.2 Fiscal Years 2019-21 Budget and Work Plan & Fiscal Years 2019-30 Capital Improvement Program

*Recommendation:* Adopt resolutions entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO AMENDMENTS OF THE CAPITAL IMPROVEMENT PROGRAM

AND

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE 11-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2019-20 THROUGH 2029-30, IN CONFORMANCE WITH MEASURE M2 (OC GO) REQUIREMENTS AND APPLICABLE CITY POLICIES AND DISCRETION

**IX. CITY COUNCIL REPORTS AND COMMENTS**

About City Council Comments and Reports: This is the time and place for members of the City Council to provide reports on meetings attended including, but not limited to, meetings of regional boards and entities to which they have been appointed to represent the City and meetings attended at the expense of the City pursuant to California Government Code Section 53232.3. Members of the City Council may also make other comments and announcements.

- 9.1 Coastal Greenbelt Authority  
Mayor Conners; Alternate: Councilmember Horne
- 9.2 Orange County Fire Authority  
Mayor Pro Tem Hatch
- 9.3 Orange County Library Advisory Board  
Councilmember Rainey; Alternate: Councilmember Moore

9.4 Orange County Mosquito and Vector Control District  
Councilmember Horne

9.5 San Joaquin Hills Transportation Corridor Agency  
Mayor Conners; Alternate: Councilmember Moore

9.6 South Orange County Watershed Management Area  
Councilmember Moore; Alternate: Mayor Pro Tem Hatch

9.7 Other Comments and Reports

- California Joint Powers Insurance Authority's Risk Management Educational Forum – October 9-11, 2019 (Mayor Conners, Councilmember Moore)
- Other Comments and Reports

**X. CLOSED SESSION**

**XI. CLOSED SESSION REPORT**

**XII. ADJOURNMENT**

Next Regular Meeting: Wednesday, November 20, 2019 at 2 p.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637

4.1  
PROCLAMATION –  
DOMESTIC VIOLENCE AWARENESS MONTH –  
OCTOBER 2019

*This page is intentionally blank.*

**Proclamation**  
**City of Laguna Woods**  
**Domestic Violence Awareness Month**  
**October 2019**

**WHEREAS**, domestic violence, which is also known as intimate partner violence, includes patterns of abusive behavior used by a partner to assert power or control over a person to whom they are married, living with, or dating; and

**WHEREAS**, domestic violence takes many forms, including physical and sexual harm, threats, intimidation, emotional abuse, economic deprivation, and other fear-inducing actions, often with several of those actions occurring in the same situation; and

**WHEREAS**, domestic violence transcends all personal attributes and circumstances to affect individuals regardless of race, ethnicity, nationality, religion, age, gender, sexual orientation, education, economic position, or socioeconomic background; and

**WHEREAS**, there are a variety of supportive resources available to those affected either directly or indirectly by domestic violence, including the Orange County Sheriff's Department and the National Domestic Violence Hotline; and

**WHEREAS**, while identifying and stopping domestic violence is often difficult and requires professional intervention, it is incumbent on individuals to be observant and report actual or suspected domestic violence to the appropriate authorities.

**NOW, THEREFORE, BE IT RESOLVED** that the Laguna Woods City Council does hereby proclaim October 2019 as "Domestic Violence Awareness Month" in the City of Laguna Woods and encourages individuals to help create a violence-free community.

Dated this 16<sup>th</sup> day of October, 2019

---

Cynthia Conners  
Mayor

---

Attest: Yolie Trippy, CMC  
City Clerk

*This page is intentionally blank.*

**6.0**  
**CONSENT CALENDAR SUMMARY**

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** October 16, 2019 Regular Meeting

**SUBJECT:** Consent Calendar Summary

---

### **Recommendation**

Approve all proposed actions on the October 16, 2019 Consent Calendar by single motion and City Council action.

### **Background**

All items listed on the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the City Council, staff, or the public requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action.

### **Summary**

The October 16, 2019 Consent Calendar contains the following items:

- 6.1 Approval of the City Council meeting minutes for the regular meeting on September 18, 2019.
- 6.2 Approval of a motion to receive and file the City Treasurer's Report for the month of September 2019.
- 6.3 Approval of the warrant register dated October 16, 2019 in the amount of \$630,197.15. A list of warrants is included in the agenda packet; detailed information about individual warrants is available at or from City Hall.

- 6.4 Adoption of a resolution amending and adopting the Fiscal Years 2019-21 Budget and Work Plan for Fiscal Year 2019-20 commencing July 1, 2019 and ending June 30, 2020, and Fiscal Year 2020-21 commencing July 1, 2020 and ending June 30, 2021, related to adjustment of the committed fund balances for the Paid Leave Contingency Fund and the General Fund Contingency Fund for Fiscal Year 2019-20. In accordance with Administrative Policy 2.9, the Fiscal Year 2019-20 Budget was adopted with an estimate of the committed fund balance for the Paid Leave Contingency Fund, subject to finalization by City Council action after fiscal-year-end calculations are available. The proposed resolution would decrease and finalize the committed fund balance for the Paid Leave Contingency Fund by \$18,438 and increase the committed fund balance for the General Fund Contingency Fund by \$18,438. The City's total committed and assigned reserves would remain unchanged at \$2,969,300.
- 6.5 Adoption of a resolution reviewing and adopting an annual statement of the investment policy, adopting an investment policy, and renewing the City Council's delegation of investment authority pursuant to California Government Code Section 53607 to the City Treasurer. An agenda report is included with additional information.
- 6.6 Adoption of a resolution approving application(s) for per capita grant funds from the State of California's Proposition 68 (2018) Per Capita Program, and making related authorizations. The proposed resolution would fulfill a requirement of the State of California for the City Council to pass one resolution approving the filing of all applications for per capita grant funds from the Proposition 68 (2018) Per Capita Program. The proposed resolution would also authorize the City Manager to take a variety of actions related to applying for, securing, and administering the funds.
- 6.7 [1] Approval of the "Water Efficient Median Improvement Project (El Toro Road Between Calle Sonora and Moulton Parkway, Moulton Parkway Between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)" design plans and specifications as prepared by the project architect (available at or from City Hall). The subject project is included in the Fiscal Years 2019-30 Capital Improvement Program.

AND

[2] Award of a contract agreement to KASA Construction, Inc. for the construction of the “Water Efficient Median Improvement Project (El Toro Road Between Calle Sonora and Moulton Parkway, Moulton Parkway Between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)”, excluding work related to the Santa Maria Avenue Shared Median, in the amount of \$254,747.10, plus authorized change orders not to exceed 10% of the base amount; and authorization for the City Manager to execute a contract agreement and approve change orders, subject to approval of the contract agreement as to form by the City Attorney. Bids to construct the subject project were solicited from September 12, 2019 to October 3, 2019. Six bids were received (Aramaxx Construction, CleanCut Landscape, Conserve LandCare, Greener Environments, KASA Construction, and Yakar General Contractors) with KASA Construction bidding the lowest cost. At this time, staff recommends that the City Council exclude the work related to the Santa Maria Avenue Shared Median due to cost and budget limitations. Staff would subsequently re-evaluate that scope of work and identify next steps to construct those water efficient median improvements.

- 6.8 Approval of an agreement for acquisition of real property (including a grant deed) with the El Toro Water District to transfer a portion of a City-owned parcel upon which Woods End Wilderness Preserve is located (Assessor’s Parcel Number: 622-071-22; in the vicinity of the intersection of El Toro Road and Aliso Creek Road and 24995 El Toro Road, Laguna Woods, CA 92637) to the El Toro Water District and authorization for the Mayor to execute the agreement for acquisition of real property, subject to approval as to form by the City Attorney. The proposed agreement is related to Lot Line Adjustment LLA-1309, which the City Council previously took action on October 17, 2018. Lot Line Adjustment LLA-1309 would adjust the boundaries of two adjacent parcels owned by the City of Laguna Woods and the El Toro Water District, in order to accommodate the El Toro Water District’s Oso Lift Station Improvement Project.

*This page is intentionally blank.*

**6.1**  
**CITY COUNCIL MINUTES**

*This page is intentionally blank.*

**CITY OF LAGUNA WOODS CALIFORNIA  
CITY COUNCIL MINUTES  
REGULAR MEETING  
September 18, 2019  
2:00 P.M.  
Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637**

---

**I. CALL TO ORDER**

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

**II. ROLL CALL**

COUNCILMEMBER:           PRESENT:   Horne, Moore, Rainey, Connors  
                                  ABSENT:   -

STAFF PRESENT:           City Manager Macon, City Attorney Cosgrove, City Clerk Trippy

**III. PLEDGE OF ALLEGIANCE**

Councilmember Moore led the pledge of allegiance.

**IV. PRESENTATIONS AND CEREMONIAL MATTERS**

4.1 World Alzheimer’s Awareness Month – September 2019

Councilmembers made comments.

Mayor Pro Tem Hatch entered the meeting at 2:06 p.m.

Moved by Councilmember Moore, seconded by Councilmember Horne, and carried unanimously on a 5-0 vote, to approve and present the proclamation for World Alzheimer’s Awareness Month.

4.2 Fire Prevention Week – October 5-12, 2019

Division Chief Contreras, Orange County Fire Authority, made comments and responded to City Council questions.

Councilmembers made comments.

Moved by Councilmember Moore, seconded by Councilmember Rainey, and carried

unanimously on a 5-0 vote, to approve and present the proclamation for Fire Prevention Week.

**V. PUBLIC COMMENT**

Sid Hedjazi, member of the public, presented Optical Signs' solar-powered traffic signs and suggested that the signs be implemented in Laguna Woods.

Councilmembers briefly responded to Mr. Hedjazi's comments.

**VI. CONSENT CALENDAR**

Moved by Councilmember Rainey, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to approve Consent Calendar items 6.1 – 6.4.

6.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on July 17, 2019 and the regular meeting on August 21, 2019.

6.2 City Treasurer's Report

Received and filed the City Treasurer's Report for the month of August 2019.

6.3 Warrant Register

Approved the warrant register dated September 18, 2019 in the amount of \$752,481.39.

6.4 Interim Administrative Services Director/City Treasurer Services

1. Waived the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding.

AND

2. Ratified the City Manager's execution of the agreement (and, subsequent extension thereto) with LSL CPAs and Advisors for Interim Administrative Services Director/City Treasurer Services, in an amount that may exceed \$50,000 over the term of the agreement, through December 20, 2019.

**VII. PUBLIC HEARINGS – None**

**VIII. CITY COUNCIL BUSINESS**

8.1 Assembly Bill 2766 Mobile Vehicle Subvention Program

City Manager Macon made a presentation.

Councilmembers discussed the item and staff answered related questions.

Moved by Councilmember Horne, seconded by Councilmember Rainey, and carried unanimously on a 5-0 vote, to approve second reading and adopt an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ADDING CHAPTER 3.16 TO THE LAGUNA WOODS MUNICIPAL CODE RELATED TO THE ASSEMBLY BILL 2766 MOBILE VEHICLE SUBVENTION PROGRAM, IN ACCORDANCE WITH CALIFORNIA HEALTH AND SAFETY CODE SECTION 44243(B)

**IX. CITY COUNCIL REPORTS AND COMMENTS**

9.1 Coastal Greenbelt Authority

Mayor Connors and Councilmember Horne provided a report.

Councilmember Moore briefly responded to the report.

9.3 Orange County Library Advisory Board

Councilmember Rainey provided a report.

Councilmember Moore noted an upcoming committee meeting.

9.4 Orange County Mosquito and Vector Control District

Councilmember Horne provided a report.

Councilmembers briefly commented on the report.

9.2 Orange County Fire Authority

Mayor Pro Tem Hatch provided a report.

Councilmembers briefly commented on the report.

Mayor Pro Tem Hatch provided a report on a recent mayors meeting with Supervisor Bartlett regarding homelessness.

Councilmembers briefly commented on the report.

9.5 San Joaquin Hills Transportation Corridor Agency

Mayor Connors provided a report.

9.6 South Orange County Watershed Management Area

Councilmember Moore stated that there had been no meeting since the last meeting.

9.7 Other Comments and Reports

Councilmember Rainey provided a report on the Senior Citizen Advisory Council's Housing and Transportation Committee.

Councilmember Moore provided a report on the Southern California Association of Government's Emerging Technologies Committee.

Councilmember Horne provided a report on the California Senior Legislature.

Mallory Vega, Alzheimer's Orange County, made comments regarding World Alzheimer's Awareness Month.

Councilmembers briefly responded to Ms. Vega's comments.

**X. CLOSED SESSION – None**

**XI. CLOSED SESSION REPORT – None**

**XII. ADJOURNMENT**

The meeting was adjourned at 3:14 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, October 16, 2019, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

---

YOLIE TRIPPY, CMC, City Clerk

Approved: October 16, 2019

---

CYNTHIA CONNERS, Mayor

**6.2**  
**CITY TREASURER'S REPORT**

*This page is intentionally blank.*



**City of Laguna Woods**  
**City Treasurer's Report**  
 For the Month Ended September 30, 2019

ITEM 6.2

**CASH AND INVESTMENTS**

	Beginning Balances As of 8/31/19	Earnings & Receipts	Disbursements	Purchases, Transfers & Other Adjustments	Ending Balances As of 9/30/19	% of Total Cash & Investment Balances	Maximum % Allowed per Investment Policy
<b>Cash and Cash Equivalents</b>							
Analyzed Checking Account (Note 1)	\$ 556,173	\$ 463,874	\$ (626,612)	\$ 243,345	\$ 636,780	5.87%	
Cash Balances, Multi-Bank Securities (MBS) Account (Note 4)	\$ 3,786	\$ 7,067	\$ (3,786)	\$ -	\$ 7,067	0.07%	
Earned Interest in Transit and Accrued Interest, MBS Account (Note 4)	\$ 13,053	\$ (8,130)	\$ 7,067	\$ -	\$ 11,990	0.11%	
Petty Cash	\$ 1,898	\$ 102	\$ (39)	\$ -	\$ 1,961	0.02%	
<b>Total Cash and Cash Equivalents</b>	<b>\$ 574,910</b>	<b>\$ 462,914</b>	<b>\$ (623,370)</b>	<b>\$ 243,345</b>	<b>\$ 657,798</b>	<b>6.06%</b>	<b>100.00%</b>
<b>Pooled Money Investment Accounts</b>							
Local Agency Investment Fund (LAIF) (Notes 2 and 3)	\$ 5,747,412	\$ -	\$ -	\$ (250,000)	\$ 5,497,412	50.67%	
Orange County Investment Pool (OCIP) (Notes 2 and 3)	\$ 2,109,251	\$ 4,047	\$ (106)	\$ -	\$ 2,113,192	19.48%	
<b>Total Pooled Money Investment Accounts</b>	<b>\$ 7,856,663</b>	<b>\$ 4,047</b>	<b>\$ (106)</b>	<b>\$ (250,000)</b>	<b>\$ 7,610,604</b>	<b>70.15%</b>	<b>90.00%</b>
<b>Investments - Interest and Income Bearing</b>							
Certificates of Deposit (fair value) (Note 2 and 4)	\$ 2,580,296	\$ -	\$ -	\$ 721	\$ 2,581,017	23.79%	
<b>Total Investments - Interest and Income Bearing</b>	<b>\$ 2,580,296</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 721</b>	<b>\$ 2,581,017</b>	<b>23.79%</b>	<b>30.00%</b>
<b>TOTAL</b>	<b>\$ 11,011,869</b>	<b>\$ 466,961</b>	<b>\$ (623,476)</b>	<b>\$ (5,934)</b>	<b>\$ 10,849,419</b>	<b>100.00%</b>	

**Summary of Total Cash, Cash Equivalents, and Investments:**

	General Fund	Special Revenue Funds	Totals
Analyzed Checking Account	\$ (834,782)	\$ 1,471,562	\$ 636,780
Cash Balances, MBS Account	\$ 7,067	\$ -	\$ 7,067
Earned Interest in Transit and Accrued Interest, MBS Account	\$ 11,990	\$ -	\$ 11,990
Petty Cash	\$ 1,961	\$ -	\$ 1,961
LAIF	\$ 5,497,412	\$ -	\$ 5,497,412
OCIP	\$ 2,113,192	\$ -	\$ 2,113,192
Certificates of Deposit	\$ 2,581,017	\$ -	\$ 2,581,017
<b>Totals</b>	<b>\$ 9,377,857</b>	<b>\$ 1,471,562</b>	<b>\$ 10,849,419</b>

(See NOTES on Page 3 of 3)



**City of Laguna Woods**  
**City Treasurer's Report**  
 For the Month Ended September 30, 2019

ITEM 6.2

**CASH AND INVESTMENTS**

CUSIP	Investment #	Issuer	Term	Purchase Date	Settlement Date	Par Value	Market Value	Book Value	Stated Rate (Note 4)	Coupon Type	1st Coupon Date	Rating or Rank (*)	Yield to Maturity 365 Days	Maturity Date
<b>Money Funds and Certificate of Deposits (CDs, Federal Deposit Insurance Corporation [FDIC] Insured)</b>														
38148PTD9	2017-6	GOLDMAN SACHS BANK USA	36 months	11/16/17	11/22/17	245,000	245,691	245,000	2.050	Semi-Annual	05/22/18	Green*	2.050	11/23/20
61747ML58	2018-1	MORGAN STANLEY BK N A SALT LAKE	36 months	02/14/18	02/22/18	100,000	101,102	100,000	2.600	Semi-Annual	08/22/18	Green***	2.600	02/22/21
101120DWO	2018-2	BOSTON PRIVATE BANK & TR	21 months	03/09/18	03/23/18	245,000	245,228	245,000	2.300	Monthly	04/23/18	Green***	2.300	12/23/19
649447RJO	2018-3	NEW YORK COMMUNITY BANK	24 months	03/23/18	03/28/18	100,000	100,301	100,000	2.450	Semi-Annual	09/28/18	Green***	2.450	03/27/20
05580AMD3	2018-4	BMW BANK NORTH AMERICA	36 months	03/23/18	03/29/18	245,000	248,254	245,000	2.700	Semi-Annual	09/29/18	Green***	2.700	03/29/21
254673RS7	2018-5	DISCOVER BANK (#5649)	36 months	07/11/18	07/18/18	245,000	250,204	245,000	3.000	Semi-Annual	01/18/19	Green***	3.000	07/19/21
90348JEA4	2018-6	UBS BANK USA	48 months	10/01/18	10/05/18	245,000	255,322	245,000	3.250	Monthly	11/05/18	Green***	3.250	10/05/22
61760ARV3	2018-7	MORGAN STANLEY PRIVATE BK NATL	60 months	11/06/18	11/15/18	245,000	261,349	245,000	3.550	Semi-Annual	05/15/19	Green***	3.550	11/15/23
87164YQG2	2018-8	SYNCHRONY BANK RETAIL/MORGAN	60 months	05/19/17	05/19/17	100,000	101,519	97,431	2.470	Semi-Annual	11/19/17	Green***	2.400	05/19/22
02589AA28	2018-9	AMERICAN EXPRESS NATL	60 months	12/04/18	12/04/18	240,000	256,159	240,000	3.550	Semi-Annual	06/04/19	Green***	3.550	12/04/23
33715LCZ1	2018-10	FIRST TECHNOLOGY FED CU MTN VIEW	60 months	12/07/18	12/12/18	245,000	262,108	245,000	3.600	Monthly	01/12/19	Green***	3.600	12/12/23
949763ZA7	2019-1	WELLS FARGO BK N A	60 months	04/09/19	04/10/19	245,000	253,781	245,000	2.850	Monthly	05/10/19	Green*	2.850	04/10/24
		Accrued Interest - Month End					11,990							
<b>Total CDs</b>						<b>2,500,000</b>	<b>2,593,008</b>	<b>2,497,431</b>						

(\*) At the time of purchase and until September 2017, CDs were rated or ranked using an IDC Financial Publishing, Inc. (IDC) compiled ranking, and includes a one-number summary rank of quality comprised of 35 key financial ratios. Ranks range from 1 (the lowest) to 300 (the highest) and fall into one of the following six groups per Table 1. Post September 2017, CDs are ranked using the Veribanc Rating System, a two-part color code and star classification system which tests the present standing and future outlook by reviewing an institution's capital strength, asset quality, management ability, earnings sufficiency, liquidity, and sensitivity to market risk. Table 2 below summarizes the Veribanc color rankings. Veribanc star ratings of one to three, with three being best, are used to help review a possible future trend of an institutions health based on metrics from ten prior quarters. A rating of one, two, or three, are not necessarily an indicator of risk or an undesirable investment. The City reviews other rating systems and issuer financials before choosing any investment.

Table 1: CD Rankings (used prior to September 2017)

IDC Rank	Group Meaning
200-300	Superior
165-199	Excellent
125-164	Average
75-124	Below Average
2-74	Lowest Ratios
1	Highest Probability of Failure

Table 2: Veribanc Color Rankings (used post September 2017)

Veribanc Rank	Color Meaning
Green	Highest rating, exceeds qualifications in equity and income tests
Yellow	Merits attention, meets minimal qualifications in equity and income tests
Red	Merits close attention, does not meet minimal qualifications for equity and has incurred significant losses

**Government Pooled Money Investment Accounts (Notes 2 and 3)**

CUSIP	Investment #	Issuer	Term	Purchase Date	Settlement Date	Par Value	Market Value	Book Value	Stated Rate	Coupon Type	1st Coupon Date	Rating or Rank	Yield to Maturity 365 Days	Maturity Date
N/A	N/A	Local Agency Investment Fund (LAIF)	N/A	Various	Various	5,497,412	5,497,412	5,497,412	Pending	N/A	N/A	N/A	N/A	N/A
N/A	N/A	Orange County Investment Pool (OCIP)	N/A	Various	Various	2,113,192	2,113,192	2,113,192	Pending	N/A	N/A	N/A	N/A	N/A
<b>Total PMIA</b>						<b>7,610,604</b>	<b>7,610,604</b>	<b>7,610,604</b>						

(See NOTES on Page 3 of 3)



**City of Laguna Woods**  
**City Treasurer's Report**  
 For the Month Ended September 30, 2019

**CASH AND INVESTMENTS**

	Beginning Balances As of 8/31/19	Contributions / (Withdrawals)	Administrative Fees & Investment Expense	Unrealized Gain / (Loss)	Ending Balances As of 9/30/19
<b>Other Post-Employment Benefits (OPEB) Trust</b>					
CalPERS California Employers' Retiree Benefit Trust (CERBT) (CERBT holds all assets and administers the OPEB Trust)	\$ 103,598	\$ -	\$ (7)	\$ (96)	\$ 103,495
<b>Total Other Funds - Held in Trust</b>	<b>\$ 103,598</b>	<b>\$ -</b>	<b>\$ (7)</b>	<b>\$ (96)</b>	<b>\$ 103,495</b>

**Notes:**

Note 1 - Analyzed Checking Account / Monthly activity reported does not reflect September 2019 vendor invoicing processed after the date of this report. Adjustment needed to reverse adjustment made in August for July deposit posted in August (-\$6,660) and interest received in August not previously posted (\$5).

Note 2 - During September 2019, transaction activity in pooled money investment accounts, investment accounts and fiduciary trusts included:

LAIF / In September 2019, the City made no deposits to the LAIF account and withdrew \$250,000 for cash flow purposes. The balance includes an adjustment in the amount of \$10,615.43 to report balances at fair market value as of June 2019.

OCIP / The City made no deposits to or withdrawals from the OCIP. The balance includes an adjustment in the amount of \$8,597.30 to report balances at fair market value as of June 2019.

Investments / There were no maturities or purchases of investments. Investments were adjusted in the amount of \$721 to report balances at fair market value as of September 2019.

OPEB Trust / The City made no contributions to the OPEB Trust in September 2019. The Trust experienced a net loss of \$102.48 in September 2019.

Note 3 - Investment earnings on pooled money investment accounts deposited and reported September 2019 net of related fees were:

Pool	Earnings Post	Prior Period Earnings Deposited	Deposit for Period Ended	Current Month / Quarter Gross Yield	Current Month / Quarter Earnings Will Post	Notes
LAIF	Quarterly	\$0	N/A	See Notes	October 2019	Total pool interest for August 2019 was 2.280% and the City's yield will be slightly lower based on allocation ratios and administrative fees to be deducted.
OCIP	Monthly	\$4,047	May 2019	See Notes	See Notes	The OCIP September 2019 statement had not been received at the time of this report, balance reported is as of August 31, 2019. Interest is posted three months in arrears and fees are posted monthly. Accrued interest pending payment at August 31, 2019 was \$15,256.52. August 2019 interest rate was 2.283% and fees were 0.059%.

Note 4 - CDs / The stated earnings rate for CDs is a fixed rate for the full term. The City earned interest of \$7,066.74 and transferred out \$3,786.31 in cash balances to the City's checking account in September 2019. Cash balances to be invested or paid out are classified separately on page 1 of 3. The City's portfolio also has \$11,990.40 in accrued interest, not yet vested.

**City Treasurer's Certification**

I, Kriste M. Saldaña, Interim City Treasurer, do hereby certify:

- That all investment actions executed since the last report have been made in full compliance with the City's Investment of Financial Assets Policy; and
- That the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months.

\_\_\_\_\_  
 Kriste M. Saldaña, Interim City Treasurer

10.10.19  
 \_\_\_\_\_  
 Date

*This page is intentionally blank.*

## **6.3 WARRANT REGISTER**

*This page is intentionally blank.*

CITY OF LAGUNA WOODS  
WARRANT REGISTER  
10/16/2019

ITEM 6.3

This Report Covers the Period 9/01/2019 through 9/30/2019

Date	Vendor Name	Description	Amount	
<b>Debit</b>	<b>Automatic Bank Debits</b>			
09/03/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/02/2019	2,327.63	
09/03/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/02/2019	1,037.78	
09/05/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 08/30/2019	1,084.61	
09/05/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 08/30/2019	16,536.85	
09/05/2019	ADP TAX	Payroll Taxes / Pay Period Ended 08/30/2019	7,411.36	
09/06/2019	ADP PAYROLL SERVICES	Payroll Processing Fees / Pay Period Ended 08/30/2019	179.85	
09/11/2019	CALPERS - HEALTH	Employee Benefit Program / September 2019	3,564.95	
09/11/2019	BUSINESS PLANS, INCORPORATED	Employee Benefit Program / August 2019	416.67	
09/16/2019	U.S. BANK	Bank Service Charges / August 2019	30.54	
09/17/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/16/2019	2,350.61	
09/17/2019	CALPERS - RETIREMENT	Retirement Contributions / Pay Period Ended 08/16/2019	1,037.78	
09/19/2019	ADP WAGE PAY	Payroll Transfer / Pay Period Ended 09/13/2019	16,536.85	
09/19/2019	ADP TAX	Payroll Taxes / Pay Period Ended 09/13/2019	7,411.36	
09/19/2019	ICMA / MFRS AND TRADERS TRUST	Employee Benefit Program / Pay Period Ended 09/13/2019	1,084.61	
09/19/2019	COUNTY OF ORANGE - SHERIFF	Law Enforcement Services / September 2019	229,863.39	
09/20/2019	CALPERS - RETIREMENT	SSA 218 Annual Fee / Fiscal Year 2019-20	300.00	
09/20/2019	CALPERS - UAL / GASB 68	Annual GASB Reporting Service Fee / Fiscal Year 2019-20	700.00	
09/24/2019	BUSINESS PLANS, INCORPORATED	Employee Benefit Program / August 2019	757.86	
<b>Numbe</b>	<b>Warrants:</b>			
3294	09/03/2019	ACCOUNTEMPS	Temporary Accounting Clerk Services / Week Ending August 16, 2019	1,687.50
3295	09/03/2019	DELTA DENTAL OF CALIFORNIA	Employee Benefits Program / September 2019	246.13
3296	09/03/2019	FOREST PRINTING & COPYING INC	Printing Services	188.56
3297	09/03/2019	LANCE, SOLL & LUNGHARD LLP	Interim Administrative Services Director/City Treasurer Services / July 2019	9,900.00
3298	09/03/2019	MANAGED HEALTH NETWORK	Employee Benefits Program / September 2019	12.54
3299	09/03/2019	MICHAEL BAKER INTERNATIONAL	Planning Services / July 2019	2,111.47
3300	09/03/2019	OFFICE DEPOT	Office Supplies / August 2019	274.39
3301	09/03/2019	ORANGE COUNTY COUNCIL OF GOVTS	Annual Dues / Fiscal Year 2019-20	4,180.74
3302	09/03/2019	RICOH USA, INC.	Copier Lease / September 2019	214.20
3303	09/03/2019	U.S. BANK	Credit Card Charges (expenditures reported separately - see note 3)	730.98
3304	09/03/2019	VISION SERVICE PLAN OF AMERICA	Employee Benefits Program / September 2019	122.28
3305	09/03/2019	LANCE, SOLL & LUNGHARD LLP	Interim Administrative Services Director/City Treasurer Services / June 2019	10,150.00
3306	09/03/2019	ANGELQUE FLANAGAN	Replacement for Check #2941 dated April 18, 2019	7.88
3307	09/03/2019	CHECK VOIDED	VOID	0.00
3308	09/03/2019	CHECK VOIDED	VOID	0.00
3309	09/05/2019	RUTAN & TUCKER, LLP	Legal Services / June 2019	7,405.05
3310	09/05/2019	360 BUSINESS CONSULTING	Website Hosting & Maintenance / August 2019	275.00
3311	09/05/2019	ACCOUNTEMPS	Temporary Accounting Clerk Services / Week Ending August 23, 2019	1,687.50
3312	09/05/2019	AT&T	Telephone / 639-0500 / August 2019	212.33
3313	09/05/2019	AT&T	Telephone / 452-0600 / August 2019	1,488.81
3314	09/05/2019	AT&T	Telephone / 458-3487 / August 2019	40.97
3315	09/05/2019	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / July 2019	14,115.00
3316	09/05/2019	CALIFORNIA INTERNET LP	City Hall Internet Service / October 2019	349.00

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
10/16/2019**

ITEM 6.3

This Report Covers the Period 9/01/2019 through 9/30/2019

Date	Vendor Name	Description	Amount	
3317	09/05/2019	CITY OF LAGUNA BEACH	Animal Control & Shelter Services / August 2019	9,425.00
3318	09/05/2019	CIVIL SOURCE	Traffic Engineering / July 2019	4,910.00
3318	09/05/2019	CIVIL SOURCE	Building Inspection & Counter Services / July 2019	36,448.13
3319	09/05/2019	CSG CONSULTANTS INC	Building Plan Check Services / July 2019	3,442.50
3320	09/05/2019	ORANGE COUNTY CLERK-RECORDER	Covenant & Agreement Recording Fee	195.00
3321	09/05/2019	CHECK VOIDED	VOID	0.00
3322	09/05/2019	PETTY CASH	Replenish Petty Cash	0.00
3323	09/05/2019	RED HAWK FIRE & SECURITY, LLC	Fire & Security System Maintenance / August 2019	535.00
3324	09/05/2019	SIEMENS MOBILITY, INC.	Traffic Maintenance / July 2019	2,592.50
3325	09/05/2019	SOUTHERN CALIFORNIA EDISON	Street Lighting - Residential / August 2019	1,354.29
3326	09/05/2019	STAPLES	Office & Janitorial Supplies / August 2019	235.03
3327	09/17/2019	CITY OF ALISO VIEJO	Dairy Fork Constructed Wetland Maintenance Cost-Share / Fiscal Year 2018-19	2,939.96
3328	09/17/2019	SOUTHERN CALIFORNIA EDISON	Electric Services / Fiscal Year 2018-19	449.06
3329	09/17/2019	ACCUENTEPS	Temporary Accounting Clerk Services / Week Ending August 30, 2019	1,687.50
3330	09/17/2019	AT&T	White Pages / September 2019	4.48
3331	09/17/2019	BALLIET, MICHAEL	Waste Management Consulting Services / August 2019	1,381.25
3332	09/17/2019	CAPTIONING UNLIMITED	Closed Captioning Services / August 2019	200.00
3333	09/17/2019	CIVIL SOURCE	Traffic Engineering / July 2019	15,422.50
3334	09/17/2019	CONSOLIDATED CONTRACTING SERVICES, INC.	Waste Diversion Deposit Refund	900.00
3335	09/17/2019	EL TORO WATER DISTRICT	Water Service / July 2019	3,568.52
3336	09/17/2019	IRWIN B BORNSTEIN, CPA	Financial Consulting Services / August 2019	2,826.25
3337	09/17/2019	J G CONSTRUCTION	Waste Diversion Deposit Refund	2,700.00
3338	09/17/2019	KONE INC.	City Hall Elevator Maintenance / September 2019	277.57
3339	09/17/2019	MARC DONOHUE	Administrative Services / August 2019	150.00
3340	09/17/2019	MICHAEL BAKER INTERNATIONAL	General Plan Comprehensive Update Project / July 2019	1,045.00
3341	09/17/2019	ORANGE COUNTY CLERK-RECORDER	Covenant & Agreement Recording Fee	210.00
3342	09/17/2019	ORANGE COUNTY REGISTER-NOTICES	Public Notices / August 2019	1,227.00
3343	09/17/2019	PARK CONSULTING GROUP, INC	Consulting Services / August 2019	15,362.50
3344	09/17/2019	PHILIP NAIDETH	Cancelled Permit Refund	18.50
3345	09/17/2019	PV MAINTENANCE INC	Streets, City Hall, & Park Maintenance / August 2019	27,391.10
3346	09/17/2019	RICOH USA, INC.	Copier Usage / August 2019	181.18
3347	09/17/2019	SOUTHERN CALIFORNIA EDISON	Electric Services / August 2019	5,852.05
3348	09/17/2019	SUNSET PROPERTY SERVICES	Street Sweeping Services / August 2019	2,832.00
3349	09/17/2019	TEAM ONE MANAGEMENT	Janitorial Services / August 2019	916.22
3350	09/17/2019	THE GAS COMPANY	Gas Service - City Hall / August 2019	14.30
3351	09/17/2019	TRAUMA INTERVENTION PROGRAMS, INC	Emotional & Practical Support Services / Fiscal Year 2019-20	1,998.24
3352	09/17/2019	WM CURBSIDE, LLC	HHW, Medicine & Sharps Program / August 2019	6,511.20
3353	09/24/2019	ACCUENTEPS	Temporary Accounting Clerk Services / Week Ending September 6, 2019	1,350.00
3354	09/24/2019	AT&T	Telephone / 581-9821 / August 2019	62.46
3355	09/24/2019	AT&T	Telephone / 583-1105 / August 2019	21.22
3356	09/24/2019	BROWN ARMSTRONG ACCOUNTANCY CORPORATION	Audit Services / August 2019	5,500.00
3357	09/24/2019	CAA	Water Quality Services / August 2019	528.00
3358	09/24/2019	CALIFORNIA YELLOW CAB	Taxi Voucher Services / August 2019	3,644.00
3359	09/24/2019	CIVIL SOURCE	Building Inspection & Counter Services / August 2019	36,954.75
3359	09/24/2019	CIVIL SOURCE	El Toro Road Traffic Signal Synchronization Project Maintenance / August 2019	845.00

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
10/16/2019**

ITEM 6.3

This Report Covers the Period 9/01/2019 through 9/30/2019

Date	Vendor Name	Description	Amount	
3359	09/24/2019	CIVIL SOURCE	Moulton Parkway Traffic Signal Synchronization Project Maintenance / August 2019	1,152.50
3360	09/24/2019	COUNTY OF ORANGE	Automated Fingerprint ID System / September 2019	784.00
3361	09/24/2019	FOREST PRINTING & COPYING INC	Printing Services	433.16
3362	09/24/2019	GOVERNMENT FINANCE OFFICERS	Employee Training / October 2019	783.00
3363	09/24/2019	HINDERLITER DE LLAMAS & ASSOCIATES	Sales and Use Tax Consulting Service / 1st Quarter 2019	750.00
3364	09/24/2019	RED HAWK FIRE & SECURITY, LLC	Fire & Security Monitoring / October - December 2019	240.00
3365	09/24/2019	RUTAN & TUCKER, LLP	Legal Services / July 2019	8,289.45
3366	09/24/2019	SIEMENS MOBILITY, INC.	Traffic Maintenance / August 2019	1,753.00
3367	09/24/2019	VAN DYKE LANDSCAPE ARCHITECTS	Landscape Architectural Services / July - August 2019	10,687.50
3368	09/27/2019	ACCOMTEMPS	Temporary Accounting Clerk Services / Week Ending September 13, 2019	1,424.25
3369	09/27/2019	BOUTWELL FAY LLP	Legal Services / August 2019	85.00
3370	09/27/2019	BRIGHTVIEW LANDSCAPE SERVICES, INC.	Landscape Maintenance / August 2019	14,115.00
3371	09/27/2019	BUSINESS PLANS, INCORPORATED	125 Cafeteria Plan Administration / Sept 2019	100.00
3372	09/27/2019	CALIFORNIA YELLOW CAB	NEMT Taxi Voucher Services / August 2019	6,784.00
3373	09/27/2019	CAPTIONING UNLIMITED	Closed Captioning Services / September 2019	200.00
3374	09/27/2019	CSG CONSULTANTS INC	Building Plan Check Services / August 2019	3,952.50
3375	09/27/2019	HDL COREN & CONE	CAFR Services / August 2019	745.00
3376	09/27/2019	NEW MILLENNIUM CONSTRUCTION SERVICES, INC.	City Hall Refurbishment & Safety Project Phase 1	19,713.62
3377	09/27/2019	OFFICE DEPOT	Office Supplies / September 2019	411.67
3378	09/27/2019	PRACTICAL DATA SOLUTIONS	IT Support Services / August 2019	2,148.00
3379	09/27/2019	RICOH USA, INC.	Copier Lease / October 2019	214.20
3380	09/27/2019	TYLER TECHNOLOGIES, INC.	Permitting Software / August 2019	3,250.00
			<b>Total Bank Debits and Warrants:</b>	<b>\$ 630,158.14</b>

**Petty Cash Expenditures Paid Out** (See Note 2)

FedEx	Printing Services	\$35.49
Home Depot	City Hall Maintenance	\$3.52
		<b>Total Petty Cash:</b>
		<b>\$39.01</b>

**TOTAL \$ 630,197.15**

**NOTES:**

Note 1 - City Councilmembers are eligible to receive either a salary or vehicle reimbursement allowance in the amount of \$300 per month (\$3,600 per year). Such compensation is included in the City's regular payroll (see "ADP Payroll Services" under "Automatic Bank Debits"), unless waived by the Councilmember. For the month of September 2019, the following Councilmembers received compensation in the amount of \$300: Conners, Hatch, Horne, and Rainey.

Note 2 - Petty cash is reported as cash is paid out, not when the fund is replenished.

