



AGENDA of THE LAGUNA WOODS CITY COUNCIL

Regular Meeting

July 20, 2011

2:00 P.M.

Council Chambers

Laguna Woods City Hall

24264 El Toro Road

Laguna Woods, CA 92637

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

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

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

IV. PRESENTATIONS

4.1 2010 Food Facility Awards to:

- Bon A Pita – 24310 Moulton Parkway, Suite L
- Carl's Jr. – 24342 El Toro Road
- Jack In The Box – 23562 Moulton Parkway
- Jersey Mike's Subs – 24365 El Toro Road, Suite A
- Starbucks Coffee – 24338 El Toro Road
- Starbucks Coffee – 24100 El Toro Road, Suite A
- Stater Bros Market – 24336 El Toro Road
- Subway Sandwiches – 24338 El Toro Road
- Sushi Wok – 24371 El Toro Road, Suite D
- Tomo Sushi – 24338 El Toro Road, Suite B

V. CITY PROCLAMATIONS

None

VI. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one vote. There will be no separate discussion of these items unless Members of the City Council, the public, or staff request specific items be removed from the Consent Calendar for separate action.

6.1 City Council Minutes

RECOMMENDED ACTION: Approve the minutes from the June 15, 2011 regular meeting and June 29, 2011 adjourned regular meeting.

6.2 Approve the reading by 'title of all ordinances and resolutions. Said ordinances and resolutions that appear on the public agenda shall be determined to have been read by title only and further reading waived.

RECOMMENDED ACTION: Waive reading of ordinances and resolutions.

6.3 Treasurer's Report

RECOMMENDED ACTION: Receive and File the June 2011 monthly Treasurer's Report.

6.4 Warrant Register

RECOMMENDED ACTION: Approve the July 20, 2011 Warrant Register in the amount of \$1,013,900.64.

6.5 Liability Claim

RECOMMENDED ACTION: Deny the claim against the City of Laguna Woods filed by Mr. Francis Sanfilippo and the Estate of Mrs. Frances Sanfilippo.

VII. PUBLIC HEARINGS

None

VIII. CITY COUNCIL

8.1 Advisory Committee Appointments

RECOMMENDED ACTION: Ratify nominations for City Council advisory committees.

8.2 Golf Car Use of Santa Maria Road (agendized by Mayor Pro Tem Conners)

RECOMMENDATION: Discuss and provide direction to staff.

IX. CITY MANAGER

9.1 Building Inspection Services

RECOMMENDED ACTION:

- A. Approve an agreement with CivilSource, Inc. for building inspection services, and authorize the City Manager to execute the agreement and option extensions, subject to approval as to form by the City Attorney
- B. Approve a resolution modifying the compensation schedule to add the part time position of building inspector, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LAGUNA WOODS, CALIFORNIA,
MODIFYING RESOLUTION NO. 11-12 AND
ESTABLISHING COMPENSATION FOR THE PART
TIME POSITION OF BUILDING INSPECTOR

X. COMMITTEE REPORTS

- 10.1 Transportation Corridor Agencies (Mayor Hack)
- 10.2 Orange County Library Board (Councilmember Robbins)
- 10.3 Orange County Fire Authority (Councilmember Rhodes)
- 10.4 Southern California Water Committee (Mayor Hack)
- 10.5 Coastal Greenbelt Authority (Mayor Pro Tem Conners)
- 10.6 Laguna Canyon Foundation (Councilmember Rhodes)
- 10.7 Vector Control District Board (Councilmember Robbins)

XI. PUBLIC COMMENTS

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

- 12.1 Reports on Meetings Attended per Government Code §53232.3

State law requires Councilmembers to provide a report on all meetings or events they attend for which the City pays fees, travel or other expenses. These are informational reports and no action is taken on the item.

None

12.2 Other Meetings, Comments and Announcements

XIII. CLOSED SESSION

None

XIV. ADJOURNMENT

The meeting will be adjourned to an adjourn meeting of the City Council at 2:00 p.m. on Wednesday, August 17, 2011 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The City Council agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the City Council meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

CONSENT CALENDAR SUMMARY
6.1-6.5

City of Laguna Woods Agenda Report

FOR: July 20, 2011 City Council Meeting

TO: Honorable Mayor and Councilmembers

FROM: Leslie A. Keane, City Manager 

Agenda Item: Consent Calendar

Recommendation:

Approve all proposed actions on the July 20, 2011 Consent Calendar by single motion and Council action.

Discussion:

In general, the Consent Calendar contains routine matters or matters that have already been discussed by Council. It is adopted in total with a single motion and Council action. However, if any councilmember or member of the public has questions or wishes to discuss an item further, it may be removed from the Consent Calendar and placed later in the agenda for discussion and action. The way to remove an item from the Consent Calendar is to request its removal, by agenda item number, immediately prior to the adoption of the Consent Calendar. Members of the public may fill out a request to speak on the item they wish removed and the City Clerk will note the item. No reason need be given with the request. Items pulled from the Consent Calendar are not discussed at the time they are pulled; they are scheduled for discussion immediately after action on the balance of the Consent Calendar.

The July 20th Consent Calendar contains the following five items:

- 6.1 Approval of the minutes from the June 15, 2011 regular and the June 29, 2011 adjourned regular City Council meetings, as submitted.

