

# CITY of LAGUNA WOODS CITY COUNCIL AGENDA

Regular Meeting  
Wednesday, February 19, 2025  
2:00 p.m.

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

Shari L. Horne  
Mayor

Annie McCary  
Mayor Pro Tem

Cynthia Conners  
Councilmember



Pearl Lee  
Councilmember

Carol Moore  
Councilmember

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

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

Public Comments/Testimony: The City accepts public comments/testimony in-person and in writing. For more information, please refer to page three of this agenda.

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.

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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. 24-08, 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.

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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.

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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. 24-08, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

/s/ Yolie Trippy  
YOLIE TRIPPY, CMC, City Clerk

2/14/25  
Date

## **OPTIONS FOR PUBLIC COMMENTS/TESTIMONY**

### **1. In Person**

Members of the public wishing to address the City Council on items appearing on this agenda are advised to indicate their interest in doing so by submitting a speaker card to City staff or proceeding to the podium, one-by-one, at the time an item is considered.

Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

Each speaker will have the opportunity to speak for up to three minutes once per agenda item, unless otherwise allowed by the City Council.

Speakers are requested, but not required, to identify themselves, either on speaker cards or in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

### **2. In Writing**

Written public comments/testimony may be delivered to Laguna Woods City Hall (24264 El Toro Road, Laguna Woods, CA 92637) or sent via email ([cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org)) provided that they are received by the City prior to 2:00 p.m. on the day of this meeting.

Written public comments/testimony will be provided to the City Council and included in the City Clerk's written record of this meeting.

Parties submitting written public comments/testimony are requested, but not required, to identify themselves. Parties are advised that their names, email addresses, and any information submitted in writing to the City may be disclosed or become a matter of public record. No party should expect privacy of such information.

## **REMOTE VIEWING AND/OR LISTENING**

### **1. Zoom (on a computer)**

The City plans to live stream this meeting on Zoom (audio and/or video). ***Please note that public comments/testimony will not be accepted via Zoom.***

- Visit [www.zoom.us](http://www.zoom.us)
- Click on "Join"
- Enter the following meeting ID: 873 1726 2653
- Open the Zoom application following the on-screen prompts
- Enter the following meeting password: 104459
- Enter a name and email address as required by Zoom

Please note that information you enter into Zoom may be publicly visible and/or visible to other persons. No party should expect privacy of such information.

## **2. Zoom (on a telephone)**

The City plans to live stream this meeting on Zoom (audio and/or video). ***Please note that public comments/testimony will not be accepted via Zoom.***

- Call (669) 444-9171 or (346) 248-7799
- Follow the prompts and provide the information required by Zoom
- When prompted for a webinar ID enter: 873 1726 2653
- When prompted for a passcode enter: 104459

Please note that your telephone number and information you enter into Zoom may be publicly visible and/or visible to other persons. No party should expect privacy of such information.

## **3. YouTube**

The City plans to live stream this meeting on YouTube (audio and/or video). ***Please note that public comments/testimony will not be accepted via YouTube.***

- Visit [www.youtube.com/@cityoflagunawoods](http://www.youtube.com/@cityoflagunawoods)
- Click on the “Live” button
- Click on the “Laguna Woods Channel 3” button

Please note that information you enter into YouTube may be publicly visible and/or visible to other persons. No party should expect privacy of such information.

## **4. Cable Television**

The City plans to broadcast this meeting on cable television Channel 3 within Laguna Woods Village (audio and/or video). ***Please note that public comments/testimony will not be accepted via cable television Channel 3.***

# **I. CALL TO ORDER**

## Introductory Notes:

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Members of the public wishing to address the City Council on items *not* appearing on this agenda may do so during Item V.

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Speakers are requested, but not required, to identify themselves, both on any

applicable speaker cards and in comments/testimony. Speakers are advised that their names and any information submitted on speaker cards or otherwise provided in writing to the City may be disclosed or become a matter of public record. No speaker should expect privacy of such information.

## **II. ROLL CALL**

## **III. PLEDGE OF ALLEGIANCE**

## **IV. PRESENTATIONS AND CEREMONIAL MATTERS**

### **4.1 African American History Month – February 2025**

*Recommendation:* Approve and present the proclamation.

### **4.2 OC Public Libraries, Laguna Woods Branch Report – Jolene Finn, Librarian II/Branch Manager, OC Public Libraries**

*Recommendation:* Receive and file.