Note 3 - The table below summarizes credit card expenditures paid via Check #3303 to U.S. Bank totaling \$730.98:

Access Display Group, Inc.	City Hall Refurbishment & Safety Project: Phase 1 Supplies	(\$299.40)
Tony's Locksmith	City Hall Maintenance	\$42.67
USPS	Postage	\$12.15
GovernmentJobs.com	Accounting Clerk Recruitment Posting	\$175.00
CJPIA	Annual Conference / Conners	\$250.00
Walmart	Dog Park Relocation Project: Phase 1 Supplies	\$50.07

**CITY OF LAGUNA WOODS  
WARRANT REGISTER  
10/16/2019**

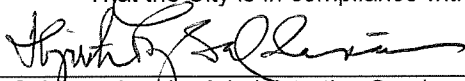
This Report Covers the Period 9/01/2019 through 9/30/2019

Date	Vendor Name	Description	Amount
	FedEx Office	Dog Park Relocation Project: Phase 1 Supplies	\$183.15
	USPS	Postage	\$7.35
	Dollar Tree	Office Supplies	\$4.31
	Dollar Tree	Janitorial Supplies	\$12.92
	Lamp's World	City Hall Maintenance	\$288.45
	Dollar Tree	City Hall Maintenance	\$4.31
<b>Total Credit Card Reimbursement:</b>			<b>\$730.98</b>

**Administrative Services Director/City Treasurer's Certification**

I, Kriste Saldana, Interim Administrative Services Director/City Treasurer, do hereby certify:

- In accordance with California Government Code Section 37202, I hereby certify to the accuracy of the demands on cash summarized within;
- That the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months; and
- That the City is in compliance with California Government Code Section 27108.



Kriste Saldana, Interim Administrative Services Director/City Treasurer

10.2.19  
Dated

6.4

**FISCAL YEAR 2019-20 BUDGET ADJUSTMENTS**

*This page is intentionally blank.*

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO ADJUSTMENT OF THE COMMITTED FUND BALANCES FOR THE PAID LEAVE CONTINGENCY FUND AND THE GENERAL FUND CONTINGENCY FUND FOR FISCAL YEAR 2019-20

**WHEREAS**, the Fiscal Year 2019-20 Budget (“Budget”) was adopted by the City Council on June 26, 2019; and

**WHEREAS**, the Budget includes contingency funds for paid leave, self-insurance, and General Fund purposes; and

**WHEREAS**, in accordance with Administrative Policy 2.9, the Budget was adopted with an estimate of the committed fund balance for the Paid Leave Contingency Fund for Fiscal Year 2019-20, subject to finalization by City Council action after fiscal-year-end calculations are available; and

**WHEREAS**, fiscal-year-end calculations for the Paid Leave Contingency Fund are now available and staff has recommended a decrease in its committed fund balance for Fiscal Year 2019-20, based on actual accrued paid leave balances for City employees as of June 30, 2019; and

**WHEREAS**, in accordance with Administrative Policy 2.9, adjustment of the committed fund balance for the Paid Leave Contingency Fund also affects the committed fund balance for the General Fund Contingency Fund; and

**WHEREAS**, the committed fund balance adjustments recommended by staff would decrease and finalize the committed fund balance for the Paid Leave Contingency Fund for Fiscal Year 2019-20 by \$18,438 and increase the committed fund balance for the General Fund Contingency Fund for Fiscal Year 2019-20 by \$18,438, with no change to the City’s total committed and assigned reserves for Fiscal Year 2019-20.

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

**SECTION 1.** Section 3 of Resolution No. 19-13 is hereby amended, in its entirety, to read as follows:

The General Fund assigned reserves authorized are:

	<i>Fiscal Year 2019-20</i>	<i>Fiscal Year 2020-21</i>
Paid Leave Contingency Reserve	\$80,720	\$99,158
Self-Insurance Contingency Reserve	\$50,000	\$50,000
General Fund Contingency Reserve	\$2,838,580	\$2,874,392
<b>TOTAL</b>	<b>\$2,969,300</b>	<b>\$3,023,550</b>

Assigned reserves shall be maintained, administered, and expended in accordance with Administrative Policy 2.9.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
 CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
 YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

---

YOLIE TRIPPY, CMC, City Clerk

*This page is intentionally blank.*

6.5

## INVESTMENT OF FINANCIAL ASSETS POLICY

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** October 16, 2019 Regular Meeting

**SUBJECT:** Investment of Financial Assets Policy

---

### **Recommendation**

Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REVIEWING AND ADOPTING AN ANNUAL STATEMENT OF THE INVESTMENT POLICY, ADOPTING AN INVESTMENT POLICY, AND RENEWING ITS DELEGATION OF INVESTMENT AUTHORITY PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 53607 TO THE CITY TREASURER

### **Background**

Local government investment policies and activities are subject to standards and limitations set forth in California Government Code, including Section 53601 *et seq.*, which describes permissible investment types and maximum investments.

California Government Code Section 53607 requires that the City Council review the City's investment policy, as it relates to any delegation of investment authority, at least annually. Separately, California Government Code Section 53646 speaks to the advisability of regular investment policy reviews.

The existing investment policy was last reviewed, modified, and adopted by the City Council at the regular meeting on October 17, 2018.

The City Council last voted to renew its delegation of investment authority to the City Treasurer at the regular meeting on October 17, 2018.

At the regular meeting on December 19, 2018, the City Council appointed Mayor Pro Tem Hatch and Councilmember Horne to serve on the standing Investment Policy Review Committee from January 1, 2019 through December 31, 2020, as called for in the investment policy.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on the proposed review and adoption of an annual statement of the investment policy, adoption of an investment policy, and renewal of the City Council's delegation of investment authority pursuant to California Government Code Section 53607 to the City Treasurer (Attachment A).

The Investment Policy Review Committee, City Manager, and City Treasurer recommend that the City Council adopt a modified investment policy, in order to ensure its continued adequacy and effectiveness (Exhibit A to Attachment A). Significant proposed modifications include the following:

- Increasing the maximum maturity for non-negotiable certificates of deposit.
- Modifying minimum issuer requirements, increasing the maximum amounts of portfolio investment, establishing a maximum amount of individual investment, and removing non-FDIC-insured investment authorization for certificates of deposit.

The Investment Policy Review Committee and City Manager recommend that the City Council renew delegation of investment authority to the City Treasurer. Doing so would be consistent with best practices related to internal control, as well as the investment process outlined in both the existing and proposed investment policies.

### **Fiscal Impact**

Funds to support this project are included in the City's budget.

Attachments: A – Proposed Resolution  
                  Exhibit A – Proposed Investment Policy  
                  B – Proposed Investment Policy (redline)

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, REVIEWING AND ADOPTING AN ANNUAL STATEMENT OF THE INVESTMENT POLICY, ADOPTING AN INVESTMENT POLICY, AND RENEWING ITS DELEGATION OF INVESTMENT AUTHORITY PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 53607 TO THE CITY TREASURER

**WHEREAS**, the California legislature has declared that the deposit and investment of public funds by local officials and agencies is an issue of statewide concern (California Government Code sections 53600.6 and 53630.1); and

**WHEREAS**, the City Council is able to invest surplus monies not required for the immediate necessities of the City in accordance with California Government Code sections 5921 and 53601 *et seq.*; and

**WHEREAS**, the City’s investment policy is contained in Administrative Policy 2.2 and was last adopted by the City Council on October 17, 2018; and

**WHEREAS**, the City Council’s practice is to review the City’s investment policy, annually, and consider any changes thereto at a public meeting; and

**WHEREAS**, on December 19, 2018, the City Council appointed Mayor Pro Tem Hatch and Councilmember Horne to serve on the standing Investment Policy Review Committee from January 1, 2019 through December 31, 2020, as called for in the investment policy; and

**WHEREAS**, the Investment Policy Review Committee has worked with the City Manager and City Treasurer to review the adequacy and effectiveness of the existing investment policy; and

**WHEREAS**, the Investment Policy Review Committee, City Manager, and City Treasurer have proposed modifications to the existing investment policy, in order to ensure its continued adequacy and effectiveness; and

**WHEREAS**, California Government Code Section 53607 provides that the authority of City Council to invest or to reinvest City funds, or to sell or exchange securities so purchased, may be delegated for a one-year period by the City Council to the City Treasurer, who shall thereafter assume full responsibility for

those transactions until the delegation of authority is revoked or expires. Subject to review, the City Council may renew the delegation of authority annually; and

**WHEREAS**, the Investment Policy Review Committee and City Manager have recommended that the City Council renew its delegation of investment authority to the City Treasurer.

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

**SECTION 1.** After independent review and consideration, the administrative policy attached hereto as Exhibit A is adopted and is a statement of the City’s investment policy. The City Council receives and files said statement in accordance with the City’s investment policy and applicable California Government Code and Laguna Woods Municipal Code provisions. The administrative policy attached hereto as Exhibit A replaces and supersedes all previous City investment policies.

**SECTION 2.** After independent review and consideration, the City Council renews its delegation of investment authority to the City Treasurer, as described in the administrative policy attached hereto as Exhibit A, in accordance with applicable California Government Code (including, but not limited to, California Government Code Section 53607) and Laguna Woods Municipal Code provisions.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

---

CYNTHIA CONNERS, Mayor

ATTEST:

---

YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

---

YOLIE TRIPPY, CMC, City Clerk

*This page is intentionally blank.*

**CITY OF LAGUNA WOODS  
ADMINISTRATIVE POLICY 2.2**

**INVESTMENT OF FINANCIAL ASSETS**

**2.2.01. Statement of Purpose.**

This Administrative Policy is intended to assist the City of Laguna Woods with the investment of the City’s financial assets in a manner that ensures adequate safety and liquidity, while maximizing yield (return) and complying with the requirements of California Government Code sections 5921 and 53600 et seq.

**2.2.02. Scope.**

This Administrative Policy generally applies to all financial assets of the City. Such funds are accounted for, or disclosed, in annual audited financial statements and include the General Fund, Special Revenue Funds, and the Capital Projects Fund. Funds belonging to the Laguna Woods Civic Support Fund and funds invested separately with independent fiduciaries, including funds held and managed by the California Public Employees’ Retirement System (CalPERS) for the purpose of funding employee retirement obligations and other post-employment benefits (OPEB) are exempt from this Administrative Policy.

**2.2.03. Objectives.**

The objectives of the City’s investment activities, in priority order, shall be:

1. Safety – Safety of principal shall be the foremost objective. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall investment portfolio and the mitigation of credit risk and interest rate risk. This Administrative Policy recognizes that market conditions may warrant the sale of individual securities that would incur market losses in order to protect from further capital losses. The intent of this Administrative Policy is to ensure that capital losses are minimized on a portfolio level rather than on each transaction. To attain the safety objective, diversification of investments among a variety of securities with independent returns and institutions is required.
2. Liquidity – The investment portfolio shall remain sufficiently liquid (i.e., capable of being converted to cash quickly) in order to enable the City to meet all reasonably anticipated cash demands and operational requirements and to

maintain compliance with all applicable indenture agreements. Since unusual or unanticipated cash demands and operational requirements may occur from time-to-time, the portfolio shall primarily consist of investments in securities with active secondary and resale markets.

3. Yield (Return) – The investment portfolio shall be designed in a manner that seeks to attain the highest rate of return, consistent with established safety and liquidity objectives. While it is acknowledged and understood that occasional measurement losses may occur, the overall portfolio should generally earn at least market interest rates (market-average rates of return throughout budgetary and economic cycles for similar investments).

#### **2.2.04. Delegation of Authority.**

##### *City Treasurer*

No person other than the City Treasurer or Acting City Treasurer (hereafter referred to jointly as the “City Treasurer”) shall engage in an investment transaction using the City’s financial assets. The City Treasurer shall additionally be responsible for all transactions undertaken and shall establish and maintain a system of internal controls to regulate all investing activities.

In accordance with Government Code Section 53607, the City Council delegates investment authority for a one-year period to the City Treasurer. Such delegation of authority is subject to annual review and renewal by the City Council, as well as revocation at the City Council’s discretion. Adoption of this Administrative Policy shall constitute renewal of such delegation for an additional one-year period.

Pursuant to Laguna Woods Municipal Code Section 2.10.010, the City Treasurer is appointed by, and reports to, the City Manager. The City Manager may serve as, or appoint, an Acting City Treasurer at any time during the absence of a permanent City Treasurer. During his or her appointment, the Acting City Treasurer shall have all of the powers and duties of the City Treasurer.

The City Treasurer and City Manager (with respect to his or her role appointing and supervising the City Treasurer, and participating in investment decisions) shall be relieved of personal responsibility for an individual investment’s performance or losses, market price changes, and the performance of or losses incurred by the overall portfolio provided that (1) actions were undertaken in accordance with this Administrative Policy and applicable federal and state law, (2) significant deviations

from expectations were reported to the City Council in a timely manner, and (3) appropriate action was taken to mitigate future adverse developments.

*Investment Policy Review Committee of the City Council*

The Investment Policy Review Committee shall be responsible for conducting at least biannual reviews of the adequacy and effectiveness of this Administrative Policy and preparing related recommendations for City Council consideration.

The City Council shall appoint two of its members to serve on the Investment Policy Review Committee for terms two calendar years in length, commencing on January 1 of each odd-numbered year. The City Council reserves the right to remove or replace any member of the Investment Policy Review Committee, with or without cause, following a publicly noticed vote of a majority of the quorum of City Councilmembers present at the time.

The Investment Policy Review Committee shall be considered a standing committee, subject to all applicable provisions of the Ralph M. Brown Act.

**2.2.05. Public Trust.**

The City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City shall act as custodians of the public trust and recognize that the investment portfolio is subject to public review and evaluation. The City's overall approach to investment shall be designed and managed with a degree of professionalism that is worthy of the public trust.

**2.2.06. Prudence.**

The City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City, are considered to be trustees and, therefore, fiduciaries subject to the prudent investor standard. The prudent investor standard is summarized in Government Code Section 53600.3, as follows:

*All governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the*

*circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.*

**2.2.07. Ethics and Conflicts of Interest.**

As set forth in the City’s Conflict of Interest Policy, and as otherwise required by the Political Reform Act and Fair Political Practices Commission, public officials who manage public investments are required to file economic interest disclosures.

In addition to federal, state and local statutes relating to conflicts of interest, the City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City shall refrain from personal business association or activity that conflicts with proper execution of this Administrative Policy, or which could impair their ability to make impartial investment decisions.

**2.2.08. Internal Controls and Routine External Review.**

The City Treasurer shall develop, implement, and maintain a system of internal controls designed to ensure the effectiveness and efficiency of investment activities, compliance with applicable laws and regulations, and the reliability of financial reporting. Such internal controls shall seek to prevent the loss of public funds due to fraud, error, misrepresentation, and unanticipated market changes.

As a part of their annual review of internal controls, the City’s independent, external auditors shall review internal controls related to investment activities.

**2.2.09. Authorized Financial Dealers, Depositories, and Institutions.**

In accordance with Government Code Section 53601.5, investments shall either be purchased (1) directly from the issuer, (2) from an institution licensed by the State of California as a Broker-Dealer, as defined in Corporations Code Section 25004, provided that the institution is a primary or regional dealer qualified under federal Securities and Exchange Commission Rule 15C3-1 (Uniform Net Capitol Rule), (3) from a member of a federally regulated securities exchange, (4) from a national or

state-chartered bank, from a savings association or federal association, as defined by Financial Code Section 5102, or (5) from a brokerage firm designated as a primary government dealer by the Federal Reserve bank. In addition, investments shall only be purchased from entities or deposits made in qualified public depositories, as established by State law, with full knowledge of applicable California law and at least five years' experience providing similar services to California municipalities.

The selection of financial dealers, depositories, and institutions shall follow a periodic competitive procurement process (e.g., requests for proposals or requests for qualifications) and be subject to ultimate approval of the City Council or City Manager in accordance with established purchasing regulations and policies. The nature of the competitive procurement process, frequency thereof, and submittals required, shall be designed and determined by the City Treasurer.

On an annual basis, the City Treasurer shall send a copy of the current version of this Administrative Policy to all financial dealers, depositories, and institutions approved to do business with the City. Receipt of this Administrative Policy shall be considered confirmation that the parties to whom they were distributed understand the City's authorized investment types and requirements thereof.

#### **2.2.10. Authorized Investments.**

In accordance with the requirements set forth in this Administrative Policy and in Government Code sections 53601, 53601.6, 53601.8, 53635, 53635.2, 53638, and 53684, the following types of investment are authorized:

A. Monies required to meet immediate cash flow needs:

- *Federal Deposit Insurance Corporation (FDIC) Insured Accounts*  
Fully insured under \$250,000 or collateralized at 110% of principal and accrued interest in accordance with California Government Code

B. Monies not required to meet immediate cash flow needs, but which can be reasonably anticipated to be required over the following 12 months:

- *Bankers' Acceptances*  
Minimum Standard & Poor's Rating: A-1, Minimum Moody's Rating: P-1
- *Commercial Paper*  
Minimum Standard & Poor's Rating: A-1, Minimum Moody's Rating: P-1

ITEM 6.5 – Exhibit A to Attachment A

- *Local Government Investment Pools and other pooled investment funds such as money market mutual funds*  
Minimum Standard & Poor's Rating (Money Market Mutual Funds): AAA,  
Minimum Moody's Rating: Aaa, or other rating service equivalent
- *Passbook Savings Demand Deposits*  
Fully insured by the FDIC or collateralized
- *Repurchase Agreements*  
Minimum Standard & Poor's Rating: AA, Minimum Moody's Rating: Aa
- *All investments authorized under Section 2.2.10(A).*

C. Monies not required to meet immediate cash flow needs, and which cannot be reasonably anticipated to be required over the following 12 months:

- *United States Treasury Obligations (notes, bonds, bills, or other certificates or coupons)*  
Explicit full faith and credit guarantee of the United States Government.  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa3 or P-1
- *United States Agency Obligations*  
Implied full faith and credit guarantee of the United States Government.  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa3 or P-1
- *State of California and Others States-issued Obligations (notes, bonds, or warrants)*  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa or P-1
- *California Local Government-issued Municipal Obligations (notes, bonds, warrants, or other indebtedness issued by a California county, city, or local district/agency)*  
Minimum Standard & Poor's Rating: AA or A-1+, Minimum Moody's  
Rating: Aa or P-1

- *Certificates of Deposit (Negotiable and Non-Negotiable)*  
Issued by a nationally or state-chartered bank, or state or federal savings and loan association, as defined by California Financial Code Section 5102.  
Fully insured by the FDIC
- *All investments authorized under sections 2.2.10(A) and (B).*

### **2.2.11. Local Government Investment Pools and Other Pooled Investment Funds.**

While local government investment pools generally provide significant safety and liquidity, the City Treasurer shall complete a thorough investigation prior to making any such investment and consider the same during the monthly compliance review required by Section 2.2.13. Due diligence in investigations shall generally include a review of written statements of investment policies, objectives, fees schedules, and reporting schedules, as well as issues related to (1) eligible investors and securities, (2) the permitted frequencies and sizes of deposits and withdrawals, (3) security safeguards, including settlement processes, (4) the frequency with which securities are priced and the program audited, (5) the treatment of gains and losses, including interest calculations and distribution, (6) whether and, if so, how reserves, retained earnings, and similar funds are utilized by the investment pool, and (7) whether the investment pool is eligible for and, if so, accepts bond proceeds. In addition, only local government investment pools with at least five years' experience providing similar services to other California municipalities may be utilized. Similar due diligence and investigative procedures shall be performed prior to investing in any other pooled investment funds, such as money market mutual funds.

### **2.2.12. Prohibited Investments.**

Notwithstanding those types of investments that are otherwise prohibited by law or this Administrative Policy, financial derivatives (e.g., futures, options, and interest rate swaps) and foreign investments (e.g., indices and currencies) are prohibited.

### **2.2.13. Monthly Internal Compliance Review of Investment Portfolio.**

Investments shall be in compliance with the ratings and other requirements set forth in this Administrative Policy at the time of purchase. It is acknowledged and understood that some investments may not fully comply with the same following purchase. The City Treasurer shall review the overall investment portfolio on a monthly basis and identify any investments that no longer comply. Non-compliant

investments shall be reported to the City Council, City Manager, and City Attorney within 10 business days of discovery and corrected as soon as practical.

**2.2.14. Safekeeping and Custody.**

All investments shall be registered in the name of the City and all interest, principal payments, and withdrawals shall indicate the City as the sole payee.

All investments, with the exception of Federal Deposit Insurance Corporation (FDIC) Insured Accounts, Local Government Investment Pools, and Money Market Funds shall be held by a third-party custodian designated by the City Treasurer and evidenced by custodial agreements or safekeeping receipts. Third-party custodians shall comply with the requirements set forth in Section 2.2.09.

All security transactions, where applicable, shall use a Delivery-versus-Payment (DVP) settlement procedure with the City's payment due at the time of delivery.

**2.2.15. Collateralization.**

Collateral for repurchase agreements shall be 110% of the market value of principal and accrued interest. Collateral can be either United States Treasury securities or United States Agency securities. The City Treasurer is authorized to grant the right of collateral substitution for repurchase agreements.

All collateral shall be held by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained.

**2.2.16. Diversification and Maximum Maturities.**

The overall investment portfolio shall be diversified to avoid incurring unreasonable and avoidable risks associated with concentrating investments in specific investment types, maturity segments, or individual financial institutions. In a diversified portfolio, it is acknowledged and understood that occasional measurement losses may occur. Such losses shall be considered within the overall portfolio's investment return. Diversification also requires investments to be spread among varying security types and institutions.

Authorized investments shall be invested subject to the following:

*Table 2.2-1: Diversification and Maximum Maturities Table*

<b>Type of Investment</b>	<b>Maximum Amount of Portfolio Investment</b>	<b>Maximum Amount of Individual Investment</b>	<b>Maximum Maturity</b>
Federal Deposit Insurance Corporation (FDIC) Insured Accounts	100%	-	N/A
Bankers' Acceptances	20% (no more than 5% with one bank)	-	180 days
Commercial Paper	15% (no more than 10% of a single issuer)	-	270 days
Local Government Investment Pools	90%	-	N/A
Money Market Mutual Funds	10%	-	N/A
Certificates of Deposit (Negotiable and Non-Negotiable)	30% (no more than 10% with one bank or issuer)	\$250,000	5 years
Passbook Savings Demand Deposits	100%	-	3 years
Repurchase Agreements	10% (no more than 20% of a single issuer)	-	30 days
United States Treasury Obligations	90% of overall portfolio for any one investment type (no more than 20% of a single issuer)	-	5 years
United States Agency Obligations		-	5 years
State of California and Other States-issued Obligations		-	3 years
California Local Government-issued Municipal Obligations	20% of overall portfolio for any one investment type (no more than 5% of a single issuer)	-	3 years

**2.2.17. Reporting.**

The City Treasurer shall prepare and submit a monthly investment report to the City Council. The report shall include a summary of all investment transactions for the

reporting period, as required by Government Code Section 53607, as well as similar information required for optional quarterly investment reports by Government Code Section 53646(b), to the extent that such information is available. The report shall also comply with Government Accounting Standard Board (GASB) Statement No. 40 and include the following:

- A. Certification that all investment actions executed since the last report have been made in full compliance with this Administrative Policy; and
- B. Certification that the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months.

**2.2.18. Annual City Council Review and Adoption of this Administrative Policy.**

This Administrative Policy shall be reviewed, modified as necessary, and adopted, at least annually, by resolution of the City Council at a duly noticed public meeting. Such annual review shall be in addition to the reviews conducted by the Investment Policy Review Committee as described in Section 2.2.04.

**2.2.19. Relationship to Federal and State Laws.**

Where federal or state laws are more restrictive than or contradict this Administrative Policy, such laws shall take precedence. Where this Administrative Policy is more restrictive than federal or state laws, this Administrative Policy shall take precedence. The City Treasurer shall advise the Investment Policy Review Committee of any contradictions of federal or state law for consideration during its reviews conducted as described in Section 2.2.04.

**2.2.20. Attachments.**

Attachment A, “Glossary of Terms and Acronyms,” is incorporated by reference.

Attachment B, “California Municipal Treasurers Association Investment Policy Certification”

---

City Council Adoption: October XX, 2019

**Attachment A, “Glossary of Terms and Acronyms”**

*This Glossary of Terms and Acronyms contains common investment terminology to provide users with a better understanding of basic investment terms. It is intended to be used as a basic reference only, is not intended to be all inclusive, and should not be treated as a substitute for professional counsel or analysis.*

**ACCRUED INTEREST:** Coupon interest accumulated on a bond or note since the last interest payment or, for a new issue, from the dated date to the date of delivery.

**ASSET-BACKED SECURITIES:** Securities that are supported by pools of assets, such as installment loans or leases, or by pools of revolving lines of credits. Asset-backed securities are structured as trusts in order to perfect a security interest in the underlying assets.

**AVERAGE:** An arithmetic mean of selected stocks intended to represent the behavior of the market or some component of it.

**BANK DEPOSITS:** Deposits in banks or other depository institutions that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

**BANK NOTES:** A senior, unsecured, direct obligation of a bank or United States branch of a foreign bank.

**BANKERS’ ACCEPTANCE:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution, as well as the issuer, guarantees payment of the bill.

**BASIS POINTS:** Refers to the yield on bonds. Each percentage point of yield in bonds equals 100 basis points (1/100% or 0.01%). If a bond yield changes from 7.25% to 7.39% that is a rate of 14 basis points.

**BENCHMARK:** A passive index used to compare the performance, relative to risk and return, of an investor’s portfolio.

**BOND PROCEEDS:** The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued and to pay certain costs of issuance as may be provided in the bond contract.

**BONDS**: A debt obligation of a firm or public entity. A bond represents the agreement to repay the debt in principal and, typically, in interest on the principal.

**BOOK VALUE**: The value at which an asset is carried on a balance sheet.

**BROKER**: A person or firm that acts as an intermediary by purchasing and selling securities for others rather than for its own account.

**CALL OPTION**: The terms of the bond contract giving the issuer the right to redeem or call an outstanding issue of bonds prior to its stated date of maturity.

**CASH FLOW**: A comparison of cash receipts (revenues) to required payments (debt service, operating expenses, etc.).

**CERTIFICATE OF DEPOSIT**: A short-term, secured deposit in a financial institution that usually returns principal and interest to the lender at the end of the loan period. Certificates of Deposit (CDs) differ in terms of collateralization and marketability. CDs appropriate to public agency investing include:

*Negotiable Certificates of Deposit* – Generally, short-term debt instruments that pay interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. The majority of negotiable CDs mature within six months while the average maturity is two weeks. Negotiable CDs are traded in a secondary market and are payable upon order to the bearer or initial depositor (investor). Negotiable CDs are insured by the FDIC up to \$250,000, but they are not collateralized beyond that amount.

*Non-Negotiable Certificates of Deposit* – CDs that carry a penalty if redeemed prior to maturity. A secondary market does exist for non-negotiable CDs, but redemption includes a transaction cost that reduces returns to the investor. Non-negotiable CDs issued by banks and savings and loans are insured by the FDIC up to the amount of \$250,000, including principal and interest. Amounts deposited above this amount may be secured with other forms of collateral through an agreement between the investor and the issuer. Collateral may include other securities, including treasuries or agency securities (e.g., issued by the Federal National Mortgage Association).

**CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS)**: A private CD placement service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is

currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.

CD PLACEMENT SERVICE: A service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution while still maintaining FDIC insurance coverage. See “CDARS”.

COLLATERALIZATION OF DEPOSITS: A process by which a bank or other financial institution pledges securities or other deposits for the purpose of securing the repayment of deposited funds.

COMMERCIAL PAPER: An unsecured short-term promissory note issued by corporations or municipalities, with maturities ranging from two to 270 days.

CORPORATE NOTES AND BONDS: Debt instruments, typically unsecured, issued by corporations, with original maturities in most cases greater than one year and less than ten years.

COUNTY POOLED INVESTMENT FUNDS: The aggregate of all funds from public agencies placed in the custody of the county treasurer or chief finance officer for investment and reinvestment.

COUPON: The annual rate of interest that a bond’s issuer promises to pay the bondholder in the bond’s face value; a certificate attached to a bond evidencing interest due on a payment date.

CREDIT RATING: The credit worthiness of an investment. Credit ratings are issued by nationally recognized statistical rating organizations (NRSROs) registered with the Securities and Exchange Commission. Three highly recognized organizations are Standard and Poor’s, Moody’s, and Fitch. The organizations use a primary letter designation (numbers or symbols may follow the letter designation) to indicate the quality of an investment. As an example, short-term ratings by Standard and Poor’s of A-1+ and Moody’s of P-1 indicate a prime or high-grade quality investment. Long-term prime or high-grade quality investments would be rated AAA or Aaa by Standard and Poor’s and Moody’s, respectively. Rates beginning with letters B or C would typically indicate an investment of speculative and higher risk quality.

CREDIT RISK: The chance that an issuer will be unable to make scheduled payments of interest and principal on an outstanding obligation. Another concern for

investors is that the market's perception of an issuer/borrower's credit will cause the market value of a security to fall, even if default is not expected.

CUSTODIAN: A bank or other financial institution that keeps custody of stock certificates and other assets.

DEALER: Someone who acts as a principal in all transactions, including underwriting, buying, and selling securities, including from his or her own account.

DEFAULT RISK: The risk that issuers or borrowers will be unable to make the required payments on their debt obligations.

DEFEASED BOND ISSUES: Issues that have sufficient money to retire outstanding debt when due, so that the agency is released from the contracts and covenants in the bond document.

DELIVERY-VERSUS-PAYMENT (DVP): The payment of cash for securities as they are delivered and accepted for settlement.

DERIVATIVE: Securities that are based on, or derived from, some underlying asset, reference date, or index.

DISCOUNT: The difference between the par value of a security and the cost of the security, when the cost is below par. Investors purchase securities at a discount when return to the investor (yield) is higher than the stated coupon (interest rate) on the investment.

DISCOUNT RATE: The interest rate used in discounted cash flow analysis to determine the present value of future cash flows. The discount rate in discounted cash flow analysis takes into account not just the time value of money, but also the risk or uncertainty of future cash flows; the greater the uncertainty of future cash flows, the higher the discount rate.

DIVERSIFICATION: The allocation of different types of assets in a portfolio to mitigate risks and improve overall portfolio performance.

DURATION: A measure of the timing of the cash flows to be received from a security that provides the foundation for a measure of the interest rate sensitivity of a bond. Duration is a volatility measure and represents the percentage change in price divided by the percentage change in interest rates. A high duration measure indicates

that for a given level of movement in interest rates, prices of securities will vary considerably.

EFFECTIVE DURATION: A measurement of the weighted average of the present value of the cash flows of a fixed-income investment. Effective duration measures the price sensitivity of fixed-income investments, especially for those with embedded option features such as call options. As yields rise, the effective duration of a callable investment rises to reflect the fact that it has become less likely to be called. The more rates rise, the longer the effective duration will become, approaching the duration to maturity. The converse is true in a declining interest rate environment (that is, the more rates fall, the shorter the effective duration will become, approaching the duration to call). For securities without an embedded option, the duration to call, maturity, and effective duration are all the same. The calculation for effective duration is complicated and involves averaging the duration under a simulation of many possible interest rate scenarios in the future.

EVENT RISK: The risk associated with a changing portfolio value due to a market event causing swings in market prices and/or spreads.

EXTENDABLE NOTES: Securities with maturity dates that can be extended by mutual agreement between the issuer and investor. When investing in these types of securities, the maturity date plus the stated extendable option must not exceed the time frames that are allowed in California Government Code or the investment policy for the investment type.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per entity.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FIRST TIER SECURITIES: Securities that have received short term debt ratings in the highest category from the requisite nationally recognized statistical-rating organizations (NRSROs), or are comparable unrated securities, or are issued by money market funds, or government securities. [See SEC Rules: Paragraph (A) (12) of rule 2A-7.]

FLOATING RATE SECURITY: A security that has a variable or “floating” interest rate.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB): A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

GOVERNMENT SPONSORED ENTERPRISES (GSE): Privately held corporations with public purposes created by the United States Congress to reduce the cost of capital for certain borrowing sectors of the economy. Securities issued by GSEs carry the implicit backing of the United States Government, but they are not direct obligations of the United States Government. For this reason, these securities will offer a yield premium over Treasuries.

GUARANTEED INVESTMENT CONTRACT (GIC): An agreement acknowledging receipt of funds for deposit, specifying terms for withdrawal, and guaranteeing a rate of interest to be paid.

INDEX: An indicator that is published on a periodic basis that shows the estimated price and/or yield levels for various groups of securities.

INTEREST: The amount a borrower pays to a lender for the use of his or her money.

INTEREST RATE RISK: The risk that an investment's value will change due to a change in the absolute level of interest rates, spread between two rates, shape of the yield curve, or any other interest rate relationship.

INVESTMENT AGREEMENTS: Contracts with respect to funds deposited by an investor. Investment agreements are often separated into those offered by banks and those offered by insurance companies. In the former case, they are sometimes referred to as “bank investment contracts.”

LONDON INTERBANK OFFERED RATE (LIBOR): The average rate at which a leading bank can obtain unsecured funding in the London interbank market. LIBOR serves as a benchmark for various interest rates. Obligations of parties to such transactions are typically expressed as a spread to LIBOR.

LIQUIDITY: The measure of the ability to convert an instrument to cash on a given date at full face or par value.

LIQUIDITY RISK: The risk that a security, sold prior to maturity, will be sold at a loss of value. For a local agency, the liquidity risk of an individual investment may

not be as critical as how the overall liquidity of the portfolio allows the agency to meet its cash needs.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): Investment pools that range from the State Treasurer's Office Local Agency Investment Fund (LAIF) to county pools to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MARKET RISK: The chance that the value of a security will decline as interest rates rise. In general, as interest rates fall, prices of fixed income securities rise. Similarly, as interest rates rise, prices fall. Market risk also is referred to as systematic risk or risk that affects all securities within an asset class similarly.

MARKET VALUE: The price at which a security is trading and presumably could be purchased or sold at a particular point in time.

MATURITY: The date on which the principal or stated value of an investment becomes due and payable.

MEDIUM-TERM NOTE: Corporate or depository institution debt securities meeting certain minimum quality standards (as specified in California Government Code) with a remaining maturity of five years or less.

MONEY MARKET MUTUAL FUNDS (MMFs): Mutual funds that invest exclusively in short-term money market instruments. MMFs seek the preservation of capital as a primary goal while maintaining a high degree of liquidity and providing income representative of the market for short term investments.

MORTGAGE-BACKED SECURITIES (MBS): Securities created when a mortgagee or a purchaser of residential real estate mortgages creates a pool of mortgages and markets undivided interests or participations in the pool. MBS owners receive a pro-rata share of the interest and principal cash flows (net of fees) that are "passed through" from the pool of mortgages. MBS are complex securities whose cash flow is determined by the characteristics of the mortgages that are pooled together. Investors in MBS face prepayment risk associated with the option of the underlying mortgagors to pre-pay or payoff their mortgage. Most MBS are issued

and/or guaranteed by federal agencies and instrumentalities (e.g., Government National Mortgage Association (GNMA), Federal National Mortgage Association (FNMA), and Federal Home Loan Mortgage Corporation (FHLMC)).

MORTGAGE PASS-THROUGH OBLIGATIONS: Securities that are created when residential mortgages (or other mortgages) are pooled together and undivided interests or participations in the stream of revenues associated with the mortgages are sold.

MUNICIPAL ADVISOR RULE: Regulations for non-dealer "municipal advisors" such as financial advisors, swap advisors, GIC brokers, etc. In addition, the rule pertains to banks and broker dealers acting as municipal advisors. Municipal advisors have a fiduciary responsibility to the government agency receiving their services and they must register with the Securities Exchange Commission (SEC). Municipal finance professionals that do not have a fiduciary duty to issuers cannot provide advice to governments unless certain exemptions are met. The SEC has published a list of frequently asked questions: [www.sec.gov/info/municipal/mun-advisors-faqs.pdf](http://www.sec.gov/info/municipal/mun-advisors-faqs.pdf).

MUNICIPAL NOTES, BONDS, AND OTHER OBLIGATIONS: Obligations issued by state and local governments to finance capital and operating expenses.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments.

NEW ISSUE: Securities sold during the initial distribution of an issue in a primary offering by the underwriter or underwriting syndicate.

NET ASSET VALUE (NAV): A determination of the average price per share of a pool or mutual fund. How this measure varies over time provides information on whether the pool is stable or variable. NAV is the market value of all securities in a mutual fund, less the value of the fund's liabilities, divided by the number of shares in the fund outstanding. Shares of mutual funds are purchased at the fund's NAV.

NET PRESENT VALUE: An amount that equates future cash flows with their value in present terms.

NOTE: A written promise to pay a specified amount to a certain entity on demand or on a specified date. Usually bearing a short-term maturity of a year or less (though longer maturities are issued—see “Medium-Term Note”).

OPTIONS: A contract that gives the buyer the right to buy or sell an obligation at a specified price for a specified time. Exchange Traded Options are standardized option contracts that are actively traded on the Chicago Board of Exchange on a daily basis whereas Over-the-Counter Options are traded directly between the buyer and seller at agreed upon prices and conditions (the former type of option is therefore more liquid than the latter).

PAR AMOUNT OR PAR VALUE: The principal amount of a note or bond which must be paid at maturity. Par, also referred to as the “face amount” of a security, is the principal value stated on the face of the security. A par bond is one sold at a price of 100 percent of its principal amount.

PASSBOOK SAVINGS DEMAND DEPOSITS: An interest-bearing bank deposit that unlike time deposits which have a specified term, is typically considered readily available funds and can be withdrawn without advance notice.

PLACEMENT SERVICE DEPOSIT: Deposits at depository institutions placed by a private sector placement service entity.

PLACEMENT SERVICE CERTIFICATES OF DEPOSIT: Certificates of deposit placed with a private sector entity that assists in the placement of certificates of deposit with eligible financial institutions located in the United States.

PORTFOLIO: Combined holding of more than one stock, bond, commodity, real estate investment, cash equivalent, or other asset. The purpose of a portfolio is to reduce risk by diversification.

PREMIUM: The difference between the par value of a security and the cost of the security, when the cost is above par. Investors pay a premium to purchase a security when the return to the investor (yield) is lower than the stated coupon (interest rate) on the investment.

PRICE: The amount of monetary consideration required by a willing seller and a willing buyer to sell an investment on a particular date.

PRINCIPAL: The face value or par value of a debt instrument, or the amount of capital invested in a given security.

PROSPECTUS: A disclosure document that must be provided to any prospective purchaser of a new securities offering registered with the SEC that typically includes information on the issuer, the issuer’s business, the proposed use of proceeds, the experience of the issuer’s management, and certain certified financial statements (also known as an “official statement”).

PRUDENT INVESTOR STANDARD: A standard of conduct where a person acts with care, skill, prudence, and diligence when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing funds. The test of whether the standard is being met is if a prudent person acting in such a situation would engage in similar conduct to ensure that investments safeguard principal and maintain liquidity.