ITEMS 6.1 – 6.5

- 6.2 Approval of a motion to allow reading proposed ordinances and resolutions by title only – this is a standard practice in cities. If this motion is not approved, all ordinances and resolutions must be read out loud in their entirety during the Council Meeting.
- 6.3 Approval of a motion to receive and file the June 2011 Treasurer's Report. This report identifies the City's current liquid assets and their location. At the end of June, the City had approximately \$9.2 million in cash on hand and in other liquid assets.
- 6.4 Approval of the July 20, 2011 Warrant Register, as submitted, in the total amount of \$1,013,900.64. This warrant register represents Fiscal Year 2010-11 warrants in the amount of \$867,373.25 and Fiscal Year 2011-12 warrants in the amount of \$146,527.39. The warrant register includes payments for several capital improvement projects (FY 2010-11) as well as prepayment of the City's insurance deposits (FY 2011-12). A list of all warrants is included in the agenda packet; detailed information about individual warrants is available in the Finance Manager's office.
- 6.5 Authorization to reject a claim for damages as recommended by the City's claims adjusters. Information about the claim has been provided to Council by separate memo.

The above matters are routine and/or have been reviewed by the Council on other occasions. Staff recommends that they be approved as part of the July 20, 2011 Consent Calendar.

If you have questions about any of the above items, feel free to call me prior to the meeting so that I may provide additional information.

6.1
MINUTES
REGULAR AND ADJOURN MEETINGS

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
REGULAR MEETING
June 15, 2011
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Mayor Hack led the flag salute.

III. ROLL CALL

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

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

IV. PRESENTATIONS – None

V. CITY PROCLAMATIONS – None

VI. CONSENT CALENDAR

Moved by Councilmember Ring, seconded by Mayor Pro Tem Conners, and carried unanimously to approve Consent Calendar Items 6.1 – 6.5.

6.1 City Council Minutes

Approved the minutes from the May 4, 2011 adjourn meeting and May 18, 2011 regular meeting. Note: A revision to the minutes was provided prior to the meeting; a correction to page 5 on the May 4th minutes to change the word “contentious” should be “conscientious”.

6.2 Approved the reading by title of all ordinances and resolutions. Said ordinances and resolutions that appear on the public agenda shall be

determined to have been read by title only and further reading waived.

6.3 Treasurer's Reports

Received and filed the May 2011 monthly Treasurer's Report.

6.4 Warrant Register

Approved the June 15, 2011 Warrant Register in the amount of \$663,305.22.

6.5 OCTA Cooperative Agreement for Senior Mobility Program

Approved an agreement with the Orange County Transportation Authority (OCTA) for the receipt of Measure M2 funding for the senior mobility subsidized taxi voucher program; and authorized the City Manager to execute the agreement subject to approval as to form by the City Attorney.

VII. PUBLIC HEARING – None

VIII. CITY COUNCIL

8.1 John Wayne Airport Corridor Coalition

Mayor Hack summarized the agenda report.

Dave Kiff, City Manager of Newport Beach, discussed the John Wayne Airport Corridor Coalition and its principals and thanked the City Council for considering this matter.

Mayor Hack spoke in support of helping to preserve the quality of life in Orange County by supporting the Coalition.

Moved by Mayor Hack, seconded by Councilmember Ring, and carried unanimously to approve **Resolution No. 11-10** supporting the John Wayne Airport Corridor Coalition, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, IN SUPPORT OF THE JOHN WAYNE AIRPORT CORRIDOR CITY COALITION AND POSITION STATEMENT

IX. CITY MANAGER

9.1 Fiscal Year 2011-12 Annual Budget

City Manager Keane summarized the agenda report.

Councilmember Robbins stated that he is confident that staff has proposed a conservative and sound budget.

Mayor Pro Tem Conners thanked staff for a clear presentation and for preparing a budget that continues to provide current services in these financially restricted times.

Mayor Hack thanked staff for preparing the budget and stated that it is the consensus of the City Council to move forward with the budget as proposed.

City Manager Keane thanked the City's volunteers and committee members for providing valuable services that would otherwise cost the City a significant amount of money.

Mayor Hack thanked the volunteers on behalf of the City Council.

No changes were requested to the proposed budget and the implementing documents will be agendized for consideration at the Council's June 29, 2011 meeting.

X. COMMITTEE REPORTS

10.1 Transportation Corridor Agencies (Mayor Hack)

Mayor Hack reported on the Agency's recent successful bond negotiations.

10.2 Orange County Library Board (Councilmember Robbins)

Mayor Robbins stated that there was no report.

10.3 Orange County Fire Authority (Councilmember Rhodes)

Councilmember Rhodes provided updates on recent service awards, budget adjustments, OCFA's participation in the Pepsi Refresh Challenge, and the 2011-13 budget. OCFA has a 90% approval rating from Laguna Woods'

residents.

10.4 Southern California Water Committee (Mayor Hack)

Mayor Hack reported on the Committee's position on Delta issues.

10.5 Coastal Greenbelt Authority (Mayor Pro Tem Conners)

Mayor Pro Tem Conners reported that Woods End is now leased to the County of Orange and a part of the Laguna Coast Wilderness Park. Mayor Pro Tem Conners was elected Vice Chair of the Coastal Greenbelt Authority. She encouraged the public to contact the Nix Nature Center to schedule group hikes and reported on the possibility of an entrance to the park at the end of Ridge Route.

City Manager Keane noted that, in the past, the City has also asked the County to consider an entrance to the park at the end of Santa Maria.

10.6 Laguna Canyon Foundation (Councilmember Rhodes)

Councilmember Rhodes reported on the Foundation's budget, volunteer programs, and plans to demolish three buildings. He also announced that he has been assigned to the development and outreach committee.

