

**CITY OF LAGUNA WOODS CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
February 19, 2025
2:00 P.M.
Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

Mayor Horne called the Regular Meeting of the City Council of the City of Laguna Woods to order at 2:04 p.m.

II. ROLL CALL

COUNCILMEMBER: PRESENT: Conners, Lee, Moore, McCary, Horne
 ABSENT: -

All councilmembers participated in-person at the meeting location.

STAFF PRESENT: City Manager Macon, City Attorney Patterson, Administrative
 Services Director/City Treasurer Torres, City Clerk Trippy

All staff participated in-person at the meeting location.

III. PLEDGE OF ALLEGIANCE

Willie Phillips, resident, led the pledge of allegiance.

IV. PRESENTATIONS AND CEREMONIAL MATTERS

4.1 African American History Month – February 2025

City Clerk Trippy read the proclamation.

Councilmembers made comments.

Alan (no last name provided) made comments.

Vicki Johnson, resident, made comments.

The City Council took a brief recess at 2:14 p.m. and reconvened at 2:16 p.m.

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

Manager, OC Public Libraries

Jolene Finn, Librarian II/Branch Manager, OC Public Libraries, made a presentation and responded to questions from councilmembers.

Councilmembers made comments.

V. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Vicki Johnson, resident, requested that councilmembers read and acknowledge emails sent to them, not endorse products or services using their elected title, ask the firefighters union not to send campaign flyers, be available to talk and meet with the public, and not allow organizations to smear residents.

VI. CITY TREASURER'S REPORT

6.1 City Treasurer Report

Administrative Services Director/City Treasurer Torres made a presentation.

Moved by Councilmember Moore, seconded by Councilmember Connors, and carried unanimously on a 5-0 vote, to receive and file the City Treasurer's Report for the month of January 2025.

6.2 Quarterly Financial Report

Administrative Services Director Torres/City Treasurer made a presentation.

Councilmember Connors made comments.

Moved by Councilmember Connors, seconded by Mayor Pro Tem McCary, and carried unanimously on a 5-0 vote, to receive and file the Quarterly Financial Report for the second quarter of Fiscal Year 2024-25.

Councilmember Moore made comments.

VII. CONSENT CALENDAR

Moved by Councilmember Connors, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to approve Consent Calendar items 7.1-7.7.

7.1 City Council Minutes

Approved the City Council meeting minutes for the regular meeting on January 15, 2025.

7.2 Payment Register

Approved 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

Adopted 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

1. Waived 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. Approved an agreement with Tyler Technologies, Inc. for SaaS pertaining to the use of ERP Pro and Tyler One software and authorized 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

1. Approved 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. Accepted 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 authorized 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. Authorized the City Manager to release the contract retention payment withheld per state law, and exonerated 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

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

AND

2. Adopted 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

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

AND

3. Approved 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 authorized the City Manager to cause the notice of exemption to be filed pursuant to applicable law.

AND

4. Awarded 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 authorized 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 Monjabez 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

City Manager Macon made a presentation.

Mayor Horne opened the public hearing.

With no requests to speak, the public hearing was closed.

Councilmembers made comments and staff responded to related questions.

Moved by Councilmember Conners, seconded by Mayor Pro Tem McCary, and carried unanimously on a 5-0 vote, to 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 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

City Manager Macon made a presentation.

Mayor Horne opened the public hearing.

With no requests to speak, the public hearing was closed.

Councilmembers made comments and staff responded to related questions.

Moved by Councilmember Conners, seconded by Mayor Pro Tem McCary, and carried unanimously on a 5-0 vote, to 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

City Manager Macon made a presentation.

Mayor Horne opened the public hearing.

Kathryn Freshley, resident, asked about off-street parking standards and impacts on Laguna Woods Village.

City Manager Macon briefly responded to Ms. Freshley's comments.

With no other requests to speak, the public hearing was closed.

Councilmembers made comments and staff responded to related questions.

Moved by Councilmember Conners, seconded by Mayor Pro Tem McCary, and carried unanimously on a 5-0 vote, to 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, 12.12.030, 13.13.020, 13.18.050, 13.18.070, 13.25.040, 13.26.025, 13.26.150, 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

Councilmember Moore commented on Item 7.4 and City Manager Macon briefly responded to a related question.

IX. CITY COUNCIL BUSINESS – None

X. CITY COUNCIL REPORTS AND COMMENTS

10.1 Coastal Greenbelt Authority

Mayor Pro Tem McCary provided a report.

Councilmembers briefly responded to the report.

Kathryn Freshley, resident, asked about the Coastal Greenbelt Authority's role in wildfire mitigation.

Mayor Pro Tem McCary briefly responded to Ms. Freshley's comments.

An unidentified member of the public asked about mitigating potential wildfire impacts from high voltage electric transmission lines.

City Manager Macon and Mayor Pro Tem McCary briefly responded to the inquiry.

10.2 Orange County Fire Authority

Mayor Horne provided a report.

10.3 Orange County Library Advisory Board

Councilmember Moore referenced the library report provided as Item 4.2.

10.4 Orange County Mosquito and Vector Control District

Councilmember Lee provided a report.

10.5 San Joaquin Hills Transportation Corridor Agency

Councilmember Connors provided a report and briefly responded to a question from Councilmember Lee.

10.6 South Orange County Watershed Management Area

Councilmember Moore provided a report on the Southern Counties Gas Hydrogen Project.

10.7 Liaisons to Community Bridge Builders

Mayor Horne provided a report.

10.8 Other Comments and Reports

- League of California Cities (Cal Cities) Community Services Policy Committee meeting – January 24, 2025

Mayor Pro Tem McCary provided a report.

- League of California Cities (Cal Cities) Mayors and Council Members Academy – January 29-31, 2025

Councilmember Lee provided a report.

- Other Comments and Reports

Councilmember Connors and Mayor Pro Tem McCary reported on a recent tour of the Orange County Sheriff's Department's Technology Center.

XI. CLOSED SESSION

City Attorney Patterson introduced the closed session item.

City Attorney Patterson noted that prior to convening in closed session, the City Council will hear public comments on items appearing on the closed session agenda.

No public comments were received.

- 11.1 The City Council met 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

The City Council reconvened in open session at 4:09 p.m. City Attorney Patterson stated that there was no reportable action.

XIII. CITY COUNCIL BUSINESS

13.1 Assistant City Attorney Appointment

Moved by Councilmember Conners, seconded by Councilmember Moore, and carried unanimously on a 5-0 vote, to appoint Shawna McKee as Assistant City Attorney.

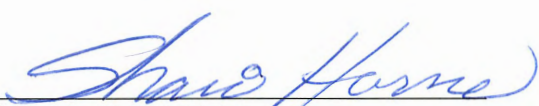
XIV. ADJOURNMENT

At Mayor Horne's request, the meeting was adjourned in memory of Orange County Fire Authority Firefighter Kevin Skinner at 4:11 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, March 19, 2025, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.



YOLIE TRIPPY, CMC, City Clerk

Approved: March 19, 2025



SHARI L. HORNE, Mayor