REINVESTMENT RISK: The risk that interest rates may be lower than the yield on a fixed income security when the investor seeks to reinvest interest income or repaid principal from the security.

REPURCHASE AGREEMENTS: An agreement of one party (for example, a financial institution) to sell securities to a second party (such as a local agency) and simultaneous agreement by the first party to repurchase the securities at a specified price from the second party on demand or at a specified date.

RISK: The uncertainty of maintaining the principal or interest associated with an investment due to a variety of factors.

RULE G-37 OF THE MUNICIPAL SECURITIES RULEMAKING BOARD: Federal regulations to sever any connection between the making of political contributions and the awarding of municipal securities business.

SAFEKEEPING SERVICE: Offers storage and protection of assets provided by an institution serving as an agent.

SAFETY: In the context of investing public funds, safety relates to preserving the principal of an investment in an investment portfolio; local agencies address the concerns of safety by controlling exposure to risks.

SECURITIES AND EXCHANGE COMMISSION (SEC): The federal agency responsible for supervising and regulating the securities industry.

SECURITIES LENDING AGREEMENT: An agreement of one party (for example, a local agency) to borrow securities at a specified price from a second party (for example, another local agency) with a simultaneous agreement by the first party to return the security at a specified price to the second party on demand or at a specified date. These agreements generally are collateralized and involve a third-party custodian to hold the securities and collateral. Economically similar to reverse repurchase agreement.

TAX AND REVENUE ANTICIPATION NOTES (TRANS): Notes issued in anticipation of receiving tax proceeds or other revenues at a future date.

TOTAL RETURN: Interest, realized gains and losses, and unrealized gains and losses over a given period of time.

TRUSTEE, TRUST COMPANY OR TRUST DEPARTMENT OF A BANK: A financial institution with powers to act in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract.

UNDERWRITER: A dealer that purchases a new issue of municipal securities for resale.

UNITED STATES AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, including federal agency mortgage-backed securities. Types of instruments may include mortgage-backed securities from the Federal National Mortgage Association (FNMA) including Fannie Mae and Freddie Mac securities.

UNITED STATES TREASURY OBLIGATIONS: Debt obligations of the United States government sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less and are sold at a discount. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in 10 years or more.

WEIGHTED AVERAGE MATURITY (WAM): The average maturity of all the securities that comprise a portfolio, typically expressed in days or years.

YIELD: The current rate of return on an investment security generally expressed as a percentage of the securities current price.

YIELD CURVE: A graphic representation that shows the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity.

YIELD-TO-CALL: The rate of return to the investor earned from payments of principal and interest, with interest compounded semi-annually at the stated yield when the security is redeemed on a specified call date. In addition, if the security is redeemed at a premium call price, the amount of the premium is also reflected in the yield.

YIELD-TO-MATURITY: The rate of return to the investor earned from payments of principal and interest, with interest compounded semi-annually at the stated yield as long as the security remains outstanding until the maturity date.

YIELD-TO-WORST: For a given dollar price on a municipal security, the lowest of the yield calculated to the pricing call, par option or maturity.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-interest bonds are typically issued at a discount and repaid at par upon maturity.

**Attachment B, “California Municipal Treasurers Association Investment Policy Certification”**

The City’s Investment of Financial Assets policy, as adopted by the City Council on November 16, 2016, received certification from the California Municipal Treasurers Association (CMTA) on January 17, 2017. Since receiving certification, the City’s modifications of the Investment of Financial Assets policy have been limited to (1) addressing recommendations made by CMTA evaluators; (2) modifying provisions related to Investment Policy Review Committee appointments; (3) increasing the maximum maturities for certificates of deposit, United States Treasury obligations, and United States agency obligations; (4) modifying minimum issuer requirements, increasing the maximum amounts of portfolio investment, establishing a maximum amount of individual investment, and removing non-FDIC-insured investment authorization for certificates of deposit; (5) clarifying that funds belonging to the Laguna Woods Civic Support Fund are exempt from the Investment of Financial Assets policy; and, (6) making minor typographical corrections.



*This page is intentionally blank.*

**CITY OF LAGUNA WOODS  
ADMINISTRATIVE POLICY 2.2**

**INVESTMENT OF FINANCIAL ASSETS**

**2.2.01. Statement of Purpose.**

This Administrative Policy is intended to assist the City of Laguna Woods with the investment of the City’s financial assets in a manner that ensures adequate safety and liquidity, while maximizing yield (return) and complying with the requirements of California Government Code sections 5921 and 53600 et seq.

**2.2.02. Scope.**

This Administrative Policy generally applies to all financial assets of the City. Such funds are accounted for, or disclosed, in annual audited financial statements and include the General Fund, Special Revenue Funds, and the Capital Projects Fund. Funds belonging to the Laguna Woods Civic Support Fund and funds invested separately with independent fiduciaries, including funds held and managed by the California Public Employees’ Retirement System (CalPERS) for the purpose of funding employee retirement obligations and other post-employment benefits (OPEB) are exempt from this Administrative Policy.

**2.2.03. Objectives.**

The objectives of the City’s investment activities, in priority order, shall be:

1. Safety – Safety of principal shall be the foremost objective. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall investment portfolio and the mitigation of credit risk and interest rate risk. This Administrative Policy recognizes that market conditions may warrant the sale of individual securities that would incur market losses in order to protect from further capital losses. The intent of this Administrative Policy is to ensure that capital losses are minimized on a portfolio level rather than on each transaction. To attain the safety objective, diversification of investments among a variety of securities with independent returns and institutions is required.
2. Liquidity – The investment portfolio shall remain sufficiently liquid (i.e., capable of being converted to cash quickly) in order to enable the City to meet all reasonably anticipated cash demands and operational requirements and to

maintain compliance with all applicable indenture agreements. Since unusual or unanticipated cash demands and operational requirements may occur from time-to-time, the portfolio shall primarily consist of investments in securities with active secondary and resale markets.

3. Yield (Return) – The investment portfolio shall be designed in a manner that seeks to attain the highest rate of return, consistent with established safety and liquidity objectives. While it is acknowledged and understood that occasional measurement losses may occur, the overall portfolio should generally earn at least market interest rates (market-average rates of return throughout budgetary and economic cycles for similar investments).

#### **2.2.04. Delegation of Authority.**

##### *City Treasurer*

No person other than the City Treasurer or Acting City Treasurer (hereafter referred to jointly as the “City Treasurer”) shall engage in an investment transaction using the City’s financial assets. The City Treasurer shall additionally be responsible for all transactions undertaken and shall establish and maintain a system of internal controls to regulate all investing activities.

In accordance with Government Code Section 53607, the City Council delegates investment authority for a one-year period to the City Treasurer. Such delegation of authority is subject to annual review and renewal by the City Council, as well as revocation at the City Council’s discretion. Adoption of this Administrative Policy shall constitute renewal of such delegation for an additional one-year period.

Pursuant to Laguna Woods Municipal Code Section 2.10.010, the City Treasurer is appointed by, and reports to, the City Manager. The City Manager may serve as, or appoint, an Acting City Treasurer at any time during the absence of a permanent City Treasurer. During his or her appointment, the Acting City Treasurer shall have all of the powers and duties of the City Treasurer.

The City Treasurer and City Manager (with respect to his or her role appointing and supervising the City Treasurer, and participating in investment decisions) shall be relieved of personal responsibility for an individual investment’s performance or losses, market price changes, and the performance of or losses incurred by the overall portfolio provided that (1) actions were undertaken in accordance with this Administrative Policy and applicable federal and state law, (2) significant deviations

from expectations were reported to the City Council in a timely manner, and (3) appropriate action was taken to mitigate future adverse developments.

*Investment Policy Review Committee of the City Council*

The Investment Policy Review Committee shall be responsible for conducting at least biannual reviews of the adequacy and effectiveness of this Administrative Policy and preparing related recommendations for City Council consideration.

The City Council shall appoint two of its members to serve on the Investment Policy Review Committee for terms two calendar years in length, commencing on January 1 of each odd-numbered year. The City Council reserves the right to remove or replace any member of the Investment Policy Review Committee, with or without cause, following a publicly noticed vote of a majority of the quorum of City Councilmembers present at the time.

The Investment Policy Review Committee shall be considered a standing committee, subject to all applicable provisions of the Ralph M. Brown Act.

**2.2.05. Public Trust.**

The City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City shall act as custodians of the public trust and recognize that the investment portfolio is subject to public review and evaluation. The City's overall approach to investment shall be designed and managed with a degree of professionalism that is worthy of the public trust.

**2.2.06. Prudence.**

The City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City, are considered to be trustees and, therefore, fiduciaries subject to the prudent investor standard. The prudent investor standard is summarized in Government Code Section 53600.3, as follows:

*All governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the*

*circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.*

### **2.2.07. Ethics and Conflicts of Interest.**

As set forth in the City’s Conflict of Interest Policy, and as otherwise required by the Political Reform Act and Fair Political Practices Commission, public officials who manage public investments are required to file economic interest disclosures.

In addition to federal, state and local statutes relating to conflicts of interest, the City Council, City Manager, City Treasurer, and all individuals authorized to participate in investment decisions on behalf of the City shall refrain from personal business association or activity that conflicts with proper execution of this Administrative Policy, or which could impair their ability to make impartial investment decisions.

### **2.2.08. Internal Controls and Routine External Review.**

The City Treasurer shall develop, implement, and maintain a system of internal controls designed to ensure the effectiveness and efficiency of investment activities, compliance with applicable laws and regulations, and the reliability of financial reporting. Such internal controls shall seek to prevent the loss of public funds due to fraud, error, misrepresentation, and unanticipated market changes.

As a part of their annual review of internal controls, the City’s independent, external auditors shall review internal controls related to investment activities.

### **2.2.09. Authorized Financial Dealers, Depositories, and Institutions.**

In accordance with Government Code Section 53601.5, investments shall either be purchased (1) directly from the issuer, (2) from an institution licensed by the State of California as a Broker-Dealer, as defined in Corporations Code Section 25004, provided that the institution is a primary or regional dealer qualified under federal Securities and Exchange Commission Rule 15C3-1 (Uniform Net Capitol Rule), (3) from a member of a federally regulated securities exchange, (4) from a national or

state-chartered bank, from a savings association or federal association, as defined by Financial Code Section 5102, or (5) from a brokerage firm designated as a primary government dealer by the Federal Reserve bank. In addition, investments shall only be purchased from entities or deposits made in qualified public depositories, as established by State law, with full knowledge of applicable California law and at least five years' experience providing similar services to California municipalities.

The selection of financial dealers, depositories, and institutions shall follow a periodic competitive procurement process (e.g., requests for proposals or requests for qualifications) and be subject to ultimate approval of the City Council or City Manager in accordance with established purchasing regulations and policies. The nature of the competitive procurement process, frequency thereof, and submittals required, shall be designed and determined by the City Treasurer.

On an annual basis, the City Treasurer shall send a copy of the current version of this Administrative Policy to all financial dealers, depositories, and institutions approved to do business with the City. Receipt of this Administrative Policy shall be considered confirmation that the parties to whom they were distributed understand the City's authorized investment types and requirements thereof.

#### **2.2.10. Authorized Investments.**

In accordance with the requirements set forth in this Administrative Policy and in Government Code sections 53601, 53601.6, 53601.8, 53635, 53635.2, 53638, and 53684, the following types of investment are authorized:

A. Monies required to meet immediate cash flow needs:

- *Federal Deposit Insurance Corporation (FDIC) Insured Accounts*  
Fully insured under \$250,000 or collateralized at 110% of principal and accrued interest in accordance with California Government Code

B. Monies not required to meet immediate cash flow needs, but which can be reasonably anticipated to be required over the following 12 months:

- *Bankers' Acceptances*  
Minimum Standard & Poor's Rating: A-1, Minimum Moody's Rating: P-1
- *Commercial Paper*  
Minimum Standard & Poor's Rating: A-1, Minimum Moody's Rating: P-1

- *Local Government Investment Pools and other pooled investment funds such as money market mutual funds*  
Minimum Standard & Poor's Rating (Money Market Mutual Funds): AAA,  
Minimum Moody's Rating: Aaa, or other rating service equivalent
- ~~*Non-Negotiable Certificates of Deposit*~~  
~~Issued by a nationally or state-chartered bank, or state or federal savings and loan association, as defined by Financial Code Section 5102; and (1) with an "A" or better rating on its long-term debt as provided by Standard & Poor's or Moody's or (2) with minimum short-term ratings by two rating services. For (2), the minimum Standard & Poor's rating shall be A-1 and the minimum Moody's rating shall be P-1.~~
- *Passbook Savings Demand Deposits*  
Fully insured by the FDIC or collateralized
- *Repurchase Agreements*  
Minimum Standard & Poor's Rating: AA, Minimum Moody's Rating: Aa
- *All investments authorized under Section 2.2.10(A).*

C. Monies not required to meet immediate cash flow needs, and which cannot be reasonably anticipated to be required over the following 12 months:

- *United States Treasury Obligations (notes, bonds, bills, or other certificates or coupons)*  
Explicit full faith and credit guarantee of the United States Government.  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa3 or P-1
- *United States Agency Obligations*  
Implied full faith and credit guarantee of the United States Government.  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa3 or P-1
- *State of California and Others States-issued Obligations (notes, bonds, or warrants)*  
Minimum Standard & Poor's Rating for Bonds: AA or A-1+, Minimum  
Moody's Rating for Bonds: Aa or P-1

- *California Local Government-issued Municipal Obligations (notes, bonds, warrants, or other indebtedness issued by a California county, city, or local district/agency)*  
Minimum Standard & Poor's Rating: AA or A-1+, Minimum Moody's Rating: Aa or P-1
- *~~Negotiable~~ Certificates of Deposit (Negotiable and Non-Negotiable)*  
Issued by a nationally or state-chartered bank, or state or federal savings and loan association, as defined by California Financial Code Section 5102.  
~~Collateral shall comply with Chapter 4, Bank Deposit Law, Section 16500 et seq., and Chapter 4.5, Savings and Loan Association and Credit Union Deposit Law, Section 16600 et seq., of California Government Code. Fully insured by the FDIC~~
- *All investments authorized under sections 2.2.10(A) and (B).*

### **2.2.11. Local Government Investment Pools and Other Pooled Investment Funds.**

While local government investment pools generally provide significant safety and liquidity, the City Treasurer shall complete a thorough investigation prior to making any such investment and consider the same during the monthly compliance review required by Section 2.2.13. Due diligence in investigations shall generally include a review of written statements of investment policies, objectives, fees schedules, and reporting schedules, as well as issues related to (1) eligible investors and securities, (2) the permitted frequencies and sizes of deposits and withdrawals, (3) security safeguards, including settlement processes, (4) the frequency with which securities are priced and the program audited, (5) the treatment of gains and losses, including interest calculations and distribution, (6) whether and, if so, how reserves, retained earnings, and similar funds are utilized by the investment pool, and (7) whether the investment pool is eligible for and, if so, accepts bond proceeds. In addition, only local government investment pools with at least five years' experience providing similar services to other California municipalities may be utilized. Similar due diligence and investigative procedures shall be performed prior to investing in any other pooled investment funds, such as money market mutual funds.

### **2.2.12. Prohibited Investments.**

Notwithstanding those types of investments that are otherwise prohibited by law or this Administrative Policy, financial derivatives (e.g., futures, options, and interest rate swaps) and foreign investments (e.g., indices and currencies) are prohibited.

### **2.2.13. Monthly Internal Compliance Review of Investment Portfolio.**

Investments shall be in compliance with the ratings and other requirements set forth in this Administrative Policy at the time of purchase. It is acknowledged and understood that some investments may not fully comply with the same following purchase. The City Treasurer shall review the overall investment portfolio on a monthly basis and identify any investments that no longer comply. Non-compliant investments shall be reported to the City Council, City Manager, and City Attorney within 10 business days of discovery and corrected as soon as practical.

### **2.2.14. Safekeeping and Custody.**

All investments shall be registered in the name of the City and all interest, principal payments, and withdrawals shall indicate the City as the sole payee.

All investments, with the exception of Federal Deposit Insurance Corporation (FDIC) Insured Accounts, Local Government Investment Pools, and Money Market Funds shall be held by a third-party custodian designated by the City Treasurer and evidenced by custodial agreements or safekeeping receipts. Third-party custodians shall comply with the requirements set forth in Section 2.2.09.

All security transactions, where applicable, shall use a Delivery-versus-Payment (DVP) settlement procedure with the City's payment due at the time of delivery.

### **2.2.15. Collateralization.**

~~Collateral for non-negotiable certificates of deposit and negotiable certificates of deposit shall comply with Government Code, Chapter 4, Bank Deposit Law Section 16500 et seq. and the Savings and Loan and Credit Union Deposit Law Government Code Section 16600 et seq. In addition, if the Non-Negotiable Certificate of Deposit is not Federal Deposit Insurance Corporation (FDIC) insured or exceeds the FDIC insured limit, collateral is required equal to 100% of the principal.~~

Collateral for repurchase agreements shall be 110% of the market value of principal and accrued interest. Collateral can be either United States Treasury securities or

United States Agency securities. The City Treasurer is authorized to grant the right of collateral substitution for repurchase agreements.

All collateral shall be held by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained.

**2.2.16. Diversification and Maximum Maturities.**

The overall investment portfolio shall be diversified to avoid incurring unreasonable and avoidable risks associated with concentrating investments in specific investment types, maturity segments, or individual financial institutions. In a diversified portfolio, it is acknowledged and understood that occasional measurement losses may occur. Such losses shall be considered within the overall portfolio’s investment return. Diversification also requires investments to be spread among varying security types and institutions.

Authorized investments shall be invested subject to the following:

*Table 2.2-1: Diversification and Maximum Maturities Table*

Type of Investment	Maximum Amount of Portfolio Investment	<u>Maximum Amount of Individual Investment</u>	Maximum Maturity
Federal Deposit Insurance Corporation (FDIC) Insured Accounts	100%	=	N/A
Bankers’ Acceptances	20% (no more than 5% with one bank)	=	180 days
Commercial Paper	15% (no more than 10% of a single issuer)	=	270 days
Local Government Investment Pools	90%	=	N/A
Money Market Mutual Funds	10%	=	N/A
<del>Non-Negotiable</del> Certificates of Deposit ( <u>Negotiable and Non-Negotiable</u> )	<del>20</del> 30% (no more than <del>5</del> 10% with one bank or issuer) <del>and no more</del>	<u>\$250,000</u>	<del>3-years</del> <u>5 years</u>

Type of Investment	Maximum Amount of Portfolio Investment	<u>Maximum Amount of Individual Investment</u>	Maximum Maturity
	<del>than 30% of the overall portfolio when combined with Negotiable Certificates of Deposit</del>		
<del>Negotiable Certificates of Deposit</del>	<del>30% (no more than 5% with one bank or single issuer) and no more than 30% of the overall portfolio when combined with Non-Negotiable Certificates of Deposit</del>		<del>5 years</del>
Passbook Savings Demand Deposits	100%	=	3 years
Repurchase Agreements	10% (no more than 20% of a single issuer)	=	30 days
United States Treasury Obligations	90% of overall portfolio for any one investment type (no more than 20% of a single issuer)	=	5 years
United States Agency Obligations		=	5 years
State of California and Other States-issued Obligations	20% of overall portfolio for any one investment type (no more than 5% of a single issuer)	=	3 years
California Local Government-issued Municipal Obligations		=	3 years

### **2.2.17. Reporting.**

The City Treasurer shall prepare and submit a monthly investment report to the City Council. The report shall include a summary of all investment transactions for the reporting period, as required by Government Code Section 53607, as well as similar information required for optional quarterly investment reports by Government Code Section 53646(b), to the extent that such information is available. The report shall

also comply with Government Accounting Standard Board (GASB) Statement No. 40 and include the following:

- A. Certification that all investment actions executed since the last report have been made in full compliance with this Administrative Policy; and
- B. Certification that the City is able to meet all cash flow needs which might reasonably be anticipated for the next 12 months.

**2.2.18. Annual City Council Review and Adoption of this Administrative Policy.**

This Administrative Policy shall be reviewed, modified as necessary, and adopted, at least annually, by resolution of the City Council at a duly noticed public meeting. Such annual review shall be in addition to the reviews conducted by the Investment Policy Review Committee as described in Section 2.2.04.

**2.2.19. Relationship to Federal and State Laws.**

Where federal or state laws are more restrictive than or contradict this Administrative Policy, such laws shall take precedence. Where this Administrative Policy is more restrictive than federal or state laws, this Administrative Policy shall take precedence. The City Treasurer shall advise the Investment Policy Review Committee of any contradictions of federal or state law for consideration during its reviews conducted as described in Section 2.2.04.

**2.2.20. Attachments.**

Attachment A, “Glossary of Terms and Acronyms,” is incorporated by reference.

Attachment B, “California Municipal Treasurers Association Investment Policy Certification”

---

City Council Adoption: ~~October 17, 2018~~October XX, 2019

**Attachment A, “Glossary of Terms and Acronyms”**

*This Glossary of Terms and Acronyms contains common investment terminology to provide users with a better understanding of basic investment terms. It is intended to be used as a basic reference only, is not intended to be all inclusive, and should not be treated as a substitute for professional counsel or analysis.*

**ACCRUED INTEREST:** Coupon interest accumulated on a bond or note since the last interest payment or, for a new issue, from the dated date to the date of delivery.

**ASSET-BACKED SECURITIES:** Securities that are supported by pools of assets, such as installment loans or leases, or by pools of revolving lines of credits. Asset-backed securities are structured as trusts in order to perfect a security interest in the underlying assets.

**AVERAGE:** An arithmetic mean of selected stocks intended to represent the behavior of the market or some component of it.

**BANK DEPOSITS:** Deposits in banks or other depository institutions that may be in the form of demand accounts (checking) or investments in accounts that have a fixed term and negotiated rate of interest.

**BANK NOTES:** A senior, unsecured, direct obligation of a bank or United States branch of a foreign bank.

**BANKERS’ ACCEPTANCE:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution, as well as the issuer, guarantees payment of the bill.

**BASIS POINTS:** Refers to the yield on bonds. Each percentage point of yield in bonds equals 100 basis points (1/100% or 0.01%). If a bond yield changes from 7.25% to 7.39% that is a rate of 14 basis points.

**BENCHMARK:** A passive index used to compare the performance, relative to risk and return, of an investor’s portfolio.

**BOND PROCEEDS:** The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued and to pay certain costs of issuance as may be provided in the bond contract.

BONDS: A debt obligation of a firm or public entity. A bond represents the agreement to repay the debt in principal and, typically, in interest on the principal.

BOOK VALUE: The value at which an asset is carried on a balance sheet.

BROKER: A person or firm that acts as an intermediary by purchasing and selling securities for others rather than for its own account.

CALL OPTION: The terms of the bond contract giving the issuer the right to redeem or call an outstanding issue of bonds prior to its stated date of maturity.

CASH FLOW: A comparison of cash receipts (revenues) to required payments (debt service, operating expenses, etc.).

CERTIFICATE OF DEPOSIT: A short-term, secured deposit in a financial institution that usually returns principal and interest to the lender at the end of the loan period. Certificates of Deposit (CDs) differ in terms of collateralization and marketability. CDs appropriate to public agency investing include:

*Negotiable Certificates of Deposit* – Generally, short-term debt instruments that pay interest and ~~re-is~~ issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. The majority of negotiable CDs mature within six months while the average maturity is two weeks. Negotiable CDs are traded in a secondary market and are payable upon order to the bearer or initial depositor (investor). Negotiable CDs are insured by the FDIC up to \$250,000, but they are not collateralized beyond that amount.

*Non-Negotiable Certificates of Deposit* – CDs that carry a penalty if redeemed prior to maturity. A secondary market does exist for non-negotiable CDs, but redemption includes a transaction cost that reduces returns to the investor. Non-negotiable CDs issued by banks and savings and loans are insured by the FDIC up to the amount of \$250,000, including principal and interest. Amounts deposited above this amount may be secured with other forms of collateral through an agreement between the investor and the issuer. Collateral may include other securities, including treasuries or agency securities (e.g., issued by the Federal National Mortgage Association).

CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS): A private CD placement service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is

currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.

CD PLACEMENT SERVICE: A service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution while still maintaining FDIC insurance coverage. See “CDARS”.

COLLATERALIZATION OF DEPOSITS: A process by which a bank or other financial institution pledges securities or other deposits for the purpose of securing the repayment of deposited funds.

COMMERCIAL PAPER: An unsecured short-term promissory note issued by corporations or municipalities, with maturities ranging from two to 270 days.

CORPORATE NOTES AND BONDS: Debt instruments, typically unsecured, issued by corporations, with original maturities in most cases greater than one year and less than ten years.

COUNTY POOLED INVESTMENT FUNDS: The aggregate of all funds from public agencies placed in the custody of the county treasurer or chief finance officer for investment and reinvestment.

COUPON: The annual rate of interest that a bond’s issuer promises to pay the bondholder in the bond’s face value; a certificate attached to a bond evidencing interest due on a payment date.

CREDIT RATING: The credit worthiness of an investment. Credit ratings are issued by nationally recognized statistical rating organizations (NRSROs) registered with the Securities and Exchange Commission. Three highly recognized organizations are Standard and Poor’s, Moody’s, and Fitch. The organizations use a primary letter designation (numbers or symbols may follow the letter designation) to indicate the quality of an investment. As an example, short-term ratings by Standard and Poor’s of A-1+ and Moody’s of P-1 indicate a prime or high-grade quality investment. Long-term prime or high-grade quality investments would be rated AAA or Aaa by Standard and Poor’s and Moody’s, respectively. Rates beginning with letters B or C would typically indicate an investment of speculative and higher risk quality.

CREDIT RISK: The chance that an issuer will be unable to make scheduled payments of interest and principal on an outstanding obligation. Another concern for

investors is that the market's perception of an issuer/borrower's credit will cause the market value of a security to fall, even if default is not expected.

CUSTODIAN: A bank or other financial institution that keeps custody of stock certificates and other assets.

DEALER: Someone who acts as a principal in all transactions, including underwriting, buying, and selling securities, including from his or her own account.

DEFAULT RISK: The risk that issuers or borrowers will be unable to make the required payments on their debt obligations.

DEFEASED BOND ISSUES: Issues that have sufficient money to retire outstanding debt when due, so that the agency is released from the contracts and covenants in the bond document.

DELIVERY-VERSUS-PAYMENT (DVP): The payment of cash for securities as they are delivered and accepted for settlement.

DERIVATIVE: Securities that are based on, or derived from, some underlying asset, reference date, or index.

DISCOUNT: The difference between the par value of a security and the cost of the security, when the cost is below par. Investors purchase securities at a discount when return to the investor (yield) is higher than the stated coupon (interest rate) on the investment.

DISCOUNT RATE: The interest rate used in discounted cash flow analysis to determine the present value of future cash flows. The discount rate in discounted cash flow analysis takes into account not just the time value of money, but also the risk or uncertainty of future cash flows; the greater the uncertainty of future cash flows, the higher the discount rate.

DIVERSIFICATION: The allocation of different types of assets in a portfolio to mitigate risks and improve overall portfolio performance.

DURATION: A measure of the timing of the cash flows to be received from a security that provides the foundation for a measure of the interest rate sensitivity of a bond. Duration is a volatility measure and represents the percentage change in price divided by the percentage change in interest rates. A high duration measure indicates

that for a given level of movement in interest rates, prices of securities will vary considerably.

EFFECTIVE DURATION: A measurement of the weighted average of the present value of the cash flows of a fixed-income investment. Effective duration measures the price sensitivity of fixed-income investments, especially for those with embedded option features such as call options. As yields rise, the effective duration of a callable investment rises to reflect the fact that it has become less likely to be called. The more rates rise, the longer the effective duration will become, approaching the duration to maturity. The converse is true in a declining interest rate environment (that is, the more rates fall, the shorter the effective duration will become, approaching the duration to call). For securities without an embedded option, the duration to call, maturity, and effective duration are all the same. The calculation for effective duration is complicated and involves averaging the duration under a simulation of many possible interest rate scenarios in the future.

EVENT RISK: The risk associated with a changing portfolio value due to a market event causing swings in market prices and/or spreads.

EXTENDABLE NOTES: Securities with maturity dates that can be extended by mutual agreement between the issuer and investor. When investing in these types of securities, the maturity date plus the stated extendable option must not exceed the time frames that are allowed in California Government Code or the investment policy for the investment type.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per entity.

FIDUCIARY: An individual who holds something in trust for another and bears liability for its safekeeping.

FIRST TIER SECURITIES: Securities that have received short term debt ratings in the highest category from the requisite nationally recognized statistical-rating organizations (NRSROs), or are comparable unrated securities, or are issued by money market funds, or government securities. [See SEC Rules: Paragraph (A) (12) of rule 2A-7.]

FLOATING RATE SECURITY: A security that has a variable or “floating” interest rate.

GOVERNMENT ACCOUNTING STANDARDS BOARD (GASB): A standard-setting body, associated with the Financial Accounting Foundation, which prescribes standard accounting practices for governmental units.

GOVERNMENT SPONSORED ENTERPRISES (GSE): Privately held corporations with public purposes created by the United States Congress to reduce the cost of capital for certain borrowing sectors of the economy. Securities issued by GSEs carry the implicit backing of the United States Government, but they are not direct obligations of the United States Government. For this reason, these securities will offer a yield premium over Treasuries.

GUARANTEED INVESTMENT CONTRACT (GIC): An agreement acknowledging receipt of funds for deposit, specifying terms for withdrawal, and guaranteeing a rate of interest to be paid.

INDEX: An indicator that is published on a periodic basis that shows the estimated price and/or yield levels for various groups of securities.

INTEREST: The amount a borrower pays to a lender for the use of his or her money.

INTEREST RATE RISK: The risk that an investment's value will change due to a change in the absolute level of interest rates, spread between two rates, shape of the yield curve, or any other interest rate relationship.

INVESTMENT AGREEMENTS: Contracts with respect to funds deposited by an investor. Investment agreements are often separated into those offered by banks and those offered by insurance companies. In the former case, they are sometimes referred to as “bank investment contracts.”

LONDON INTERBANK OFFERED RATE (LIBOR): The average rate at which a leading bank can obtain unsecured funding in the London interbank market. LIBOR serves as a benchmark for various interest rates. Obligations of parties to such transactions are typically expressed as a spread to LIBOR.

LIQUIDITY: The measure of the ability to convert an instrument to cash on a given date at full face or par value.

LIQUIDITY RISK: The risk that a security, sold prior to maturity, will be sold at a loss of value. For a local agency, the liquidity risk of an individual investment may

not be as critical as how the overall liquidity of the portfolio allows the agency to meet its cash needs.

LOCAL AGENCY INVESTMENT FUND (LAIF): A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): Investment pools that range from the State Treasurer's Office Local Agency Investment Fund (LAIF) to county pools to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MARKET RISK: The chance that the value of a security will decline as interest rates rise. In general, as interest rates fall, prices of fixed income securities rise. Similarly, as interest rates rise, prices fall. Market risk also is referred to as systematic risk or risk that affects all securities within an asset class similarly.

MARKET VALUE: The price at which a security is trading and presumably could be purchased or sold at a particular point in time.

MATURITY: The date on which the principal or stated value of an investment becomes due and payable.

MEDIUM-TERM NOTE: Corporate or depository institution debt securities meeting certain minimum quality standards (as specified in California Government Code) with a remaining maturity of five years or less.

MONEY MARKET MUTUAL FUNDS (MMFs): Mutual funds that invest exclusively in short-term money market instruments. MMFs seek the preservation of capital as a primary goal while maintaining a high degree of liquidity and providing income representative of the market for short term investments.

MORTGAGE-BACKED SECURITIES (MBS): Securities created when a mortgagee or a purchaser of residential real estate mortgages creates a pool of mortgages and markets undivided interests or participations in the pool. MBS owners receive a pro-rata share of the interest and principal cash flows (net of fees) that are "passed through" from the pool of mortgages. MBS are complex securities whose cash flow is determined by the characteristics of the mortgages that are pooled together. Investors in MBS face prepayment risk associated with the option of the underlying mortgagors to pre-pay or payoff their mortgage. Most MBS are issued

and/or guaranteed by federal agencies and instrumentalities (e.g., Government National Mortgage Association (GNMA), Federal National Mortgage Association (FNMA), and Federal Home Loan Mortgage Corporation (FHLMC)).

MORTGAGE PASS-THROUGH OBLIGATIONS: Securities that are created when residential mortgages (or other mortgages) are pooled together and undivided interests or participations in the stream of revenues associated with the mortgages are sold.

MUNICIPAL ADVISOR RULE: Regulations for non-dealer "municipal advisors" such as financial advisors, swap advisors, GIC brokers, etc. In addition, the rule pertains to banks and broker dealers acting as municipal advisors. Municipal advisors have a fiduciary responsibility to the government agency receiving their services and they must register with the Securities Exchange Commission (SEC). Municipal finance professionals that do not have a fiduciary duty to issuers cannot provide advice to governments unless certain exemptions are met. The SEC has published a list of frequently asked questions: [www.sec.gov/info/municipal/mun-advisors-faqs.pdf](http://www.sec.gov/info/municipal/mun-advisors-faqs.pdf).

MUNICIPAL NOTES, BONDS, AND OTHER OBLIGATIONS: Obligations issued by state and local governments to finance capital and operating expenses.

MUTUAL FUNDS: An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments.

NEW ISSUE: Securities sold during the initial distribution of an issue in a primary offering by the underwriter or underwriting syndicate.

NET ASSET VALUE (NAV): A determination of the average price per share of a pool or mutual fund. How this measure varies over time provides information on whether the pool is stable or variable. NAV is the market value of all securities in a mutual fund, less the value of the fund's liabilities, divided by the number of shares in the fund outstanding. Shares of mutual funds are purchased at the fund's NAV.

NET PRESENT VALUE: An amount that equates future cash flows with their value in present terms.

NOTE: A written promise to pay a specified amount to a certain entity on demand or on a specified date. Usually bearing a short-term maturity of a year or less (though longer maturities are issued—see “Medium-Term Note”).

OPTIONS: A contract that gives the buyer the right to buy or sell an obligation at a specified price for a specified time. Exchange Traded Options are standardized option contracts that are actively traded on the Chicago Board of Exchange on a daily basis whereas Over-the-Counter Options are traded directly between the buyer and seller at agreed upon prices and conditions (the former type of option is therefore more liquid than the latter).

PAR AMOUNT OR PAR VALUE: The principal amount of a note or bond which must be paid at maturity. Par, also referred to as the “face amount” of a security, is the principal value stated on the face of the security. A par bond is one sold at a price of 100 percent of its principal amount.

PASSBOOK SAVINGS DEMAND DEPOSITS: An interest-bearing bank deposit that unlike time deposits which have a specified term, is typically considered readily available funds and can be withdrawn without advance notice.

PLACEMENT SERVICE DEPOSIT: Deposits at depository institutions placed by a private sector placement service entity.

PLACEMENT SERVICE CERTIFICATES OF DEPOSIT: Certificates of deposit placed with a private sector entity that assists in the placement of certificates of deposit with eligible financial institutions located in the United States.

PORTFOLIO: Combined holding of more than one stock, bond, commodity, real estate investment, cash equivalent, or other asset. The purpose of a portfolio is to reduce risk by diversification.

PREMIUM: The difference between the par value of a security and the cost of the security, when the cost is above par. Investors pay a premium to purchase a security when the return to the investor (yield) is lower than the stated coupon (interest rate) on the investment.

PRICE: The amount of monetary consideration required by a willing seller and a willing buyer to sell an investment on a particular date.

PRINCIPAL: The face value or par value of a debt instrument, or the amount of capital invested in a given security.

PROSPECTUS: A disclosure document that must be provided to any prospective purchaser of a new securities offering registered with the SEC that typically includes information on the issuer, the issuer’s business, the proposed use of proceeds, the experience of the issuer’s management, and certain certified financial statements (also known as an “official statement”).

PRUDENT INVESTOR STANDARD: A standard of conduct where a person acts with care, skill, prudence, and diligence when investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing funds. The test of whether the standard is being met is if a prudent person acting in such a situation would engage in similar conduct to ensure that investments safeguard principal and maintain liquidity.

REINVESTMENT RISK: The risk that interest rates may be lower than the yield on a fixed income security when the investor seeks to reinvest interest income or repaid principal from the security.

REPURCHASE AGREEMENTS: An agreement of one party (for example, a financial institution) to sell securities to a second party (such as a local agency) and simultaneous agreement by the first party to repurchase the securities at a specified price from the second party on demand or at a specified date.

RISK: The uncertainty of maintaining the principal or interest associated with an investment due to a variety of factors.

RULE G-37 OF THE MUNICIPAL SECURITIES RULEMAKING BOARD: Federal regulations to sever any connection between the making of political contributions and the awarding of municipal securities business.

SAFEKEEPING SERVICE: Offers storage and protection of assets provided by an institution serving as an agent.

SAFETY: In the context of investing public funds, safety relates to preserving the principal of an investment in an investment portfolio; local agencies address the concerns of safety by controlling exposure to risks.

SECURITIES AND EXCHANGE COMMISSION (SEC): The federal agency responsible for supervising and regulating the securities industry.

SECURITIES LENDING AGREEMENT: An agreement of one party (for example, a local agency) to borrow securities at a specified price from a second party (for example, another local agency) with a simultaneous agreement by the first party to return the security at a specified price to the second party on demand or at a specified date. These agreements generally are collateralized and involve a third-party custodian to hold the securities and collateral. Economically similar to reverse repurchase agreement.

TAX AND REVENUE ANTICIPATION NOTES (TRANS): Notes issued in anticipation of receiving tax proceeds or other revenues at a future date.

TOTAL RETURN: Interest, realized gains and losses, and unrealized gains and losses over a given period of time.

TRUSTEE, TRUST COMPANY OR TRUST DEPARTMENT OF A BANK: A financial institution with powers to act in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract.

UNDERWRITER: A dealer that purchases a new issue of municipal securities for resale.

UNITED STATES AGENCY OBLIGATIONS: Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises, including federal agency mortgage-backed securities. Types of instruments may include mortgage-backed securities from the Federal National Mortgage Association (FNMA) including Fannie Mae and Freddie Mac securities.

UNITED STATES TREASURY OBLIGATIONS: Debt obligations of the United States government sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less and are sold at a discount. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in 10 years or more.

WEIGHTED AVERAGE MATURITY (WAM): The average maturity of all the securities that comprise a portfolio, typically expressed in days or years.

YIELD: The current rate of return on an investment security generally expressed as a percentage of the securities current price.

YIELD CURVE: A graphic representation that shows the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity.

YIELD-TO-CALL: The rate of return to the investor earned from payments of principal and interest, with interest compounded semi-annually at the stated yield when the security is redeemed on a specified call date. In addition, if the security is redeemed at a premium call price, the amount of the premium is also reflected in the yield.