10.7 Vector Control District Board (Councilmember Robbins)

Councilmember Robbins reported that the next Board meeting is scheduled for June 16, 2011. One dead bird has been found in Laguna Woods, but test results were negative for West Nile Virus. There have been no human cases so far this year.

XI. PUBLIC COMMENTS – None

XII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

12.1 Reports on Meetings Attended per Government Code §53232.3 – None

12.2 Other Meetings, Comments and Announcements

Councilmember Rhodes discussed a Memorial Day ceremony that he attended with City Manager Keane at the El Toro Memorial Park Cemetery.

ITEM 6.1

Mayor Pro Tem Conners discussed her visit to the Traveling Vietnam Memorial Wall displayed in Dana Point. A second display, called the Vietnam Veteran Wall That Heals will take place June 16 through 19, 2011 at Yorba Park in Orange. Information regarding the event can be found on www.v2v.tv. Mayor Pro Tem Conners also reported on her attendance, on behalf of the Mayor, at the County Mayor's Breakfast on May 19, 2011.

Councilmember Rhodes stated that South County Outreach provides a summer program called "Fun In The Summer Time" to benefit children's programs. Donations of new or gently used children's books, games or puzzles can be dropped off at the Laguna Woods Globe office or the Laguna Woods Village Library.

Mayor Hack discussed hedge rows that hampered glider pilots from landing during World War II.

Mayor Pro Tem Conners announced that an Independence Day celebration sponsored by the American Legion will be held on July 4, 2011 at 11 a.m. in Clubhouse 1.

XIII. CLOSED SESSION – None

XIV. ADJOURNMENT

The meeting was adjourned at 2:59 p.m. to a meeting at 2:00 p.m. on Wednesday, June 29, 2011 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: July 20, 2011

BERT HACK, Mayor

**CITY OF LAGUNA WOODS, CALIFORNIA
CITY COUNCIL MINUTES
ADJOURNED REGULAR MEETING
June 29, 2011
2:00 P.M.**

I. CALL TO ORDER

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

II. FLAG SALUTE

Councilmember Ring led the flag salute.

III. ROLL CALL

COUNCILMEMBERS: PRESENT: Ring, Conners, Hack
 ABSENT: Rhodes, Robbins

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

IV. CONSENT CALENDAR

Moved by Councilmember Ring, seconded by Mayor Pro Tem Conners, and carried unanimously to approve Consent Calendar Items 4.1 – 4.7.

4.1 Approved the reading by title of all ordinances and resolutions. Said ordinances and resolutions that appear on the public agenda shall be determined to have been read by title only and further reading waived.

4.2 Fiscal Year 2011-12 All Funds Budget

Approved six resolutions implementing the City's Fiscal Year 2011-12 budget, entitled:

A. **Resolution No. 11-11** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012

B. **Resolution No. 11-12** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, RESCINDING RESOLUTION NO. 09-04 AND ESTABLISHING A COMPENSATION SCHEDULE FOR CITY EMPLOYEES

C. **Resolution No. 11-13** A RESOLUTION OF THE CITY COUNCIL OF THE CITY

OF LAGUNA WOODS, CALIFORNIA, ADOPTING A SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM IN CONFORMANCE WITH MEASURE M REQUIREMENTS

D. **Resolution No. 11-14** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, CONCERNING THE STATUS OF THE CIRCULATION ELEMENT OF THE CITY OF LAGUNA WOODS

E. **Resolution No. 11-15** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, ESTABLISHING A GENERAL GOVERNMENTAL OVERHEAD RATE OF 42%

F. **Resolution No. 11-16** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2011-12

4.3 Supplemental Law Enforcement Services Fund (SLESF)

Allocated any and all Supplemental Law Enforcement Services Funds received from the State of California in FY 2011-12 for salary, benefits, supervision and related equipment and training for one-half of the cost for the Orange County Sheriff's Department deputy assigned to traffic enforcement in Laguna Woods.

4.4 Local Law Enforcement Services

Approved an agreement with the County of Orange for Fiscal Year 2011-12 law enforcement services in the City of Laguna Woods, and authorized the Mayor to execute the agreement subject to approval as to form by the City Attorney.

4.5 Taxi Voucher Program

Approved an agreement with Cabco Yellow, Inc. (dba: California Yellow Cab) for subsidized taxi voucher service, and authorized the City Manager to execute the agreement and option extensions, subject to approval as to form by the City Attorney.

4.6 Water Quality Consulting Services

Approved an agreement with Charles Abbott and Associates for water quality planning and inspection service, and authorized the City Manager to execute the agreement and option extensions, subject to approval as to form by the City Attorney.

4.7 Streetlight Maintenance

Approved an agreement with Peak Lighting and Electric, Inc. for street light maintenance service and public facility electric services, and authorized the City Manager to execute the agreement and option extensions, subject to approval as to form by the City Attorney.

V. CITY MANAGER**5.1 Red Light Cameras**

City Manager Keane summarized the agenda report and announced that Bob Hickman, Regional Manager for Redflex, was present to answer questions.

Councilmember Ring asked Mr. Hickman to discuss the current status of litigation unique to Orange County.

Mr. Hickman responded that Orange County is the only county where city attorneys are required to appear in court and where defense attorneys are able to “shop” for a more favorable commissioner. He discussed recent court decisions and legislation, including SB 29 which would add a sentence to the affidavit accompanying the citation stating that vehicle owners do not have to identify the driver.

Councilmember Ring stated that he has always supported the program for reasons of public safety, but that he would be in favor of ending the program in December 2011 if the legal situation does not improve.