## **V. PUBLIC COMMENTS ON NON-AGENDA ITEMS**

About Public Comments on Non-Agenda Items: 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 ask clarifying questions of the speaker, engage in brief discussion, refer items to City staff, and/or schedule items for consideration at future meetings.

## **VI. CITY TREASURER’S REPORT**

### **6.1 City Treasurer’s Report**

*Recommendation:* Receive and file the City Treasurer’s Report for the month of January 2025.

### **6.2 Quarterly Financial Report**

*Recommendation:* Receive and file the Quarterly Financial Report for the second quarter of Fiscal Year 2024-25.

## VII. 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 or City staff requests that specific items be removed from the Consent Calendar for separate discussion and consideration of action. Members of the public may address the City Council on items appearing on the Consent Calendar regardless of whether an item is removed for separate discussion and consideration of action.

### 7.1 City Council Minutes

*Recommendation:* Approve the City Council meeting minutes for the regular meeting on January 15, 2025.

### 7.2 Payment Registers

*Recommendation:* Approve the supplement to the payment register dated January 15, 2025 in the amount of \$37,239.48 and the payment register dated February 19, 2025 in the amount of \$965,788.70.

### 7.3 Fiscal Years 2023-25 Budget Adjustments

*Recommendation:* Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, INCREASING GENERAL FUND AND CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE “AMERICANS WITH DISABILITIES ACT (ADA) PEDESTRIAN ACCESSIBILITY IMPROVEMENT PROJECT: PHASE 8” AND THE “WOODS END WILDERNESS PRESERVE TRAIL DRAINAGE AND IMPROVEMENT PROJECT”

#### 7.4 Financial Management Software

*Recommendation:*

1. Waive the provisions set forth in Laguna Woods Municipal Code Section 3.06.080(c) related to competitive bidding for an agreement with Tyler Technologies, Inc. for Software as a Service (“SaaS”) pertaining to the use of ERP Pro and Tyler One software.

AND

2. Approve an agreement with Tyler Technologies, Inc. for SaaS pertaining to the use of ERP Pro and Tyler One software and authorize the Mayor to execute the agreement, subject to approval as to form by the City Attorney.

#### 7.5 Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8

*Recommendation:*

1. Approve the final record plans and specifications reflecting completion of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8” as prepared by the project engineer.

AND

2. Accept project completion of the contract agreement with Carter Enterprises Group, Inc. DBA Pavement Rehab Company for the construction of the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8” and authorize the City Manager to execute and record, or cause to be executed and recorded, a notice of completion with the County of Orange.

AND

3. Authorize the City Manager to release the contract retention payment withheld per state law, and exonerate project posted bonds, for the “Americans with Disabilities Act (ADA) Pedestrian Accessibility Improvement Project: Phase 8,” 35 days following recordation of the notice of completion with the County of Orange, to the extent allowed by state law.

#### 7.6 City Centre Park Enhancement Project

*Recommendation:*

1. Approve the addition of the “City Centre Park Enhancement Project” to the Fiscal Years 2023-34 Capital Improvement Program.

AND

2. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, INCREASING GENERAL FUND AND CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE “CITY CENTRE PARK ENHANCEMENT PROJECT”

#### 7.7 City Hall Refurbishment and Safety Project: Phase 4

*Recommendation:*

1. Adopt a resolution titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING AND ADOPTING THE FISCAL YEARS 2023-25 BUDGET AND WORK PLAN FOR FISCAL YEAR 2023-24 COMMENCING

JULY 1, 2023 AND ENDING JUNE 30, 2024, AND FISCAL YEAR 2024-25 COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025, INCREASING GENERAL FUND AND CAPITAL PROJECTS FUND APPROPRIATIONS FOR THE “CITY HALL REFURBISHMENT AND SAFETY PROJECT: PHASE 4”

AND

2. Approve the “City Hall Refurbishment and Safety Project: Phase 4 (Elevator)” specifications as prepared by the project engineer.

AND

3. Approve a notice of exemption for the “City Hall Refurbishment and Safety Project: Phase 4 (Elevator)” finding that the project is categorically exempt from the California Environmental Quality Act (CEQA) and authorize the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

4. Award a contract agreement to Liftech Elevator Services, Inc. for the construction of the “City Hall Refurbishment and Safety Project: Phase 4 (Elevator)”, in the amount of \$247,900, plus authorized change orders not to exceed 20% (\$49,580) 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.