YIELD-TO-MATURITY: The rate of return to the investor earned from payments of principal and interest, with interest compounded semi-annually at the stated yield as long as the security remains outstanding until the maturity date.

YIELD-TO-WORST: For a given dollar price on a municipal security, the lowest of the yield calculated to the pricing call, par option or maturity.

ZERO-COUPON BOND: A bond on which interest is not payable until maturity (or earlier redemption), but compounds periodically to accumulate to a stated maturity amount. Zero-interest bonds are typically issued at a discount and repaid at par upon maturity.

**Attachment B, “California Municipal Treasurers Association Investment Policy Certification”**

The City’s Investment of Financial Assets policy, as adopted by the City Council on November 16, 2016, received certification from the California Municipal Treasurers Association (CMTA) on January 17, 2017. Since receiving certification, the City’s modifications of the Investment of Financial Assets policy have been limited to (1) addressing recommendations made by CMTA evaluators; (2) modifying provisions related to Investment Policy Review Committee appointments; (3) increasing the maximum maturities for ~~negotiable~~ certificates of deposit, United States Treasury obligations, and United States agency obligations; (4) modifying minimum issuer requirements, increasing the maximum amounts of portfolio investment, establishing a maximum amount of individual investment, and removing non-FDIC-insured investment authorization for certificates of deposit; (54) clarifying that funds belonging to the Laguna Woods Civic Support Fund are exempt from the Investment of Financial Assets policy; and, (65) making minor typographical corrections.



**6.6**  
**PROPOSITION 68 (2018) PER CAPITA**  
**PROGRAM**

*This page is intentionally blank.*

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS FROM THE STATE OF CALIFORNIA'S PROPOSITION 68 (2018) PER CAPITA PROGRAM, AND MAKING RELATED AUTHORIZATIONS

**WHEREAS**, on June 5, 2018, California voters approved the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 ("Proposition 68 (2018)") which established a program to fund local park rehabilitation, creation, and improvement grants to local governments on a per capita basis ("Per Capita Program"); and

**WHEREAS**, the State Department of Parks and Recreation has been delegated the responsibility by the Legislature of the State of California for the administration of the Proposition 68 (2018) Per Capita Program, setting up necessary procedures governing application(s); and

**WHEREAS**, said procedures established by the State Department of Parks and Recreation require the City Council to certify by resolution the approval of project application(s) before submission of said applications to the State Department of Parks and Recreation; and

**WHEREAS**, the City desires to apply for per capita grant funds from the Proposition 68 (2018) Per Capita Program and submit application(s); and

**WHEREAS**, if said application(s) are approved by the State Department of Parks and Recreation, the City will enter into a contract with the State of California to complete the project(s).

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

**SECTION 1.** The City's filing of application(s) for per capita grant funds from the State of California's Proposition 68 (2018) Per Capita Program is hereby approved, subject to the provisions of this resolution.

**SECTION 2.** The City Manager, or his designee, is hereby authorized to apply for and submit to the State Department of Parks and Recreation application(s) for per capita grant funds from the State of California's Proposition 68 (2018) Per Capita Program. If the application(s) are approved by the State Department of Parks and Recreation, the City Manager, or his designee, is hereby authorized to enter into, execute, and deliver a State of California contract in an amount not to exceed the City's award allocation and any and all other documents required or deemed necessary or appropriate to secure the funding, and all amendments thereto.

**SECTION 3.** The City Manager, or his designee, is hereby delegated authority to conduct all negotiations and sign and submit all documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope(s) receiving funding from the State of California's Proposition 68 (2018) Per Capita Program.

**SECTION 4.** The City Council hereby certifies the following:

1. The City has or will have available, prior to commencement of project work utilizing Per Capita funding, sufficient funds to complete the project(s).
2. The City has or will have sufficient funds to operate and maintain the project(s).
3. All projects proposed by the City will be consistent with the park and recreation element of the City's general or recreation plan (California Public Resources Code Section 80063(a)).
4. These funds will be used to supplement, not supplant, local revenues in existence as of June 5, 2018 (California Public Resources Code Section 80062(d)).
5. The City will comply with the provisions of California Labor Code Section 1771.5.
6. (California Public Resources Code Section 80001(b)(8)(A-G)) To the extent practicable, as identified in the "Presidential Memorandum--Promoting Diversity and Inclusion in Our National Parks, National Forests, and Other Public Lands and Waters," dated January 12, 2017, the City will consider a range of actions that include, but are not limited to, the following:

(A) Conducting active outreach to diverse populations, particularly minority, low-income, and disabled populations and tribal communities, to increase awareness within those communities and the public generally about specific programs and opportunities.

(B) Mentoring new environmental, outdoor recreation, and conservation leaders to increase diverse representation across these areas.

(C) Creating new partnerships with state, local, tribal, private, and nonprofit organizations to expand access for diverse populations.

(D) Identifying and implementing improvements to existing programs to increase visitation and access by diverse populations, particularly minority, low-income, and disabled populations and tribal communities.

(E) Expanding the use of multilingual and culturally appropriate materials in public communications and educational strategies, including through social media strategies, as appropriate, that target diverse populations.

(F) Developing or expanding coordinated efforts to promote youth engagement and empowerment, including fostering new partnerships with diversity-serving and youth-serving organizations, urban areas, and programs.

(G) Identifying possible staff liaisons to diverse populations.

7. The City agrees that, to the extent practicable, the project(s) will provide workforce education and training, contractor and job opportunities for disadvantaged communities (PRC §80001(b)(5)).

8. The City shall not reduce the amount of funding otherwise available to be spent on parks or other projects eligible for funds under this division in its jurisdiction. A one-time allocation of other funding that has been expended for parks or other projects, but which is not available on an ongoing basis, shall not be considered when calculating a recipient's annual expenditures (California Public Resources Code Section 80062(d)).

9. The City has reviewed, understands, and agrees to the General Provisions contained in the contract shown in the Proposition 68 (2018) Per Capita Program Procedural Guide.

10. The City agrees to comply with all applicable, federal, state and local laws, ordinances, rules, regulations and guidelines.

**SECTION 6.** The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

6.7

**WATER EFFICIENT MEDIAN IMPROVEMENT  
PROJECT (EL TORO ROAD BETWEEN CALLE  
SONORA AND MOULTON PARKWAY,  
MOULTON PARKWAY BETWEEN SOUTH CITY  
LIMIT AND CALLE ARAGON, SANTA MARIA  
AVENUE SHARED MEDIAN)  
(NO REPORT)**

*This page is intentionally blank.*

6.8

**LOT LINE ADJUSTMENT LLA-1309 TO ADJUST  
THE BOUNDARIES OF TWO ADJACENT  
PARCELS OWNED BY THE CITY OF LAGUNA  
WOODS AND THE EL TORO WATER DISTRICT  
LOCATED IN THE VICINITY OF THE  
INTERSECTION OF EL TORO ROAD AND ALISO  
CREEK ROAD IN LAGUNA WOODS, CA 92637**

*This page is intentionally blank.*

## AGREEMENT FOR ACQUISITION OF REAL PROPERTY

THIS AGREEMENT FOR ACQUISITION OF REAL PROPERTY ("Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by and between the El Toro Water District, a public agency (hereinafter called "Buyer"), and the City of Laguna Woods (hereinafter called "Seller"), for acquisition by Buyer of certain real property as hereinafter set forth.

**RECITALS**

A. El Toro Water District is a public agency formed, existing, and operating pursuant to Section 34000 *et seq.* of the California Water Code, with its principal place of business at 24251 Los Alisos Boulevard, Lake Forest, CA 92630. As part of El Toro Water District's powers and duties, it can acquire real property for the placement, operation, expansion, and improvement of facilities related to its provision of water, wastewater, recycled water and related services to its customers.

B. The City of Laguna Woods is a general law city, with its principal place of business at 24264 El Toro Road Laguna Woods, CA 92637, and is the owner of property more specifically described in the legal description to the Grant Deed attached hereto as Exhibit "1" and incorporated herein ("Property"). Such Property is located immediately adjacent to a sewer lift station that is proposed to be expanded and improved by El Toro Water District.

C. The Property which is the subject of this Agreement is currently utilized by the City of Laguna Woods as part of public open space and recreational uses, and specifically the "Woods End Wilderness Preserve." The City of Laguna Woods purchased the Property, in part, using funds provided by the California State Coastal Conservancy under Division 21 of the California Public Resources Code for grants to nonprofit organizations for the acquisition of real property; and pursuant to Grant Agreement No. 01-180 between the City of Laguna Woods and the California State Coastal Conservancy. Because the original funding for the acquisition of the Property prior to the transfer to the City of Laguna Woods was from this source, both the City of Laguna Woods and the El Toro Water District have conferred with the California State Coastal Conservancy regarding the proposed transfer, and appropriate means to assure that the original conservation purposes for which the property was originally acquired will be observed, through the appropriate application of the proceeds of this transaction.

D. The City of Laguna Woods, as seller, and the El Toro Water District, as buyer, now wish to enter into an agreement whereby portions of the Property more specifically described below will be transferred to El Toro Water District, to accommodate its lift station improvement, while still staying true to the original conservation purposes for which the Property was acquired, and has been held by the City of Laguna Woods.

**IT IS THEREFORE MUTUALLY AGREED BETWEEN THE PARTIES AS FOLLOWS:**

1. **AGREEMENT TO SELL AND PURCHASE.** Seller agrees to sell, and Buyer agrees to purchase, the Property, on the terms and conditions herein stated.
2. **PURCHASE PRICE AND LIMITATION ON SELLER'S RESTRICTED USE OF PROCEEDS.** The total purchase price, payable in cash through this transaction, for all of Seller's right, title, and interest in and to the Property shall be the sum of TWO THOUSAND NINE DOLLARS AND NO/100 (\$2,009.00) Seller shall deliver to Buyer promptly upon the execution of this Agreement by both parties a fully executed original of the Grant Deed, to be held in trust by Buyer pending full payment of the purchase price to Seller, and after such payment, Buyer is authorized to record the

Grant Deed with the Office of the County Recorder. Such payment shall be made no later than thirty (30) days following Seller's deposit of the Grant Deed with Buyer. In light of the original purchase of the property in cooperation with funding by the California State Coastal Conservancy and prior dedication of the Property for conservation purposes, Seller agrees that the proceeds of the sale of the Property memorialized hereunder shall be applied exclusively to Seller's "Woods End Wilderness Preserve Trail Drainage and Improvement Project," identified in Seller's Capital Improvement Program for construction in Fiscal Year 2020-21 ("Woods End Project"). In the event the Woods End Project is removed from Seller's Capital Improvement Program or otherwise not pursued by Seller on or before the end of Seller's Fiscal Year 2021-22, Buyer and Seller agree to meet and confer, in good faith and with the California State Coastal Conservancy, to identify a replacement project of Seller that will advance the conservation objectives for which the property was originally acquired and dedicated for conservation uses by the California State Coastal Conservancy.

3. **AS-IS, WHERE-IS, WITH ALL FAULTS CONVEYANCE AND RELEASE OF CLAIMS.** Seller transfers the Property to Buyer in "as-is, where is, with all faults" condition, without warranty, indemnity, guarantee, or representation of any kind regarding the Property's past use, current surface, subsurface, or environmental condition, the condition of any water flowing on, over, or beneath the surface, the amenability or suitability of soils, subjacent or lateral support, or any other condition of the Property for any of Buyer's contemplated or potential uses of same (Property Condition). Buyer acknowledges and agrees that it has had ample opportunity to inspect the property, to undertake any due diligence and to conduct whatever testing Buyer believes is necessary or appropriate prior to assuming ownership of the property. Buyer waives, releases and holds Seller harmless for any and all known and unknown claims that Buyer may have, or claim to have, against the Seller with respect to the Property Condition ("Released Claims"). By releasing and forever discharging the Released Claims both known and unknown which are related to or which arise under or in connection with the Released Claims, Buyer expressly waives any rights under California Civil Code Section 1542, which provides:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR."

BUYER'S INITIALS: \_\_\_\_\_

4. **TITLE INSURANCE POLICY.** Buyer may, but is not required to, request and obtain a CLTA Standard Coverage Policy of Title Insurance with the title company of its choice showing title to the Property vested in Buyer. Buyer agrees to pay the premium charged for said policy. In the event such title policy reflects any exception or encumbrance that Buyer decides, in the exercise of its reasonable discretion, it cannot take title subject to, Buyer and Seller agree to meet and confer in good faith to explore potential removal of such exceptions to title, or resolution of any liens, abstracts of judgments, deeds of trusts, or other encumbrances. Seller shall cooperate with Buyer reasonably in the identification and removal of such disapproved exceptions, provided it can be done at no cost to Seller.
5. **TRANSACTION.** Buyer agrees to handle this transaction within its own office and in accordance with this Agreement. This Agreement constitutes the joint instructions between Buyer and Seller, and Buyer is empowered and will handle these instructions in accordance herewith. Buyer and Seller agree to do all acts necessary to close this transaction in the shortest possible time.

Seller has executed and handed the Grant Deed to Buyer, concurrently with this Agreement. As soon as possible after all requirements of this transaction have been met, Buyer will deposit the executed Grant Deed with Certificates of Acceptance attached, with the title company on Seller's behalf. Buyer and Seller agree to deposit any additional instruments as may be necessary to complete this transaction.

**6. BUYER IS AUTHORIZED TO, AND SHALL:**

- (A) Deduct and pay, from its own funds, any amount necessary to satisfy any delinquent taxes due in any fiscal except the fiscal year in which this transaction closes, together with penalties and interest thereon and/or delinquent assessments or bonds except those which title is to be taken subject to, in accordance with the terms of this transaction.
- (B) Disburse funds and deliver or have delivered recorded deed(s) when Buyer and Seller have fulfilled conditions of this transaction.

The term "close of transaction," if and where written in these instructions, shall mean the date necessary instruments of conveyance are recorded in the Office of the County Recorder. Recordation of instruments delivered through this transaction is authorized if necessary or proper in the issuance of said policy of title insurance.

All time limits within which any matter herein specified is to be performed may be extended by mutual agreement of the Parties hereto. Any amendment of, or supplement to, any instructions must be in writing.

- 7. **NOTICE OF TAX WITHHOLDING REQUIREMENTS.** It is further understood and agreed by Buyer and Seller that closing of this escrow is subject to and contingent upon Seller executing a "Transferor's Affidavit of Non-Foreign Status" and California Form 593-C (Individual Sellers) or 593-W (Real Estate Withholding Exemption Certificate and Waiver Request for Non-Individual Sellers) and depositing a copy of same into escrow.
- 8. **NO COST TO SELLER.** Buyer shall bear all costs and expenses in connection with Buyer's and/or its assignees' purchase and use of the Property.
- 9. **FORM W-9 - INTERNAL REVENUE SERVICE ("IRS").** It is further understood and agreed by Seller that closing of this transaction is subject to and contingent upon Seller executing an Internal Revenue Service Form "W-9" and/or 1099-S form, and depositing same with Buyer.
- 10. **NO WAIVER.** No delay or omission by either party hereto in exercising any right or power accruing upon the compliance or failure of performance by the other party hereto under the provisions of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by either party hereto of a breach of any of the covenants, conditions or agreements hereof to be performed by the other party shall not be construed as a waiver of any succeeding breach of the same or other covenants, agreements, restrictions or conditions hereof.
- 11. **MERGER OF PRIOR AGREEMENTS AND UNDERSTANDINGS.** This Agreement and other documents incorporated herein by reference contain the entire understanding between the Parties relating to the transaction contemplated hereby and all prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged herein and shall be of no further force or effect.

- 12. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which so executed shall, irrespective of the date of its execution and delivery, be deemed an original, and all such counterparts together shall constitute one and the same instrument.
- 13. **AUTHORITY.** This instrument shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors, and assigns of the Buyer and Seller. The Parties upon whose benefit the signature appears below warrant, each to the other, that the person whose signature appears below has the legal authority to bind the party on whose behalf the signature appears to the terms of this Agreement, and that by doing so such Party is not in breach of any other contract or agreement.
- 14. **SEVERABILITY.** The provisions of this Agreement are severable, and if any portion is held invalid or otherwise unenforceable, the Parties intend that all other provisions shall remain in full force and effect.
- 15. **ATTORNEYS' FEES.** In the event of any controversy, claim or dispute relating to this instrument or any breach thereof, the prevailing party shall be entitled to recover its attorney(s) fees, costs, and expenses, whether or not the matter is prosecuted to final judgment. Attorney(s) fees shall include all costs, expert witness fees, and all other reasonable expenses.

This Agreement contains the entire agreement between the Parties, and neither party relies upon any warranty or representation not contained in this Agreement.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement the day and year first set forth hereinabove.

SELLER:

**CITY OF LAGUNA WOODS**

By: \_\_\_\_\_

Cynthia Conners

Its: Mayor

BUYER:

**EL TORO WATER DISTRICT**

By: \_\_\_\_\_

Jose Vergara

Its: President

By: \_\_\_\_\_

Dennis P. Cafferty

Its: General Manager/Secretary

**EXHIBIT 1**

to the

AGREEMENT FOR ACQUISITION OF REAL PROPERTY

by and between

the El Toro Water District

and the

the City of Laguna Woods

(4 pages)

WHEN RECORDED MAIL TO:

EL TORO WATER DISTRICT  
24251 Los Alisos Blvd,  
Lake Forest, CA 92630

SPACE ABOVE THIS LINE FOR RECORDER'S USE

[Exempt from Recordation Fee per Gov. Code §§ 6103, 27383]  
[Exempt from Documentary Transfer Tax per Rev. & Tax. Code § 11922]

APN 622-071-22

## GRANT DEED

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

**THE CITY OF LAGUNA WOODS, A MUNICIPAL CORPORATION** hereby GRANT(S) to

**EL TORO WATER DISTRICT, A CALIFORNIA WATER DISTRICT FORMED AND EXISTING PURSUANT TO SECTION 34000 ET SEQ. OF THE CALIFORNIA WATER CODE**

the real property in the City of Lagunas Woods County of Orange, State of California, consisting of approximately 350 square feet, more particularly described on attached Exhibit "A" attached hereto and incorporated herein by reference, and depicted generally in the map attached hereto as Exhibit "B".

Dated \_\_\_\_\_, 2019

\_\_\_\_\_  
Cynthia Conners  
Mayor, City of Laguna Woods

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of Orange)

On \_\_\_\_\_, before me, \_\_\_\_\_, (insert name and title of the officer) Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

## EXHIBIT 'A'

## LEGAL DESCRIPTION

THAT PORTION OF LOT 5 OF TRACT NO. 10641 IN THE CITY OF LAGUNA WOODS, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON THE MAP FILED IN BOOK 473, PAGES 29 AND 30, OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF EL TORO ROAD AND ALISO CREEK ROAD AS SHOWN ON THE MAP OF TRACT NO. 13613 FILED IN BOOK 619, PAGES 44 THROUGH 50, INCLUSIVE, OF MISCELLANEOUS MAPS, IN THE OFFICE OF SAID COUNTY RECORDER; THENCE ALONG THE CENTERLINE OF EL TORO ROAD SOUTH 40°45'09" WEST 84.85 FEET, AS SHOWN ON THE MAP OF SAID TRACT NO. 13613, TO A POINT AT THE SOUTHWESTERLY TERMINUS OF THAT PARTICULAR COURSE DESCRIBED AS "SOUTH 40°46'39" WEST 930.54 FEET" IN THE EASEMENT DEED TO THE COUNTY OF ORANGE RECORDED MARCH 21, 1960, IN BOOK 5155, PAGE 468, OF OFFICIAL RECORDS, IN THE OFFICE OF SAID COUNTY RECORDER; THENCE LEAVING SAID CENTERLINE NORTH 49°14'51" WEST 60.00 FEET TO A POINT ON THE SOUTHEASTERLY BOUNDARY LINE OF SAID LOT 5, SAID POINT ALSO BEING ON THE SOUTHEASTERLY BOUNDARY LINE OF THE LAND DESCRIBED IN THE GRANT DEED TO ROSSMOOR SANITATION, INC. RECORDED JANUARY 25, 1974, IN BOOK 11063, PAGE 1323, OF OFFICIAL RECORDS, IN THE OFFICE OF SAID COUNTY RECORDER; THENCE ALONG THE SOUTHEASTERLY BOUNDARY LINE OF SAID LOT, THE SOUTHEASTERLY BOUNDARY LINE OF SAID GRANT DEED AND PARALLEL WITH THE CENTERLINE OF EL TORO ROAD NORTH 40°45'09" EAST 10.28 FEET TO THE EASTERLY CORNER OF SAID GRANT DEED, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE CONTINUING ALONG THE SOUTHEASTERLY BOUNDARY LINE OF SAID LOT NORTH 40°45'09" EAST 10.00 FEET; THENCE LEAVING THE SOUTHEASTERLY BOUNDARY LINE OF SAID LOT NORTH 49°14'51" WEST 35.00 FEET; THENCE SOUTH 40°45'09" WEST 10.00 FEET TO THE NORTHERLY CORNER OF SAID GRANT DEED; THENCE ALONG THE NORTHEASTERLY BOUNDARY LINE OF SAID GRANT DEED SOUTH 49°14'51" EAST 35.00 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING AN AREA OF 350.0 SQUARE FEET.

ALL AS SHOWN ON EXHIBIT 'B' ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.



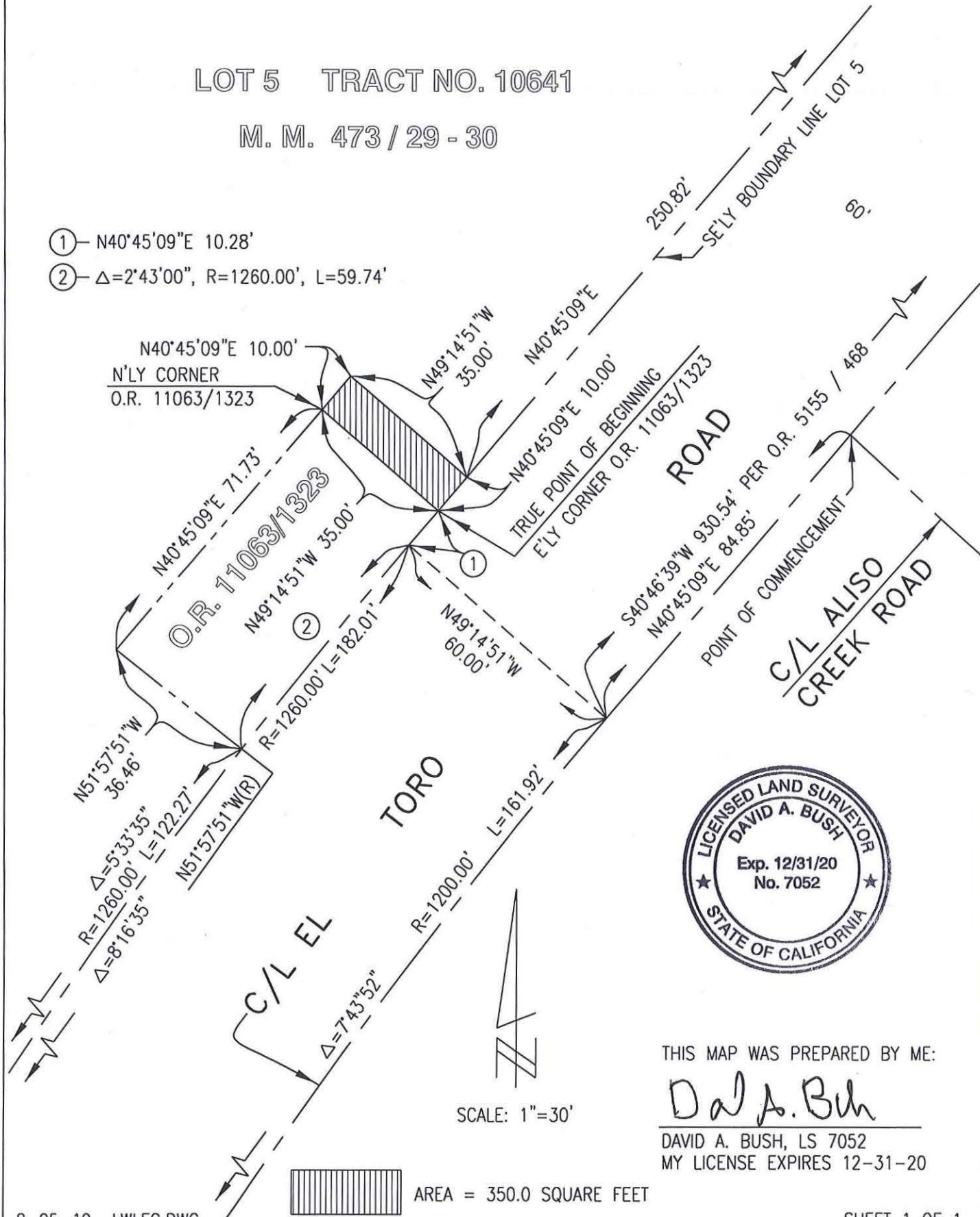
*D.A. Bush*  
8-5-19

# EXHIBIT 'B'

LOT 5 TRACT NO. 10641

M. M. 473 / 29 - 30

- ① - N40°45'09"E 10.28'
- ② -  $\Delta=2^{\circ}43'00''$ , R=1260.00', L=59.74'



THIS MAP WAS PREPARED BY ME:

*David A. Bush*

DAVID A. BUSH, LS 7052  
 MY LICENSE EXPIRES 12-31-20

*This page is intentionally blank.*

7.1

**CONDITIONAL USE PERMIT CUP-1395 TO  
ALLOW FOR ALTERNATIVES TO THE OFF-  
STREET PARKING PROVISIONS CONTAINED IN  
THE LAGUNA WOODS MUNICIPAL CODE FOR  
A NEW ADMINISTRATIVE/PROFESSIONAL  
OFFICE USE AT 24221 PASEO DE VALENCIA,  
LAGUNA WOODS, CA 92637**

*This page is intentionally blank.*



# City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** October 16, 2019 Regular Meeting

**SUBJECT:** Conditional Use Permit CUP-1395 to allow for alternatives to the off-street parking provisions contained in the Laguna Woods Municipal Code for a new administrative/professional office use at 24221 Paseo de Valencia, Laguna Woods, CA 92637

---

## **Recommendation**

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

5. Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1395 TO ALLOW FOR ALTERNATIVES TO THE OFF-STREET

PARKING PROVISIONS CONTAINED IN THE LAGUNA WOODS  
MUNICIPAL CODE FOR A NEW ADMINISTRATIVE/  
PROFESSIONAL OFFICE USE AT 24221 PASEO DE VALENCIA,  
LAGUNA WOODS, CA 92637

**Background**

The City has received a conditional use permit application from Robert A. Duensing, M.D. (Applicant), to allow for alternatives to the off-street parking provisions contained in the Laguna Woods Municipal Code for a new administrative/professional office use (OC Surgeons Vascular Care) at the address listed below. Paseo De Valencia L.P. and RCC Inc. are the property owners and have approved the application.

Project Location: 24221 Paseo de Valencia  
Laguna Woods, CA 92637

The project location most recently operated as a Century 21 real estate office and is located generally west of Paseo De Valencia between El Toro Road and Calle De La Plata.

Surrounding land uses are listed in Table 1.

A vicinity map is included as Attachment B.

*Table 1: Surrounding Land Uses*

<b>General Location</b>	<b>General Plan Land Use Designation</b>	<b>Land Use</b>
North	Commercial	Valencia Center
South	Commercial	Wells Fargo Bank / Orange County Diagnostics
East	City of Laguna Hills	Taj Mahal Medical Center
West	High Density Residential	San Sebastian Apartment Homes

The project location is zoned as Professional and Administrative Office. Professional and Administrative Office designates areas to “provide for the development and preservation of an optimal environment for low to moderate intensity professional and administrative office uses and related uses” (Laguna Woods Municipal Code Section 13.10.010).

Laguna Woods Municipal Code Section 13.18.080 requires the issuance of a conditional use permit to allow for alternatives to any of the off-street parking provisions contained in the Laguna Woods Municipal Code.

### **Discussion**

At today's meeting, the City Council will conduct a public hearing regarding the application for Conditional Use Permit CUP-1395 to allow for alternatives to the off-street parking provisions contained in the Laguna Woods Municipal Code for a new administrative/professional office use at 24221 Paseo de Valencia, Laguna Woods, CA 92637, after which approval will be considered (Attachment A).

If Conditional Use Permit CUP-1395 is approved, the administrative/professional office use is proposed to operate as a medical office (OC Surgeons Vascular Care). The applicant has indicated that the medical office would specialize in vascular disease and provide office visits and limited in-office procedures for chronic open leg wounds, venous insufficiency, leg pain, and similar medical conditions. The conditional use permit would not allow the provision of emergency care (including, but not limited to, emergency intervention), urgent care, inpatient care, partial hospitalization, overnight accommodations, or services in which any person is placed under general anesthesia. The conditional use permit would also expressly prohibit the establishment or operation of a "hospital", "marijuana dispensary", or "marijuana delivery service", as well as "commercial marijuana cultivation", as those terms are described in the Laguna Woods Municipal Code, regardless of whether the use of marijuana would be for medical or non-medical purposes.

The applicant is requesting that the City Council approve an alternative to the off-street parking provisions contained in the Laguna Woods Municipal Code, which would modify the required number of parking spaces from 1 for every 150 square feet to approximately 1 for every 300 square feet. Specifically, 10 parking spaces, in addition to the number of accessible parking spaces required by the California Building Standards Code and Laguna Woods Municipal Code, would be required. After considering the manner in which the administrative/professional office use is proposed to operate (including with an average of only three personnel on-site and six patients receiving services on-site at any given time, as well as the use restrictions described in the previous paragraph) and assuming that the conditions of approval (Exhibit A to Attachment A) are approved as proposed, staff believes that the proposed alternative off-street parking provisions would be sufficient. In the event of any future increase in building size or operational change inconsistent

with the proposed conditions of approval, the City would retain the ability to modify off-street parking requirements.

As the project location does not currently have a trash enclosure to store waste receptacles, the proposed conditional use permit would require the construction of a trash enclosure on the east side of the building, in partial place of an existing landscaped area. Waste Management of Orange County has reviewed the proposed trash enclosure location and confirmed serviceability.

The proposed resolution approving the conditional use permit includes conditions of approval, which would regulate activities in a manner consistent with the purpose and intent of Chapter 13.10 of the Laguna Woods Municipal Code.

The proposed conditional use permit would apply to the proposed initial use (OC Surgeons Vascular Care), as well as eligible successors.

### **Environmental Review**

This project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that it consists of permitting and other approvals related to the establishment of alternative off-street parking provisions for a new administrative/professional office use within an existing private lot, involving negligible or no expansion of use beyond that existing at the time of the City’s determination. Specifically, the project involves no physical addition to the existing parking lot and, if approved, would result in only the construction of a small trash enclosure outside of the parking lot to prevent trash containers from being stored in the parking lot. The approval of alternative off-street parking provisions is explicitly permitted by Laguna Woods Municipal Code Section 13.18.080.

### **Fiscal Impact**

The City’s expenses associated with processing this project are recovered through planning services fees.

Report Prepared With: Rebecca M. Pennington, Development Programs Analyst

Attachments: A – Proposed Resolution  
Exhibit A – Proposed Conditions of Approval  
B – Vicinity Map

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1395 TO ALLOW FOR ALTERNATIVES TO THE OFF-STREET PARKING PROVISIONS CONTAINED IN THE LAGUNA WOODS MUNICIPAL CODE FOR A NEW ADMINISTRATIVE/PROFESSIONAL OFFICE USE AT 24221 PASEO DE VALENCIA, LAGUNA WOODS, CA 92637

**WHEREAS**, Robert A. Duensing, M.D. (the “applicant”) submitted an application for Conditional Use Permit CUP-1395 to allow an alternative to the off-street parking provisions for a new administrative/professional office use at 24221 Paseo De Valencia, Laguna Woods, CA 92637 in the Professional and Administrative Office district, which would modify the required number of parking spaces from 1 for every 150 square feet to approximately 1 for every 300 square feet, to require a total of 10 parking spaces, in addition to the number of accessible parking spaces required by the California Building Standards Code and Laguna Woods Municipal Code, for the administrative/professional office use; and

**WHEREAS**, on October 16, 2019, the City Council of the City of Laguna Woods, after giving notice thereof as required by law, held a public hearing concerning Conditional Use Permit CUP-1395; and

**WHEREAS**, the City Council has carefully considered all pertinent testimony, as well as all information contained in the agenda report prepared for this application, as presented at the public hearing; and

**WHEREAS**, staff has reviewed the environmental form submitted by the applicant in accordance with the City’s procedures. Based upon the information received and staff’s assessment of the information, the project has been determined to be categorically exempt pursuant to Section 15301 (Existing Facilities) of the Guidelines for the California Environmental Quality Act (CEQA); and

**WHEREAS**, all legal prerequisites have occurred prior to the adoption of this resolution; and

**WHEREAS**, the City Council makes the following findings subject to the conditions of approval:

1. The use or project proposed is consistent with the General Plan.

The proposed project is consistent with the Commercial land use designation of the General Plan. Objective I of the General Plan Land Use Element is to “promote land uses that accommodate the diverse needs of City of Laguna Woods residents”. The new administrative/professional office use – which would not be possible without approval of an alternative to the off-street parking provisions contained in the Laguna Woods Municipal Code – would provide additional services for Laguna Woods residents and neighboring communities.

2. The use, activity or improvement(s) proposed is consistent with the provisions of the Zoning Code.

The proposed project (a new administrative/professional office use that requires approval of an alternative to the off-street parking provisions) is consistent with the purpose and intent of the Professional and Administrative Office district, which is to “provide for the development and preservation of an optimal environment for low to moderate intensity professional and administrative office uses and related uses” (Laguna Woods Municipal Code Section 13.10.010(c)). An alternative to the off-street parking provisions is allowed per Section 13.18.080 of the Laguna Woods Municipal Code with the approval of a conditional use permit application and the two additional findings discussed in paragraphs 7 through 8 below.

3. The approval of the permit application is in compliance with the requirements of the California Environmental Quality Act.

Based upon information received from the applicant and staff’s assessment of the same, the proposed project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that, it consists of the operation, permitting, and minor alternation of existing private structures and facilities – off-street parking facilities for a new administrative/professional office. It is important to note that the new administrative/professional office is permitted by right in the Professional and Administrative Office zoning district. As such, the scope of this discretionary approval is limited to the applicant’s request for an alternative to the off-street parking provisions. The approval involves negligible or no expansion of the existing or former use of the parking lot. Specifically, the project involves no physical addition

to the existing parking lot and, if approved, would result in only the construction of a small trash enclosure outside of the parking lot to prevent trash containers from being stored in the parking lot. As noted above, Laguna Woods Municipal Code Section 13.18.080 permits the approval of alternative off-street parking provisions.

4. The location, size, design and operating characteristics of the proposed use will not create conditions or situations that may be incompatible with other permitted uses in the vicinity.

The proposed alternative to off-street parking regulations will not create conditions or situations that may be incompatible with other permitted uses in the vicinity. Surrounding properties to the north and south are commercial, including the Valencia Center, banks, and a diagnostic imaging center. To the east, is a medical center use within the City of Laguna Hills, and to the west is an apartment complex. Per Condition No. 6, the administrative/professional office use cannot exceed an average of three personnel on-site and six patients receiving services on-site at any given time, and the office is prohibited from offering services that are likely to generate a need for more parking (e.g., emergency care, urgent care, etc.). Per Condition No. 7, any prospective increase in building size or modification of the conditions of approval may result in modification of minimum off-street parking requirements. These conditions of approval ensure that appropriate measures are taken to avoid conditions or situations that may be incompatible with other permitted uses in the vicinity.

5. The approval of the permit application will not result in conditions or circumstances contrary to the public health and safety and the general welfare.

The proposed project would be subject to conditions of approval which would regulate the alternative off-street parking provisions for the new administrative/professional office use activities in a manner that will not result in conditions or circumstances contrary to the public health and safety and the general welfare. Condition No. 3 requires the applicant to comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations. Conditions No. 6 and 7 ensure that the office uses will not generate more parking demand than what is provided on-site. Condition No. 10 requires graffiti to be removed at

applicant's/owner's expense within 24 hours. Finally, Condition No. 11 reserves the rights of the City to require additional security or safety measures, if warranted. Such conditions would assist in protecting the public from any potential risk or danger.

6. The approval of the permit application is in compliance with all City-required public facilities regulations.

The proposed project has been evaluated against all City regulations through the conditional use permit process and is deemed to be in compliance, subject to the conditions of approval. The proposed project does not require the addition or modification of any public facilities, nor heightened levels of service for any public services operating from public facilities.

7. Applicable off-street parking requirements are excessive or inappropriate due to the nature of the specific use involved or because of special circumstances applicable to the property.

After considering the manner in which the administrative/professional office is proposed to operate and assuming that the conditions of approval are approved as proposed, staff has determined that 10 parking spaces, in addition to the number of accessible parking spaces required by the California Building Standards Code and Laguna Woods Municipal Code, would be sufficient. As the conditions of approval would limit the number of personnel on-site and patients receiving services on-site at any given time, as well as the types of medical services that could be provided on-site, the proposed use would not require the standard applicable off-street parking requirement of 20 parking spaces.

8. The proposed off-street parking facilities comply with the intent of the Zoning Code related to parking requirements.

The intent of the Laguna Woods Zoning Code's parking requirements is to "provide for the on-site, off-street parking of motor vehicles that are attracted by the use or uses on the premises" and to "result in the installation of properly designed parking facilities of sufficient capacity to minimize traffic congestion, enhance public safety, generally provide for the parking of motor vehicles at locations other than on the streets, and for safe passage of pedestrians to and from parked vehicles." The requested alternative off-street parking provisions would modify the required number

of parking spaces from 1 for every 150 square feet to approximately 1 for every 300 square feet. As the conditions of approval would limit the number of personnel on-site and patients receiving services on-site at any given time, as well as the types of medical services that could be provided on-site, the reduced number of off-street parking spaces required is expected to accommodate the proposed administrative/professional office use in a manner that is safe and will not create traffic congestion. Parking spaces will be required to comply with all size and configuration requirements applicable to off-street parking spaces in the California Building Standards Code and Laguna Woods Municipal Code, which will ensure that parking facilities are properly designed.

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

**SECTION 1.** The above recitals are true and correct.

**SECTION 2.** After reviewing the entire project record, the City Council hereby determines and certifies that this project is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301 of Title 14 of the California Code of Regulations, in that, it consists of the operation, permitting, and minor alternation of existing private structures and facilities – off-street parking facilities for a new administrative/professional office. It is important to note that the new administrative/professional office is permitted by right in the Professional and Administrative Office zoning district. As such, the scope of this discretionary approval is limited to the applicant’s request for an alternative to the off-street parking provisions. The approval involves negligible or no expansion of the existing or former use of the parking lot. Specifically, the project involves no physical addition to the existing parking lot and, if approved, would result in only the construction of a small trash enclosure outside of the parking lot to prevent trash containers from being stored in the parking lot. As noted above, Laguna Woods Municipal Code Section 13.18.080 permits the approval of alternative off-street parking provisions.