Mayor Pro Tem Conners stated that she does not consider the \$53,000 the City would spend to support this program as a loss, but rather an investment in safety at the intersections. She asked Mr. Hickman if statistics showing an increase in rear-end collisions is available.

Mr. Hickman responded that it would depend on to whom you talk. The red light cameras are designed to stop t-bone collisions. Rear-end collisions may increase; however, based on Redflex’s study, texting and other activities are often the cause.

City Manager Keane stated that the City has been tracking rear-end collisions and that there has been no increase at the intersections.

Mayor Hack discussed the congestion at the Moulton and El Toro intersection and how the red light camera program helps with enforcement. He also stated his support for the extension and the importance of insurance companies advocating for the program.

Mayor Pro Tem Conners stated that she is in favor of the extension and discussed two letters of opposition that the City received, which focused on the cost of the program and an alleged invasion of privacy. She stated her belief that if someone is breaking the law, they no longer have a right to privacy.

Mayor Hack stated that this is a law enforcement issue.

Moved by Councilmember Ring, seconded by Mayor Pro Tem Conners, and carried unanimously to approve an amendment to the contract with Redflex Traffic Systems, Inc. to extend the term for six months to December 31, 2011 and lower the monthly payment for services to \$4,000 per approach per month; and authorize the City Manager to execute the contract amendment, subject to approval as to form by the City Attorney.

Mayor Hack reiterated that insurance companies should weigh in on the issue.

Mr. Hickman responded that insurance companies did weigh in a few months ago. He stated that he would forward a copy of that report to the City Council.

VI. PUBLIC COMMENTS – None

VII. CITY COUNCIL COMMENTS AND ANNOUNCEMENTS

Mayor Pro Tem Conners announced that she is scheduled to deliver a short address at an event sponsored by the American Legion on July 4, 2011 at 11 a.m. in Village Clubhouse 1.

Mayor Hack wished everyone a safe and happy Fourth of July.

VIII. CLOSED SESSION

8.1 The City Council met in closed session to confer with legal counsel regarding one matter of pending litigation: City of Laguna Woods vs. Raintree Realty LLC. Case No. 05 CC 09350 pursuant to the provisions of Government Code Section 54956.9(a).

8.2 The City Council met in closed session to confer with legal counsel regarding one matter of pending litigation: Rosalind Chasman and Elva Brinegar vs. City of Laguna Woods, et al.; Case No. 30-2011-00449800-CU-WM-CXC pursuant to the provisions of Government Code Section 54956.9(a).

The City Council reconvened in open session at 2:53 p.m. City Attorney Cosgrove advised that there was no reportable action.

IX. ADJOURNMENT

The meeting was adjourned at 2:53 p.m. The next regular meeting will be at 2:00 p.m. on Wednesday, July 20, 2011 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

YOLIE TRIPPY, Deputy City Clerk

Adopted: July 20, 2011

BERT HACK, Mayor

6.2
WAIVE READING OF ORDINANCES AND
RESOLUTIONS
(No Report)

6.3
TREASURER'S REPORT

City of Laguna Woods
Monthly Treasurer's Report
June 30, 2011

CASH ON HAND1. Investments/General Fund

Local Agency Investment Fund	\$	8,356,315
		<hr/>
Subtotal	\$	8,356,315

2. Investments/Transportation Fund

Local Agency Investment Fund	\$	228,326
		<hr/>
Subtotal	\$	228,326

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

Petty Cash Funds	\$	409
Analyzed Checking Account	\$	609,640
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Subtotal	\$	610,049

TOTAL	\$	9,194,690
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Note: LAIF reports interest earnings quarterly.

6.4
WARRANT REGISTER

CITY OF LAGUNA WOODS
WARRANT REGISTER
July 20, 2011

Check Number	Check Date	Vendor Name	Check Description	Amount
PREPAID WARRANTS:				
<i>Automatic Bank Debits</i>				
Debit	06/09/2011	ADP PAYROLL SERVICES	Payroll 06/03/11	29,502.68
Debit	06/09/2011	ADP PAYROLL SERVICES	Processing Charges- Payroll 06/03/11	113.12
Debit	06/09/2011	ICMA RETIREMENT CORPORATION	401 Contribution-Payroll 06/03/11	1,594.03
Debit	06/17/2011	AFLAC	Flexible Spending Account Reimbursement	348.74
Debit	06/23/2011	ADP PAYROLL SERVICES	Payroll 06/17/11	29,480.01
Debit	06/23/2011	ADP PAYROLL SERVICES	Processing Charges- Payroll 06/17/11	113.12
Debit	06/23/2011	ICMA RETIREMENT CORPORATION	401 Contribution-Payroll 06/17/11	1,594.03
<i>Other</i>				
110436	06/15/2011	CIT TECHNOLOGY FINANCING SERV.	Copier Lease - June 2011	647.07
110437	06/15/2011	DAVID EVANS & ASSOCIATES INC.	Moulton Smart Street/Phase I Landscaping	55.97
110438	06/15/2011	LYNN CAPOUYA	City Centre Park/Apr-May 201	1,811.58
110439	06/15/2011	REILLY, DOUGLAS C.	Employee Benefit Program/June 2011	130.50
110440	06/15/2011	SOUTHERN CALIFORNIA EDISON	Traffic Signal Controllers/May 2011	779.62
110441	06/15/2011	YOLIE TRIPPY	Employee Benefit Program/May 2011	460.00
110442	06/15/2011	WARE DISPOSAL	E-Waste Collection	274.00
110443	06/15/2011	WM CURBSIDE, LLC	Bulky Collections/April 2011	3,100.00
110444	06/22/2011	ALL AMERICAN ASPHALT	Santa Maria Ave Rehabilitation	47,692.80
110445	06/22/2011	ATOM, INC.	City Centre Park/May 2011	51,097.50
110446	06/22/2011	BACKYARD BEES, LLC	City Hall Bee Honey	40.00
110447	06/22/2011	CAA	Water Quality Consulting/May 2011	2,189.00
110448	06/22/2011	CALIFORNIA YELLOW CAB	Taxi Voucher Service/May 2011	28,167.00
110449	06/22/2011	CALPERS - RETIREMENT	Retirement Contribution 06/03/11	4,699.92
110450	06/22/2011	CAPTIONING UNLIMITED	Captioning/Council Meeting/June 2011	100.00
110451	06/22/2011	DEMPSEY CARSON	Taxi Voucher Refund	50.00