## **VIII. PUBLIC HEARINGS**

- 8.1 Conditional Use Permit CUP-1505, a request by Fred Monjazebe for approval of a conditional use permit to allow for (a) the redevelopment of an existing automobile service station, (b) alcoholic beverage sales, and (c) tobacco and cigarette sales, at the

property located at 24362 El Toro Road, Laguna Woods, California 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 titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-1505 TO ALLOW FOR THE REDEVELOPMENT OF AN EXISTING AUTOMOBILE SERVICE STATION, ALCOHOLIC BEVERAGE SALES, AND TOBACCO AND CIGARETTE SALES, AT THE PROPERTY LOCATED AT 24362 EL TORO ROAD, LAGUNA WOODS, CALIFORNIA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15302 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

8.2 Conditional Use Permit CUP-2024-0001, a request by Premium Child Care, Inc. for approval of a conditional use permit to allow

for the establishment of a day care nursery use at the property located at 24442 Moulton Parkway, Laguna Woods, California 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 titled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT CUP-2024-0001 TO ALLOW FOR THE ESTABLISHMENT OF A DAY CARE NURSERY USE AT THE PROPERTY LOCATED AT 24442 MOULTON PARKWAY, LAGUNA WOODS, CALIFORNIA 92637, AND DETERMINING THAT THE CONDITIONAL USE PERMIT IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15301 OF TITLE 14 OF THE CALIFORNIA CODE OF REGULATIONS

8.3 Zoning Title of Laguna Woods Municipal Code

*Recommendation:*

1. Receive staff report.

AND

2. Open public hearing.

AND

3. Receive public testimony.

AND

4. Close public hearing.

AND

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

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, AMENDING SECTIONS 13.06.010, 13.10.020, 13.10.030, 13.12.020, 13.12.030, 13.13.020, 13.18.050, 13.18.070, 13.25.040, 13.26.025, 13.26.150, AND 13.26.160, AND REPEALING SECTION 13.26.050, OF TITLE 13 (ZONING) OF THE LAGUNA WOODS MUNICIPAL CODE PERTAINING TO DEFINITIONS, PERMITTED AND PROHIBITED USES, DEVELOPMENT STANDARDS, OFF-STREET PARKING REGULATIONS, INCLUSIONARY HOUSING, CANNABIS STOREFRONT RETAILERS, ANIMAL HOSPITALS AND CLINICS, PETS AND ANIMALS, RESIDENTIAL MULTIPLE-FAMILY STANDARDS AND REQUIREMENTS, AND OTHER ZONING-RELATED MATTERS, AND DETERMINING AND CERTIFYING THAT THE ORDINANCE IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**IX. CITY COUNCIL BUSINESS – None**

## **X. CITY COUNCIL REPORTS AND COMMENTS**

About City Council Reports and Comments: 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.

### **10.1 Coastal Greenbelt Authority**

Mayor Pro Tem McCary, First Alternate: Councilmember Lee, Second Alternate: Councilmember Connors

### **10.2 Orange County Fire Authority**

Mayor Horne

### **10.3 Orange County Library Advisory Board**

Councilmember Moore; Alternate: Mayor Pro Tem McCary

### **10.4 Orange County Mosquito and Vector Control District**

Councilmember Lee

### **10.5 San Joaquin Hills Transportation Corridor Agency**

Councilmember Connors; Alternate: Councilmember Lee

### **10.6 South Orange County Watershed Management Area**

Councilmember Moore; Alternate: Mayor Pro Tem McCary

### **10.7 Liaisons to Laguna Woods Community Bridge Builders**

Mayor Horne and Mayor Pro Tem McCary

### **10.8 Other Comments and Reports**

- League of California Cities (Cal Cities) Community Services Policy Committee Meeting – January 24, 2025  
(Mayor Pro Tem McCary)
- League of California Cities (Cal Cities) Mayors and Council Members Academy – January 29-31, 2025  
(Councilmember Lee)
- Other Comments and Reports

## **XI. CLOSED SESSION**

Closed Session Note: While members of the public are not permitted to attend closed session, prior to convening in closed session, the City Council will accept public comments on items appearing on the closed session agenda.

11.1 The City Council will meet in closed session under the authority of California Government Code Section 54957(b)(1) to consider the appointment of an Assistant City Attorney.

## **XII. CLOSED SESSION REPORT**

## **XIII. CITY COUNCIL BUSINESS**

13.1 Assistant City Attorney Appointment

*Recommendation:* Appoint an Assistant City Attorney to serve in the role described in Laguna Woods Municipal Code Chapter 2.12, effective immediately.

## **XIV. ADJOURNMENT**

Next Regular Meeting:                      Wednesday, March 19, 2025 at 2 p.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637