**SECTION 3.** The City Council hereby approves Conditional Use Permit CUP-1395, subject to the conditions of approval attached to this resolution as Exhibit A, which are incorporated herein by this reference.

**SECTION 4.** The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

**Exhibit A to Resolution No. 19-XX**

**City of Laguna Woods**

**Conditions of Approval for Conditional Use Permit CUP-1395**

1. The proposed project shall be constructed, developed, used, operated, and permanently maintained in accordance with the terms of the application, plans, drawing, and conditions imposed herein.
2. The Applicant(s)/Owner(s) shall comply with all of the conditions of approval as part of Conditional Use Permit CUP-1395 (“conditional use permit”). Failure to comply with any one or more of the conditions imposed herein constitute grounds for revocation of said conditional use permit by the City Council.
3. The Applicant(s)/Owner(s) shall comply with all then-current requirements of the Laguna Woods Municipal Code and the California Building Standards Code, as well as federal, state, and local laws, rules, and regulations, as they pertain to the improvements and uses sought in this application, and such requirements are made a condition of the conditional use permit approval. These include, but are not limited to, all requirements related to building permits; engineering review, landscaping review, water quality review, and plan review, generally, of proposed construction plans; accessibility, including accessibility required by the federal Americans with Disabilities Act; best management practices and other actions or improvements required by applicable National Pollutant Discharge Elimination System permit(s); and, restrictions on parking, circulation, lighting, and noise.
4. This conditional use permit does not eliminate the need for building permits or include any action or finding as to compliance or approval of any other applicable federal, state or local ordinance, regulation, rule, or requirements.
5. This conditional use permit does not include any approval for signage or landscaping, nor does it represent or imply that any signage or landscaping proposed in connection with this application, or at any time in the future, will or will not be approved by the City.

ITEM 7.1 – Exhibit A to Attachment A

6. Under this conditional use permit, the administrative/professional office use shall not (1) operate the use in a manner that results in an average of more than three personnel on-site and six patients receiving services on-site at any given time nor (2) offer any of the following medical services: emergency care (including, but not limited to, emergency intervention), urgent care, inpatient care, partial hospitalization, overnight accommodations, or services in which any person is placed under general anesthesia. This conditional use permit also expressly prohibits establishment or operation of a “hospital”, “marijuana dispensary”, or “marijuana delivery service”, as well as “commercial marijuana cultivation”, as those terms are described in the Laguna Woods Municipal Code, regardless of whether the use of marijuana would be for medical or non-medical purposes.
7. This conditional use permit allows for modified minimum off-street parking standards as follows: 10 parking spaces, in addition to the number of accessible parking spaces required by applicable provisions of the California Building Standards Code and Laguna Woods Municipal Code, shall be provided for the administrative/professional office use. Such parking spaces shall comply with all size and configuration requirements applicable to off-street parking spaces in the California Building Standards Code and Laguna Woods Municipal Code. Any prospective increase in building size or modification of the conditions of approval may result in modification of minimum off-street parking requirements.
8. All waste receptacles – as the number and type may change from time-to-time to meet on-site needs or comply with applicable law – shall be stored in trash enclosures enclosed by a roofed structure, solid walls, and an opaque lockable gate with an accessible path of travel between said trash enclosures and the parking lot of sufficient width to move the waste receptacles that are stored in the trash enclosures between the trash enclosures and waste collection vehicles. Trash enclosures shall be designed and painted/colored to match the building.
9. The exterior use of chainlink material – whether for fencing, gates, or another use – is prohibited, unless permitted under separate conditional use permit(s) or associated with activities pursuant to a valid City-issued building permit.
10. Graffiti on the property shall be removed at the Applicant(s)/Owner(s)’ expense within 24 hours.

ITEM 7.1 – Exhibit A to Attachment A

11. In the event of repeated or disproportionately high numbers of calls for law enforcement or other public safety service, or based upon input from the surrounding businesses or residents, the City Manager may require, at his or her discretion, that the Applicant(s)/Owner(s) provide additional on-site security and/or safety measures at the property, as may be reasonably calculated to address situations or circumstances leading to or causing such increased calls for service, or complaints or comments from surrounding residents or businesses.
12. City staff, or their authorized representatives, shall have the right to access and enter the property to make reasonable Applicant- or Owner-authorized scheduled inspections, or unscheduled inspections in areas otherwise open to the public, to observe and enforce compliance with the criteria set forth herein.
13. In accordance with policies adopted by the City, the Applicant(s)/Owner(s) shall be responsible for any cost incurred as a result of local law enforcement, public safety, or code enforcement investigation/inspections that result in a finding of violation of any applicable laws and/or conditions of approval.
14. Any request to modify the conditions of approval contained herein shall require review and authorization by the City Manager. The City Manager may require the submission of such documentation or reporting, or the conduct of such studies or analysis, as he or she deems necessary to evaluate a request for modification. The City Manager may refer such decision to the City Council.
15. This approval may be modified or revoked by the City Council, after applicable notice and public hearing procedures have been satisfied, should it be determined, within the City's jurisdictional authority, that the conditions under which the project has been operated or maintained are detrimental to the public health, safety or welfare, or materially injurious to property or animals in the vicinity, within the City's jurisdictional authority; or if the project is operated or maintained so as to constitute a public nuisance, or if the project is operated or maintained in violation of any of the conditions of approval set forth herein, or for any other reason permitted by law.
16. Transfer: In the event of transfer of the property to which this conditional use permit pertains, the transferee shall, prior to exercising the rights granted hereunder, arrange and attend a conference with the City to review these

ITEM 7.1 – Exhibit A to Attachment A

conditions of approval, and document the manner in which activities will occur and the manner in which these conditions of approval will be met.

17. Termination: Upon approval, this conditional use permit shall become null and void (A) 180 days after such time the approved use at the approved location ceases to be operated as noted by lapse of City business license, lapse of California Department of Tax & Fee Administration permit, or date noted by City official with proper site verification of abandonment or discontinuance; or, (B) if the Applicant(s)/Owner(s) have not obtained any required building permits to construct or implement the project within 180 days of approval, unless such period is extended by the City Manager upon a showing that the Applicant(s)/Owner(s) are actively engaged in the building permit application process; or, (C) upon the expiration of building permits, due to inactivity, obtained to construct or implement this project. The City Manager may refer such decision to the City Council. This conditional use permit shall be deemed immediately terminated should the approved location be occupied by a use not in accord with this approval, subject to written notice to the Property Owner(s) with 10 days to cure.
18. The Applicant(s)/Owner(s), or successor in interest, shall as a condition of issuance of this approval, at its sole expense, defend, indemnify, and hold harmless the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers from any claim, action, or proceeding against the City and its respective elected and appointed boards, officials, officers, agents, employees and volunteers to attach, set aside, void or annul an approval of the City Council or other decision-making body, or staff action concerning this conditional use permit approval, or its implementation. The Applicant(s)/Owner(s) shall pay all of the City's defense costs incurred by counsel of the City's choosing, and shall reimburse the City for any and all court costs and other parties' attorney fees that the City may be required by a court to pay as a result of such defense. The Applicant(s)/Owner(s) may its sole discretion participate in the defense of any such action under this condition, with its own counsel.
19. Prior to any construction or installation pursuant to this approval, the Property Owner(s) shall sign and have notarized (acknowledgement) the "Owner(s) Agreement to Conditions of Approval for Conditional Use Permit CUP-1395" and return one wet-signed original to the City Manager with a copy of a

ITEM 7.1 – Exhibit A to Attachment A

recordable legal description of all affected properties in form acceptable to the City Manager.

[SIGNATURES ON NEXT PAGE]

ITEM 7.1 – Exhibit A to Attachment A

**OWNER(S) AGREEMENT TO CONDITIONS OF APPROVAL FOR  
CONDITIONAL USE PERMIT CUP-1395 (“AGREEMENT”)**

1. **AGREEMENT TO CONDITIONS OF APPROVAL.** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) has reviewed all Conditions of Approval for Conditional Use Permit CUP-1395, has had the opportunity to consult with legal counsel regarding them as the Owner(s) has deemed appropriate, and understands and agrees, without exception, to each and all of the conditions.

2. **RECORDATION.** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) consents to the recordation of the Conditions of Approval for Conditional Use Permit CUP-1395, including this AGREEMENT, in the office of the Clerk-Recorder for the County of Orange, at the Owner(s)’ cost.

3. **AUTHORITY TO EXECUTE.** The person or persons executing this AGREEMENT on behalf of the respective Owner(s) represents and warrants that he/she/they has/have the authority to so execute this AGREEMENT and to bind the respective Owner(s) to the performance of its obligations hereunder.

4. **BINDING EFFECT.** This AGREEMENT shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

5. **SEVERABILITY.** If any term, condition or covenant of this AGREEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this AGREEMENT shall not be affected thereby and the AGREEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

**Property Owner – Paseo De Valencia L.P.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_ Title: \_\_\_\_\_

**SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.**

**Property Owner – RCC Inc.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_ Title: \_\_\_\_\_

**SIGNATURE MUST BE NOTARIZED; ATTACH ACKNOWLEDGEMENT.**



*This page is intentionally blank.*

7.2

**2019 CALIFORNIA BUILDING STANDARDS  
CODE AND LOCAL AMENDMENTS**

*This page is intentionally blank.*



# City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Christopher Macon, City Manager  
**FOR:** October 16, 2019 Regular Meeting  
**SUBJECT:** 2019 California Building Standards Code and Local Amendments

---

## Recommendation

1. Receive staff report.  

AND
2. Open public hearing.  

AND
3. Receive public testimony.  

AND
4. Continue the public hearing to the regular meeting of the City Council on November 20, 2019 at 2 p.m. at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.  

AND
5. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA  
WOODS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA

WOODS MUNICIPAL CODE (BUILDINGS AND CONSTRUCTION) AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE 2019 CALIFORNIA BUILDING CODE; THE 2019 CALIFORNIA RESIDENTIAL CODE; THE 2019 CALIFORNIA ELECTRICAL CODE; THE 2019 CALIFORNIA MECHANICAL CODE; THE 2019 CALIFORNIA PLUMBING CODE; THE 2019 CALIFORNIA ENERGY CODE; THE 2019 CALIFORNIA HISTORICAL BUILDING CODE; THE 2019 CALIFORNIA EXISTING BUILDING CODE; THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE; AND, THE 2019 CALIFORNIA REFERENCED STANDARDS CODE

AND

6. Approve the introduction and first reading of an ordinance – read by title with further reading waived – entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING CHAPTER 10.12 (CALIFORNIA FIRE CODE) OF TITLE 10 (BUILDINGS AND CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, CC, AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS THERETO

### **Background**

State law requires that the City enforce the California Building Standards Code, which provides uniform, statewide standards for various aspects of building and construction. The California Building Standards Code is developed and approved by the California Building Standards Commission every three years. Supplemental standards are often approved half-way through each three-year code cycle.

The 2019 Edition of the California Building Standards Code – which includes building, mechanical, electrical, plumbing, residential, green building standards, energy, existing building, and referenced standards codes – was published July 1, 2019 and will take effect on January 1, 2020, regardless of City Council action.

While the City is unable to waive any portion of the California Building Standards Code, local amendments may be adopted if they are deemed reasonably necessary due to local climatic, geological, or topographical conditions.

The complete text of the 2019 California Building Standards Code, including the hundreds of changes from previous codes, is available for review on the California Building Standards Commission's website ([www.bsc.ca.gov](http://www.bsc.ca.gov)) or at City Hall.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on the proposed adoption of the 2019 California Building Standards Code and local amendments (attachments A and B). The only proposed local amendments (attachments B and C) relate to the California Fire Code and were developed by the Orange County Fire Authority. The City's Building Official has reviewed the proposed local amendments and recommends adoption. A representative from the Orange County Fire Authority will be available to answer questions and provide additional information at the meeting.

If the City Council takes the recommended action at today's meeting, the proposed ordinances would be agendaized for a second reading and consideration of adoption on November 20, 2019. The ordinances would take effect on January 1, 2020.

### **Environmental Review**

The proposed amendments to the Laguna Woods Municipal Code are exempt from the provisions of the California Environmental Quality Act ("CEQA") pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations, in that they are consistent with California law, specifically California Code of Regulations, Title 24. It can be seen with certainty that this project has no possibility of having a significant effect on the environment.

### **Fiscal Impact**

Funds to support this project are included in the City's budget.

Attachments: A – Proposed Ordinance (Various Codes)  
 B – Proposed Ordinance (Fire Code)  
 Exhibit A – Proposed Code Amendments  
 C – Strikethrough of Proposed Local Amendments to the 2019 California Fire Code  
 (provided by the Orange County Fire Authority)

*This page is intentionally blank.*

**ORDINANCE NO. 19-XX**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING TITLE 10 OF THE LAGUNA WOODS MUNICIPAL CODE (BUILDINGS AND CONSTRUCTION) AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE 2019 CALIFORNIA BUILDING CODE; THE 2019 CALIFORNIA RESIDENTIAL CODE; THE 2019 CALIFORNIA ELECTRICAL CODE; THE 2019 CALIFORNIA MECHANICAL CODE; THE 2019 CALIFORNIA PLUMBING CODE; THE 2019 CALIFORNIA ENERGY CODE; THE 2019 CALIFORNIA HISTORICAL BUILDING CODE; THE 2019 CALIFORNIA EXISTING BUILDING CODE; THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE; AND, THE 2019 CALIFORNIA REFERENCED STANDARDS CODE

**WHEREAS**, the 2019 Edition of the California Building Standards Code (California Code of Regulations, Title 24) was published July 1, 2019, with an effective date of January 1, 2020; and

**WHEREAS**, state law requires the City to enforce the California Building Standards Code irrespective of whether the same is locally adopted; and

**WHEREAS**, California Government Code Section 50022.1 *et seq.* allows the City Council to adopt by reference the 2019 Edition of the California Building Standards Code; and

**WHEREAS**, California Health & Safety Code Section 17958.5 *et seq.* and 18941.5 authorize cities to modify the California Building Standards Code by adopting more restrictive standards and modifications provided that such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological, or topographical conditions; and

**WHEREAS**, the Building Official recommends that the City Council adopt the following parts of the 2019 Edition of the California Building Standards Code by reference to confirm the City’s compliance with the provisions of California Code of Regulations, Title 24: 2019 California Building Code, the 2019 California Residential Code, the 2019 California Electrical Code, the 2019 California Mechanical Code, the 2019 California Plumbing Code, the 2019 California Energy

Code, the 2019 California Historical Building Code, the 2019 California Existing Building Code, the 2019 California Green Building Standards Code, and the 2019 California Referenced Standards Code (“Code Amendments”); and

**WHEREAS**, the Building Official recommends that the City Council adopt no more restrictive standards or modifications to the parts of the 2019 Edition of the California Building Standards Code that are recommended to be adopted by reference by this Ordinance; and

**WHEREAS**, on October 16, 2019 and November 20, 2019, the City Council held duly noticed public hearings on this Ordinance at which it considered all of the information, evidence, and testimony presented, both written and oral.

**THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:**

SECTION 1. The City Council hereby finds and determines that (i) each of the recitals to this Ordinance are true and correct, and are adopted herein as findings; (ii) the Code Amendments comply with all applicable requirements of State law; (iii) the Code Amendments will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Code Amendments are in the public interest of the City of Laguna Woods; and, (v) the Code Amendments are consistent with the Laguna Woods General Plan and its various elements.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this Ordinance is exempt from the provisions of the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations, in that it is consistent with California law, specifically California Code of Regulations Title 24. It can be seen with certainty that this project has no possibility of having a significant effect on the environment.

SECTION 3. Chapter 10.08 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**CHAPTER 10.08. - CALIFORNIA BUILDING CODE**

**Sec. 10.08.010. - Adoption of the California Building Code.**

The California Building Code, 2019 Edition (California Code of Regulations, Title 24, Part 2), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Building Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Building Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

**Secs. 10.08.020—10.08.230. - Reserved.**

SECTION 4. Chapter 10.22 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**CHAPTER 10.22. - CALIFORNIA RESIDENTIAL CODE**

**Sec. 10.22.010. - Adoption of the California Residential Code.**

The California Residential Code, 2019 Edition (California Code of Regulations, Title 24, Part 2.5), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Residential Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every detached one- and two-family dwelling and townhouse not more than three stories above grade plane in height with a separate means of egress and structures accessory thereto. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Residential Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

**Secs. 10.22.020—10.22.210. - Reserved.**

SECTION 5. Section 10.10.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.10.010. - Adoption of the California Electrical Code.**

The California Electrical Code, 2019 Edition (California Code of Regulations, Title 24, Part 3), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Electrical Code of the City of Laguna Woods, regulating the examination and approval, installation and use, access to and spaces about electrical conductors and equipment, enclosures intended for personnel entry, and tunnel installations. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Electrical Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 6. Section 10.14.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.14.010. - Adoption of the California Mechanical Code.**

The California Mechanical Code, 2019 Edition (California Code of Regulations, Title 24, Part 4), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Mechanical Code of the City of Laguna Woods, regulating the erection, installation, alteration, repair, relocation, replacement, addition to, use, or maintenance of mechanical systems. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Mechanical Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 7. Section 10.16.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.16.010. - Adoption of the California Plumbing Code.**

The California Plumbing Code, 2019 Edition (California Code of Regulations, Title 24, Part 5), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Plumbing Code of the City of Laguna Woods, regulating the erection, installation, alteration, repair, relocation, replacement, addition to, use, or maintenance of plumbing systems. Not less than one copy of said code has been filed in the office of

the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Plumbing Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 8. Section 10.28.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.28.010. - Adoption of the California Energy Code.**

The California Energy Code, 2019 Edition (California Code of Regulations, Title 24, Part 6), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Energy Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Energy Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 9. Chapter 10.36 is hereby added to the Laguna Woods Municipal Code to read in its entirety as follows:

**CHAPTER 10.36. - CALIFORNIA HISTORICAL BUILDING CODE**

**Sec. 10.36.010. - Adoption of the California Historical Building Code.**

The California Historical Building Code, 2019 Edition (California Code of Regulations, Title 24, Part 8), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Historical Building Code of the City of Laguna Woods, regulating the preservation, restoration, rehabilitation, relocation, or reconstruction of buildings or properties designated as qualified historical buildings or properties. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Historical Building Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 10. Section 10.30.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.30.010. - Adoption of the California Existing Building Code.**

The California Existing Building Code, 2019 Edition (California Code of Regulations, Title 24, Part 10), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Existing Building Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Existing Building Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 11. Section 10.24.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.24.010. - Adoption of the California Green Building Standards Code.**

The California Green Building Standards Code, 2019 Edition (California Code of Regulations, Title 24, Part 11), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Green Building Standards Code of the City of Laguna Woods, regulating the planning, design, operation, construction, use and occupancy of every newly constructed building or structure, unless otherwise indicated therein. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Green Building Standards Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 12. Section 10.32.010 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as follows:

**Sec. 10.32.010. - Adoption of the California Referenced Standards Code.**

The California Referenced Standards Code, 2019 Edition (California Code of Regulations, Title 24, Part 12), is hereby adopted and incorporated by reference, as if set forth at length herein, as the Referenced Standards Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Referenced Standards Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

SECTION 13. This Ordinance shall take effect and be in full force and operation on January 1, 2020.

SECTION 14. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 15. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 16. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2019.

---

CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
DAVID B. COSGROVE, City Attorney

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 19-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX day of XX 2019, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2019 by the following vote to wit:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

**ORDINANCE NO. 19-XX**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING CHAPTER 10.12 (CALIFORNIA FIRE CODE) OF TITLE 10 (BUILDINGS AND CONSTRUCTION) OF THE LAGUNA WOODS MUNICIPAL CODE AND ADOPTING BY REFERENCE THE 2019 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9) INCLUDING APPENDICES B, BB, C, CC, AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS THERETO

**WHEREAS**, the 2019 Edition of the California Building Standards Code (California Code of Regulations, Title 24) was published July 1, 2019, with an effective date of January 1, 2020; and

**WHEREAS**, state law requires the City to enforce the California Building Standards Code irrespective of whether the same is locally adopted; and

**WHEREAS**, California Government Code Section 50022.1 *et seq.* allows the City Council to adopt by reference the 2019 Edition of the California Building Standards Code; and

**WHEREAS**, California Health & Safety Code Section 17958.5 *et seq.* and 18941.5 authorize cities to modify the California Building Standards Code by adopting more restrictive standards and modifications provided that such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological, or topographical conditions; and

**WHEREAS**, the Orange County Fire Authority provides fire services for the entirety of the city of Laguna Woods; and

**WHEREAS**, the Building Official recommends that the City Council (1) adopt the 2019 California Fire Code (a part of the 2019 California Building Standards Code) by reference to confirm the City’s compliance with the provisions of California Code of Regulations, Title 24 and (2) adopt local amendments to the 2019 California Fire Code recommended by the Orange County Fire Authority to decrease the potential incidence of property damage, injury, and death due to fires and earthquakes, in a manner that is reasonable and necessary to mitigate local climatic, geological, or topographical conditions; and

**WHEREAS**, on October 16, 2019 and November 20, 2019, the City Council held duly noticed public hearings on this Ordinance at which it considered all of the information, evidence, and testimony presented, both written and oral.

**THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:**

SECTION 1. The City Council hereby finds and determines that (i) each of the recitals to this Ordinance are true and correct, and are adopted herein as findings; (ii) the Code Amendments comply with all applicable requirements of State law; (iii) the Code Amendments will not adversely affect the health, safety, or welfare of the residents within the community; (iv) the Code Amendments are in the public interest of the City of Laguna Woods; and, (v) the Code Amendments are consistent with the Laguna Woods General Plan and its various elements.

SECTION 2. After reviewing the entire project record, the City Council hereby determines and certifies that this Ordinance is exempt from the provisions of the California Environmental Quality Act (“CEQA”) pursuant to sections 15378(b)(4) and 15061(b)(3) of Title 14 of the California Code of Regulations, in that it is consistent with California law, specifically California Code of Regulations Title 24. It can be seen with certainty that this project has no possibility of having a significant effect on the environment.

SECTION 3. The City Council hereby finds that the amendments to the 2019 California Fire Code are reasonably necessary because of local climatic, geological, or topographical conditions, and adopts the findings provided below to support the amendments to the 2019 California Fire Code.

**I. Climatic Conditions**

A. Orange County is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 miles per hour or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated

by a strong wind, such as fallen trees, street lights and utility poles will greatly impact the response time to reach an incident scene.

- B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County Fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.
- C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features.
- D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

## **II. Topographical Conditions**

- A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change caused by the hills creates the geological foundation on which communities with Orange County is built and will continue to build. With much of the populated flatlands already built upon, future growth will occur on steeper slopes and with greater constraints in terrain.
- B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.

- C. These topographical conditions combine to create a situation that places fire department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

### III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the State of California, Department of Conservation.

- A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), “unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe.”
- B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design, accompanied by

occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5-minute goal.

C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes are in contact with soils.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zones described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) resources available for a given structure. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

**2019 California Fire Code  
Amendment Findings Legend**

<b>CODE SECTION</b>	<b>TITLE (Clarification)</b>	<b>FINDINGS</b>
110.4	Violation penalties	Administrative
110.4.2	Infraction & Misdemeanor	Administrative
202	General definitions	Administrative
304.1.2	OCFA Vegetation Management	I
305.6	Hazardous conditions	I & II
305.7	Disposal of rubbish	I & II
307	Open burning, recreational fires, fire pits, fire rings, and outdoor fireplaces	Administrative
307.6	Fire Pits, Fire Rings, & Outdoor Fireplaces	Administrative
307.6.1	Gas-fueled devices	I & II
307.6.2	Devices using wood or fuels other than natural gas or LPG	I & II
307.6.2.1	Where prohibited	I & II
308.1.6.3	Sky lanterns	I & III
321	Fuel modification requirements for new construction	I
322	Clearance of brush or vegetation growth from roadways	I

ITEM 7.2 – Attachment B

323	Unusual circumstances	Administrative
324	Use of equipment	I
324.1	Use of equipment and devices generating heat, sparks or open flames	I
324.2	Spark arresters	I
407.5	Hazardous material inventory statement	I & II
501.1	Scope	Administrative, I, II & III
510.1	Emergency responder radio coverage	Administrative
903.2	Where required (Sprinklers)	I, II & III
903.2.8	Group R (Sprinklers)	I, II & III
903.3.5.3	Hydraulically calculated systems	I & II
1201.1.1	Energy systems, battery charging devices	I & II
2801.2	Permit	Administrative
2808.2	Storage site	Administrative
2808.3	Size of piles	I
2808.4	Pile separation	I
2808.7	Pile fire protection	I
2808.9	Material-handling equipment	I
2808.11	Temperature control	I
2808.11.1	Pile temperature control	I
2808.11.2	New material temperature control	I
2808.12	Water availability for piles	I
2808.13	Tipping area	I
2808.14	Emergency contact	Administrative
4906.3	OCFA Vegetation Management Guideline	I
4908	Fuel modification requirements for new construction	I
5001.5.2	Hazardous materials inventory statement	Administrative
5003.1.1.1	Extremely hazardous substances	I & III
5608.2	Retail fireworks	Administrative
5608.3	Application for permit	Administrative
5701.1.1	On-Demand Mobile Fueling	N/A
5801.1	Scope	N/A
Chapter 80	Reference Standards	N/A
	2016 NFPA 13 (Sprinkler Systems)	Administrative, II & III
	2016 NFPA 13-D (Single Family Sprinkler Systems)	I & II
	2013 NFPA 14 (Standpipe Systems)	Administrative

	2016 NFPA 24 (Underground Water Supply Systems)	Administrative & III
--	---	----------------------

SECTION 4. Chapter 10.12 of the Laguna Woods Municipal Code is hereby amended and restated in its entirety to read as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference.

SECTION 5. This Ordinance shall take effect and be in full force and operation on January 1, 2020.

SECTION 6. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity of effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

SECTION 7. The City Clerk shall certify to the passage of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

SECTION 8. All of the above-referenced documents and information have been and are on file with the City Clerk of the City.

PASSED, APPROVED AND ADOPTED this XX day of XX 2019.

\_\_\_\_\_  
 CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
 YOLIE TRIPPY, CMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
DAVID B. COSGROVE, City Attorney

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Ordinance No. 19-XX** was duly introduced and placed upon its first reading at a regular meeting of the City Council on the XX day of XX 2019, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the XX day of XX 2019 by the following vote to wit:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

**EXHIBIT A  
CODE AMENDMENTS**

*Chapter 10.12 (“California Fire Code”) of Title 10 (“Buildings and Construction”) of the Laguna Woods Municipal Code is amended and restated in its entirety to read as follows:*

**CHAPTER 10.12. - CALIFORNIA FIRE CODE**

**Sec. 10.12.010. - Adoption of the California Fire Code.**

The 2019 California Fire Code, 2019 Edition (California Code of Regulations, Title 24, Part 9), including Appendices B, BB, C, CC, and H, is hereby adopted and incorporated by reference, as if set forth herein, together with the amendments provided in this chapter, as the Fire Code of the City of Laguna Woods, regulating the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal, and demolition of every building or structure or any appurtenances connected or attached to such building structures. Not less than one copy of said code has been filed in the office of the City Clerk and shall be made available for public inspection. Should there be a conflict between the California Fire Code as adopted and other Laguna Woods Municipal Code requirements, the more restrictive shall govern.

**Sec. 10.12.020. - Amendments to the California Fire Code.**

**Chapter 1  
Scope and Administration**

**Chapter 1 General Requirements.** Adopt Chapter 1 in its entirety, with the exception of Section 109, and with the following amendments:

**Section 110.4 Violation penalties** is hereby revised as follows:

**110.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a

permit or certificate used under provisions of this code, shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Section 110.4.2 Infraction and misdemeanor** is hereby added as follows:

**110.4.2 Infraction and misdemeanor.** Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

## **Chapter 2 Definitions**

**Chapter 2 Definitions** is adopted in its entirety with the following amendments:

**Sections 202 General Definitions** is hereby revised by adding “OCFA,” and “Spark Arrester” as follows:

### **202 General Definitions**

**OCFA:** Orange County Fire Authority, fire authority having jurisdiction.

**SPARK ARRESTER.** A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.

2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

### **Chapter 3 General Requirements**

**Chapter 3 General Requirements.** Adopt Chapter 3 in its entirety, with the exception of Sections 308.1.4, 311.5 through 311.5.5, 318, and 319, and with the following amendments:

**Section 304.1.2 Vegetation** is hereby revised as follows:

**304.1.2 Vegetation.** Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49. Type, amount, arrangement, and maintenance of vegetation in a fuel modification area, interior slope, or similarly hazardous area shall be in accordance with OCFA Guideline C-05 “Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program.”

**Section 305.6 Hazardous Conditions** is hereby added as follows:

**305.6 Hazardous conditions.** Outdoor fires burning wood or other solid fuel are not allowed when any of the following conditions applies:

1. when predicted sustained winds exceed 8 MPH and relative humidity is less than 25%, or a red flag condition has been declared
2. when an official sign was caused to be posted by the fire code official, or a public announcement is made

No outdoor fires using any fuel type are permitted when predicted sustained winds exceed 20 MPH or when such fires present a hazard as determined by the fire code official.

**Section 305.7 Disposal of rubbish** is hereby added as follows:

**305.7 Disposal of rubbish.** Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

**Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES** is hereby revised as follows:

**SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITS, FIRE RINGS, AND PORTABLE OUTDOOR FIREPLACES**

**Sections 307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies** is hereby added as follows:

**307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies.** Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R occupancies shall comply with this section.

**Exception:** Barbeques, grills, and other portable devices intended solely for cooking.

**Section 307.6.1 Gas-fueled devices** is hereby added as follows:

**307.6.1 Gas-fueled devices.** Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction and vegetation shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.

**Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas** is hereby added as follows:

**307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas.** Permanent outdoor fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code with clearance from combustible construction and building openings as required therein. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks.

The burning of wood or other solid fuel in a device is not allowed within 25 feet of combustible structures unless within an approved permanent fireplace, Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Exceptions:

1. Portable fireplaces and fire rings/pits equipped with a device to arrest sparks shall be located at least 3' from combustible construction at R-3 occupancies,
2. Portable fireplaces, and fire pits/rings equipped with a device to arrest sparks, shall be located at least 15 feet from combustible structures at other R occupancies.

**Section 307.6.2.1 Where prohibited** is hereby added as follows:

**307.6.2.1 Where prohibited.** The burning of wood and other solid fuels shall not be conducted within a fuel modification zone, Wildfire Risk Area (WRA), Wildland-Urban Interface Area (WUI), or in locations where conditions could cause the spread of fire to the WRA or WUI.

Exceptions:

1. Permanent fireplaces that are not located in a fuel modification zone

2. Where determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

**Section 308.1.6.3 Sky lanterns** is hereby revised as follows:

**308.1.6.3 Sky lanterns.** A person shall not ignite, release, or cause to be released a sky lantern.

**Section 321 Fuel Modification Requirements for New Construction** is hereby added as follows:

**321 Fuel Modification Requirements for New Construction.** All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

**Section 322 Clearance of brush or vegetation growth from roadways** is hereby added as follows:

**322 Clearance of brush or vegetation growth from roadways.** The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

**Exception:** Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.

**Section 323 Unusual Circumstances** is hereby added as follows:

**323 Unusual circumstances.** The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this

code if determined that in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

**Section 324 Use of Equipment** is hereby added as follows:

**324 Use of equipment.** Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.

**Exceptions:**

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition.

**Section 324.1 Use of Equipment and Devices Generating Heat, Sparks or Open Flames** is hereby added as follows:

**324.1 Equipment and devices generating heat, sparks or open flames.** During any time of the year within Wildfire Risk Areas, within or immediately adjacent to any forest- or brush-covered land or non-irrigated grass-covered land, no person shall use or operate any welding equipment, cutting torches, tar pots, grinding devices, or other tools or equipment that may produce a spark, fire, or flame that could result in a wildfire without doing the following:

1. First clearing away all flammable material, including snags, from the area around such operation for a distance of 30 feet or other approved method to reduce fire spread into the wildlands. If 30-foot clearing cannot be achieved, then an alternate method shall be approved by the AHJ prior to work starting.
2. Maintain one serviceable round point shovel with an overall length of not less than forty-six (46) inches and one backpack pump water-type fire extinguisher fully equipped and ready for use at the immediate area during the operation.
3. Stop work when winds are 8 MPH or greater during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.
4. Keep a cell phone nearby and call 911 immediate in case of fire.

**Section 324.2 Spark Arresters** is hereby added as follows:

**324.2 Spark arresters.** Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 324 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

## **Chapter 4 Emergency Planning and Preparedness**

**Chapter 4: Emergency Planning and Preparedness.** Adopt only the sections, subsections, and amendment listed below:

401 – 401.9  
402  
403.2  
403.5 – 403.5.4  
403.10.2.1.1  
403.13 – 403.13.3  
404.5 – 404.6.6  
407

**Section 407.5** is revised as follows:

**407.5 Hazardous Materials Inventory Statement.** Where required by the fire code official, each application for a permit shall OCFA’s Chemical Classification Packet in accordance with Section 5001.5.2.

## **Chapter 5 Fire Service Features**

**Chapter 5 Fire Service Features** is adopted in its entirety with the following amendments:

**SECTION 501.1 Scope** is revised as follows:

**501.1 Scope.** Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-09, “Fire Master Plan for Commercial & Residential Development.” Fire service features for buildings, structures and premises located in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone shall also comply with OCFA Guideline B-09a, “Fire Safe Development in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone”.

**Section 510.1 Emergency responder radio coverage in new buildings** is revised as follows:

**510.1 Emergency responder radio coverage in new buildings.** All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems utilized by the jurisdiction, measured at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the Orange County Sheriff's Department, Communications and Technology Division guidelines and specifications and, where the functionality or performance requirements in the California Fire Code are more stringent, this code.

Exceptions:

1. In buildings or structures where it is determined by the fire code official that the radio coverage system is not needed, including but not limited to the following:
  - a. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
  - b. Elevators.
  - c. Structures that meet all of the following:
    - i. Three stories or less, and
    - ii. Do not have subterranean storage or parking, and
    - iii. Do not exceed 50,000 square feet on any single story.
  - d. Structures that meet all of the following:
    - i. Residential structures four stories or less, and
    - ii. Constructed of wood, and
    - iii. Do not have subterranean storage or parking, and
    - iv. Are not built integral to an above ground multi-story parking structure.

Should a structure that is three stories or less and 50,000 square feet or smaller on any single story include subterranean storage or parking, then this ordinance shall apply only to the subterranean areas.

2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

**Section 510.2 Emergency responder radio coverage in existing buildings** is deleted without replacement.

**Section 510.3 Permit required** is deleted without replacement.

## **Chapter 6 Building Services and Systems**

**Chapter 6 Building Services and Systems** is adopted in its entirety without amendments.

## **Chapter 7 Fire and Smoke Protection Features**

**Chapter 7 Fire and Smoke Protection Features** is adopted in its entirety without amendments.

## **Chapter 8 Interior Finish, Decorative Materials and Furnishings**

**Chapter 8 Interior Finish, Decorative Materials and Furnishings** is adopted in its entirety without amendments.

## **Chapter 9 Fire Protection and Life Safety Systems**

**Adopt Chapter 9 Fire Protection and Life Safety Systems** is adopted in its entirety with the following amendments:

**Section 903.2 Where required** is hereby revised as follows:

**903.2 Where required.** Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

**New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

**Exception:** Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code.

- 1. Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
  - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet
  - b. When an addition exceeds 2000 square feet and the resulting building area exceeds 5000 square feet.
  - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

**Section 903.2.8 Group R** is hereby revised as follows:

**903.2.8 Group R.** An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

- 1. New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.

2. **Existing Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
  - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet within a two-year period; or,
  - b. An addition when the existing building is already provided with automatic sprinklers; or,
  - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

**Exceptions:**

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing non-ambulatory clients above the first floor, and not housing clients above the second floor.
2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with Section 435.8.3.3 of the California Building Code.
3. Pursuant to Health and Safety Code, Section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.
4. Pursuant to Health and Safety Code, Section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

When not used in accordance with Section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

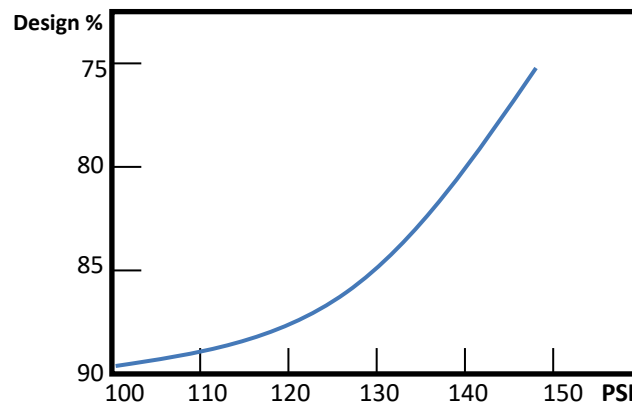
An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

**Section 903.3.5.3 Hydraulically calculated systems** is hereby added as follows:

**903.3.5.3 Hydraulically calculated systems.** The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

**Exception:** When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

**TABLE 903.3.5.3  
Hydraulically Calculated Systems**



## **Chapter 10 Means of Egress**

**Chapter 10 Means of Egress** is adopted in its entirety without amendments.

## **Chapter 11 Construction Requirements for Existing Buildings**

**Chapter 11 Construction Requirements for Existing Buildings.** Adopt only those sections and subsections listed below:

1103.7  
1103.7.3  
1103.7.3.1  
1103.7.8 – 1103.7.8.2  
1103.7.9 – 1103.7.9.10  
1103.8 – 1103.8.5.3  
1103.9.1  
1107  
1113  
1114  
1115  
1116

## **Chapter 12 Energy Systems**

**Chapter 12 Energy Systems** is adopted in its entirety with the following amendment added:

**1201.1.1 Other Systems** Where required by the fire code official, other systems and operations including but not limited to battery systems assembly, battery reconditioning and storage, research and development of battery storage systems, electric vehicle manufacturing and testing, and battery charging systems for cars and carts inside of buildings or structures, shall comply with this chapter.

Exception: When approved by the fire code official, charging stations for electric vehicles located in open parking garages of Type I or II construction.