CITY OF LAGUNA WOODS
WARRANT REGISTER

July 20, 2011

ITEM 6.4

Check Number	Check Date	Vendor Name	Check Description	Amount
110452	06/22/2011	COPYFORCE	Printing/Taxi Vouchers/FY 2011-12	365.40
110453	06/22/2011	COPYFORCE	Printing/Taxi Buck Books/FY 2011-12	1,544.25
110454	06/22/2011	COUNTY OF ORANGE	Moulton Smart Street/March 2011	121,251.50
110455	06/22/2011	EL TORO WATER DISTRICT	City Hall Utilities/May 2011	28.00
110456	06/22/2011	EL TORO WATER DISTRICT	City Hall Utilities/May 2011	94.57
110457	06/22/2011	GASS CONSTRUCTION CO, INC.	Santa Maria Ave Multi-Modal Project	157,480.51
110458	06/22/2011	HARDY & HARPER, INC.	Street Maintenance/Potholes	2,020.00
110459	06/22/2011	HOGLE-IRELAND	Planning & Inspection Services/April 2011	1,462.50
110460	06/22/2011	KONE INC.	Elevator Maintenance/June 2011	217.00
110461	06/22/2011	MUNICIPAL CODE CORP	Codify Ordinances 11-03 and 11-04	1,782.30
110462	06/22/2011	NIEVES LANDSCAPE, INC.	Landscape Maintenance/Extra Work	6,975.00
110463	06/22/2011	ORANGE COUNTY TREASURER - STRE	Street Maintenance/March 2011	24,128.64
110464	06/22/2011	PAPCO IRRIGATION	Backflow Device Testing	613.10
110465	06/22/2011	RALPH LERMAN PLUMBING, INC.	Building Maintenance	585.59
110466	06/22/2011	REDFLEX TRAFFIC SYSTEMS	Redlight Camera/May 2011	25,000.00
110467	06/22/2011	S. C. SIGNS & SUPPLIES, LLC	Street Maintenance/Signage	2,741.04
110468	06/22/2011	SADDLEBACK WINDOWS AND DOORS	CDBG Energy Efficiency Program	2,786.00
110469	06/22/2011	SOUTHERN CALIFORNIA EDISON	Safety Lights over Traffic Signals/May 2011	415.10
110470	06/22/2011	SOUTHERN CALIFORNIA EDISON	Residential Streetlight/Third Mutual/May	4,378.45
110471	06/22/2011	SOUTHERN CALIFORNIA EDISON	Right of Way/May 2011	2,166.05
110472	06/22/2011	SOUTHERN CALIFORNIA EDISON	Irrigation Controllers/June 2011	89.48
110473	06/27/2011	FOLEY, PATRICK	Employee Benefit Program	150.00
110474	VOID	SADDLEBACK WINDOWS AND DOORS	CDBG Energy Efficiency Program	0.00
110475	06/27/2011	SADDLEBACK WINDOWS AND DOORS	CDBG Energy Efficiency Program	2,681.00
110476	06/27/2011	VANTAGEPOINT TRANSFER AGT-457	457 Plan Contributions/June 2011	1,150.00
110477	06/29/2011	GEORGE ANKER	Taxi Voucher Refund	50.00
110478	06/29/2011	BALLIET, MICHAEL	Waste Consulting - May 2011	4,462.50
110479	06/29/2011	KATHY BARLASS	Taxi Voucher Refund	22.50
110480	06/29/2011	CAA	Water Quality Testing/Jun 2011	702.00

CITY OF LAGUNA WOODS
WARRANT REGISTER

July 20, 2011

ITEM 6.4

Check Number	Vendor Name	Check Date	Check Description	Amount
110481	DAVID EVANS & ASSOCIATES INC.	06/29/2011	Moulton Smart Street/May 2011	2,086.59
110482	EL TORO WATER DISTRICT	06/29/2011	Landscape Irrigation/June 2011	3,766.32
110483	EL TORO WATER DISTRICT	06/29/2011	Dog Park Irrigation/June 2011	17.51
110484	FLEX ONE	06/29/2011	Program Fees/June 2011	50.00
110485	SHIRLEY GLICK	06/29/2011	Taxi Voucher Refund	35.70
110486	HOGLE-IRELAND	06/29/2011	Planning Services/April 2011	7,892.50
110487	JONES, ERNESTINE	06/29/2011	Employee Benefit Program/June 2011	359.62
110488	LEAGUE OF CALIFORNIA CITIES	06/29/2011	2011 Membership Dues	6,342.00
110489	FRANCES LIGHTBODY	06/29/2011	Taxi Voucher Refund	50.00
110490	OTTO MEYER	06/29/2011	Taxi Voucher Refund	50.00
110491	NORCO	06/29/2011	Delivery Services	19.34
110492	PENELOPE PASCUAL	06/29/2011	Taxi Voucher Refund	13.00
110493	MAY PERRY	06/29/2011	Taxi Voucher Refund	50.00
110494	SHIRLEY PETERS	06/29/2011	Taxi Voucher Refund	50.00
110495	PRACTICAL DATA SOLUTIONS	06/29/2011	IT Repairs	280.82
110496	BLANCHE SCHULMAN	06/29/2011	Taxi Voucher Refund	45.50
110497	SIERRA ANALYTICAL	06/29/2011	Water Quality Lab Testing	1,250.00
110498	SIERRA INSTALLATIONS, INC	06/29/2011	Change-Out Banners	1,845.00
110499	SOUTHERN CALIFORNIA EDISON	06/29/2011	City Hall Utilities/June 2011	1,447.36
110500	SOUTHERN CALIFORNIA EDISON	06/29/2011	Ridge Route Dog Park/June 2011	21.95
110501	TRANSPORTATION CORRIDOR	06/29/2011	TCA Fee Payment	1,365.75
110502	VERRALL, SANDRA	06/29/2011	Supplies/Races Drill	56.55
110503	DOROTHY WEBB	06/29/2011	Taxi Voucher Refund	39.00
110504	WM CURBSIDE, LLC	06/29/2011	City Hall/Waste Collection Event/April 2011	5,378.38
110505	AFLAC	06/29/2011	Employee Benefit Program/July 2011	310.80
110506	ALLIANT INSURANCE SERVICES	06/29/2011	Crime Insurance	932.00
110507	AT&T	06/29/2011	Telephone/581-3974/May 2011	81.45
110508	AT&T	06/29/2011	Telephone/583-1105/May 2011	15.52
110509	CALIFORNIA JOINT POWERS	06/29/2011	Liability/Worker's Comp Insurance	104,107.00

CITY OF LAGUNA WOODS
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Check Number	Check Date	Vendor Name	Check Description	Amount
110510	* 06/29/2011	CALPERS - HEALTH	Employee Benefit Program/July 2011	3,206.59
110511	* 06/29/2011	CNA	Employee Benefit Program/July-Sept. 2011	518.16
110512	* 06/29/2011	CNA	Employee Benefit Program/July-Sept. 2011	410.36
110513	* 06/29/2011	LOS ANGELES TIMES	Newspaper Delivery/July-August 2011	79.10
110514	* 06/29/2011	MANAGED HEALTH NETWORK	Employee Benefit Program/July 2011	22.23
110515	* 06/29/2011	MOVIE LICENSING USA	Annual Movie Site License	325.00
110516	* 06/29/2011	PRINCIPAL FINANCIAL GROUP	Employee Benefit Program/July 2011	457.10
110517	06/29/2011	REILLY, DOROTHY	Taxi Voucher Refund	40.00
110518	06/29/2011	RUTAN & TUCKER, LLP	City Attorney Services/April 2011	36,132.52
110519	* 06/29/2011	SONITROL	Alarm Monitoring/July 2011	57.19
110520	* 06/29/2011	SOUTHERN CALIFORNIA ASSN	Annual Dues/FY 2011-2012	1,730.00
110521	* 06/29/2011	VISION SERVICE PLAN OF AMERICA	Employee Benefit Program/July 2011	167.53
110522	07/06/2011	RICHARD ANDERSON	Taxi Voucher Refund	50.00
110523	07/06/2011	AT&T	Telephone/458-3487/June 2011	31.43
110524	07/06/2011	CALPERS - RETIREMENT	Retirement Contributions 06/17/11	4,707.43
110525	07/06/2011	CAPTIONING UNLIMITED	Captioning/Council Meeting/June 29, 2011	100.00
110526	07/06/2011	BONNIE CARROLL	Taxi Voucher Refund	40.00
110527	07/06/2011	CITY OF LAGUNA BEACH	Animal Services/4th Quarter FY 2010-11	20,665.00
110528	* 07/06/2011	DELTA DENTAL PLAN OF CA	Employee Benefit Program/July 2011	591.77
110529	07/06/2011	DENNIS D. NELSON, PE	Professional Services/April 2011	23,293.25
110530	07/06/2011	EL TORO WATER DISTRICT	Linear Park Irrigation/June 2011	340.74
110531	07/06/2011	HERB FALK	Taxi Voucher Refund	15.50
110532	07/06/2011	FOLEY, PATRICK	Employee Benefit Program	52.00
110533	07/06/2011	GARY GATES	Employee Benefit Program/June 2011	877.04
110534	07/06/2011	GUERILLA BEEKEEPERS LLC	Relocate Bees	400.00
110535	07/06/2011	HOGLE-IRELAND	Building Inspection/March 2011	15,693.75
110536	07/06/2011	CHO JAEHA	Taxi Voucher Refund	50.00
110537	07/06/2011	ISABEL JENSEN	Taxi Voucher Refund	31.00
110538	07/06/2011	FRAN LERNER	Taxi Voucher Refund	50.00