## **Chapter 20 Aviation Facilities**

**Chapter 20 Aviation Facilities** is adopted in its entirety without amendments.

## **Chapter 21 Dry Cleaning**

**Chapter 21 Dry Cleaning** is adopted in its entirety without amendments.

**Chapter 22  
Combustible Dust-Producing Operations**

**Chapter 22 Combustible Dust-Producing Operations** is adopted in its entirety without amendments.

**Chapter 23  
Motor Fuel-Dispensing Facilities and Repair Garages**

**Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages** is adopted in its entirety without amendments.

**Chapter 24  
Flammable Finishes**

**Chapter 24 Flammable Finishes** is adopted in its entirety without amendments.

**Chapter 25  
Fruit and Crop Ripening**

**Chapter 25 Fruit and Crop Ripening** is deleted in its entirety.

**Chapter 26  
Fumigation and Insecticidal Fogging**

**Chapter 26 Fumigation and Insecticidal Fogging** is deleted in its entirety.

**Chapter 27  
Semiconductor Fabrication Facilities**

**Chapter 27 Semiconductor Fabrication Facilities** is adopted in its entirety without amendments.

**Chapter 28  
Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking  
Facilities**

**Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities** is adopted in its entirety with the following amendments:

**Section 2801.2 Permit** is hereby revised as follows:

**2801.2 Permit.** Permits shall be required as set forth in Section 105.6 and 105.6.29.

**Section 2808.2 Storage site** is hereby revised as follows:

**2808.2 Storage site.** Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned and approval obtained from the fire code official before transferring products to the site.

**Section 2808.3 Size of piles** is hereby revised as follows:

**2808.3 Size of piles.** Piles shall not exceed 15 feet in height, 50 feet in width and 100 feet in length.

**Exception:** The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.
2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.

3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

**Section 2808.4 Pile Separation** is hereby revised as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

**Section 2808.7 Pile fire protection** is hereby revised as follows:

**2808.7 Pile fire protection.** Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

**Section 2808.9 Material-handling equipment** is hereby revised as follows:

**2808.9 Material-handling equipment.** All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

**Section 2808.11 Temperature control** is hereby added as follows:

**2808.11 Temperature control.** The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

**Section 2808.11.1 Pile temperature control** is hereby added as follows:

**2808.11.1 Pile temperature control.** Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

**Section 2808.11.2 New material temperature control** is hereby added as follows:

**2808.11.2 New material temperature control.** New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

**Section 2808.12 Water availability** is hereby added as follows:

**2808.12 Water Availability.** Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1-hour duration for pile heights up to 6 feet and 2-hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).

**Section 2808.13 Tipping area** is hereby added as follows:

**2808.13 Tipping areas** shall comply with the following:

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.
2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20-foot-wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

**Section 2808.14 Emergency Contact** is hereby added as follows:

**2808.14 Emergency Contact.** The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.

## **Chapter 29 Manufacture of Organic Coatings**

**Chapter 29 Manufacture of Organic Coatings** is adopted in its entirety without amendments.

## **Chapter 30 Industrial Ovens**

**Chapter 30 Industrial Ovens** is adopted in its entirety without amendments.

## **Chapter 31 Tents, Temporary Special Event Structures and Other Membrane Structures**

**Chapter 31 Temporary Special Event Structures and Other Membrane Structures** is adopted in its entirety without amendments.

**Chapter 32  
High-Piled Combustible Storage**

**Chapter 32 High-Piled Combustible Storage** is adopted in its entirety without amendments.

**Chapter 33  
Fire Safety During Construction and Demolition**

**Chapter 33 Fire Safety During Construction and Demolition** is adopted in its entirety without amendments.

**Chapter 34  
Tire Rebuilding and Tire Storage**

**Chapter 34 Tire Rebuilding and Tire Storage** is adopted in its entirety without amendments.

**Chapter 35  
Welding and Other Hot Work**

**Chapter 35 Welding and Other Hot Work** is adopted in its entirety without amendments.

**Chapter 36  
Marinas**

**Chapter 36 Marinas** is adopted in its entirety without amendments.

**Chapter 37  
Combustible Fibers**

**Chapter 37 Combustible Fibers** is adopted in its entirety without amendments.

**Chapter 39  
Processing and Extraction Facilities**

**Chapter 39 Processing and Extraction Facilities** is adopted in its entirety without amendments.

**Chapter 48  
Motion Picture and Television Production Studio Sound Stages,  
Approved Production Facilities and Production Locations**

**Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations** is adopted in its entirety without amendments.

**Chapter 49  
Requirements for Wildland-Urban Interface Fire Areas**

**Chapter 49 Requirements for Wildland-Urban Interface Fire Areas** is adopted in its entirety with the following amendments:

**Section 4906.3 Requirements** is hereby revised as follows:

**4906.3 Requirements.** Hazardous vegetation and fuels around all applicable buildings and structure shall be maintained in accordance with the following laws and regulations:

1. Public Resources Code, Section 4291.
2. California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation “General Guideline to Create Defensible Space”).
3. California Government Code, Section 51182.
4. California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.

5. OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

**Section 4908 Fuel Modification Requirements for New Construction** is hereby added as follows:

**4908 Fuel Modification Requirements for New Construction.** All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”
  - 1.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.
4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.
5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

## **Chapter 50 Hazardous Materials – General Provisions**

**Chapter 50 Hazardous Materials – General Provisions** is adopted in its entirety with the following amendments.

**Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS)**, is hereby revised as follows:

**5001.5.2 Hazardous Materials Inventory Statement (HMIS).**

Where required by the fire code official, an application for a permit shall include. Orange County Fire Authority's-Chemical Classification Packet, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The Chemical Classification Packet shall include the following information:

1. Product Name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-closed systems.
9. Amount in use-open systems.

**Section 5003.1.1.1 Extremely Hazardous Substances** is hereby added as follows:

**5003.1.1.1 Extremely Hazardous Substances.** No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

**Chapter 51  
Aerosols**

**Chapter 51 Aerosols** is adopted in its entirety without amendments.

**Chapter 53  
Compressed Gases**

**Chapter 53 Compressed Gases** is adopted in its entirety without amendments.

**Chapter 54  
Corrosive Materials**

**Chapter 54 Corrosive materials** is adopted in its entirety without amendments.

**Chapter 55  
Cryogenic Fluids**

**Chapter 55 Cryogenic Fluids** is adopted in its entirety without amendments.

**Chapter 56  
Explosives and Fireworks**

**Chapter 56 Explosives and Fireworks** is adopted in its entirety with the following amendments:

**Section 5608.2 Firing** is hereby added as follows:

**5608.2 Firing.** All fireworks displays, regardless of mortar, device, or shell size, shall be electrically fired.

**Section 5608.3 Application for Permit** is hereby added as follows:

**Section 5608.3 Application for Permit.** A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.

**Chapter 57**  
**Flammable and Combustible Liquids**

**Chapter 57 Flammable and Combustible Liquids.** Adopt Chapter 57, with the exception of Section 5707, in its entirety and with the following amendment:

**Section 5701.1.1 On-Demand Mobile fueling** is added as follows:

**Section 5701.1.1 Mobile fueling.** On-demand mobile fueling of Class I, II, and III liquids into the fuel tanks of vehicles is prohibited.

**Chapter 58**  
**Flammable Gases and Flammable Cryogenic Fluids**

**Chapter 58 Flammable Gases and Flammable Cryogenic Fluids.** Adopt Chapter 58, with the exception of Section 5809, in its entirety and with the following amendment:

**Section 5801.1 Scope** is revised as follows:

**Section 5801.1 Scope.** The storage and use of flammable gases and flammable cryogenic fluids shall be in accordance with this chapter, NFPA 2 and NFPA 55. Compressed gases shall also comply with Chapter 53 and cryogenic fluids shall also comply with Chapter 55. Flammable cryogenic fluids shall comply with Section 5806. Hydrogen motor fuel-dispensing stations and repair garages and their associated above-ground hydrogen storage systems shall also be designed, constructed and maintained in accordance with Chapter 23. Mobile fueling of gaseous and liquid hydrogen, compressed natural gas (CNG), and liquefied natural gas (LNG) into the fuel tanks of vehicles is prohibited.

Exceptions:

1. Gases used as refrigerants in refrigeration systems (see Section 605).
2. Liquefied petroleum gases and natural gases regulated by Chapter 61.

3. Fuel-gas systems and appliances regulated under the California Mechanical Code and the California Plumbing Code other than gaseous hydrogen systems and appliances.
4. Pyrophoric gases in accordance with Chapter 64.

**Chapter 59  
Flammable Solids**

**Chapter 59 Flammable Solids** is adopted in its entirety without amendments.

**Chapter 60  
Highly Toxic and Toxic Materials**

**Chapter 60 Highly Toxic and Toxic Materials** is adopted in its entirety without amendments.

**Chapter 61  
Liquefied Petroleum Gases**

**Chapter 61 Liquefied Petroleum Gases** is adopted in its entirety without amendments.

**Chapter 62  
Organic Peroxides**

**Chapter 62 Organic Peroxides** is adopted in its entirety without amendments.

**Chapter 63  
Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids**

**Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids** is adopted in its entirety without amendments.

**Chapter 64  
Pyrophoric Materials**

**Chapter 64 Pyrophoric Materials** is adopted in its entirety without amendments.

**Chapter 65  
Pyroxylin (Cellulose Nitrate) Plastics**

**Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics** is adopted in its entirety without amendments.

**Chapter 66  
Unstable (Reactive) Materials**

**Chapter 66 Unstable (Reactive) Materials** is adopted in its entirety without amendments.

**Chapter 67  
Water-Reactive Solids and Liquids**

**Chapter 67 Water-Reactive Solids and Liquids** is adopted in its entirety without amendments.

**Chapter 80  
Referenced Standards**

**Chapter 80 Referenced Standards** is adopted in its entirety with the following amendments:

**NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems** is hereby amended as follows:

**Section 6.7.3** is hereby revised as follows:

**6.7.3** Fire department connections (FDC) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½” inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½” inlets shall be provided.

**Section 8.3.3.1** is hereby revised as follows:

**8.3.3.1** When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

**Section 8.15.1.2.7** is hereby revised as follows:

**8.15.1.2.7** Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

**Section 11.1.1.1** is hereby added as follows:

**11.1.1.1** When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

**Section 11.2.3.1.1.1** is hereby added as follows:

**11.2.3.1.1.1** The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

**NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes** is hereby amended as follows:

**Section 7.1.2** is hereby revised as follows:

**7.1.2** The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service.

**NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems** is hereby amended as follows:

**Section 7.3.1.1** is hereby is deleted in its entirety and replaced as follows:

**7.3.1.1** Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

**NFPA 24, 2016 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances** is hereby amended as follows:

**Section 6.2.8.1** is hereby added as follows:

**6.2.8.1** All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

**Section 6.2.9** is hereby amended as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
  - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
- (2) A wall post indicator valve
- (3) An indicating valve in a pit, installed in accordance with Section 6.4

- (4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
  - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- (5) Control valves installed in a fire-rated room accessible from the exterior
- (6) Control valves in a fire-rated stair enclosure accessible from the exterior

**Section 10.1.5** is hereby added as follows:

**10.1.5** All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2-inch-wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings.

**Section 10.4.1.1** is hereby revised as follows:

**10.4.1.1** All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

**Section 10.4.1.1.1** is hereby added as follows:

**10.4.1.1.1** All bolts used in pipe-joint assembly shall be 316 stainless steel.

**Section 10.4.3.2** is hereby deleted and replaced as follows:

**10.4.3.** Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

### **Appendices**

**Appendix A** is deleted in its entirety without amendments.

**Appendix B** is adopted in its entirety with amendments outlined in Guideline B-09.

**Appendix BB** is adopted in its entirety without amendments.

**Appendix C** is adopted in its entirety without amendments.

**Appendix CC** is adopted in its entirety without amendments.

**Appendix D** is deleted in its entirety without amendments.

**Appendix E** is deleted in its entirety without amendments.

**Appendix F** is deleted in its entirety without amendments.

**Appendix G** is deleted in its entirety without amendments.

**Appendix H** is adopted in its entirety without amendments.

**Appendix I** is deleted in its entirety without amendments.

**Appendix J** is deleted in its entirety without amendments.

**Appendix K** is deleted in its entirety without amendments.

ITEM 7.2 – Exhibit A to Attachment B

**Appendix L** is deleted in its entirety without amendments.

**Appendix M** is deleted in its entirety without amendments.

**Appendix N** is deleted in its entirety without amendments.

**Appendix O** is deleted in its entirety without amendments.

**Secs. 10.12.030—10.12.540. - Reserved.**

2019

California Fire Code  
Amendment Package  
(Laguna Woods)

Final Version

## Chapter 1 Scope and Administration

**Chapter 1 General Requirements.** Adopt Chapter 1 in its entirety, with the exception of Section 109, and with the following amendments:

**Section 110.4 Violation penalties** is hereby revised as follows:

**110.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

**Section 110.4.2 Infraction and misdemeanor** is hereby added as follows:

**110.4.2 Infraction and misdemeanor.** Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

## Chapter 2 Definitions

**Chapter 2 Definitions** is adopted in its entirety with the following amendments:

**Sections 202 General Definitions** is hereby revised by adding “OCFA,” and “Spark Arrester” as follows:

### **202 General Definitions**

**OCFA:** Orange County Fire Authority, fire authority having jurisdiction.

**SPARK ARRESTER.** A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.

2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

### Chapter 3 General Requirements

**Chapter 3 General Requirements.** Adopt Chapter 3 in its entirety, with the exception of Sections 308.1.4, 311.5 through 311.5.5, 318, and 319, and with the following amendments:

**Section 304.1.2 Vegetation** is hereby revised as follows:

**304.1.2 Vegetation.** Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49. Type, amount, arrangement, and maintenance of vegetation in a fuel modification area, interior slope, or similarly hazardous area shall be in accordance with OCFA Guideline C-05 “Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program.”

**Section 305.6 Hazardous Conditions** is hereby added as follows:

**305.6 Hazardous conditions.** Outdoor fires burning wood or other solid fuel are not allowed when any of the following conditions applies:

1. when predicted sustained winds exceed 8 MPH and relative humidity is less than 25%, or a red flag condition has been declared
2. when an official sign was caused to be posted by the fire code official, or a public announcement is made

No outdoor fires using any fuel type are permitted when predicted sustained winds exceed 20 MPH or when such fires present a hazard as determined by the fire code official.

**Section 305.7 Disposal of rubbish** is hereby added as follows:

**305.7 Disposal of rubbish.** Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

**Section 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES** is hereby revised as follows:

**SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITS, FIRE RINGS, AND PORTABLE OUTDOOR FIREPLACES**

**Sections 307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies** is hereby added as follows:

**307.6 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices used at Group R Occupancies.** Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R occupancies shall comply with this section.

**Exception:** Barbeques, grills, and other portable devices intended solely for cooking.

**Section 307.6.1 Gas-fueled devices** is hereby added as follows:

**307.6.1 Gas-fueled devices.** Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustibile construction and vegetation shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustibile construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.

**Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas** is hereby added as follows:

**307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas.** Permanent outdoor fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code with clearance from combustibile construction and building openings as required therein. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks.

The burning of wood or other solid fuel in a device is not allowed within 25 feet of combustibile structures unless within an approved permanent fireplace, Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

**Exceptions:**

1. Portable fireplaces and fire rings/pits equipped with a device to arrest sparks shall be located at least 3' from combustible construction at R-3 occupancies.
2. Portable fireplaces, and fire pits/rings equipped with a device to arrest sparks, shall be located at least 15 feet from combustible structures at other R occupancies.

**Section 307.6.2.1 Where prohibited** is hereby added as follows:

**307.6.2.1 Where prohibited.** The burning of wood and other solid fuels shall not be conducted within a fuel modification zone, Wildfire Risk Area (WRA), Wildland-Urban Interface Area (WUI), or in locations where conditions could cause the spread of fire to the WRA or WUI.

Exceptions:

1. Permanent fireplaces that are not located in a fuel modification zone
2. Where determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

**Section 308.1.6.3 Sky lanterns** is hereby revised as follows:

**308.1.6.3 Sky lanterns.** A person shall not ignite, release, or cause to be released a sky lantern.

**Section 320 321 Fuel Modification Requirements for New Construction** is hereby added as follows:

**320 321 Fuel Modification Requirements for New Construction.** All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."

**Section 324 322 Clearance of brush or vegetation growth from roadways** is hereby added as follows:

**324 322 Clearance of brush or vegetation growth from roadways.** The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

**Exception:** Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as

ground covers, provided that they do not form a means of readily transmitting fire.

**Section 322 323 Unusual Circumstances** is hereby added as follows:

**322 323 Unusual circumstances.** The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

**Section 324 Use of Equipment** is hereby added as follows:

**324 Use of equipment.** Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.

**Exceptions:**

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition

**Section ~~323.1~~ 324.1 Use of Equipment and Devices Generating Heat, Sparks or Open Flames** is hereby added as follows:

**323.1 324.1 Equipment and devices generating heat, sparks or open flames.** During any time of the year within Wildfire Risk Areas, within or immediately adjacent to any forest- or brush-covered land or non-irrigated grass-covered land, no person shall use or operate any welding equipment, cutting torches, tar pots, grinding devices, or other tools or equipment that may produce a spark, fire, or flame that could result in a wildfire without doing the following:

1. First clearing away all flammable material, including snags, from the area around such operation for a distance of 30 feet or other approved method to reduce fire spread into the wildlands. If 30 foot clearing cannot be achieved, then an alternate method shall be approved by the AHJ prior to work starting.
2. Maintain one serviceable round point shovel with an overall length of not less than forty-six (46) inches and one backpack pump water-type fire extinguisher fully equipped and ready for use at the immediate area during the operation.
3. Stop work when winds are 8 MPH or greater during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.
4. Keep a cell phone nearby and call 911 immediate in case of fire.

**Section 323.2 324.2 Spark Arresters** is hereby added as follows:

**323.2 324.2 Spark arresters.** Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 324 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

## Chapter 4 Emergency Planning and Preparedness

**Chapter 4: Emergency Planning and Preparedness.** Adopt only the sections, subsections, and amendment listed below:

401 – 401.9  
402  
403.2  
403.5 – 403.5.4  
403.10.2.1.1  
403.13 – 403.13.3  
404.5 – 404.6.6  
407

**Section 407.5** is revised as follows:

**407.5 Hazardous Materials Inventory Statement.** Where required by the fire code official, each application for a permit shall OCFA's Chemical Classification Packet in accordance with Section 5001.5.2.

## Chapter 5 Fire Service Features

**Chapter 5 Fire Service Features** is adopted in its entirety with the following amendments:

**SECTION 501.1 Scope** is revised as follows:

**501.1 Scope.** Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-09, “Fire Master Plan for Commercial & Residential Development.” Fire service features for buildings, structures and premises located in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone shall also comply with OCFA Guideline B-09a, “Fire Safe Development in State Responsibility Areas, and Local Responsibility Areas designated as Very High Hazard Fire Severity Zone”.

**Section 510.1 Emergency responder radio coverage** in new buildings is revised as follows:

**510.1 Emergency responder radio coverage in new buildings.** All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems utilized by the jurisdiction, measured at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the Orange County Sheriff’s Department, Communications and Technology Division guidelines and specifications and, where the functionality or performance requirements in the California Fire Code are more stringent, this code.

Exceptions:

1. In buildings or structures where it is determined by the fire code official that the radio coverage system is not needed, including but not limited to the following:
  - a. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
  - b. Elevators.
  - c. Structures that meet all of the following:
    - i. Three stories or less, and
    - ii. Do not have subterranean storage or parking, and
    - iii. Do not exceed 50,000 square feet on any single story.
  - d. Structures that meet all of the following:
    - i. Residential structures four stories or less, and
    - ii. Constructed of wood, and
    - iii. Do not have subterranean storage or parking, and
    - iv. Are not built integral to an above ground multi-story parking structure.

Should a structure that is three stories or less and 50,000 square feet or smaller on any single story include subterranean storage or parking, then this ordinance shall apply only to the subterranean areas.

2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

**Section 510.2 Emergency responder radio coverage in existing buildings** is deleted without replacement:

**Section 510.3 Permit required** is deleted without replacement.

## **Chapter 6 Building Services and Systems**

**Chapter 6 Building Services and Systems** is adopted in its entirety without amendments:

## **Chapter 7 Fire and Smoke Protection Features**

**Chapter 7 Fire and Smoke Protection Features** is adopted in its entirety without amendments.

## **Chapter 8 Interior Finish, Decorative Materials and Furnishings**

**Chapter 8 Interior Finish, Decorative Materials and Furnishings** is adopted in its entirety without amendments.

## **Chapter 9 Fire Protection and Life Safety Systems**

**Adopt Chapter 9 Fire Protection and Life Safety Systems** is adopted in its entirety with the following amendments:

**Section 903.2 Where required** is hereby revised as follows:

**903.2 Where required.** Approved automatic sprinkler systems in new buildings and structures shall be provided when one of the following conditions exists:

**New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-extinguishing system shall also be installed in

all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

**Exception:** Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code.

1. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:
  - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet
  - b. When an addition exceeds 2000 square feet and the resulting building area exceeds 5000 square feet.
  - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

**Section 903.2.8 Group R** is hereby revised as follows:

**903.2.8 Group R.** An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
  - a. When an addition is 33% or more of the existing building area as defined in Section 202, and greater than 1000 square feet within a two year period; or,
  - b. An addition when the existing building is already provided with automatic sprinklers; or,
  - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

**Exceptions:**

1. Existing Group R-3 occupancies converted to Group R-3.1 occupancies and not housing bedridden clients, not housing non-ambulatory clients above the first floor, and not housing clients above the second floor.

2. Existing Group R-3 occupancies converted to Group R-3.1 occupancies housing only one bedridden client and complying with Section 435.8.3.3 of the California Building Code.
3. Pursuant to Health and Safety Code, Section 13113, occupancies housing ambulatory children only, none of whom are mentally ill children or children with intellectual disabilities, and the buildings or portions thereof in which such children are housed are not more than two stories in height, and building or portions thereof housing such children have an automatic fire alarm system activated by approved smoke detectors.
4. Pursuant to Health and Safety Code, Section 13143.6, occupancies licensed for protective social care which house ambulatory clients only, none of whom is a child (under the age of 18 years), or who is elderly (65 years of age or over).

When not used in accordance with Section 504.2 or 506.3 of the California Building Code, an automatic sprinkler system installed in accordance with Section 903.3.1.2 shall be allowed in Group R-2.1 occupancies.

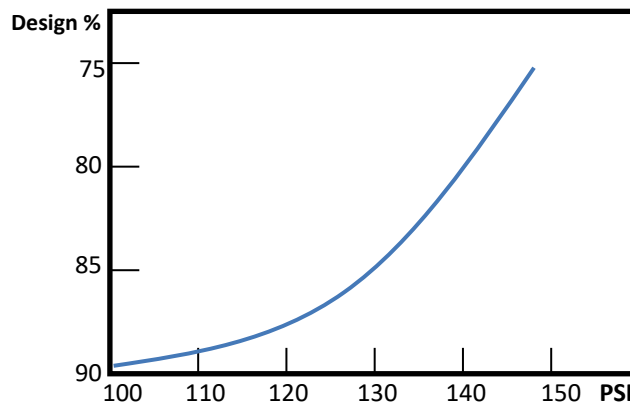
An automatic sprinkler system designed in accordance with Section 903.3.1.3 shall not be utilized in Group R-2.1 or R-4 occupancies.

**Section 903.3.5.3 Hydraulically calculated systems** is hereby added as follows:

**903.3.5.3 Hydraulically calculated systems.** *The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.*

**Exception:** *When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.*

**TABLE 903.3.5.3  
Hydraulically Calculated Systems**



**Chapter 10  
Means of Egress**

**Chapter 10 Means of Egress** is adopted in its entirety without amendments.

**Chapter 11  
Construction Requirements for Existing Buildings**

**Chapter 11 Construction Requirements for Existing Buildings.** Adopt only those sections and subsections listed below:

- 1103.7
- 1103.7.3
- 1103.7.3.1
- 1103.7.8 – 1103.7.8.2
- 1103.7.9 – 1103.7.9.10
- 1103.8 – 1103.8.5.3
- 1103.9.1
- 1107
- 1113
- 1114
- 1115
- 1116

**Chapter 12  
Energy Systems**

**Chapter 12 Energy Systems** is adopted in its entirety with the following amendment added:

**1201.1.1 Other Systems** Where required by the fire code official, other systems and operations including but not limited to battery systems assembly, battery reconditioning and storage, research and development of battery storage systems, electric vehicle manufacturing and testing, and battery charging systems for cars and carts inside of buildings or structures, shall comply with this chapter.

Exception: When approved by the fire code official, charging stations for electric vehicles located in open parking garages of Type I or II construction.

**Chapter 20  
Aviation Facilities**

**Chapter 20 Aviation Facilities** is adopted in its entirety without amendments.

**Chapter 21**

**Dry Cleaning**

**Chapter 21 Dry Cleaning** is adopted in its entirety without amendments.

**Chapter 22  
Combustible Dust-Producing Operations**

**Chapter 22 Combustible Dust-Producing Operations** is adopted in its entirety without amendments.

**Chapter 23  
Motor Fuel-Dispensing Facilities and Repair Garages**

**Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages** is adopted in its entirety without amendments.

**Chapter 24  
Flammable Finishes**

**Chapter 24 Flammable Finishes** is adopted in its entirety without amendments.

**Chapter 25  
Fruit and Crop Ripening**

**Chapter 25 Fruit and Crop Ripening** is deleted in its entirety.

**Chapter 26  
Fumigation and Insecticidal Fogging**

**Chapter 26 Fumigation and Insecticidal Fogging** is deleted in its entirety.

**Chapter 27  
Semiconductor Fabrication Facilities**

**Chapter 27 Semiconductor Fabrication Facilities** is adopted in its entirety without amendments

**Chapter 28  
Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities**

**Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities** is adopted in its entirety with the following amendments:

**Section 2801.2 Permit** is hereby revised as follows:

**2801.2 Permit.** Permits shall be required as set forth in Section 105.6 and 105.6.29.

**Section 2808.2 Storage site** is hereby revised as follows:

**2808.2 Storage site.** Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned and approval obtained from the fire code official before transferring wood-products to the site.

**Section 2808.3 Size of piles** is hereby revised as follows:

**2808.3 Size of piles.** Piles shall not exceed 15 feet in height, 50 feet in width and 100 feet in length.

**Exception:** The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.
2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

**Section 2808.4 Pile Separation** is hereby revised as follows:

**2808.4. Pile separation.** Piles shall be separated from adjacent piles by minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

**Section 2808.7 Pile fire protection** is hereby revised as follows:

**2808.7 Pile fire protection.** Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

**Section 2808.9 Material-handling equipment** is hereby revised as follows:

**2808.9 Material-handling equipment.** All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

**Section 2808.11 Temperature control** is hereby added as follows:

**2808.11 Temperature control.** The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

**Section 2808.11.1 Pile temperature control** is hereby added as follows:

**2808.11.1 Pile temperature control.** Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

**Section 2808.11.2 New material temperature control** is hereby added as follows:

**2808.11.2 New material temperature control.** New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

**Section 2808.12 Water availability** is hereby added as follows:

**2808.12 Water Availability.** Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2 hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).

**Section 2808.13 Tipping area** is hereby added as follows:

**2808.13 Tipping areas shall comply with the following:**

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.
2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20 foot wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

**Section 2808.14 Emergency Contact** is hereby added as follows:

**2808.14 Emergency Contact. The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.**

### **Chapter 29 Manufacture of Organic Coatings**

**Chapter 29 Manufacture of Organic Coatings** is adopted in its entirety without amendments.

### **Chapter 30 Industrial Ovens**

**Chapter 30 Industrial Ovens** is adopted in its entirety without amendments.

### **Chapter 31 Tents, Temporary Special Event Structures and Other Membrane Structures**

**Chapter 31 Temporary Special Event Structures and Other Membrane Structures** is adopted in its entirety without amendments.

### **Chapter 32 High-Piled Combustible Storage**

**Chapter 32 High-Piled Combustible Storage** is adopted in its entirety without amendments.

### **Chapter 33 Fire Safety During Construction and Demolition**

**Chapter 33 Fire Safety During Construction and Demolition** is adopted in its entirety without amendments.

**Chapter 34  
Tire Rebuilding and Tire Storage**

**Chapter 34 Tire Rebuilding and Tire Storage** is adopted in its entirety without amendments.

**Chapter 35  
Welding and Other Hot Work**

**Chapter 35 Welding and Other Hot Work** is adopted in its entirety without amendments.

**Chapter 36  
Marinas**

**Chapter 36 Marinas** is adopted in its entirety without amendments.

**Chapter 37  
Combustible Fibers**

**Chapter 37 Combustible Fibers** is adopted in its entirety without amendments.

**Chapter 39  
Processing and Extraction Facilities**

**Chapter 39 Processing and Extraction Facilities** is adopted in its entirety without amendments.

**Chapter 48  
Motion Picture and Television Production Studio Sound Stages, Approved  
Production Facilities and Production Locations**

**Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations** is adopted in its entirety without amendments.

**Chapter 49  
Requirements for Wildland-Urban Interface Fire Areas**

**Chapter 49 Requirements for Wildland-Urban Interface Fire Areas** is adopted in its entirety with the following amendments:

**Section 4906.3 Requirements** is hereby revised as follows:

**4906.3 Requirements.** Hazardous vegetation and fuels around all applicable buildings and structure shall be maintained in accordance with the following laws and regulations:

1. Public Resources Code, Section 4291.
2. California Code of Regulations, Title 14, Division 1.5, Chapter 7, Subchapter 3, Section 1299 (see guidance for implementation “General Guideline to Create Defensible Space”).
3. California Government Code, Section 51182.
4. California Code of Regulations, Title 19, Division 1, Chapter 7, Subchapter 1, Section 3.07.
5. OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”

**Section 4908 Fuel Modification Requirements for New Construction** is hereby added as follows:

**4908 Fuel Modification Requirements for New Construction.** *All new buildings to be built or installed in a Wildfire Risk Area shall comply with the following:*

1. Preliminary fuel modification plans shall be submitted to and approved by the fire code official prior to or concurrently with the approval of any tentative map.
2. Final fuel modification plans shall be submitted to and approved by the fire code official prior to the issuance of a grading permit.
3. The fuel modification plans shall meet the criteria set forth in the Fuel Modification Section of OCFA Guideline C-05 “Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program.”
  - 1.1 The fuel modification plan shall include provisions for the maintenance of the fuel modification in perpetuity.
4. The fuel modification plan may be altered if conditions change. Any alterations to the fuel modification areas shall have prior approval from the fire code official.
5. All elements of the fuel modification plan shall be maintained in accordance with the approved plan and are subject to the enforcement process outlined in the Fire Code.

**Chapter 50**  
**Hazardous Materials – General Provisions**

**Chapter 50 Hazardous Materials – General Provisions** is adopted in its entirety with the following amendments.

**Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS)**, is hereby revised as follows:

**5001.5.2 Hazardous Materials Inventory Statement (HMIS).** Where required by the fire code official, an application for a permit shall include. Orange County Fire Authority's-Chemical Classification Packet, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises. The Chemical Classification Packet shall include the following information:

1. Product Name.
2. Component.
3. Chemical Abstract Service (CAS) number.
4. Location where stored or used.
5. Container size.
6. Hazard classification.
7. Amount in storage.
8. Amount in use-closed systems.
9. Amount in use-open systems.

**Section 5003.1.1.1 Extremely Hazardous Substances** is hereby added as follows:

**5003.1.1.1 Extremely Hazardous Substances.** No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

### **Chapter 51 Aerosols**

**Chapter 51 Aerosols** is adopted in its entirety without amendments.

### **Chapter 53 Compressed Gases**

**Chapter 53 Compressed Gases** is adopted in its entirety without amendments.

### **Chapter 54 Corrosive Materials**

**Chapter 54 Corrosive materials** is adopted in its entirety without amendments.

### **Chapter 55 Cryogenic Fluids**

**Chapter 55 Cryogenic Fluids** is adopted in its entirety without amendments.

**Chapter 56  
Explosives and Fireworks**

**Chapter 56 Explosives and Fireworks** is adopted in its entirety with the following amendments:

**Section 5608.2 Firing** is hereby added as follows:

**5608.2 Firing.** All fireworks displays, regardless of mortar, device, or shell size, shall be electrically fired.

**Section 5608.3 Application for Permit** is hereby added as follows:

**Section 5608.3 Application for Permit.** A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.

**Chapter 57  
Flammable and Combustible Liquids**

**Chapter 57 Flammable and Combustible Liquids.** Adopt Chapter 57, with the exception of Section 5707, in its entirety and with the following amendment:

**Section 5701.1.1 On-Demand Mobile fueling** is added as follows:

**Section 5701.1.1 Mobile fueling.** On-demand mobile fueling of Class I, II, and III liquids into the fuel tanks of vehicles is prohibited.

**Chapter 58  
Flammable Gases and Flammable Cryogenic Fluids**

**Chapter 58 Flammable Gases and Flammable Cryogenic Fluids.** Adopt Chapter 58, with the exception of Section 5809, in its entirety and with the following amendment:

**Section 5801.1 Scope** is revised as follows:

**Section 5801.1 Scope.** The storage and use of flammable gases and flammable cryogenic fluids shall be in accordance with this chapter, NFPA 2 and

NFPA 55. Compressed gases shall also comply with Chapter 53 and cryogenic fluids shall also comply with Chapter 55. Flammable cryogenic fluids shall comply with Section 5806. Hydrogen motor fuel-dispensing stations and repair garages and their associated above-ground hydrogen storage systems shall also be designed, constructed and maintained in accordance with Chapter 23. Mobile fueling of gaseous and liquid hydrogen, compressed natural gas (CNG), and liquefied natural gas (LNG) into the fuel tanks of vehicles is prohibited.

Exceptions:

1. Gases used as refrigerants in refrigeration systems (see Section 605).
2. Liquefied petroleum gases and natural gases regulated by Chapter 61.
3. Fuel-gas systems and appliances regulated under the California Mechanical Code and the California Plumbing Code other than gaseous hydrogen systems and appliances.
4. Pyrophoric gases in accordance with Chapter 64.

#### **Chapter 59 Flammable Solids**

**Chapter 59 Flammable Solids** is adopted in its entirety without amendments.

#### **Chapter 60 Highly Toxic and Toxic Materials**

**Chapter 60 Highly Toxic and Toxic Materials** is adopted in its entirety without amendments.

#### **Chapter 61 Liquefied Petroleum Gases**

**Chapter 61 Liquefied Petroleum Gases** is adopted in its entirety without amendments.

#### **Chapter 62 Organic Peroxides**

**Chapter 62 Organic Peroxides** is adopted in its entirety without amendments.

#### **Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids**

**Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids** is adopted in its entirety without amendments.

#### **Chapter 64**

## Pyrophoric Materials

**Chapter 64 Pyrophoric Materials** is adopted in its entirety without amendments.

## Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics

**Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics** is adopted in its entirety without amendments.

## Chapter 66 Unstable (Reactive) Materials

**Chapter 66 Unstable (Reactive) Materials** is adopted in its entirety without amendments.

## Chapter 67 Water-Reactive Solids and Liquids

**Chapter 67 Water-Reactive Solids and Liquids** is adopted in its entirety without amendments.

## Chapter 80 Referenced Standards

**Chapter 80 Referenced Standards** is adopted in its entirety with the following amendments:

**NFPA 13, 2016 Edition, Standard for the Installation of Sprinkler Systems** is hereby amended as follows:

**Section 6.7.3** is hereby revised as follows:

**6.7.3** Fire department connections (*FDC*) shall be of an approved type. *The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.*

**Section 8.3.3.1** is hereby revised as follows:

**8.3.3.1** *When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the*

quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.  
Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

**Section 8.15.1.2.7** is hereby revised as follows:

**8.15.1.2.7** Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

**Section 11.1.1.1** is hereby added as follows:

11.1.1.1 When fire sprinkler systems are required in buildings of undetermined use other than warehouses, they shall be designed and installed to have a fire sprinkler density of not less than that required for an Ordinary Hazard Group 2 use, with no reduction(s) in density or design area. Warehouse fire sprinkler systems shall be designed to Figure 16.2.1.3.2 (d) curve “G”. Use is considered undetermined if a specific tenant/occupant is not identified at the time the sprinkler plan is submitted. Where a subsequent use or occupancy requires a system with greater capability, it shall be the responsibility of the occupant to upgrade the system to the required density for the new use or occupancy.

**Section 11.2.3.1.1.1** is hereby added as follows:

11.2.3.1.1.1 The available water supply for fire sprinkler system design shall be determined by one of the following methods, as approved by the fire code official:

- 1) Subtract the project site elevation from the low water level for the appropriate pressure zone and multiply the result by 0.433;
- 2) Use a maximum of 40 psi, if available;
- 3) Utilize the OCFA water-flow test form/directions to document a flow test conducted by the local water agency or an approved third party licensed in the State of California.

**NFPA 13D 2016 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes** is hereby amended as follows:

**Section 7.1.2** is hereby revised as follows:

**7.1.2** The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service.

**NFPA 14, 2013 Edition, Installation of Standpipe and Hose Systems** is hereby amended as follows:

**Section 7.3.1.1** is hereby deleted in its entirety and replaced as follows:

~~**7.3.1.1** Hose connections and hose stations shall be unobstructed and shall be located not less than 3 ft (0.9 m) or more than 5 ft (1.5 m) above the floor.~~

**7.3.1.1** Class I and III Standpipe hose connections shall be unobstructed and shall be located not less than 18 inches or more than 24 inches above the finished floor. Class II Standpipe hose connections shall be unobstructed and shall be located not less than 3 feet or more than 5 feet above the finished floor.

**NFPA 24, 2016 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances** is hereby amended as follows:

**Section 6.2.8.1** is hereby added as follows:

**6.2.8.1** All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

**Section 6.2.9** is hereby amended as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
  - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
- (2) A wall post indicator valve
- (3) An indicating valve in a pit, installed in accordance with Section 6.4

- (4) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
  - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- (5) Control valves installed in a fire-rated room accessible from the exterior
- (6) Control valves in a fire-rated stair enclosure accessible from the exterior

**Section 10.1.5** is hereby added as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

**Section 10.4.1.1** is hereby revised as follows:

**10.4.1.1** All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

**Section 10.4.1.1.1** is hereby added as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

**Section 10.4.3.2** is hereby deleted and replaced as follows:

10.4.3. Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

## Appendices

**Appendix A** is deleted in its entirety without amendments.

**Appendix B** is adopted in its entirety with amendments outlined in Guideline B-09.

**Appendix BB** is adopted in its entirety without amendments.

**Appendix C** is adopted in its entirety without amendments.

**Appendix CC** is adopted in its entirety without amendments.

**Appendix D** is deleted in its entirety without amendments.

**Appendix E** is deleted in its entirety without amendments.

**Appendix F** is deleted in its entirety without amendments.

**Appendix G** is deleted in its entirety without amendments.

**Appendix H** is adopted in its entirety without amendments.

**Appendix I** is deleted in its entirety without amendments.

**Appendix J** is deleted in its entirety without amendments.

**Appendix K** is deleted in its entirety without amendments.

**Appendix L** is deleted in its entirety without amendments.

**Appendix M** is deleted in its entirety without amendments.

**Appendix N** is deleted in its entirety without amendments.

**Appendix O** is deleted in its entirety without amendments.

**8.1**  
**UNFUNDED RETIREMENT LIABILITY**

*This page is intentionally blank.*



# City of Laguna Woods

## Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** October 16, 2019 Regular Meeting

**SUBJECT:** Unfunded Retirement Liability

### **Recommendation**

Adopt a resolution entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) PROJECTED UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

### **Background**

Like many local governments in California, the City contracts with the California Public Employees' Retirement System ("CalPERS") to provide pension benefits for retirees. The City makes annual required contributions to CalPERS that are based on a variety of assumptions including, but not limited to, rates of return on pooled investments managed by CalPERS. The difference between the sum of the City's accumulated plan assets and the total projected cost of earned pension benefits is referred to as "unfunded accrued liability".