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Check Number	Check Date	Vendor Name	Check Description	Amount
110539	07/06/2011	MUNICIPAL WATER DISTRICT OF OC	Water Policy Forum/Hack	75.00
110540	07/06/2011	PRACTICAL DATA SOLUTIONS	IT Services/May 2011	1,080.00
110541	07/06/2011	PWC	Moulton Smart Street/Phase 1	32,620.00
110542	07/06/2011	ADELE SHERWOOD	Taxi Voucher Refund	20.00
110543	07/06/2011	SOUTHERN CALIFORNIA EDISON	Residential Street Lights/United/June 2011	1,599.49
110544	* 07/06/2011	SOUTHERN CALIFORNIA WATER	Quarterly Meeting/Hack/July 2011	70.00
110545	07/06/2011	THE BEE MAN	Bee Removal	190.00
110546	07/06/2011	THE GAS COMPANY	City Hall Utilities/June 2011	65.16
110547	07/06/2011	YOLIE TRIPPY	Employee Benefit Program/June 2011	460.00
110548	07/06/2011	ALLEN ZAHNER	Taxi Voucher Refund	40.00
110549	VOID	BALLIET, MICHAEL	Waste Consulting/June 2011	0.00
110550	07/13/2011	CALIFORNIA BLDG STANDARDS COMM	2nd Qtr Building Permit Fee Assessment	702.00
110551	* 07/13/2011	CALIFORNIA JOINT POWERS	Property Insurance/FY 2011-12	17,781.00
110552	* 07/13/2011	CIT TECHNOLOGY FINANCING SERV.	Copier Lease - July 2011	647.07
110553	* 07/13/2011	DAYLE MCINTOSH CENTER	3rd Qtr Community Service Grant	2,500.00
110554	07/13/2011	DEPARTMENT OF CONSERVATION	4th Quarter SMIP Report	276.05
110555	* 07/13/2011	KEANE, LESLIE A.	July 2011 Auto Allowance	450.00
110556	07/13/2011	PRACTICAL DATA SOLUTIONS	IT Services/June 2011	1,080.00
110557	07/13/2011	SOUTHERN CALIFORNIA EDISON	TC-1 2-23-425-7061 - June 2011	823.86
110558	* 07/13/2011	RONALD THEETGE	Waste Diversion Deposit Refund	900.00
110559	07/13/2011	WM CURBSIDE, LLC	E-Waste Collection/May 2011	4,820.72
110560	07/13/2011	SOUTHERN CALIFORNIA EDISON	Safety Light Over Traffic Signals/June 2011	383.95
110561	07/13/2011	SOUTHERN CALIFORNIA EDISON	Residential Streetlights/Third/June 2011	4,338.36
110562	07/13/2011	SOUTHERN CALIFORNIA EDISON	Right of Way/June 2011	2,129.33
Total Prepaid Warrants				890,529.51

REGULAR WARRANTS:
110563 07/13/2011 AT&T

Telephone/June 2011 442.59

**CITY OF LAGUNA WOODS
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Check Number	Check Date	Vendor Name	Check Description	Amount
110564	07/13/2011	BANK OF AMERICA - CC	Credit Card Charges/June 2011	1,103.31
110565	* 07/13/2011	MARIE BUELL	Taxi Voucher Refund	40.00
110566	07/13/2011	CALIFORNIA YELLOW CAB	NEMT/June 2011	3,821.00
110567	* 07/13/2011	COMMPRO	Website Hosting/July 2011	295.00
110568	* 07/13/2011	CYNTHIA CONNERS	July 2011 Compensation	300.00
110569	* 07/13/2011	ROBERT CORWIN	Taxi Voucher Refund	50.00
110570	* 07/13/2011	RUTH CUMMINS	Taxi Voucher Refund	25.00
110571	* 07/13/2011	EDWARD ELY	Taxi Voucher Refund	22.50
110572	* 07/13/2011	ALMA FEDORSIN	Taxi Voucher Refund	28.00
110573	* 07/13/2011	MYRTLE FURTADO	Taxi Voucher Refund	50.00
110574	07/13/2011	GREAT CLEANING SERVICE	Janitorial Service/June 2011	602.49
110575	* 07/13/2011	HACK, BERT	July 2011 Compensation	300.00
110576	07/13/2011	HOGLE-IRELAND	Planning Services/May 2011	8,903.75
110577	* 07/13/2011	ROSEMARY HOPWOOD	Taxi Voucher Refund	50.00
110578	07/13/2011	ISLANDER CONSTRUCTION	Waste Diversion Deposit Refund	1,020.00
110579	* 07/13/2011	KONE INC.	Elevator Maintenance/July 2011	217.00
110580	07/13/2011	LAKE FOREST FLORAL DESIGN	Memorial Day Arrangements	184.88
110581	* 07/13/2011	RUTH LIPSKY	Taxi Voucher Refund	35.00
110582	* 07/13/2011	PHILIP MALAKOFF	Taxi Voucher Refund	50.00
110583	* 07/13/2011	BEVERLY MARSHALL	Taxi Voucher Refund	40.00
110584	* 07/13/2011	LOUISE MILLER	Taxi Voucher Refund	12.50
110585	07/13/2011	NIEVES LANDSCAPE, INC.	Landscape Maintenance/Extra Work	350.00
110586	07/13/2011	OFFICE DEPOT	Office Supplies	665.00
110587	07/13/2011	O.C. TREASURER-SHERIFF	Law Enforcement Services/June 2011	100,605.62
110588	* 07/13/2011	ORKIN	Pest Control/July 2011	84.49
110589	* 07/13/2011	FRANCES PETERSEN	Taxi Voucher Refund	48.00
110590	* 07/13/2011	PRACTICAL DATA SOLUTIONS	IT Services/July 2011	1,080.00
110591	* 07/13/2011	PHYLLIS QUINN	Taxi Voucher Refund	50.00
110592	* 07/13/2011	MARTIN RHODES	July 2011 Compensation	300.00

**CITY OF LAGUNA WOODS
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Check Number	Check Date	Vendor Name	Check Description	Amount
110593	* 07/13/2011	RING, ROBERT	July 2011 Compensation	300.00
110594	* 07/13/2011	ROBBINS, MILTON	July 2011 Compensation	300.00
110595	* 07/13/2011	CATHERINE SENATOR	Taxi Voucher Refund	15.00
110596	* 07/13/2011	JEANNE SHLASKO	Taxi Voucher Refund	15.00
110597	* 07/13/2011	HORACE SHORE	Taxi Voucher Refund	15.00
110598	* 07/13/2011	GLENDON WARKENTINE	Waste Diversion Deposit Refund	1,200.00
110599	07/13/2011	MARSHALL YAGAN	Waste Diversion Deposit Refund	750.00
Total Regular Warrants				123,371.13
Warrant Register Total				1,013,900.64

* FY 2011/12 Expenditures

June Credit Card Statement Detail

Debit	USPS Postal Service	Stamps	661.00
Debit	Orange County Register	Newspaper Subscription Renewal	35.89
Debit	Mr. Video	Taxi ID Laminating Pouches	105.89
Debit	Office Depot	Office Supplies	260.53
Debit	CASQA	Water Quality Handbook	40.00

6.5
LIABILITY CLAIM
(Distributed Separately)

8.1
ADVISORY COMMITTEE APPOINTMENTS

City of Laguna Woods Agenda Report

FOR: July 20, 2011 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
AGENDA ITEM: Advisory Committee Appointments

Recommendation

Approve proposed nominations to City advisory committees.

Background

Administrative Policy 2.1 allows councilmembers to appoint individuals to City advisory committees, subject to ratification by the Council as a whole.

Discussion

The following individuals have been nominated for committee membership:

Public Safety Committee

Douglas Rook, Councilmember Robbins

Land Use and Design Review Committee

Mark Schneider, Councilmember Robbins

Fiscal Impact

Funding for staffing and advisory committee activities is included in the current year budget.

Conclusion

With these appointments, the Land Use Committee has one vacancy (Mayor Pro tem Conners); the Public Safety Committee has one vacancy (Mayor Hack); and the Community Services Committee has one vacancy (Mayor Pro Tem Conners). Councilmembers may make nominations at the meeting. Current advisory committee terms run through December 2012.

8.2
GOLF CAR USE OF SANTA MARIA ROAD
(No Report)

9.1
BUILDING INSPECTION SERVICES

**City of Laguna Woods
Agenda Report**

FOR: July 20, 2011 City Council Meeting
TO: Honorable Mayor and Councilmembers
FROM: Leslie A. Keane, City Manager 
AGENDA ITEM: Building Inspection Services

Recommendation

A. Approve an agreement with CivilSource, Inc. for building inspection services, and authorize the City Manager to execute the agreement and option extensions, subject to approval as to form by the City Attorney.

AND

B. Approve a resolution modifying the compensation schedule to add the part-time position of building inspector, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA WOODS, CALIFORNIA, MODIFYING RESOLUTION NO. 11-12, AND ESTABLISHING COMPENSATION FOR THE PART-TIME POSITION OF BUILDING INSPECTOR

Background

Over the past several years, the City has seen an increase in the number of building permits issued, as well as the time required to review and process associated plans. This has resulted in a critical situation whereby residents and contractors are facing increasingly frequent delays in building inspections and plan check. There is also insufficient backup to accommodate changes in staff availability, including time off and attendance at Building Code trainings. As a result, the Building Official has been forced to reduce his office hours, which would ordinarily be spent providing technical assistance to the public, reviewing plans at a rate less expensive than that of a consultant, and coordinating related building functions.

Discussion

The City released a Request for Proposal (RFP) for building inspection services on May 18, 2011. The RFP solicited proposals from firms interested in providing building inspection services on an as needed basis with as little as one hour notice. Concurrent with that effort, staff evaluated the cost-benefit of hiring a part-time building inspector to perform a portion of the required services.

Proposals were received from the Cal Re Group, CivilSource, Hogle Ireland, and Willdan Engineering. After a thorough review, staff determined that CivilSource was the most responsive and lowest cost proposer. The City's Director of Public Safety and Building Official interviewed representatives from CivilSource and conducted reference checks. CivilSource appears capable of providing the level of service required by the City with a high degree of flexibility.

CivilSource currently provides engineering and related inspection services for the cities of Anaheim, Huntington Beach, Irvine, and Rancho Santa Margarita. The personnel that they have proposed to assign to this contract have extensive building inspection experience and all of the necessary certifications and training.

The proposed agreement is for as needed services and does not specify a minimum or maximum amount of work. The City would compensate CivilSource for actual hours worked only. The term of the agreement would begin on July 25, 2011 and conclude on June 30, 2012 with the option of two one-year extensions.

Staff is also recommending that a part-time building inspector be hired to provide up to 1,000 hours of inspection coverage per year beginning on September 1, 2011. The use of both in-house and consultant staff would provide much needed backup in the event of high numbers of inspections and other time sensitive circumstances.

Fiscal Impact

The annual costs associated with entering into an agreement with CivilSource, Inc. and hiring a part-time building inspector can be covered within the existing budget, which is based on an estimate of the anticipated level of building activity for the year. Actual costs and revenues may vary based on the actual amount and nature of the building inspections required. Any increase or decrease will affect both equally.

Conclusion

Entering into an agreement with CivilSource, Inc. and hiring a part-time building inspector will allow the City to maintain a consistent turn around time on requests for inspections at no additional cost to the City or property owners.

Report prepared by: Christopher Macon, Director of Public Safety
Gary Gates, Building Official 