CalPERS produces an annual valuation report for each city's pension plans based on information available as of June 30 of the preceding year. The City's most current valuation reports are dated July 2019 and cover the fiscal year ended June 30, 2018. Current and prior valuation reports are available at City Hall and on CalPERS' website ([www.calpers.ca.gov](http://www.calpers.ca.gov) > search "Public Agency Actuarial Valuation Reports" > search "Laguna Woods City" in the "Name" field). A link to CalPERS's valuation reports website is also provided on the City's website ([www.cityoflagunawoods.org](http://www.cityoflagunawoods.org) > click on "Transparency & Public Records" > click on "CalPERS Pension Plans Actuarial Valuation Reports").

In December 2016, the CalPERS Board of Administration voted to lower CalPERS' expected rate of return ("discount rate") on pooled investments from 7.5 to 7%, over a three-year period, beginning in Fiscal Year 2017-18. CalPERS advised that cities should anticipate increases of up to 3% in annual required contributions over that three-year period, as well as increases of up to 40% in unfunded accrued liability. It has also been suggested that the discount rate may be further reduced in the future, which would result in even greater increases.

City Administrative Policy 2.9 (Budgeting, Reserves, and Reporting) contains the following provision related to unfunded accrued liabilities:

*"2.9.07. Unfunded Accrued Liability for Retirement Plans. The City shall consider making lump sum payments to reduce unfunded accrued liability for California Public Employees' Retirement System (CalPERS) pension plans at least as frequently as each biennial budget development process. The City shall strive to maintain an at least 80% funded level for all CalPERS pension plans."*

On May 17, 2017, the City Council approved lump sum payments to pay off then-current projected total unfunded accrued liability, in the amount of \$483,218.

On September 26, 2018, the City Council approved lump sum payments to pay off then-current projected total unfunded accrued liability, in the amount of \$137,455.

According to the most recent valuation reports, as of June 30, 2018, the City's "classic" pension plan is 92.7% funded and the City's "PEPRA" pension plan is 92.5% funded. Considered together, the City's pension plans are 92.6% funded.

As of September 24, 2019, CalPERS projects the City's total unfunded accrued liability as of June 30, 2020 to be \$106,021. Amortized over the 15-year schedule

that annual required contributions are based upon, total unfunded accrued liability (including interest that would be incurred) is projected to total \$171,819.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on proposed lump sum payments to pay off the CalPERS total unfunded accrued liability. Assuming that such payments were made no later than October 17, 2019, they would total \$101,092 and cause the City's pension plans to be fully funded according to the most current actuarial projections<sup>1</sup>. They would also help to reduce annual required contributions beginning in Fiscal Year 2020-21 and mitigate potential future impacts of reductions in or variances from CalPERS' discount rate.

### **Fiscal Impact**

The proposed lump sum payments, and the continued payment of unfunded accrued liability contributions to CalPERS in the current fiscal year, is expected to result in savings of at least \$70,000 over the next 15 years.

Sufficient funds to make the proposed lump sum payments are available within the City's unassigned General Fund balance, which currently totals more than \$6 million. The proposed resolution (Attachment A) would increase appropriations in the Fiscal Year 2019-20 Budget and make authorizations related to the proposed lump sum payments.

Attachment: A – Proposed Resolution

---

<sup>1</sup> The City's pension plans would be fully funded according to the most current actuarial projections, provided that the proposed lump sum payments are made and the City continues to pay its Fiscal Year 2019-20 unfunded accrued liability contributions to CalPERS, which total \$6,496.

*This page is intentionally blank.*

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO LUMP SUM PAYMENTS TO PAY OFF CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CALPERS) PROJECTED UNFUNDED ACCRUED LIABILITY, AND MAKING RELATED AUTHORIZATIONS

**WHEREAS**, the Fiscal Years 2019-21 Budget (“Budget”) was adopted by the City Council on June 26, 2019; and

**WHEREAS**, City Council action is required to increase fund-level budget appropriations adopted as a part of the Budget; and

**WHEREAS**, the City contracts with the California Public Employees' Retirement System (“CalPERS”) to provide pension benefits for retirees; and

**WHEREAS**, as of September 24, 2019, CalPERS has projected the City's total unfunded accrued liability as of June 30, 2020 at \$106,021, inclusive of both the “classic” and California Public Employees' Pension Reform Act (“PEPRA”) plans; and

**WHEREAS**, making lump sum payments totaling \$101,092 and continuing to pay Fiscal Year 2019-20 unfunded accrued liability contributions to CalPERS would cause the City's pension plans to be fully funded according to the most current actuarial projections and result in both near- and long-term savings; and

**WHEREAS**, it is necessary for the City Council to increase Fiscal Year 2019-20 appropriations for the General Fund in the amount of \$101,092, with the appropriation drawn from the unassigned General Fund balance, to allow for the lump sum payments to pay off the City's CalPERS unfunded accrued liability; and

**WHEREAS**, the unassigned General Fund balance has sufficient funds available to offset the increase in appropriations to the General Fund.

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

**SECTION 1.** Section 2 of Resolution No. 19-13 is hereby amended, in its entirety, to read as follows:

The budget appropriations authorized, on a fund level, are:

Fiscal Year 2019-20

	<i>Fiscal Year 2019-20 Adopted Budget</i>	<i>Fiscal Year 2019-20 Carryover Appropriations</i>	<i>Fiscal Year 2019-20 Approved Budget Amendments</i>	<i>Fiscal Year 2019-20 Amended Budget</i>
General Fund	\$6,368,404	-	\$101,092 <sup>A</sup>	\$6,469,496
Capital Projects Fund	\$411,161	-	-	\$411,161
<i>Transportation Funds</i>				
Fuel Tax	\$677,769	-	-	\$677,769
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$260,270	-	-	\$260,270
<i>Public Safety Funds</i>				
Supplemental Law Enforcement Services	\$154,100	-	-	\$154,100
<i>Environmental Funds</i>				
Mobile Source Reduction	\$7,500	-	-	\$7,500
Mobile Source Reduction - Local Government Partnership	-	-	-	-
<i>Community Services Funds</i>				
PEG/Cable Television	\$5,000	-	-	\$5,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$145,700	-	-	\$145,700
Proposition 68 (2018) Per Capita	\$118,884	-	-	\$118,884
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
<b>TOTAL</b>	<b>\$8,610,813</b>	<b>-</b>	<b>\$101,092</b>	<b>\$8,711,905</b>

<sup>A</sup> Fund Budget Adjustment CC-19/20-01: CalPERS Lump Sum Payments, +\$101,092 (R 19-XX)

Fiscal Year 2020-21

	<i>Fiscal Year 2020-21 Adopted Budget</i>	<i>Fiscal Year 2020-21 Carryover Appropriations</i>	<i>Fiscal Year 2020-21 Approved Budget Amendments</i>	<i>Fiscal Year 2020-21 Amended Budget</i>
General Fund	\$6,095,437	-	-	\$6,095,437
Capital Projects Fund	\$210,280	-	-	\$210,280
<i>Transportation Funds</i>				
Fuel Tax	\$350,974	-	-	\$350,974
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$204,988	-	-	\$204,988
<i>Public Safety Funds</i>				
Supplemental Law Enforcement Services	\$158,100	-	-	\$158,100
<i>Environmental Funds</i>				
Mobile Source Reduction	\$42,500	-	-	\$42,500
Mobile Source Reduction - Local Government Partnership	\$50,000	-	-	\$50,000
<i>Community Services Funds</i>				
PEG/Cable Television	\$77,000	-	-	\$77,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$150,000	-	-	\$150,000
Proposition 68 (2018) Per Capita	\$81,116	-	-	\$81,116
Laguna Woods Civic Support Fund	-	-	-	-
TOTAL	\$7,870,395	-	-	\$7,870,395

The budget appropriations authorized by this section reflect the Fiscal Years 2019-21 adopted budgets, plus authorized budget adjustments approved between July 1, 2019 and the date of this amendment. The budget appropriations authorized by this section also include carryovers of approved, but unspent, budget appropriations from prior fiscal years. Such carryovers were approved by the City Council with the adoption of the current budget and/or pursuant to Administrative Policy 2.9.

**SECTION 2.** The increased General Fund appropriations adopted as part of this resolution shall be considered “non-operating” and shall be used to make lump sum payments to pay off CalPERS unfunded accrued liability for both the “classic”

and California Public Employees’ Pension Reform Act (“PEPRA”) plans, no later than October 17, 2019. The City Manager and Interim Administrative Services Director/City Treasurer are hereby authorized to make such payments and take any additional actions necessary to make such payments including, without limitation, the execution of any agreements, documents, and certifications as may be necessary or advantageous.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

**8.2**

**FISCAL YEARS 2019-21 BUDGET AND WORK  
PLAN & FISCAL YEARS 2019-30 CAPITAL  
IMPROVEMENT PROGRAM**

*This page is intentionally blank.*



# City of Laguna Woods Agenda Report

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Christopher Macon, City Manager

**FOR:** October 16, 2019 Regular Meeting

**SUBJECT:** Fiscal Years 2019-21 Budget and Work Plan & Fiscal Years 2019-30 Capital Improvement Program

---

## **Recommendation**

Adopt resolutions entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO AMENDMENTS OF THE CAPITAL IMPROVEMENT PROGRAM

AND

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE 11-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2019-20 THROUGH 2029-30, IN CONFORMANCE WITH MEASURE M2 (OC GO) REQUIREMENTS AND APPLICABLE CITY POLICIES AND DISCRETION

## **Background**

The Fiscal Years 2019-21 Budget and Work Plan & Fiscal Years 2019-30 Capital Improvement Program were adopted by the City Council on June 26, 2019. City

Council action is required to increase fund-level budget appropriations, as well as to amend the Capital Improvement Program.

### **Discussion**

Today's meeting is an opportunity for City Council action, as well as public input, on proposed amendments of the Fiscal Years 2019-21 Budget and Work Plan (Attachment B) & Fiscal Years 2019-30 Capital Improvement Program (attachments A and C). All proposed amendments relate to the following proposed changes to the Capital Improvement Program:

- *City Hall/Public Library Project* – This project would be added as a funded project in Fiscal Year 2019-20 with the understanding that design and construction must be complete no later than June 30, 2022 in order to utilize State of California Budget Appropriation funding.
- *City Hall Refurbishment and Safety Project: Phase 3 and Electric Vehicle Charging Infrastructure* – This project's title and scope would be revised, and the budget and funding decreased, to include only the electric vehicle charging infrastructure work. The new project title would be "City Hall Electric Vehicle Charging Infrastructure Project".
- "*City Hall Refurbishment and Safety Project*" – The former third phase of this project would be removed from fiscal years 2019-20 and 2020-21. As a result, the "City Hall Refurbishment and Safety Project: Phase 4" in Fiscal Year 2023-24 would be retitled "Phase 3" and moved to Fiscal Year 2022-23. The scope of the newly titled "Phase 3" would be revised, and the budget and funding increased, to include the major work planned for both former phases and 3 and 4.
- "*City Hall Emergency Backup Generator Project*" – This project would be deferred from fiscal years 2021-22 and 2022-23 to fiscal years 2023-24 and 2024-25.

### **Fiscal Impact**

Sufficient funds to accommodate the proposed budget amendments are available within the City's unassigned General Fund balance, which currently totals more than \$6 million. Additional funding to support the City Hall/Public Library Project

is included in the State of California's Fiscal Year 2019-20 Budget. The net effect of all proposed budget amendments by fiscal year would be as follows:

- Fiscal Year 2019-20 – increase in appropriations for the Capital Projects Fund in the amount of \$180,000.
- Fiscal Year 2020-21 – increase in appropriations for the Capital Projects Fund in the amount of \$235,000 and establishment of a State of California Budget Appropriation Fund with appropriations in the amount of \$500,000.

Attachments: A – Proposed Amended Fiscal Years 2019-30 Capital Improvement Program  
B – Proposed Resolution (Budget and Work Plan) *Note: The figures in Attachment B assume approval of the recommendation for Item 8.1.*  
C – Proposed Resolution (Capital Improvement Program)  
Exhibit A – Proposed Fiscal Years 2019-30 Capital Improvement Program

*This page is intentionally blank.*

**CHAPTER 8.0.**  
**CITY CAPITAL PROJECTS**  
***AMENDED OCTOBER XX, 2019***

*This page is intentionally blank.*

## **8.0. CITY CAPITAL PROJECTS**

*This chapter describes major capital improvement projects that are included in this budget, as well as projects that are currently unfunded, but may be considered in the future.*

### **CAPITAL IMPROVEMENT PROGRAM**

The City Council adopts an 11-year Capital Improvement Program ("CIP") on an annual basis in order to assist with the long-term development of funding for major capital improvement projects. The City is required to adopt an at least seven-year CIP in order to receive funding from Orange County's Measure M2 (OC Go) half-cent sales tax, which voters approved in 2006 to fund transportation projects and activities. While the first two years of the CIP are included in this budget and work plan, the City Council retains the ability to modify the CIP at its discretion and no funding commitment is created by the inclusion of unfunded projects or projects planned for future years.

The City considers a "major capital improvement project" to be any project that meets the definition of a "public project" in California Public Contract Code Section 22002, including "construction, reconstruction, erection, alteration, renovation, improvement, demolition, and repair work" of facilities owned, leased, or operated by the City, as well as any non-minor "painting or repainting." Maintenance is not considered a public project. A "major capital improvement project" also includes pavement management work included in the City's 10-year Pavement Management Plan and work that is required to be included in the CIP for Measure M2 eligibility.

The City classifies major capital improvement projects as primarily relating to transportation (e.g., streets and traffic control devices), green spaces (e.g., landscaping and parks), and/or buildings (e.g., City Hall), in order to group similar projects for ease of reference. Throughout the CIP, projects are color-coded **blue** for transportation projects, **green** for green spaces projects, and **purple** for building projects. When a project is included in multiple classifications, the color-coding is blended (e.g., transportation/green spaces projects are color-coded **blue/green**).

Major capital improvement projects are further categorized as either funded, partially funded, or unfunded. Partial funding of projects is not unusual, as full

funding may be developed over the course of several fiscal years, as grants and other federal, state, and county funds are obtained in order to reduce impacts to the General Fund. In other cases, funding from the General Fund may be set aside for projects over multiple fiscal years in the interest of fiscal prudence. The preparation of design documents and construction drawings may also precede the allocation of construction funding.

## **SIGNIFICANT CHANGES IN CAPITAL IMPROVEMENT PROJECTS**

The following significant changes have been made to the CIP since the most recent amendments were approved by the City Council on June 20, 2018.

### Fiscal Year 2019-20

- *“Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)”* – This project’s budget and funding have been increased following an internal review of estimated costs for the anticipated work.
- *“City-maintained Catch Basins Full Capture Systems Retrofit Project”* – This project has been added as a funded project.
- *“Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon)”* – This project’s budget and funding have been increased following the completion of design documents and construction drawings. This project’s title and scope have also been revised to include tree replacements and irrigation improvements on the Santa Maria Avenue Shared Median. The new project title is *“Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median)”*.
- *“ ‘A Place for Paws’ Dog Park Relocation Project”* – This project’s budget and funding have been increased for additional work primarily related to the design and construction of a separate small dog area.

### Fiscal Year 2020-21

- *“Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)”* – This

project's budget and funding have been increased following an internal review of estimated costs for the anticipated work.

- *"Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway)"* – This project has been added as a partially funded project with design scheduled in Fiscal Year 2020-21 and construction anticipated in Fiscal Year 2021-22. It is anticipated that the City Council will consider funding for construction as a part of the Fiscal Years 2021-23 Budget & Work Plan.

#### Fiscal Years 2019-21

*"City Hall Refurbishment and Safety Project"* – An additional phase of this project has been added in Fiscal Year 2019-20 under the title of "Phase 2". As a result, the *"City Hall Refurbishment and Safety Project: Phase 2 and Electric Vehicle Charging Infrastructure (Design)"* in Fiscal Year 2019-20, and the subsequent construction in Fiscal Year 2020-21, have been retitled "Phase 3." **[AFFECTED BY CHANGE DESCRIBED ON PAGE 8.0-6]**

- *"City Hall Television Broadcast Improvement Project"* – This project has been deferred from Fiscal Year 2019-20 to Fiscal Year 2020-21 in order to ensure that the PEG/Cable Television fund balance is sufficient to support both the project and reasonably anticipated future expenditures that may arise from the PEG/Cable Television Fund.

#### Fiscal Years 2019-30

- *"Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project"* – Beginning in Fiscal Year 2019-20, the titles of each phase of this project have been modified to omit references to specific areas where work is anticipated to occur. This will allow for greater flexibility to prioritize work in the areas of greatest need and to complete work on streets in advance of pavement management plan work included in the City's 10-year Pavement Management Plan.

Beginning in Fiscal Year 2020-21, the projected costs for each phase of this project have been increased in order to allow for increased funding request applications for Community Development Block Grant ("CDBG") funds. Each phase of the project remains contingent on the receipt of CDBG funds.

- *New Unfunded Projects* – The projects identified in the following table have been added to the CIP as unfunded projects for the fiscal years noted. It is anticipated that the City Council will consider funding as a part of the respective fiscal years budgets, work plans, and CIPs.

*[Capital Projects Summary – Changes for Future Fiscal Years]*

Fiscal Year	Project Title
2023-24	City Hall Refurbishment and Safety Project: Phase 4 <b>[AFFECTED BY CHANGE DESCRIBED ON PAGE 8.0-6]</b>
2027-28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11
2028-29	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12
2028-29	Pavement Management Plan Project <i>(to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in Fiscal Year 2019-20)</i>
2029-30	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13
2029-30	Pavement Management Plan Project <i>(to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in Fiscal Year 2019-20)</i>

## **FUTURE OUTLOOK FOR CAPITAL IMPROVEMENT PROJECTS**

The City's 10-year Pavement Management Plan will undergo its regular biennial update in Fiscal Year 2019-20 for a term spanning fiscal years 2020-30. It is anticipated that additional pavement management plan projects will be identified through that effort. New project placeholders have been included in this CIP for fiscal years 2028-29 and 2029-30.

A study to analyze existing drainage conditions, identify causes of periodic localized flooding, and propose potential remedies thereof, on eastbound El Toro Road between the St. Nicholas Church/Lutheran Church of the Cross intersection and the Valencia Center, will be completed in Fiscal Year 2019-20. It is anticipated that additional capital improvement projects may be identified through that effort.

Pedestrian accessibility improvements will continue to be necessary on an ongoing basis, as even well-maintained and presently accessible hardscape may crack, lift, or otherwise degrade over time. A right-of-way accessibility

survey will be completed during Fiscal Year 2020-21 and every five years thereafter in order to identify future capital improvement projects. The City completed its first comprehensive accessibility survey in Fiscal Year 2015-16.

Staff continues to explore the feasibility of a possible expansion of public library facilities, which may have future implications on this CIP, in the event that the City Council elects to proceed with such an expansion.

## FUNDED AND PARTIALLY FUNDED CAPITAL IMPROVEMENT PROJECTS

*[Funded and Partially Funded Capital Projects – Fiscal Years 2019-21]*

Project Title	Page
El Toro Road Traffic Signal Synchronization Project	8.0-9
Moulton Parkway Traffic Signal Synchronization Project	8.0-10
Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)	8.0-11
Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3	8.0-12
Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)	8.0-13
“A Place for Paws” Dog Park Relocation Project	8.0-14
City Hall/Public Library Project	8.0-15
City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)	8.0-16
City Hall Electric Vehicle Charging Infrastructure (Design)	8.0-17
Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)	8.0-21
Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4	8.0-22
Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)	8.0-23
Woods End Wilderness Preserve Trail Drainage and Improvement Project	8.0-24
City Hall Electric Vehicle Charging Infrastructure (Construction)	8.0-25
City Hall Television Broadcast Improvement Project	8.0-26

## SIGNIFICANT CHANGES IN CAPITAL IMPROVEMENT PROJECTS SUBSEQUENT TO INITIAL ADOPTION BY THE CITY COUNCIL

The following significant amendments have been made to the CIP since the Fiscal Years 2019-21 Budget & Work Plan was adopted by the City Council on June 26, 2019.

### October 16, 2019

- *City Hall/Public Library Project* – This project has been added as a funded project in Fiscal Year 2019-20 with the understanding that design and construction must be complete no later than June 30, 2022 in order to utilize State of California Budget Appropriation funding.
- *City Hall Refurbishment and Safety Project: Phase 3 and Electric Vehicle Charging Infrastructure* – This project's title and scope have been revised, and the budget and funding decreased, to include only the electric vehicle charging infrastructure work. The new project title is "City Hall Electric Vehicle Charging Infrastructure Project".
- "*City Hall Refurbishment and Safety Project*" – The former third phase of this project has been removed from fiscal years 2019-20 and 2020-21. As a result, the "City Hall Refurbishment and Safety Project: Phase 4" in Fiscal Year 2023-24 has been retitled "Phase 3" and moved to Fiscal Year 2022-23. The scope of the newly titled "Phase 3" has been revised, and the budget and funding increased, to include the major work planned for both former phases and 3 and 4.
- "*City Hall Emergency Backup Generator Project*" – This project has been deferred from fiscal years 2021-22 and 2022-23 to fiscal years 2023-24 and 2024-25.

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT WORKSHEETS**

---

**FISCAL YEAR 2019-20**

*This page is intentionally blank.*

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**El Toro Road Traffic Signal Synchronization Project**

Classification:     **Transportation**

Funding Status:    Funded (Multiple Prior Years)

Priority

Alignment:



Healthy and safe



High in quality of life



Environmentally conscious

### Project Description

---

This project is a multi-city undertaking with the City acting as the lead agency with support from the City of Aliso Viejo, City of Laguna Hills, and the California Department of Transportation ("Caltrans"). The project includes synchronization work and the installation of traffic detection, monitoring, and backup power equipment at certain intersections on El Toro Road from Bells Vireo Lane (in Aliso Viejo) to Bridger Road (in Laguna Hills).

### Purpose

---

This project will help improve the flow of traffic by modifying timing plans and installing various equipment to reduce congestion. Minimization of the time motor vehicles spend idling at red lights will also improve air quality and new uninterrupted power supplies will help sustain the operation of traffic signals during energy shortages and disruptions.

### Construction and Implementation Costs

---

This project was initially awarded \$514,000 in funding from the Orange County Transportation Authority's Measure M2 program which, after changes to the scope of work, was subsequently revised to \$478,000. The City will match the award with in-kind services and up to \$89,066 in General Fund monies. The total project cost, including matches from all involved agencies, is projected to be \$536,945 (as of June 2019; subject to project completion). In previous years, larger amounts have been budgeted with lesser actual expenditures.

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

### Moulton Parkway Traffic Signal Synchronization Project

Classification: **Transportation**

Funding Status: Funded (Multiple Prior Years)

Priority

Alignment:



Healthy and safe



High in quality of life



Environmentally conscious

### Project Description

This project is a multi-city undertaking with the City acting as the lead agency with support from the City of Laguna Hills, City of Laguna Niguel, and the California Department of Transportation ("Caltrans"). The project includes synchronization work and the installation of traffic detection, monitoring, and backup power equipment at certain intersections on Moulton Parkway from Lake Forest Drive (in Laguna Hills) to Camino del Avion (in Laguna Niguel).

### Purpose

This project will help improve the flow of traffic by modifying timing plans and installing various equipment to reduce congestion. Minimization of the time motor vehicles spend idling at red lights will also improve air quality and new uninterrupted power supplies will help sustain the operation of traffic signals during energy shortages and disruptions.

### Construction and Implementation Costs

This project was initially awarded \$645,440 in funding from the Orange County Transportation Authority's Measure M2 program which, after changes to the scope of work, was subsequently revised to \$610,440. The City will match the award with in-kind services and up to \$55,777 in General Fund monies. The total project cost, including matches from all involved agencies, is projected to be \$576,933 (as of June 2019; subject to project completion). In previous years, larger amounts have been budgeted with lesser actual expenditures.

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**Pavement Management Plan Project (Westbound El Toro Road between  
Avenida Sevilla and Willow Tree Center)**

Classification:     **Transportation**

Funding Status:    Funded (2019-20)

Priority

Alignment:



Healthy and safe



High in quality of life

Estimated Useful Life:    15 years

### Project Description

---

This project involves the rehabilitation of deteriorated pavement along the specified street section(s), including cold milling/repaving and/or application of a surface seal of crack sealant and rubberized slurry. The work may also include reconstruction of curbs; adjustment of utility manholes and water valves to grade; re-establishment of survey monuments; and/or, replacement of existing painted striping and pavement markings.

### Purpose

---

This project is part of the City's 10-year Pavement Management Plan to extend the useful life and improve the quality of pavement on street sections rated at a Pavement Condition Index ("PCI") below 80. Ongoing pavement management helps to minimize the prolonged and more impactful work that typically accompanies projects involving significantly degraded pavement. As of March 2018, the specified street sections had a blended PCI of 75.5.

### Construction and Implementation Costs

---

The one-time cost of designing and constructing this project is estimated at \$275,000 (as of March 2019). Road Maintenance and Rehabilitation Program monies will be used to fund this project.

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement  
Project: Phase 3**

Classification:     **Transportation**

Funding Status:     Contingent on the receipt of external funding (2019-20)

Priority

Alignment:



Healthy and safe



High in quality of life

### Project Description

---

This project involves the improvement of pedestrian paths-of-travel, including elimination of gaps, lifts, and other uneven sidewalk surfaces; reconstruction of curb ramps; reconstruction of driveway crossings; and/or, replacement of detectable warnings. The work may also include modification of right-of-way to increase navigable area and clearances.

### Purpose

---

This project is based on the findings of an accessibility survey of City sidewalks and curb ramps. The improvements are intended to enhance ease of travel and promote compliance with the Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, and Rehabilitation Act of 1973.

### Construction and Implementation Costs

---

The one-time cost of designing and constructing this project is estimated at \$145,700 (as of January 2017; subject to the completion of design documents, construction drawings, and competitive bids). This project is contingent on the receipt of external funding. The City anticipates receiving Community Development Block Grant ("CDBG") funding.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)**

Classification:     **Transportation/Green Spaces**

Funding Status:     Funded (2019-20)

Priority

Alignment:



Healthy and safe



High in quality of life

Project Description

This project involves retrofitting two medians on El Toro Road and one partial median on Santa Maria Avenue (the Laguna Woods portion of the median that is shared by the cities of Laguna Woods and Laguna Hills) with drought-tolerant landscaping and water efficient irrigation systems. Irrigated area in the medians will be limited to 25% of the pervious surface area. All existing turf grass and overhead spray irrigation will be eliminated.

Purpose

This project is intended to enhance streetscape aesthetics, reduce irrigation-related water consumption, and enable the future use of recycled water for irrigation. As available, the use of recycled water will help conserve potable water, thereby reducing demand for imported water.

Design Costs

The one-time cost of designing and constructing this project is estimated at \$300,000 (as of June 2019; subject to the completion of design documents, construction drawings, and competitive bids). Fuel Tax monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**“A Place for Paws” Dog Park Relocation Project**

Classification: **Green Spaces**

Funding Status: Funded (2017-20)

Priority

Alignment:



Healthy and safe



High in quality of life

Project Description

This project involves relocating “A Place for Paws” Dog Park from Ridge Route Drive east of the eastbound public parking lot to a new location west of the eastbound public parking lot. The relocated dog park will include facilities and amenities similar to the former dog park. Due to the intensity of use and limited area of the dog park, as well as the on-going operations and maintenance requirements associated with natural turf grass, an artificial turf grass designed for use by dogs will be the primary recreational surface.

Purpose

This project is intended to provide continued local access to a public dog park in a new location with improved facilities and amenities.

Construction and Implementation Costs

The one-time cost of designing and constructing this project is estimated at \$704,909 (as of May 2019; subject to the completion of design documents, construction drawings, and competitive bids). \$586,025 in unassigned General Fund balance and \$118,884 in Proposition 68 (2018) Per Capita monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**City Hall/Public Library Project**

Classification: **Buildings**

Funding Status: Funded (2019-20 and 2020-21)

Priority

Alignment:



High in quality of life

Project Description

This project involves (1) the addition of a new public library building adjacent to the existing City Hall building, (2) expansion of the existing patio/landscape area to serve both City Hall and the public library building, and (3) related landscape, signage, paint, façade, and parking lot improvements. The new public library building will be approximately 1,800 square feet. Approximately 2,000 square feet will be added to the existing patio/landscape area.

Purpose

This project is intended to provide continued local access to a public library in a new location with improved facilities and amenities. The project will also address maintenance needs and enhance City Hall’s functionality.

Design Costs

The one-time cost of designing and constructing this project is estimated at \$1,100,000 (as of October 2019; subject to the completion of design documents, construction drawings, and competitive bids). \$600,000 in unassigned General Fund balance and \$500,000 in State of California Budget Appropriation monies will be used to fund this project.

Timing Note

Design and construction must be complete no later than June 30, 2022 in order to utilize State of California Budget Appropriation funding.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)**

Classification: **Buildings**

Funding Status: Funded (2019-20)

Priority

Alignment:



Healthy and safe

Project Description

This project involves refurbishments and safety improvements at City Hall, including the replacement of doors, windows, carpet, and baseboards, as well as work related to accessibility, functionality, and security.

Purpose

This project is intended to address maintenance needs and ensure that City Hall remains accessible, functional, safe, and secure. The work will safeguard and enhance the City’s only public building and seat of government.

Design Costs

The one-time cost of designing and constructing this project is estimated at \$275,000 (as of March 2019; subject to the completion of design documents, construction drawings, and competitive bids). Unassigned General Fund balance will be used to fund this project.

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**City Hall Electric Vehicle Charging Infrastructure Project (Design)**

Classification: **Buildings**

Funding Status: Funded (2019-20)

Priority

Alignment:



Healthy and safe



Environmentally conscious

### Project Description

This project involves the purchase and/or installation of electric vehicle charging infrastructure at a publicly accessible location at or in the vicinity of City Hall, generally consisting of two charging stations.

### Purpose

This project is intended to support the expanded use of alternatively fueled vehicles in and around Laguna Woods.

### Construction and Implementation Costs

The one-time cost of designing this project is estimated at \$12,500 (as of October 2019). \$5,000 in unassigned General Fund balance and \$7,500 in Mobile Source Reduction monies will be used to fund this project.

*This page is intentionally blank.*

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT WORKSHEETS**

---

**FISCAL YEAR 2020-21**

*This page is intentionally blank.*

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)**

Classification: **Transportation**

Funding Status: Funded (2020-21)

Priority

Alignment:



Healthy and safe



High in quality of life

Estimated Useful Life: 15 years

### Project Description

---

This project involves the rehabilitation of deteriorated pavement along the specified street section(s), including cold milling/repaving and/or application of a surface seal of crack sealant and rubberized slurry. The work may also include reconstruction of curbs; adjustment of utility manholes and water valves to grade; re-establishment of survey monuments; and/or, replacement of existing painted striping and pavement markings.

### Purpose

---

This project is part of the City's 10-year Pavement Management Plan to extend the useful life and improve the quality of pavement on street sections rated at a Pavement Condition Index ("PCI") below 80. Ongoing pavement management helps to minimize the prolonged and more impactful work that typically accompanies projects involving significantly degraded pavement. As of March 2018, the specified street sections had a blended PCI of 78.7.

### Construction and Implementation Costs

---

The one-time cost of designing and constructing this project is estimated at \$275,000 (as of March 2019; subject to the completion of design documents, construction drawings, and competitive bids). Road Maintenance and Rehabilitation Program monies will be used to fund this project.

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:

**Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement  
Project: Phase 4**

Classification: **Transportation**

Funding Status: Contingent on the receipt of external funding (2020-21)

Priority

Alignment:



Healthy and safe



High in quality of life

### Project Description

---

This project involves the improvement of pedestrian paths-of-travel, including elimination of gaps, lifts, and other uneven sidewalk surfaces; reconstruction of curb ramps; reconstruction of driveway crossings; and/or, replacement of detectable warnings. The work may also include modification of right-of-way to increase navigable area and clearances.

### Purpose

---

This project is based on the findings of an accessibility survey of City sidewalks and curb ramps. The improvements are intended to enhance ease of travel and promote compliance with the Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, and Rehabilitation Act of 1973.

### Construction and Implementation Costs

---

The one-time cost of designing and constructing this project is estimated at \$150,000 (as of March 2019; subject to the completion of design documents, construction drawings, and competitive bids). This project is contingent on the receipt of external funding. The City anticipates applying for Community Development Block Grant ("CDBG") funding.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)**

Classification:     **Transportation/Green Spaces**

Funding Status:     Partially Funded (2020-21; for design)

Priority

Alignment:



Healthy and safe



High in quality of life

Projected Funding Plan:     2021-22; for construction

Project Description

This project involves retrofitting three medians on Santa Maria Avenue with drought-tolerant landscaping and water efficient irrigation systems. Irrigated area in the medians will be limited to 25% of the pervious surface area. All existing turf grass and overhead spray irrigation will be eliminated.

Purpose

This project is intended to enhance streetscape aesthetics, reduce irrigation-related water consumption, and enable the future use of recycled water for irrigation. As available, the use of recycled water will help conserve potable water, thereby reducing demand for imported water.

Construction and Implementation Costs

The one-time cost of designing and constructing this project is estimated at \$250,000 (as of March 2019; subject to the completion of design documents, construction drawings, and competitive bids). Fuel Tax monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**Woods End Wilderness Preserve Trail Drainage and Improvement Project**

Classification: **Green Spaces**

Funding Status: Funded (2020-21)

Priority

Alignment:



Healthy and safe



High in quality of life

Project Description

This project involves the construction and refurbishment of drainage and entry facilities, as well as work related to accessibility, safety, and security, at Woods End Wilderness Preserve.

Purpose

This project is intended to improve drainage and prevent stormwater runoff from the Woods End Wilderness Preserve trail (fire road). It will also enhance the safety and condition of City-maintained park areas.

Construction and Implementation Costs

The one-time cost of constructing this project is estimated at \$101,396 (as of May 2017; subject to competitive bids). \$20,280 in unassigned General Fund balance and \$81,116 in Proposition 68 (2018) Per Capita monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**City Hall Electric Vehicle Charging Infrastructure Project (Construction)**

Classification: **Buildings**

Funding Status: Funded (2020-21)

Priority

Alignment:



Healthy and safe



Environmentally conscious

Project Description

This project involves the purchase and/or installation of electric vehicle charging infrastructure at a publicly accessible location at or in the vicinity of City Hall, generally consisting of two charging stations.

Purpose

This project is intended to support the expanded use of alternatively fueled vehicles in and around Laguna Woods.

Construction and Implementation Costs

The one-time cost of constructing this project is estimated at \$92,500 (as of October 2019; subject to the completion of design documents, construction drawings, and competitive bids). \$50,000 in Mobile Source Air Pollution Reduction Review Committee ("MSRC") monies and \$42,500 in Mobile Source Reduction monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:

**City Hall Television Broadcast Improvement Project**

Classification: **Buildings**

Funding Status: Funded (2020-21)

Priority

Alignment:



High in quality of life

Project Description

This project involves the replacement of analog video equipment in the City Council Chambers at City Hall with digital video equipment.

Purpose

This project is intended to improve the broadcast quality of the City’s local government television channel. Currently, individuals who use digital or high-definition televisions to view the City’s local government channel experience low picture quality as a result of existing analog video equipment.

Construction and Implementation Costs

The one-time cost of designing and constructing this project is estimated at \$75,000 (as of May 2017; subject to the completion of design documents, construction drawings, and competitive bids). PEG/Cable Television monies will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM  
PROJECT WORKSHEETS**

---

**FUTURE FISCAL YEARS**

*This page is intentionally blank.*

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title: **Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project – Additional Phases**

Classification: **Transportation**      Funding Status:      Unfunded

Projected Funding Plan:      See Table Below

Project Description

This project involves the improvement of pedestrian paths-of-travel, including elimination of gaps, lifts, and other uneven sidewalk surfaces; reconstruction of curb ramps; reconstruction of driveway crossings; and/or, replacement of detectable warnings. The work may also include modification of right-of-way to increase navigable area and clearances.

Purpose

This project is based on the findings of an accessibility survey of City sidewalks and curb ramps. The improvements are intended to enhance ease of travel and promote compliance with the Americans with Disabilities Act of 1990, Architectural Barriers Act of 1968, and Rehabilitation Act of 1973.

Construction and Implementation Costs

Over the course of fiscal years 2021-22 through 2029-30, the one-time cost of designing and constructing these projects is estimated at \$1,350,000 (as of March 2019; subject to the completion of design documents, construction drawings, and competitive bids). These projects are contingent on the receipt of external funding. The City anticipates applying for Community Development Block Grant (“CDBG”) funding.

Phase	Anticipated Fiscal Year	Total
5	2021-22	\$150,000
6	2022-23	\$150,000
7	2023-24	\$150,000
8	2024-25	\$150,000
9	2025-26	\$150,000
10	2026-27	\$150,000
11	2027-28	\$150,000
12	2028-29	\$150,000
13	2029-30	\$150,000
Total		\$1,350,000

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:           **Pavement Management Plan Project – Additional Phases**

Classification:       **Transportation**           Funding Status:       Unfunded

Projected Funding Plan:       See Table Below

### Project Description

This project involves the rehabilitation of deteriorated pavement along the specified street section(s), including cold milling/repaving and/or application of a surface seal of crack sealant and rubberized slurry. The work may also include reconstruction of curbs; adjustment of utility manholes and water valves to grade; re-establishment of survey monuments; and/or, replacement of existing painted striping and pavement markings.

### Purpose

This project is part of the City's 10-year Pavement Management Plan to extend the useful life and improve the quality of pavement on street sections rated at a Pavement Condition Index ("PCI") below 80. Ongoing pavement management helps to minimize the prolonged and more impactful work that typically accompanies projects involving significantly degraded pavement.

### Construction and Implementation Costs

Over the course of fiscal years 2021-22 through 2029-30, the one-time cost of constructing these projects is estimated at \$1,317,380 (as of June 2016; subject to the completion of design documents, construction drawings, and competitive bids). It is anticipated that Road Maintenance and Rehabilitation Program revenue will be used to fund these projects.

Street Section(s)	Blended PCI as of March 2018	Anticipated Fiscal Year	Total
Southbound Moulton Parkway between Via Campo Verde and Calle Cortez	77	2021-22	\$267,000
Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway	77.7	2022-23	\$146,436
Northbound Moulton Parkway between South City Limit and Calle Cortez	83	2023-24	\$152,872

ITEM 8.2 - Attachment A

Northbound Moulton Parkway between Calle Cortez and El Toro Road	89.5	2024-25	\$180,000
Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road	93.25	2025-26	\$199,350
Westbound El Toro Road between Tanager Lane and Aliso Creek Road	85.5	2026-27	\$164,837
Eastbound El Toro Road between Tanager Lane and West City Limit	88.7	2027-28	\$206,885
To be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20	TBD	2028-29	TBD
To be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20	TBD	2029-30	TBD
Total			\$1,317,380

## CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET

Project Title:           **City Centre Park Lighting Improvement Project**

Classification:       **Green Spaces**           Funding Status:       Unfunded

Projected Funding Plan:       Fiscal Year 2026-27

---

### Project Description

This project involves using existing conduit to install low-level walkway lighting along the serpentine walking path and hardscape areas in City Centre Park.

---

### Purpose

This project is intended to improve the utility and function of City Centre Park. Light fixtures were part of the initial design for City Centre Park; however, only conduit to allow for future lighting was installed during construction.

---

### Construction and Implementation Costs

The one-time cost of designing and constructing this project is estimated at \$115,000 (as of May 2016; subject to the completion of design documents, construction drawings, and competitive bids). No funding source has been identified; however, City personnel will continue to seek grant opportunities.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:        **City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)**

Classification:    **Buildings**                      Funding Status:        Unfunded

Projected Funding Plan:        Fiscal Year 2022-23

Project Description

This project involves refurbishments and safety improvements at City Hall, including the addition of a high-density filing system and modernization of the elevator’s electrical and lift systems, as well as work related to accessibility, functionality, and security.

Purpose

This project is intended to address maintenance needs and ensure that City Hall remains accessible, functional, safe, and secure. The work will safeguard and enhance the City’s only public building and seat of government.

Design Costs

The one-time cost of designing and constructing this project is estimated at \$300,000 (as of October 2019; subject to the completion of design documents, construction drawings, and competitive bids). It is anticipated that unassigned General Fund balance will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:            **City Hall Emergency Backup Generator Project (Design)**

Classification:        **Buildings**                            Funding Status:        Unfunded

Projected Funding Plan:        Fiscal Year 2023-24

Project Description

This project involves the installation of an emergency backup generator and automatic transfer switch at City Hall. The emergency backup generator will be capable of providing sufficient power to allow City Hall to function for a period of not less than 24 hours of continuous use.

Purpose

This project is intended to ensure the security, reliability, and functionality of City Hall during emergencies. The installation of an appropriately sized and configured emergency backup generator will support continuity of City Hall's operations during energy shortages and disruptions.

Design Costs

The one-time cost of designing this project is estimated at \$60,000 (as of May 2017). It is anticipated that unassigned General Fund balance will be used to fund this project.

**CAPITAL IMPROVEMENT PROGRAM PROJECT WORKSHEET**

Project Title:        **City Hall Emergency Backup Generator Project  
(Construction)**

Classification:    **Buildings**                      Funding Status:      Unfunded

Projected Funding Plan:      Fiscal Year 2024-25

Project Description

This project involves the installation of an emergency backup generator and automatic transfer switch at City Hall. The emergency backup generator will be capable of providing sufficient power to allow City Hall to function for a period of not less than 24 hours of continuous use.

Purpose

This project is intended to ensure the security, reliability, and functionality of City Hall during emergencies. The installation of an appropriately sized and configured emergency backup generator will support continuity of City Hall's operations during energy shortages and disruptions.

Construction and Implementation Costs

The one-time cost of constructing this project is estimated at \$385,000 (as of May 2017; subject to the completion of design documents, construction drawings, and competitive bids). It is anticipated that unassigned General Fund balance will be used to fund this project.

*This page is intentionally blank.*

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
<b>TRANSPORTATION PROJECTS</b>																
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	\$ 720	\$ 611,800	\$ 29,980	\$ 70,046	\$ -	\$ 7,200	\$ 15,225 (A)	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	\$ 1,440	\$ 736,850	\$ 69,760	-	-	\$ 17,760	\$ 47,911 (B)	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	ü	<del>X</del>	-	-	-	\$ 271,792	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	ü	<del>X</del>	-	-	-	-	\$ 248,408	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	\$ 275,000 (C)	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	\$ 275,000 (C)	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	<del>X</del>	-	-	-	\$ 145,700	-	-	-	-	-	-	-	-	-
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	<del>X</del>	-	-	-	-	\$ 145,700	-	-	-	-	-	-	-	-
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	-	\$ 145,700 (D)	-	-	-	-	-
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (D)	-
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	<del>150,000</del>	-	-	-	\$ 91,195	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / GREEN SPACES PROJECTS</b>																
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	<del>150,000</del>	-	\$ 52,250	-	-	-	-	-	-	-	-	-	-	-
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	<del>150,000</del>	-	-	\$ 273,914	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	<del>X</del>	-	-	-	-	25,000	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	\$ 300,000 (E)	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	-	-	-	-	-	-	-	-	-	\$ 25,000	-	-	\$ 225,000
<b>TRANSPORTATION / BUILDING PROJECTS</b>																
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	\$ 56,480	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	495,000	61,304	\$ 29,721	-	\$ 118,884 (F)	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	\$ 20,280	-	\$ 81,116 (G)	-
<b>BUILDING PROJECTS</b>																
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	<del>X</del>	-	-	-	\$ 283,363	\$ 75,000	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	<del>X</del>	-	-	-	\$ 24,100	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	<del>X</del>	-	-	-	-	\$ 90,000	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	\$ 275,000	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	\$ 5,000	-	\$ 7,500 (H)	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	\$ 92,500 (I)	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	\$ 200,000	-	\$ -	\$ 400,000	\$ 400,000	\$ 500,000 (J)	-	-
	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	-
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	\$ 75,000 (K)	-
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 2,160</b>	<b>\$ 1,400,900</b>	<b>\$ 373,654</b>	<b>\$ 1,381,196</b>	<b>\$ 645,412</b>	<b>\$ 591,161</b>	<b>\$ 638,136</b>	<b>\$ 272,084</b>	<b>\$ 400,000</b>	<b>\$ 445,280</b>	<b>\$ 775,000</b>	<b>\$ 398,616</b>	<b>\$ 225,000</b>

TRANSPORTATION-RELATED OPERATIONS & MAINTENANCE (L)																
M2 Measure M2 Fair Share Expenditures																
	Street Lighting - Public Right-of-Way		\$ 22,501	\$ 27,006	\$ 25,329	\$ 25,761	\$ 26,367		\$ -	\$ 27,422			\$ -	\$ 28,519		
	Contract - Traffic Engineering		\$ 119,429	\$ 122,126	\$ 165,600	\$ 163,600	\$ 163,600		\$ -	\$ 113,971			\$ -	\$ 118,530		
	Contract - Traffic Signal Maintenance		\$ 35,502	\$ 23,843	\$ 41,505	\$ 51,983	\$ 52,325		\$ -	\$ 54,941			\$ -	\$ 57,139		
	Vendor Reimbursements (Prior Year Charges)		\$ (9,495)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -			\$ -	\$ -		
	Allowable Overhead Costs		\$ 1,535	\$ 600	\$ 600	\$ 700	\$ 700		\$ -	\$ 800			\$ -	\$ 800		
<b>TOTAL</b>			<b>\$ 169,472</b>	<b>\$ 173,575</b>	<b>\$ 233,034</b>	<b>\$ 242,044</b>	<b>\$ 242,992</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 197,134</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 204,988</b>	<b>\$ -</b>	<b>\$ -</b>

(A) This project will be funded using \$7,200 in General Fund monies (including payments from other participating cities) and \$15,225 in Measure M2 (OC Go) Fund monies (Fiscal Year 2019-20).  
 (B) This project will be funded using \$17,760 in General Fund monies (including payments from other participating cities) and \$47,911 in Measure M2 (OC Go) Fund monies (Fiscal Year 2019-20).  
 (C) This project will be funded using Road Maintenance and Rehabilitation Program Fund monies.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)

- (D) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.
- (E) This project will be funded using Fuel Tax Fund monies.
- (F) This project is contingent on the City receiving external funding. The City anticipates receiving Proposition 68 (2018) funding. This project would be funded using \$29,721 in General Fund monies and \$118,884 in Proposition 68 (2018) Per Capita Fund monies (Fiscal Year 2019-20).
- (G) This project is contingent on the City receiving external funding. The City anticipates receiving Proposition 68 (2018) funding, as well as a contribution from the El Toro Water District related to the Oso Lift Station Lot Line Adjustment LLA-1309. This project would be funded using \$20,280 in General Fund monies (including a \$2,009 contribution from the El Toro Water District) and \$81,116 in Proposition 68 (2018) Per Capita Fund monies.
- (H) This project will be funded using \$5,000 in General Fund monies and \$7,500 in Mobile Source Reduction Fund monies.
- (I) This project will be funded using \$50,000 in Mobile Source Air Pollution Reduction Review Committee (MSRC) funding and \$42,500 in Mobile Source Reduction Fund monies.
- (J) This project will be funded using \$600,000 in General Fund monies and \$500,000 in State of California Budget Appropriation funding.
- (K) This project will be funded using Public, Educational, and Governmental ("PEG")/Cable Television Fund monies.
- (L) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Project Complete	Estimated Project Cost	Year 3				Year 4				Year 5				Year 6				Year 7				
				Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)	
<b>TRANSPORTATION PROJECTS</b>																								
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	U	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	U	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	\$ 152,872	-	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	\$ 180,000	-	-	-	-	-	-	-	-	-
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 199,350	-	-	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES																							
#	Project Title	Project Complete	Estimated Project Cost	Year 3				Year 4				Year 5				Year 6				Year 7			
				Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSPORTATION / GREEN SPACES PROJECTS																							
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 3				Year 4				Year 5				Year 6				Year 7					
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	\$ 225,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / BUILDING PROJECTS</b>																							
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																							
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>BUILDING PROJECTS</b>																							
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 3				Year 4				Year 5				Year 6				Year 7							
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)		
42	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	\$ 60,000	-	-	-	-	-	-	-	-	-	-	-	-	
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	\$ 385,000	-	-	-	-	-	-	-	-	
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 225,000</b>	<b>\$ 267,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 146,436</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 152,872</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>\$ 180,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 199,350</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TRANSPORTATION-RELATED OPERATIONS &amp; MAINTENANCE (B)</b>																									
M2 Measure M2 Fair Share Expenditures																									
Street Lighting - Public Right-of-Way				\$	29,089	-	-	-	\$	29,671	-	-	\$	30,265	-	-	\$	30,870	-	-	\$	31,487	-	-	
Contract - Traffic Engineering				\$	120,901	-	-	-	\$	123,319	-	-	\$	125,785	-	-	\$	128,301	-	-	\$	130,867	-	-	
Contract - Traffic Signal Maintenance				\$	58,282	-	-	-	\$	59,447	-	-	\$	60,636	-	-	\$	61,849	-	-	\$	63,086	-	-	
Vendor Reimbursements (Prior Year Charges)				\$	-	-	-	-	\$	-	-	-	\$	-	-	-	\$	-	-	-	\$	-	-	-	
Allowable Overhead Costs				\$	816	-	-	-	\$	832	-	-	\$	849	-	-	\$	866	-	-	\$	883	-	-	
<b>TOTAL</b>				<b>\$</b>	<b>209,088</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>213,270</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>221,886</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>226,323</b>	<b>\$</b>	<b>-</b>

(A) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.  
 (B) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 8						Year 9				Year 10				Year 11			
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
<b>TRANSPORTATION PROJECTS</b>																			
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 8						Year 9				Year 10				Year 11			
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	\$ 206,885	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	TBD	-	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	TBD	-	-
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 8						Year 9				Year 10				Year 11			
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / GREEN SPACES PROJECTS</b>																			
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / BUILDING PROJECTS</b>																			
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																			
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES			Year 8				Year 9				Year 10				Year 11				
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>BUILDING PROJECTS</b>																			
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
42	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 115,000</b>	<b>\$ 164,837</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 206,885</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>

TRANSPORTATION-RELATED OPERATIONS & MAINTENANCE (B)

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES			Year 8				Year 9				Year 10				Year 11				
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
M2	Measure M2 Fair Share Expenditures																		
	Street Lighting - Public Right-of-Way			\$ 32,117				\$ 32,759					\$ 33,414				\$ 34,083		
	Contract - Traffic Engineering			\$ 133,484				\$ 136,154					\$ 138,877				\$ 141,655		
	Contract - Traffic Signal Maintenance			\$ 64,348				\$ 65,635					\$ 66,947				\$ 68,286		
	Vendor Reimbursements (Prior Year Charges)			\$ -				\$ -					\$ -				\$ -		
	Allowable Overhead Costs			\$ 901				\$ 919					\$ 937				\$ 956		
	<b>TOTAL</b>			<b>\$ 230,849</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,466</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,176</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 244,979</b>	<b>\$ -</b>	<b>\$ -</b>

(A) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.  
 (B) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

*This page is intentionally blank.*

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2019-21 BUDGET AND WORK PLAN FOR FISCAL YEAR 2019-20 COMMENCING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND FISCAL YEAR 2020-21 COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, RELATED TO AMENDMENTS OF THE CAPITAL IMPROVEMENT PROGRAM

**WHEREAS**, the Fiscal Years 2019-21 Budget (“Budget”) and Fiscal Years 2019-20 through 2020-21 Capital Improvement Program (“CIP”) was adopted by the City Council on June 26, 2019; and

**WHEREAS**, City Council action is required to increase fund-level budget appropriations adopted as a part of the Budget; and

**WHEREAS**, subsequent to the adoption of the Budget and CIP, staff recommended amendments of the CIP; and

**WHEREAS**, it is necessary for the City Council to increase Fiscal Year 2019-20 appropriations for the Capital Projects Fund in the amount of \$180,000 per fund, with the appropriations drawn from the unassigned General Fund balance, to allow for the amendments of the CIP; and

**WHEREAS**, it is necessary for the City Council to increase Fiscal Year 2020-21 appropriations for the Capital Projects Fund in the amount of \$235,000 per fund, with the appropriations drawn from the unassigned General Fund balance, to allow for the amendments of the CIP; and

**WHEREAS**, it is necessary for the City Council to establish a new State of California Budget Appropriation Fund in both fiscal years 2019-20 and 2020-21, and to establish new appropriations for said fund, in Fiscal Year 2020-21, in the amount of \$500,000, with the appropriations drawn from revenue to be received from an appropriation in the State of California’s Fiscal Year 2019-20 Budget (Chapter 23, Statutes of 2019, Item 6120-161-0001); and

**WHEREAS**, the unassigned General Fund balance has sufficient funds available to offset the increase in appropriations to the General Fund.

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

**SECTION 1.** Section 2 of Resolution No. 19-13, as previously amended by Resolution No. 19-XX, is hereby amended, in its entirety, to read as follows:

The budget appropriations authorized, on a fund level, are:

Fiscal Year 2019-20

	<i>Fiscal Year 2019-20 Adopted Budget</i>	<i>Fiscal Year 2019-20 Carryover Appropriations</i>	<i>Fiscal Year 2019-20 Approved Budget Amendments</i>	<i>Fiscal Year 2019-20 Amended Budget</i>
General Fund	\$6,368,404	-	\$101,092 <sup>A</sup>	\$6,469,496
Capital Projects Fund	\$411,161	-	\$180,000 <sup>B</sup>	\$591,161
<i>Transportation Funds</i>				
Fuel Tax	\$677,769	-	-	\$677,769
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$260,270	-	-	\$260,270
<i>Public Safety Funds</i>				
Supplemental Law Enforcement Services	\$154,100	-	-	\$154,100
<i>Environmental Funds</i>				
Mobile Source Reduction	\$7,500	-	-	\$7,500
Mobile Source Reduction - Local Government Partnership	-	-	-	-
<i>Community Services Funds</i>				
PEG/Cable Television	\$5,000	-	-	\$5,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$145,700	-	-	\$145,700
Proposition 68 (2018) Per Capita	\$118,884	-	-	\$118,884
State of California Budget Appropriation Fund <sup>C</sup>	-	-	-	-
Laguna Woods Civic Support Fund	\$12,025	-	-	\$12,025
<b>TOTAL</b>	<b>\$8,610,813</b>	<b>-</b>	<b>\$281,092</b>	<b>\$8,891,905</b>

<sup>A</sup> Fund Budget Adjustment CC-19/20-01: CalPERS Lump Sum Payments, +\$101,092 (R 19-XX)

ITEM 8.2 – Attachment B

<sup>B</sup> Fund Budget Adjustment CC-19/20-02: Capital Improvements, +\$180,000 (R 19-XX)

<sup>C</sup> Fund Budget Adjustment CC-19/20-03: Establish New Fund, +\$0 (R 19-XX)

Fiscal Year 2020-21

	<i>Fiscal Year 2020-21 Adopted Budget</i>	<i>Fiscal Year 2020-21 Carryover Appropriations</i>	<i>Fiscal Year 2020-21 Approved Budget Amendments</i>	<i>Fiscal Year 2020-21 Amended Budget</i>
General Fund	\$6,095,437	-	-	\$6,095,437
Capital Projects Fund	\$210,280	-	\$235,000 <sup>AA</sup>	\$445,280
<i>Transportation Funds</i>				
Fuel Tax	\$350,974	-	-	\$350,974
Road Maintenance & Rehabilitation Program	\$275,000	-	-	\$275,000
Measure M2 (OC Go)	\$204,988	-	-	\$204,988
<i>Public Safety Funds</i>				
Supplemental Law Enforcement Services	\$158,100	-	-	\$158,100
<i>Environmental Funds</i>				
Mobile Source Reduction	\$42,500	-	-	\$42,500
Mobile Source Reduction - Local Government Partnership	\$50,000	-	-	\$50,000
<i>Community Services Funds</i>				
PEG/Cable Television	\$77,000	-	-	\$77,000
Senior Mobility	\$175,000	-	-	\$175,000
Community Development Block Grant (CDBG)	\$150,000	-	-	\$150,000
Proposition 68 (2018) Per Capita	\$81,116	-	-	\$81,116
State of California Budget Appropriation <sup>BB</sup>	-	-	\$500,000 <sup>CC</sup>	\$500,000
Laguna Woods Civic Support Fund	-	-	-	-
<b>TOTAL</b>	<b>\$7,870,395</b>	<b>-</b>	<b>\$735,000</b>	<b>\$8,605,395</b>

<sup>AA</sup> Fund Budget Adjustment CC-20/21-01: Capital Improvements, +\$235,000 (R 19-XX)

<sup>BB</sup> New Fund Established in Prior Fiscal Year per Fund Budget Adjustment CC-19/20-03 (R 19-XX)

<sup>CC</sup> Fund Budget Adjustment CC-20/21-20: Capital Improvements, +\$500,000 (R 19-XX)

The budget appropriations authorized by this section reflect the Fiscal Years 2019-21 adopted budgets, plus authorized budget adjustments approved between July 1, 2019 and the date of this amendment. The budget appropriations authorized by this section also include carryovers of approved, but unspent, budget appropriations

from prior fiscal years. Such carryovers were approved by the City Council with the adoption of the current budget and/or pursuant to Administrative Policy 2.9.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

**RESOLUTION NO. 19-XX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE 11-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2019-20 THROUGH 2029-30, IN CONFORMANCE WITH MEASURE M2 (OC GO) REQUIREMENTS AND APPLICABLE CITY POLICIES AND DISCRETION

**WHEREAS**, the City of Laguna Woods (“City”) seeks to maintain its eligibility to receive apportionments of Measure M2 (OC Go) sales tax revenues that can be used to fund transportation-related projects and programs; and

**WHEREAS**, a prerequisite of such eligibility for the City is the annual filing of a Measure M2 eligibility package for review and approval by the Orange County Transportation Authority; and

**WHEREAS**, one component of the Measure M2 eligibility package is the development and adoption of a seven-year Capital Improvement Program (“CIP”) that includes, at a minimum, all programs and projects which are needed to meet and maintain adopted levels of service and performance standards, in addition to all projects and programs proposed to receive Measure M2 funding; and

**WHEREAS**, the CIP, for the purpose of Measure M2 eligibility, is recognized as a program and project finance and planning tool to assist local governments in the long-term development and funding of transportation-related programs and projects, and not a budget commitment beyond the fiscal year(s) for which budgets have been adopted by the City Council; and

**WHEREAS**, the CIP is updated annually to include adjustments to funding and project schedules; and

**WHEREAS**, the City has identified the development and adoption of an 11-year CIP that includes both transportation and non-transportation programs and projects as a prudent action to assist with long-term financial planning; and

**WHEREAS**, on June 26, 2019, the City Council adopted an 11-Year CIP for Fiscal Years 2019-20 through 2029-30; and

**WHEREAS**, subsequent to the adoption of the 11-Year CIP for Fiscal Years 2019-20 through 2029-30, staff recommended amendments of the same; and

**WHEREAS**, the Fiscal Year 2019-20 expenditures identified in the CIP are consistent with the City’s adopted Fiscal Year 2019-20 Budget; and

**WHEREAS**, the Fiscal Year 2020-21 expenditures identified in the CIP are consistent with the City’s adopted Fiscal Year 2020-21 Budget.

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

**SECTION 1.** The City’s 11-Year Capital Improvement Program for Fiscal Years 2019-20 through 2029-30 is amended and adopted in conformance with Measure M2 requirements and applicable City policies and discretion, as attached hereto as Exhibit A and incorporated herein by reference. Exhibit A replaces and supersedes all previous capital improvement programs adopted by the City Council for all or a portion of fiscal years 2019-20 through 2029-30.

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

PASSED, APPROVED AND ADOPTED on this XX day of XX 2019.

\_\_\_\_\_  
CYNTHIA CONNERS, Mayor

ATTEST:

\_\_\_\_\_  
YOLIE TRIPPY, CMC, City Clerk

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

I, YOLIE TRIPPY, City Clerk of the City of Laguna Woods, do HEREBY CERTIFY that the foregoing **Resolution No. 19-XX** was duly adopted by the City Council of the City of Laguna Woods at a regular meeting thereof, held on the XX day of XX 2019, by the following vote:

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

---

YOLIE TRIPPY, CMC, City Clerk

*This page is intentionally blank.*

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
<b>TRANSPORTATION PROJECTS</b>																
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	\$ 720	\$ 611,800	\$ 29,980	\$ 70,046	\$ -	\$ 7,200	\$ 15,225 (A)	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	\$ 1,440	\$ 736,850	\$ 69,760	-	-	\$ 17,760	\$ 47,911 (B)	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	ü	<del>X</del>	-	-	-	\$ 271,792	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	ü	<del>X</del>	-	-	-	-	\$ 248,408	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	\$ 275,000 (C)	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	\$ 275,000 (C)	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	<del>X</del>	-	-	-	\$ 145,700	-	-	-	-	-	-	-	-	-
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	<del>X</del>	-	-	-	-	\$ 145,700	-	-	-	-	-	-	-	-
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	\$ 145,700 (D)	-	-	-	-	-	-
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (D)	-
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	<del>150,000</del>	-	-	-	\$ 91,195	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / GREEN SPACES PROJECTS</b>																
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	<del>150,000</del>	-	\$ 52,250	-	-	-	-	-	-	-	-	-	-	-
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	<del>150,000</del>	-	-	\$ 273,914	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	<del>X</del>	-	-	-	-	25,000	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	\$ 300,000 (E)	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	-	-	-	-	-	-	-	-	-	\$ 25,000	-	-	\$ 225,000
<b>TRANSPORTATION / BUILDING PROJECTS</b>																
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	\$ 56,480	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	495,000	61,304	\$ 29,721	-	\$ 118,884 (F)	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	\$ 20,280	-	\$ 81,116 (G)	-
<b>BUILDING PROJECTS</b>																
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	<del>X</del>	-	-	-	\$ 283,363	\$ 75,000	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	<del>X</del>	-	-	-	\$ 24,100	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	<del>X</del>	-	-	-	-	\$ 90,000	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1				Year 2				
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	\$ 275,000	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	\$ 5,000	-	\$ 7,500 (H)	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	\$ 92,500 (I)	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	\$ 200,000	-	-	\$ 400,000	\$ 400,000	\$ 500,000 (J)	-	-
	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	-
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	\$ 75,000 (K)	-
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 2,160</b>	<b>\$ 1,400,900</b>	<b>\$ 373,654</b>	<b>\$ 1,381,196</b>	<b>\$ 645,412</b>	<b>\$ 591,161</b>	<b>\$ 638,136</b>	<b>\$ 272,084</b>	<b>\$ 400,000</b>	<b>\$ 445,280</b>	<b>\$ 775,000</b>	<b>\$ 398,616</b>	<b>\$ 225,000</b>
<b>TRANSPORTATION-RELATED OPERATIONS &amp; MAINTENANCE (L)</b>																
M2 Measure M2 Fair Share Expenditures																
Street Lighting - Public Right-of-Way			\$ 22,501	\$ 27,006	\$ 25,329	\$ 25,761	\$ 26,367	-	\$ 27,422	-	-	-	-	\$ 28,519	-	-
Contract - Traffic Engineering			\$ 119,429	\$ 122,126	\$ 165,600	\$ 163,600	\$ 163,600	-	\$ 113,971	-	-	-	-	\$ 118,530	-	-
Contract - Traffic Signal Maintenance			\$ 35,502	\$ 23,843	\$ 41,505	\$ 51,983	\$ 52,325	-	\$ 54,941	-	-	-	-	\$ 57,139	-	-
Vendor Reimbursements (Prior Year Charges)			\$ (9,495)	\$ -	\$ -	\$ -	\$ -	-	-	-	-	-	-	-	-	-
Allowable Overhead Costs			\$ 1,535	\$ 600	\$ 600	\$ 700	\$ 700	-	\$ 800	-	-	-	-	\$ 800	-	-
<b>TOTAL</b>			<b>\$ 169,472</b>	<b>\$ 173,575</b>	<b>\$ 233,034</b>	<b>\$ 242,044</b>	<b>\$ 242,992</b>	<b>\$ -</b>	<b>\$ 197,134</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 204,988</b>	<b>\$ -</b>	<b>\$ -</b>

(A) This project will be funded using \$7,200 in General Fund monies (including payments from other participating cities) and \$15,225 in Measure M2 (OC Go) Fund monies (Fiscal Year 2019-20).  
 (B) This project will be funded using \$17,760 in General Fund monies (including payments from other participating cities) and \$47,911 in Measure M2 (OC Go) Fund monies (Fiscal Year 2019-20).  
 (C) This project will be funded using Road Maintenance and Rehabilitation Program Fund monies.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2019-20 and 2020-21 Capital Improvement Program**  
**Funding Plan**

EXPENDITURES			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Year 1			Year 2					
#	Project Title	Project Complete	Estimated Project Cost	Funded FY 14-15	Funded FY 15-16	Funded FY 16-17	Funded FY 17-18	Funded FY 18-19	Budget FY 19-20 (General Fund)	Budget FY 19-20 (Transportation Funds)	Proposed FY 19-20 (Other)	Amount Unfunded (If Partially Funded)	Budget FY 20-21 (General Fund)	Budget FY 20-21 (Transportation Funds)	Budget FY 20-21 (Other)	Amount Unfunded (If Partially Funded)

(D) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.

(E) This project will be funded using Fuel Tax Fund monies.

(F) This project is contingent on the City receiving external funding. The City anticipates receiving Proposition 68 (2018) funding. This project would be funded using \$29,721 in General Fund monies and \$118,884 in Proposition 68 (2018) Per Capita Fund monies (Fiscal Year 2019-20).

(G) This project is contingent on the City receiving external funding. The City anticipates receiving Proposition 68 (2018) funding, as well as a contribution from the El Toro Water District related to the Oso Lift Station Lot Line Adjustment LLA-1309. This project would be funded using \$20,280 in General Fund monies (including a \$2,009 contribution from the El Toro Water District) and \$81,116 in Proposition 68 (2018) Per Capita Fund monies.

(H) This project will be funded using \$5,000 in General Fund monies and \$7,500 in Mobile Source Reduction Fund monies.

(I) This project will be funded using \$50,000 in Mobile Source Air Pollution Reduction Review Committee (MSRC) funding and \$42,500 in Mobile Source Reduction Fund monies.

(J) This project will be funded using \$600,000 in General Fund monies and \$500,000 in State of California Budget Appropriation funding.

(K) This project will be funded using Public, Educational, and Governmental ("PEG")/Cable Television Fund monies.

(L) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 3				Year 4				Year 5				Year 6				Year 7					
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)
<b>TRANSPORTATION PROJECTS</b>																							
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	U	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	U	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	\$ 152,872	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	-	\$ 180,000	-	-	-	-	-	-	-
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 199,350	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES																							
#	Project Title	Project Complete	Estimated Project Cost	Year 3				Year 4				Year 5				Year 6				Year 7			
				Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-		
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-		
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-		
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-		
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
TRANSPORTATION / GREEN SPACES PROJECTS																							
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 3				Year 4				Year 5				Year 6				Year 7					
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	\$ 225,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / BUILDING PROJECTS</b>																							
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																							
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>BUILDING PROJECTS</b>																							
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2021-22 through 2025-26 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Project Complete	Estimated Project Cost	Year 3				Year 4				Year 5				Year 6				Year 7						
				Projected FY 21-22 (General Fund)	Projected FY 21-22 (Transportation Funds)	Projected FY 21-22 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 22-23 (General Fund)	Projected FY 22-23 (Transportation Funds)	Projected FY 22-23 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 23-24 (General Fund)	Projected FY 23-24 (Transportation Funds)	Projected FY 23-24 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 24-25 (General Fund)	Projected FY 24-25 (Transportation Funds)	Projected FY 24-25 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 25-26 (General Fund)	Projected FY 25-26 (Transportation Funds)	Projected FY 25-26 (Other)	Amount Unfunded (If Partially Funded)			
42	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	-	\$ 60,000	-	-	-	-	-	-	-	-	-	-			
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	\$ 385,000	-	-	-	-	-	-	-			
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 225,000</b>	<b>\$ 267,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 146,436</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 152,872</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>\$ 180,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 199,350</b>	<b>\$ 150,000</b>	<b>\$ -</b>			
<b>TRANSPORTATION-RELATED OPERATIONS &amp; MAINTENANCE (B)</b>																										
M2 Measure M2 Fair Share Expenditures																										
				\$ 29,089	-	-	-	-	\$ 29,671	-	-	-	-	\$ 30,265	-	-	-	-	\$ 30,870	-	-	-	-	\$ 31,487	-	-
Street Lighting - Public Right-of-Way				\$ 120,901	-	-	-	-	\$ 123,319	-	-	-	-	\$ 125,785	-	-	-	-	\$ 128,301	-	-	-	-	\$ 130,867	-	-
Contract - Traffic Engineering				\$ 58,282	-	-	-	-	\$ 59,447	-	-	-	-	\$ 60,636	-	-	-	-	\$ 61,849	-	-	-	-	\$ 63,086	-	-
Contract - Traffic Signal Maintenance				\$ -	-	-	-	-	\$ -	-	-	-	-	\$ -	-	-	-	-	\$ -	-	-	-	-	\$ -	-	-
Vendor Reimbursements (Prior Year Charges)				\$ 816	-	-	-	-	\$ 832	-	-	-	-	\$ 849	-	-	-	-	\$ 866	-	-	-	-	\$ 883	-	-
Allowable Overhead Costs																										
<b>TOTAL</b>				<b>\$ 209,088</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 213,270</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 217,535</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 221,886</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 226,323</b>	<b>\$ -</b>	<b>\$ -</b>

(A) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.  
 (B) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 8						Year 9				Year 10				Year 11			
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
<b>TRANSPORTATION PROJECTS</b>																			
1	El Toro Road Traffic Signal Synchronization Project		\$ 734,971	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2	Moulton Parkway Traffic Signal Synchronization Project		\$ 873,721	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Paseo de Valencia), inclusive of additional sidewalk repairs on El Toro Road and pavement work at City Hall	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4	Pavement Management Plan Project (Eastbound El Toro Road between Avenida Sevilla and Church Intersection) and Various Median and Sidewalk Reconstruction	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5	Pavement Management Plan Project (Westbound El Toro Road between Avenida Sevilla and Willow Tree Center)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6	Pavement Management Plan Project (Eastbound El Toro Road between Church Intersection and Moulton Parkway, Westbound El Toro Road between Willow Tree Center and Moulton Parkway)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7	Pavement Management Plan Project (Southbound Moulton Parkway between Via Campo Verde and Calle Cortez)		\$ 267,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8	Pavement Management Plan Project (Westbound El Toro Road between Aliso Creek Road and West City Limit, Eastbound and Westbound Santa Maria between Moulton Parkway and Commercial Driveway)		\$ 146,436	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9	Pavement Management Plan Project (Northbound Moulton Parkway between South City Limit and Calle Cortez)		\$ 152,872	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10	Pavement Management Plan Project (Northbound Moulton Parkway between Calle Cortez and El Toro Road)		\$ 180,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11	Pavement Management Plan Project (Southbound Moulton Parkway between South City Limit and Calle Cortez, and between Via Campo Verde and El Toro Road)		\$ 199,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12	Pavement Management Plan Project (Westbound El Toro Road between Tanager Lane and Aliso Creek Road)		\$ 164,837	-	\$ 164,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Project Complete	Estimated Project Cost	Year 8				Year 9				Year 10				Year 11			
				Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
13	Pavement Management Plan Project (Eastbound El Toro Road between Tanager Lane and West City Limit)		\$ 206,885	-	-	-	-	-	\$ 206,885	-	-	-	-	-	-	-	-	-	-
14	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	TBD	-	-	-	-	-
15	Pavement Management Plan Project (to be determined following adoption of the Fiscal Years 2020-2030 Pavement Management Plan in FY 2019-20)		TBD	-	-	-	-	-	-	-	-	-	-	-	-	TBD	-	-	-
16	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 1 (Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
17	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 2 (El Toro Road and Moulton Parkway)	ü	X	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
18	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 3		\$ 145,700	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
19	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 4		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
20	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 5		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
21	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 6		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 7		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
23	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
24	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 9		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 10		\$ 150,000	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES		Year 8						Year 9				Year 10				Year 11			
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
26	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 11		\$ 150,000	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-	-	-	-	-
27	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 12		\$ 150,000	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-	-	-	-	-
28	Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 13		\$ 150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 150,000 (A)	-
29	Drainage Improvement Project (Moulton Parkway at Santa Maria Avenue)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / GREEN SPACES PROJECTS</b>																			
30	Moulton Parkway Water Efficient Median Improvement Project (Design)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Moulton Parkway Water Efficient Median Improvement Project (Construction)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
31	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Design)	ü	<del>          </del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Water Efficient Median Improvement Project (El Toro Road between Calle Sonora and Moulton Parkway, Moulton Parkway between South City Limit and Calle Aragon, Santa Maria Avenue Shared Median) (Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
32	Water Efficient Median Improvement Project (Santa Maria Avenue between Via Vista and Moulton Parkway) (Design and Construction)		\$ 250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TRANSPORTATION / BUILDING PROJECTS</b>																			
33	City-maintained Catch Basins Full Capture Systems Retrofit Project		\$ 56,480	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>GREEN SPACES PROJECTS</b>																			
34	"A Place for Paws" Dog Park Relocation Project		\$ 704,909	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
35	City Centre Park Lighting Improvement Project		\$ 115,000	\$ 115,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES			Year 8				Year 9				Year 10				Year 11				
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
36	Woods End Wilderness Preserve Trail Drainage and Improvement Project		\$ 101,396	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>BUILDING PROJECTS</b>																			
37	City Hall Restroom Repair and Improvement Project (Construction)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38	City Hall Refurbishment and Safety Project: Phase 1 (Design)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Refurbishment and Safety Project: Phase 1 (Construction)	ü	<del>X</del>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
39	City Hall Refurbishment and Safety Project: Phase 2 (Design and Construction)		\$ 275,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
40	City Hall Electric Vehicle Charging Infrastructure Project (Design)		\$ 12,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Electric Vehicle Charging Infrastructure Project (Construction)		\$ 92,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41	City Hall/Public Library Project		\$ 1,100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
42	City Hall Refurbishment and Safety Project: Phase 3 (Design and Construction)		\$ 300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
43	City Hall Emergency Backup Generator Project (Design)		\$ 60,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	City Hall Emergency Backup Generator Project (Construction)		\$ 385,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
44	City Hall Television Broadcast Improvement Project		\$ 75,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL (ALL PROJECTS)</b>			<b>\$ 8,949,556</b>	<b>\$ 115,000</b>	<b>\$ 164,837</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 206,885</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>

TRANSPORTATION-RELATED OPERATIONS & MAINTENANCE (B)

**CITY OF LAGUNA WOODS**  
**Fiscal Years 2026-27 through 2029-30 Capital Improvement Program**  
**Projected Funding Plan**

EXPENDITURES			Year 8				Year 9				Year 10				Year 11				
#	Project Title	Project Complete	Estimated Project Cost	Projected FY 26-27 (General Fund)	Projected FY 26-27 (Transportation Funds)	Projected FY 26-27 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 27-28 (General Fund)	Projected FY 27-28 (Transportation Funds)	Projected FY 27-28 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 28-29 (General Fund)	Projected FY 28-29 (Transportation Funds)	Projected FY 28-29 (Other)	Amount Unfunded (If Partially Funded)	Projected FY 29-30 (General Fund)	Projected FY 29-30 (Transportation Funds)	Projected FY 29-30 (Other)	Amount Unfunded (If Partially Funded)
M2	Measure M2 Fair Share Expenditures																		
	Street Lighting - Public Right-of-Way			\$ 32,117					\$ 32,759				\$ 33,414				\$ 34,083		
	Contract - Traffic Engineering			\$ 133,484					\$ 136,154				\$ 138,877				\$ 141,655		
	Contract - Traffic Signal Maintenance			\$ 64,348					\$ 65,635				\$ 66,947				\$ 68,286		
	Vendor Reimbursements (Prior Year Charges)			\$ -					\$ -				\$ -				\$ -		
	Allowable Overhead Costs			\$ 901					\$ 919				\$ 937				\$ 956		
	<b>TOTAL</b>			<b>\$ 230,849</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 235,466</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 240,176</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 244,979</b>	<b>\$ -</b>	<b>\$ -</b>

(A) This project is contingent on the City receiving external funding. The City anticipates receiving Community Development Block Grant (CDBG) funding.

(B) This information is provided at the direction of the Orange County Transportation Authority. Operations and maintenance expenses are not capital improvement projects.

*This page is intentionally blank.*